

**CHARTER TOWNSHIP OF VAN BUREN BOARD OF TRUSTEES
NOVEMBER 15, 2016 BOARD MEETING
TENTATIVE AGENDA**

PLEDGE OF ALLEGIANCE:

ROLL CALL:

Supervisor Combs	_____	Trustee McClanahan	_____
Clerk Wright	_____	Trustee Miller	_____
Treasurer Budd	_____	Engineer Nummer	_____
Trustee Hart	_____	Attorney McCauley	_____
Trustee Jahr	_____	Secretary Montgomery	_____

APPROVAL OF AGENDA:

APPROVAL OF CONSENT AGENDA:

1. Special Budget Preparation minutes of October 25th, 26th and 27th, 2016.
2. Special Work Study Session minutes of October 31, 2016.
3. Special Board Meeting minutes of November 1, 2016
4. Special Work Study Session minutes of November 3, 2016
5. Prepaid List of November 4, 2016.
6. Prepaid List of November 10, 2016.
7. Voucher List of November 15, 2016.
8. Approval of a clerical revision to Resolution 2016-03 authorizing an Industrial Facilities Exemption for Mayser Polymer USA, Inc.
9. Approval of the Amendments to the Tax Abatement (198 & 328) Guidelines and Agreements.
10. Approval of the Commercial Fireworks Display Application by Great Lakes Fireworks LLC.
11. Approval of the re-appointment of Norm DeBuck to the Environmental Commission with a term expiring October 1, 2019.
12. Approval of the Revised Policies and Procedures Manual.
13. Approval of the Revised Salaried Employees Benefits Manual.
14. Approval of the Elected Officials Benefits Manual.

PUBLIC HEARING:

CORRESPONDENCE:

PUBLIC COMMENT:

UNFINISHED BUSINESS:

NEW BUSINESS:

1. To consider approval of Resolution 2016-18 the Parks and Recreation 2016-202 Master Plan.
2. To consider approval of the telecommunication right-of-way permit application for KEPS Technologies Inc., dba ACD.net.
3. To consider approval of the Special Land Use request for parcel V-125-83-051-99-0003-005 so the property may operate as a drive-thru restaurant.

REPORTS:

1. Budgetary Report of September 2016

ANNOUNCEMENTS:

NON-AGENDA ITEMS:

ADJOURNMENT:

**CHARTER TOWNSHIP OF VAN BUREN
BOARD MEETING MINUTES-BUDGET REVIEW & PREPARTATION
OCTOBER 25, 2016, OCTOBER 26, 2016 and OCTOBER 27, 2016**

Supervisor Combs called the meeting to order at 9:06 a.m. (October 25, 2016) 10:10 a.m. (October 26, 2016) and 9:05 a.m. (October 27, 2016) in the Board Room. Present: Supervisor Combs, Treasurer Budd, Clerk Wright, Trustee Hart, Trustee Jahr, Trustee McClanahan and Trustee Miller. Others in attendance: Secretary Montgomery, Departmental Directors, Salaried Employees and an audience of five (5) more or less over the three day sessions.

Supervisor Combs read a brief statement at the opening session outlining the purpose of the budget sessions and thanked the various departments and staff for their collaboration.

The purpose of the Budget Preparation Meetings is to allow the department directors to present to the Board their requests for funding for the 2016 Amended and 2017 Proposed Budgets. During the informal presentations, Department Directors and Salaried staff members outlined the provision of services, equipment, potential capital outlay purchases and staffing levels of their perspective departments.

WEDNESDAY, OCTOBER 25, 2016

TOWNSHIP BOARD, PUBLIC SERVICES, FRENCH LANDING DAM AND INSURANCE:

Supervisor Combs presented the 2016 amended and 2017 proposed Public Service, French Landing Dam and Insurance budgets.

ASSESSING:

Assessing Coordinator Stevenson presented the 2016 amended and 2017 Assessing Department proposed budgets.

CLERKS'S OFFICE, ELECTIONS, ACCOUNTING, ATTORNEY FEES AND GENERAL OFFICE:

Clerk Wright presented the 2016 amended and 2017 proposed Clerk's Office, Elections, Accounting, Attorney Fees and General Office budgets.

Supervisor Combs called a lunch recess at 11:50 a.m. The meeting reconvened at 1:06 p.m.

TREASURER'S OFFICE:

Treasurer Budd presented the 2016 amended and 2017 proposed Treasurer's Department budgets.

INFORMATION TECHNOLOGY:

Director Rankin presented the 2016 amended and 2017 proposed Information Technology Department budgets.

CABLE:

Director McCracken presented the 2016 amended and 2017 proposed Cable Department budgets.

Supervisor Combs called a recess at 2:10 p.m. The meeting reconvened at 2:22 p.m.

PUBLIC COMMENT: None.

There being no further discussion the meeting was adjourned at 2:52 p.m.

WEDNESDAY, OCTOBER 25, 2016

SENIOR SERVICES: Director Jordan presented the 2016 amended and 2017 proposed Senior Services Budgets.

MUSEUM: Director Dallos presented the 2016 amended and 2017 proposed Museum budgets.

Supervisor Combs called a lunch recess at 11:55 a.m. The meeting reconvened at 1:12 p.m.

PUBLIC SAFETY: Sergeant Keele presented the 2016 amended and 2017 proposed Dispatch budgets. Lieutenant Bazy presented the 2016 amended and 2017 proposed Animal Control budgets. Public Safety Deputy Director (Fire) Besson presented the 2016 amended and 2017 proposed Fire Department budgets. Public Safety Director Laurain presented the 2016 amended and 2017 proposed Police Department budgets.

PUBLIC COMMENT: Comments included: clarification if a K-9 position would be re-instated, requested a third ordinance officer to address commercial properties and illegal dumping and request for the Township to utilize a large scale auction when disposing of vehicles.

There being no further discussion the meeting was adjourned at 3:05 p.m.

THURSDAY, OCTOBER 27, 2016

PUBLIC SERVICES, WATER & SEWER, BUILDING & GROUNDS, CEMETERY:

Director Taylor presented the 2016 amended and 2017 proposed Department of Public Services, Water & Sewer, Building & Grounds and Cemetery budgets.

PLANNING AND ECONOMIC DEVELOPMENT: Director Akers presented the 2016 amended and 2017 proposed Planning and Economic Development Department budgets.

Trustees McClanahan and Trustee Jahr left the meeting 10:00 a.m. Trustee McClanahan and Trustee Jahr returned to the meeting at 10:40 a.m.

Trustee Hart left the meeting and 11:00 a.m.

Supervisor Combs called a lunch recess at 12:06 p.m. The meeting reconvened at 1:30 p.m.

DOWNTOWN DEVELOPMENT AUTHORITY (DDA): DDA Director Ireland and DDA Deputy Director Ireland presented the 2016 amended and 2017 proposed Downtown Development Authority budgets.

RECREATION:

Director Wright and Deputy Director Zaenglein presented the 2016 amended and 2017 proposed Recreation Department budgets which includes Parks and the Lake.

SUPERVISOR:

Supervisor Combs presented the 2016 amended and 2017 proposed Supervisors Office budgets.

PUBLIC COMMENT: Comments included: pointed out the difference between current elected officials and incoming elected official as it pertains to the Townships' financial obligations and offered assistance in helping with the transition of the incoming board.

There being no further discussion the meeting was adjourned at 4:45 p.m.

A draft of the 2016 amended and 2017 proposed budgets will be prepared based on the information received during the budget preparation meetings. The draft will be available for the public to review no less than 7 days prior to the Public Hearing.

Leon Wright, Township Clerk

Date: _____.

Linda H. Combs, Township Supervisor

Date: _____.

**CHARTER TOWNSHIP OF VAN BUREN
SPECIAL WORK STUDY SESSION MINUTES
OCTOBER 31, 2016**

Supervisor Combs called the meeting to order at 4:00 p.m. in the Sheldon Room. Present: Supervisor Combs, Treasurer Budd, Clerk Wright, Trustee Hart, Trustee McClanahan and Trustee Miller. Late Arrival (4:07 p.m.) Trustee Jahr. Others in Attendance Secretary Montgomery, Director of Planning and Economic Development Akers, DDA Director Ireland, Assessing Coordinator Stevenson, Public Services Director Taylor, Benefits Coordinator Sumpter, Attorney Kotzian and an audience of seven (7).

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Discussion on the revised Policies and Procedures Manual. This manual covers all employees. Revisions codified previously approved changes and legal updates.

Discussion on the revised Salaried Employees Benefits Manual. This manual covers all salaried employees. Revisions codified previously approved changes and legal updates. Minor benefits changes included a change to the in lieu of health care stipend, tuition reimbursement and PTO eligibility.

Discussion on the Elected Officials Benefits Manual. This manual covers all Elected Officials separating them from the previous Salaried Employees Benefits manual due to their unique status.

PUBLIC COMMENT: Comments included: perception that the Board waits until the last minute to complete the budget process and “get things done”.

ADJOURNMENT: Motion by Hart, seconded by Miller to adjourn the Work Study Session at 6:40 p.m. Motion Carried.

Respectfully submitted,

Leon Wright, Township Clerk

Date: _____.

Linda Combs, Supervisor

Date: _____.

**CHARTER TOWNSHIP OF VAN BUREN
SPECIAL BOARD MEETING MINUTES
NOVEMBER 1, 2016**

Supervisor Combs called the meeting to order at 7:00 p.m. in the Board Room. Present: Supervisor Combs, Treasurer Budd, Clerk Wright, Trustee Hart, Trustee Jahr, Trustee McClanahan and Trustee Miller. Others in attendance: Secretary Montgomery and an audience of thirteen.

Supervisor Combs requested to amend the agenda to include Public Hearing, Correspondence and Public Comment after the Consent Agenda.

APPROVAL OF AGENDA: Jahr moved, Hart seconded to approve the agenda as amended [addition of Public Hearing, Correspondence and Public Comment after the consent agenda] Motion Carried.

APPROVAL OF CONSENT AGENDA: Budd moved, Wright seconded to approve the Consent Agenda. [Work Study Session Minutes of October 17, 2016, Board Meeting Minutes of October 18, 2016, Prepaid list of October 21, 2016, Prepaid list of October 27, 2016, Voucher list of November 1, 2016]. Motion Carried.

PUBLIC HEARING: None.

CORRESPONDENCE: Supervisor Combs read a letter from the Wayne County Sheriff Honor Guard praising the assistance of our Public Safety Department Honor Guard during the funeral services for fallen officer Krol, a letter from Exedy Corporation thanking Lianne Clair for her preparation of a proclamation for Corporate Advisor Harou Shimizu who was transferred to Japan, a letter from Huron Township Supervisor Glaab for the assistance of Public Safety Deputy Director (Fire) Besson with interviews for the Huron Township Fire Chief position and a message from a resident announcing that a go fund me page has been set up for Danny Perez owner of Dos Peso who died suddenly.

PUBLIC COMMENT: Comments included: disappointment in the cancellation of the Public Hearing on the budget and lack of notice of cancellation on the website.

Supervisor Combs called a recess at 7:20 p.m. for clarification with Board members on a Tentative Agreement in the POLC contract. The meeting resumed at 7:25 p.m.

NEW BUSINESS: McClanahan moved, Wright seconded to approve the contract between the Township and Police Officers Labor Council (POLC) Command unit effective January 1, 2014 thru December 31, 2017. Roll Call Vote: Yeas: Combs, Budd, Wright and McClanahan. Nays: Hart, Jahr and Miller. Motion Carried.

ANNOUNCEMENTS: Announcements included: The Clerk's Office will be open on Saturday November 5, 2016 from 10:00 a.m. until 2:00 p.m. for absentee voting, Monday November 7, 2016 from 7:30 a.m. until 4:00 p.m. is the last day for absentee voting, the Administrative Offices will be closed on Tuesday November 8, 2016 to accommodate the voting public (precincts #3 and #4 will be open for voting) and on Friday November 11, 2016 in observance of Veterans Day.

NON-AGENDA: Comments included: Registration for the Van Buren/Belleville Goodfellows starts November 7, 2016, applications are available on the Township website (www.vanburen-mi.org) and at the Public Safety Department. Applicants must apply in person with Driver's license, or currently utility bill and proof of residency, the NAACP Western Branch general membership meeting will be held, open to the public, in the Todd Scott Memorial room at Wayne County Community College District-Western Campus on November 14, 2016 at 7:00 p.m. with representatives from Van Buren Township and Inkster Public Safety Departments, facts regarding the Van Buren Township Public Safety Department, requested the Township display a proclamation honoring Veterans during the month of November, the vote on the POLC contact should not have been before the election, requested clarification on the purpose of the November 3, 2016 Special Work Study Session, opposition to the Public Safety millage, support for the Public Safety millage and requested the Township utilize the bid process for towing and impound fees.

Board members presented proclamations recognizing the years of service and contributions of the four Board members whose terms will expire on November 20, 2016.

ADJOURNMENT: Hart moved, Miller seconded to adjourn at 7:55 p.m. Motion Carried.

Leon Wright, Township Clerk

Date: _____.

Linda Combs, Supervisor

Date: _____.

CHARTER TOWNSHIP OF VAN BUREN
SPECIAL WORK STUDY SESSION MINUTES
November 3, 2016

Supervisor called the meeting to order at 7:02 p.m. in the Board Room. Present: Supervisor Combs, Clerk Wright, Trustee Hart, Trustee Jahr, Trustee Miller and Trustee McClanahan. Absent/Excused: Treasurer Budd. Others in Attendance Secretary Montgomery, Executive Assistant Clair, Director of Planning and Economic Development Akers, Deputy, Deputy Director of Planning and Economic Development Best, and an audience of twenty-six.

Supervisor Combs read a statement explaining the purpose of the meeting and outlined the negotiation of a 5th amendment to the Host Community Agreement with Waste Management.

Board members expressed dissatisfaction with the dissemination of information regarding the agreement, the time frame established for the approval process and the lack of input from the Environmental Committee.

Waste Management provided a brief PowerPoint presentation highlighting the expansion and amendments to the Host Community Agreement.

NEW BUSINESS:

Discussion on a fifth amendment to the Host Community Agreement with Waste Management. For the past three years Waste Management, in conjunction with the Township negotiation team, worked on a fifth amendment to the Host Community Agreement that involves an expansion of the Woodland Meadows Landfill and an extension of payments to the Township through 2056. The current site will reach capacity in 2026 and the benefits received by residents will no longer exist. The proposed expansion would be south of the existing facility and encompass the Woodland Meadows Golf Course. Waste Management has proposed modifications to the Host Community Agreement as amended as follows:

- The annual fee escalator currently set at the greater of 4% of CPI would be reduced to the lesser of 2% or CPI.
- Free curbside collection and disposal services (household waste, yard waste, and recyclables) will continue for a period of five (5) years from the effective date of the amendment following Waste Management will provide free disposal and residents will be charged for collection at rates are competitive to similar services for residents in Wayne County.
- Waste Management will continue to accept any and all waste currently authorized or which may in the future be authorized as allowed by MDEQ for Type II landfills. Hazardous waste and hydraulic fracking wastes will not be accepted.
- The Township may lease the Clubhouse at the annual rate of \$1.00 per year through 2040. In addition Waste Management shall pay to the Township \$5,000 annually for Clubhouse upkeep.
- Waste Management shall annually pay the following amounts to the Township: \$100,000 for beautification, \$50,000 for environmental, \$200,000 for public health, \$15,000 for cultural activities and \$20,000 for senior citizens.
- The landfill height will remain the height of the existing site.
- A landscaped buffer will be installed by Waste Management along Ecorse Road and I-275.
- Reimbursement agreements to homeowners adjacent to the expanded site on Ecorse and Hannan Roads will be offered at 150% of appraised value of the property.
- Solid waste hauling vehicles shall not access the landfill off Ecorse Road.

- Waste Management will provide the Township with a lump sum payment in the amount of 8 million upon issuance of a Letter of Consistency from Wayne County approving the expansion area.
- The amendments would provide funding and benefits to the Township for the next 40 years. In total the agreement provides an additional \$160 million in benefits including approximately \$130 million of additional revenue in the form of landfill fees, an additional \$11 million in grants for parks, recreation, seniors, environment, cultural activities, public health, safety and welfare.

PUBLIC COMMENT: Comments included: Whether campaign contributions to members of the negotiating team could be viewed as a conflict of interest, if the agreement included tipping fees for methane gas, if methane storage tanks would be allowed, where the entrance would be for truck traffic, future cost to residents for curbside pick-up and the existence of wetlands in the expansion area.

ADJOURNMENT: Jahr moved, McClanahan seconded to adjourn the work study session at 9:30 p.m. Motion Carried.

Respectfully submitted,

Leon Wright, Township Clerk

Date: _____.

Linda Combs, Supervisor

Date: _____.

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
BOND 76429	14-B District Court BOND TACANIEQUE NICOLE HADLEY-WEBS 760-000-299-000	10/27/2016 CTowles	11/04/2016	558.00	558.00	Open	N 11/04/2016
	BOND TACANIEQUE NICOLE HADLEY-WEBSTER			558.00			
33385-33397 76457	AmeraPlan Reimbursable EMPLOYEE HRA 101-253-719-000 101-301-719-000 101-370-719-000 101-691-719-000 592-536-719-000	10/31/2016 CTowles	11/04/2016	638.06	638.06	Open	N 11/04/2016
	EMPLOYEE HRA			140.00			
	EMPLOYEE HRA			230.20			
	EMPLOYEE HRA			72.86			
	EMPLOYEE HRA			35.00			
	EMPLOYEE HRA			160.00			
59145 76434	Amera Plan NOV ADMIN FEES 101-101-719-000 101-171-719-000 101-215-719-000 101-228-719-000 101-247-719-000 101-253-719-000 101-265-719-000 101-301-719-000 101-325-719-000 101-329-719-000 101-336-719-000 101-370-719-000 101-691-719-000 101-692-719-000 247-000-719-000 250-000-719-000 592-536-719-000	10/18/2016 CTowles	11/04/2016	1,255.25	1,255.25	Open	N 11/04/2016
	NOV ADMIN FEES			29.90			
	NOV ADMIN FEES			11.95			
	NOV ADMIN FEES			38.85			
	NOV ADMIN FEES			41.85			
	NOV ADMIN FEES			14.95			
	NOV ADMIN FEES			50.80			
	NOV ADMIN FEES			62.75			
	NOV ADMIN FEES			499.10			
	NOV ADMIN FEES			104.60			
	NOV ADMIN FEES			26.90			
	NOV ADMIN FEES			26.90			
	NOV ADMIN FEES			53.80			
	NOV ADMIN FEES			47.80			
	NOV ADMIN FEES			26.90			
	NOV ADMIN FEES			29.90			
	NOV ADMIN FEES			14.95			
	NOV ADMIN FEES			173.35			
7344859079 76430	AT&T 10.22-11.21 485-9079 101-718-850-000	10/22/2016 CTowles	11/04/2016	52.66	52.66	Open	N 11/04/2016
	10.22-11.21 485-9079			52.66			
7346996074 76431	AT&T 10.16-11.15 699-6074 101-265-850-000	10/16/2016 CTowles	11/04/2016	1,560.00	1,560.00	Open	N 11/04/2016
	10.16-11.15 699-6074			1,560.00			
8310006514363 76437	1ST AT&T 8.30.16-10.18.16 8310006514363 101-265-850-000	09/19/2016 CTowles	11/04/2016	1,033.65	1,033.65	Open	N 11/04/2016
	8.30.16-10.18.16 8310006514363			1,033.65			

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP
 POST DATES 11/04/2016 - 11/04/2016
 UNJOURNALIZED
 OPEN
 11/04/2016 PREPAID

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
8310006514363	2ND						
76438	AT&T	10/19/2016	11/04/2016	710.48	710.48	Open	N
	10.19-11.18 8310006514363	CTowles					11/04/2016
	101-265-850-000	10.19-11.18 8310006514363		710.48			
REIMBURSE							
76428	Noah Caincross	10/27/2016	11/04/2016	109.95	109.95	Open	N
	BECKLEY SUMP PUMP	CTowles					11/04/2016
	592-537-930-000	BECKLEY SUMP PUMP		109.95			
0249435							
76432	COMCAST	10/26/2016	11/04/2016	142.85	142.85	Open	N
	11.9-12.8 CAMERA CONNECTION	CTowles					11/04/2016
	101-336-920-000	11.9-12.8 CAMERA CONNECTION		142.85			
0245565							
76433	COMCAST	10/24/2016	11/04/2016	108.92	108.92	Open	N
	11.7-12.6 CABLE BOX/TV FEE	CTowles					11/04/2016
	101-336-920-000	11.7-12.6 CABLE BOX FEE		17.73			
	101-265-920-000	11.7-12.6 TV FEE		91.19			
REIMBURSE							
76436	KATHRYN DALLOS	10/25/2016	11/04/2016	276.93	276.93	Open	N
	BELLE NOELLE LANTERNS	CTowles					11/04/2016
	250-000-742-000	BELLE NOELLE LANTERNS		276.93			
466787400046							
76439	DTE ENERGY	11/04/2016	11/04/2016	310.62	310.62	Open	N
	9.29-10.28 46270 AYRES	CTowles					11/04/2016
	101-718-920-000	9.29-10.28 46270 AYRES		310.62			
322186500045							
76440	DTE ENERGY	11/04/2016	11/04/2016	98.37	98.37	Open	N
	9.29-10.28 49475 EDISON	CTowles					11/04/2016
	101-718-920-000	9.29-10.28 49475 EDISON		98.37			
322186500011							
76441	DTE ENERGY	11/04/2016	11/04/2016	32.72	32.72	Open	N
	8.1-10.28 49585 EDISON	CTowles					11/04/2016
	101-718-920-000	8.1-10.28 49585 EDISON		32.72			
295163000157							
76442	DTE ENERGY	11/04/2016	11/04/2016	47.97	47.97	Open	N
	8.29-10.27 39895 EXPWAY	CTowles					11/04/2016
	592-536-920-000	8.29-10.27 39895 EXPWAY		47.97			
295163000090							
76443	DTE ENERGY	11/04/2016	11/04/2016	182.08	182.08	Open	N
	9.29-10.28 50901 EXPWAY	CTowles					11/04/2016
	101-718-920-000	9.29-10.28 50901 EXPWAY		182.08			
334232800014							
76444	DTE ENERGY	11/04/2016	11/04/2016	99.99	99.99	Open	N
	9.28-10.27 14200 HAGGERTY	CTowles					11/04/2016

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
	592-536-920-000	9.28-10.27 14200 HAGGERTY		99.99			
322186500037							
76445	DTE ENERGY 9.27-10.26 45400 HULL 101-336-920-000	11/04/2016 CTowles 9.27-10.26 45400 HULL	11/04/2016	932.24 932.24	932.24	Open	N 11/04/2016
334232800089							
76446	DTE ENERGY 9.29-10.28 2457 RAWSONVILLE 592-536-920-000	11/04/2016 CTowles 9.29-10.28 2457 RAWSONVILLE	11/04/2016	188.05 188.05	188.05	Open	N 11/04/2016
466787400012							
76447	DTE ENERGY 9.26-10.24 46425 TYLER 101-265-920-000	11/04/2016 CTowles 9.26-10.24 46425 TYLER	11/04/2016	178.25 178.25	178.25	Open	N 11/04/2016
466787400012							
76448	DTE ENERGY 9.29-10.28 50335 EDISON 101-718-920-000	11/04/2016 CTowles 9.29-10.28 50335 EDISON	11/04/2016	72.64 72.64	72.64	Open	N 11/04/2016
334232800287							
76449	DTE ENERGY 9.30-10.30 13085 VENTURA 592-536-920-000	11/04/2016 CTowles 9.30-10.30 13085 VENTURA	11/04/2016	153.29 153.29	153.29	Open	N 11/04/2016
295163000173							
76450	DTE ENERGY 9.28-10.26 39605 WABASH 592-536-920-000	11/04/2016 CTowles 9.28-10.26 39605 WABASH	11/04/2016	301.64 301.64	301.64	Open	N 11/04/2016
334233300048							
76451	DTE ENERGY 9.23-10.21 EMERGENCY SIRENS 101-265-920-000	11/04/2016 CTowles 9.23-10.21 EMERGENCY SIRENS	11/04/2016	320.97 320.97	320.97	Open	N 11/04/2016
TAXES							
76456	Lincoln Consolidated Schools DIST SUMMER TAXES 703-000-233-000 703-000-233-001 703-000-236-000 703-000-236-001 703-000-246-000 703-000-246-001	11/04/2016 CTowles DIST SUMMER TAXES DIST SUMMER TAXES DIST SUMMER TAXES DIST SUMMER TAXES DIST SUMMER TAXES DIST SUMMER TAXES	11/04/2016	1,243.89 144.16 2.46 1,071.51 11.14 14.48 0.14	1,243.89	Open	N 11/04/2016
REFUND							
76452	RICHARD MCWHIRTER REFUND FIRE BOND #78193 101-000-285-000	11/04/2016 CTowles REFUND FIRE BOND #78193	11/04/2016	12,000.00 12,000.00	12,000.00	Open	N 11/04/2016
OCT STMT							
76435	O'Reilly Automotive CTowles	10/31/2016 CTowles	11/04/2016	760.13	760.13	Open	N 11/04/2016

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP
 POST DATES 11/04/2016 - 11/04/2016
 UNJOURNALIZED
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 11/04/2016 PREPAID

Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
	GL Distribution						
	592-536-932-000	CLNR/CLOTH		20.98			
	592-536-932-000	WIPER BLADES		41.74			
	101-336-860-000	WIPER BLADES/BULBS/TIRE CLNR		28.72			
	101-265-933-000	TRCTR ANTIFREEZE/OIL		89.38			
	101-301-860-000	144 BATTERY		111.32			
	592-536-740-000	GAS CANS		27.98			
	101-301-860-000	110 WIPER BLADES		37.82			
	101-265-740-000	GLOVES/TOOLS/CELL CASE		69.96			
	101-301-860-000	136 CAPSULE		20.89			
	101-301-860-000	100 WIPER BLADES		37.82			
	101-301-860-000	CAPSULE/TIRE SHINE		19.73			
	101-301-860-000	161 WIPER BLADES		33.02			
	592-536-932-000	OIL TREAT		7.98			
	101-265-740-000	GLOVES/WELD STICK/TIRE GAUGE		36.97			
	101-265-933-000	TRAILER LIGHTS		59.39			
	592-536-932-000	516 BLOWER RESTR/PIGTAIL		83.70			
	592-536-932-000	514 CAPSULE/BULB		10.77			
	592-536-932-000	514 MULTI RELAY		21.96			
<hr/>							
TAXES							
76453	Van Buren Public School	11/04/2016	11/04/2016	100,581.49	100,581.49	Open	N
	DIST SUMMER TAXES	CTowles					11/04/2016
	703-000-231-000	DIST SUMMER TAXES		73,431.96			
	703-000-231-001	DIST SUMMER TAXES		791.03			
	703-000-234-000	DIST SUMMER TAXES		3,728.62			
	703-000-234-001	DIST SUMMER TAXES		40.11			
	703-000-235-000	DIST SUMMER TAXES		22,349.38			
	703-000-235-001	DIST SUMMER TAXES		240.39			
<hr/>							
TAXES							
76454	Wayne County Treasurer	11/04/2016	11/04/2016	116,276.75	116,276.75	Open	N
	DIST SUMMER TAXES	CTowles					11/04/2016
	703-000-222-000	DIST SUMMER TAXES		43,184.74			
	703-000-222-001	DIST SUMMER TAXES		464.21			
	703-000-230-000	DIST SUMMER TAXES		45,873.85			
	703-000-230-001	DIST SUMMER TAXES		493.18			
	703-000-237-000	DIST SUMMER TAXES		25,257.83			
	703-000-237-001	DIST SUMMER TAXES		271.70			
	703-000-237-002	DIST SUMMER TAXES		723.44			
	703-000-237-003	DIST SUMMER TAXES		7.80			
<hr/>							
TAXES							
76455	Washtenaw Intermediate Schools	11/04/2016	11/04/2016	802.90	802.90	Open	N
	DIST SUMMER TAXES	CTowles					11/04/2016
	703-000-239-000	DIST SUMMER TAXES		794.64			
	703-000-239-001	DIST SUMMER TAXES		8.26			

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
# of Invoices:	30	# Due:	30	Totals:	241,030.74		241,030.74
# of Credit Memos:	0	# Due:	0	Totals:	0.00		0.00
Net of Invoices and Credit Memos:					<u>241,030.74</u>		<u>241,030.74</u>

--- TOTALS BY FUND ---

101 - General Fund	19,796.58	19,796.58
247 - DDA Fund	29.90	29.90
250 - Museum Fund	291.88	291.88
592 - Water/Sewer Fund	1,449.35	1,449.35
703 - Current Tax Fund	218,905.03	218,905.03
760 - Court Fund	558.00	558.00

--- TOTALS BY DEPT/ACTIVITY ---

000 -	231,784.81	231,784.81
101 - Township Board	29.90	29.90
171 - Supervisor Department	11.95	11.95
215 - Clerk Department	38.85	38.85
228 - IT Department	41.85	41.85
247 - Assessing Department	14.95	14.95
253 - Treasurer Department	190.80	190.80
265 - Building & Grounds	4,212.99	4,212.99
301 - Police Department	989.90	989.90
325 - Dispatch	104.60	104.60
329 - Ordinance Enforcement	26.90	26.90
336 - Fire Department	1,148.44	1,148.44
370 - Building/Planning Dept.	126.66	126.66
536 - Water Department	1,339.40	1,339.40
537 - Sewer Department	109.95	109.95
691 - Recreation Dept	82.80	82.80
692 - Seniors Dept	26.90	26.90
718 - Park & Lake Dept	749.09	749.09

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP
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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
BOND 76712	14-B District Court ADD'L BOND-TACHANIEQUE NICOLE HADL 760-000-299-000	11/07/2016 CTowles	11/10/2016	30.00	30.00	Open	N 11/10/2016
	ADD'L BOND-TACHANIEQUE NICOLE HADLEY-WE			30.00			
33398-33415 76717	AmeraPlan Reimbursable EMPLOYEE HRA 101-215-719-000 101-253-719-000 101-265-719-000 101-301-719-000 101-325-719-000 101-370-719-000	11/08/2016 CTowles	11/10/2016	2,372.65	2,372.65	Open	N 11/10/2016
	EMPLOYEE HRA			1,020.00			
	EMPLOYEE HRA			20.00			
	EMPLOYEE HRA			58.72			
	EMPLOYEE HRA			1,156.50			
	EMPLOYEE HRA			44.93			
	EMPLOYEE HRA			72.50			
7343987943 76713	AT&T 11.1-11.30 398-7943 592-536-920-000	11/01/2016 CTowles	11/10/2016	147.67	147.67	Open	N 11/10/2016
	11.1-11.30 398-7943			147.67			
7344820697 76714	AT&T 10.28-11.27 482-0697 101-718-850-000	10/28/2016 CTowles	11/10/2016	55.02	55.02	Open	N 11/10/2016
	10.28-11.27 482-0697			55.02			
734R016776 76715	AT&T 11.1-11.30 R01-6776 101-265-850-000	11/01/2016 CTowles	11/10/2016	313.04	313.04	Open	N 11/10/2016
	11.1-11.30 R01-6776			313.04			
906R110537 76716	AT&T 11.1-11.30 R11-0537 101-265-850-000	11/01/2016 CTowles	11/10/2016	559.43	559.43	Open	N 11/10/2016
	11.1-11.30 R11-0537			559.43			
PROF SVS 76720	Downriver Utility Wastewater Auth JAN-SEPT PROFESSIONAL SERVICES 592-537-924-000	11/09/2016 CTowles	11/10/2016	1,553.81	1,553.81	Open	N 11/10/2016
	JAN-SEPT PROFESSIONAL SERVICES			1,553.81			
ELECTION 76711	MICHELLE FUSEYAMORE 11/8 ELECTION TRNG 101-191-705-000	11/08/2016 CTowles	11/10/2016	30.00	30.00	Open	N 11/10/2016
	11/8 ELECTION TRNG			30.00			
ELECTION 76710	Norman Katz 11/8 ELECTION TRNG 101-191-705-000	11/08/2016 CTowles	11/10/2016	15.00	15.00	Open	N 11/10/2016
	11/8 ELECTION TRNG			15.00			
SETTLEMENT 76718*	Wayne County Treasurer 2016 OCT MONTHLY SETTLEMENT 101-000-403-000	11/04/2016 CTowles	11/10/2016	6,492.38	6,492.38	Open	N 11/10/2016
	2016 OCT MONTHLY SETTLEMENT			99.07			

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
	101-000-428-000	2016 OCT	MONTHLY SETTLEMENT	433.43			
	101-000-672-000	2016 OCT	MONTHLY SETTLEMENT	(21.91)			
	101-000-608-000	2016 OCT	MONTHLY SETTLEMENT	60.10			
	101-000-445-000	2016 OCT	MONTHLY SETTLEMENT	(322.07)			
	247-000-403-000	2016 OCT	MONTHLY SETTLEMENT	6,243.76			

550040000501							
76719	Ypsilanti Community Util Autho	10/31/2016	11/10/2016	1,414.26	1,414.26	Open	N
	9.30-10.31 YCUA SEWAGE	CTowles					11/10/2016
	592-537-924-000	9.30-10.31 YCUA SEWAGE		1,414.26			

# of Invoices:	11	# Due:	11	Totals:	12,983.26	12,983.26
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00

Net of Invoices and Credit Memos: 12,983.26 12,983.26

* 1 Net Invoices have Credits Totalling: (343.98)

--- TOTALS BY FUND ---

101 - General Fund	3,593.76	3,593.76
247 - DDA Fund	6,243.76	6,243.76
592 - Water/Sewer Fund	3,115.74	3,115.74
760 - Court Fund	30.00	30.00

--- TOTALS BY DEPT/ACTIVITY ---

000 -	6,522.38	6,522.38
191 - Election Department	45.00	45.00
215 - Clerk Department	1,020.00	1,020.00
253 - Treasurer Department	20.00	20.00
265 - Building & Grounds	931.19	931.19
301 - Police Department	1,156.50	1,156.50
325 - Dispatch	44.93	44.93
370 - Building/Planning Dept.	72.50	72.50
536 - Water Department	147.67	147.67
537 - Sewer Department	2,968.07	2,968.07
718 - Park & Lake Dept	55.02	55.02

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
REIMBURSE							
76582	Marc Abdilla FIRST AID SUPPLIES/EVO TRNG LUNCH 101-301-861-000 101-301-743-000	10/26/2016 CTowles EVO TRNG LUNCH FIRST AID SUPPLIES	11/15/2016	34.89 25.41 9.48	34.89	Open	N 11/15/2016
DUES							
76583	Aerotropolis Development Corp 2016 AEROTROPOLIS DUES 247-000-810-000	11/03/2016 CTowles 2016 AEROTROPOLIS DUES	11/15/2016	25,000.00 25,000.00	25,000.00	Open	N 11/15/2016
62580							
76584	Allie Brothers BESSON SHOES/HAT BAND 101-336-741-000	10/19/2016 CTowles BESSON SHOES/HAT BAND	11/15/2016	137.00 137.00	137.00	Open	N 11/15/2016
62649							
76585	Allie Brothers MARTIN POLO SHIRT 101-336-741-000	10/25/2016 CTowles MARTIN POLO SHIRT	11/15/2016	62.99 62.99	62.99	Open	N 11/15/2016
62650							
76586	Allie Brothers R MCCORMICK POLO SHIRT 101-336-741-000	10/25/2016 CTowles R MCCORMICK POLO SHIRT	11/15/2016	62.99 62.99	62.99	Open	N 11/15/2016
62683							
76587	Allie Brothers BETTENDORF 1 SHIRT/1 PANT 101-301-741-000	10/27/2016 CTowles BETTENDORF 1 SHIRT/1 PANT	11/15/2016	96.98 96.98	96.98	Open	N 11/15/2016
62715							
76588	Allie Brothers KING 2 SHIRTS 101-301-741-000	10/28/2016 CTowles KING 2 SHIRTS	11/15/2016	93.98 93.98	93.98	Open	N 11/15/2016
62736							
76589	Allie Brothers FEY 1 PANT/KEEPERS 101-301-741-000	10/29/2016 CTowles FEY 1 PANT/KEEPERS	11/15/2016	67.99 67.99	67.99	Open	N 11/15/2016
89620							
76581	Ann Arbor Welding Supply HELIUM ALUMINIUM 101-336-740-000	10/20/2016 CTowles HELIUM ALUMINIUM	11/15/2016	5.83 5.83	5.83	Open	N 11/15/2016
60309							
76580	Atlantic Welding Supply NOV-JAN CYLINDER RENTAL 592-536-940-000	11/01/2016 CTowles NOV-JAN CYLINDER RENTAL	11/15/2016	115.50 115.50	115.50	Open	N 11/15/2016
44579							
76592	Belleville Area Independent 10/18 BRD MTG MIN	10/26/2016 CTowles	11/15/2016	87.50	87.50	Open	N 11/15/2016

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
44616	101-248-900-000	10/18 BRD MTG MIN		87.50			
76593	Belleville Area Independent POLICE AUCTION AD 101-000-629-000	11/02/2016 CTowles POLICE AUCTION AD	11/15/2016	70.00 70.00	70.00	Open	N 11/15/2016
OCT STMT 76591	Belleville Auto Supply OCT STMT 592-536-933-000 592-536-740-000	10/31/2016 CTowles BACKHOE RPR PARTS TOOLS	11/15/2016	152.48 144.94 7.54	152.48	Open	N 11/15/2016
OCT STMT 76598	NAPA AUTO PARTS OF BELLEVILLE OCT STMT 101-336-860-000	10/31/2016 CTowles E1 LIGHT RPR PARTS	11/15/2016	19.87 19.87	19.87	Open	N 11/15/2016
INSTRUCTOR1 76594	Virginia Belinski OCT AFEP CLASS INSTRUCTOR 101-692-742-000	11/01/2016 CTowles OCT AFEP CLASS INSTRUCTOR	11/15/2016	140.00 140.00	140.00	Open	N 11/15/2016
INSTRUCTOR2 76595	Virginia Belinski OCT BALANCE/EXERCISE CLASS 101-692-742-000	11/01/2016 CTowles OCT BALANCE/EXERCISE CLASS INSTRUCTOR	11/15/2016	80.00 80.00	80.00	Open	N 11/15/2016
10D73186 76601	Bianco Tours 10/25 HOLY DOOR TRIP 101-692-743-000	10/24/2016 CTowles 10/25 HOLY DOOR TRIP	11/15/2016	180.00 180.00	180.00	Open	N 11/15/2016
82300759 76599	Bound Tree Medical LLC 12 FIRST AID KITS 101-301-743-000	10/14/2016 CTowles 12 FIRST AID KITS	11/15/2016	395.88 395.88	395.88	Open	N 11/15/2016
82300758 76600	Bound Tree Medical LLC FIRST AID SUPPLIES 101-301-743-000	10/14/2016 CTowles FIRST AID SUPPLIES	11/15/2016	328.54 328.54	328.54	Open	N 11/15/2016
109969 76602	BS& A Software PURCHASE ORDER.NET PROGRAM 101-228-970-000	10/25/2016 CTowles PURCHASE ORDER.NET PROGRAM	11/15/2016	7,910.00 7,910.00	7,910.00	Open	N 11/15/2016
109790 76603	BS& A Software ANNUAL SOFTWARE SERVICE/SUPPORT 101-228-939-000	11/01/2016 CTowles ANNUAL SOFTWARE SERVICE/SUPPORT	11/15/2016	21,430.00 21,430.00	21,430.00	Open	N 11/15/2016

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
153773 76708	Chapp & Bushey Oil Co. DIESEL FUEL 101-301-860-001 101-336-860-001 592-536-751-000	11/07/2016 CTowles	11/15/2016	1,356.76 43.42 854.76 458.58	1,356.76	Open	N 11/15/2016
133993 76709	Chapp & Bushey Oil Co. FUEL 101-301-860-001 101-336-860-001 592-536-751-000 101-265-860-000 101-692-860-000 101-370-860-000 101-718-860-000	11/07/2016 CTowles	11/15/2016	5,072.95 3,287.27 294.23 730.50 253.65 258.72 86.24 162.34	5,072.95	Open	N 11/15/2016
REIMBURSE 76606	David Champange CANDY LOOP CANDY 101-301-956-000	11/04/2016 CTowles	11/15/2016	49.94 49.94	49.94	Open	N 11/15/2016
0064356 76605	COMCAST 11.14-12.13 WABASH INTERNET & PHON 592-536-920-000	11/01/2016 CTowles	11/15/2016	128.59 128.59	128.59	Open	N 11/15/2016
47645 76610	COMMONWEALTH ASSOCIATES RIGHTS OF WAY ACQUISITION PROJECT 247-000-977-002	11/02/2016 CTowles	11/15/2016	13,520.16 13,520.16	13,520.16	Open	N 11/15/2016
199308 76609	CONCERTO NETWORKS RUN POTS LINE-DEV SVS CONF RM 101-265-931-000	11/07/2016 CTowles	11/15/2016	236.25 236.25	236.25	Open	N 11/15/2016
XK1WJFWW2 76619	Dell Marketing LP SAMSUNG 32" TV MONITOR 101-336-970-000	10/10/2016 CTowles	11/15/2016	195.00 195.00	195.00	Open	N 11/15/2016
XK1X41X86 76620	Dell Marketing LP DELL XPS 8900-LT OFFICE 101-336-970-000	10/12/2016 CTowles	11/15/2016	1,172.47 1,172.47	1,172.47	Open	N 11/15/2016
102860 76611	Delta Supply Co SOLENOID 101-301-860-000	10/21/2016 CTowles	11/15/2016	68.32 68.32	68.32	Open	N 11/15/2016

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
30754 76614	DOCSTAR DOCULEX SYSTEM 3 YEAR HOSTING SERV 592-536-970-002 101-248-819-000 101-370-819-000	10/21/2016 CTowles	11/15/2016	20,200.00 6,733.33 6,733.33 6,733.34	20,200.00	Open	N 11/15/2016
TRAVEL 76613	GINA DORAZIO 8.23-10.28 MILEAGE 101-247-860-000	11/07/2016 CTowles	11/15/2016	173.56 173.56	173.56	Open	N 11/15/2016
DUES 76618	D.R.A.C.O. FIELDS MEMBERSHIP DUES 101-370-810-000	11/01/2016 CTowles	11/15/2016	75.00 75.00	75.00	Open	N 11/15/2016
ARCHIVIST 76627	Ryan Eberhart ARCHIVAL ASSISTANT 250-000-821-000	11/17/2016 CTowles	11/15/2016	960.00 960.00	960.00	Open	N 11/15/2016
5-600-57078 76639	Fed Ex DELIVER TO ITRON 592-536-956-000	11/04/2016 CTowles	11/15/2016	291.21 291.21	291.21	Open	N 11/15/2016
15991 76638	Fire Service Management REPAIR, CLEAN, ALTER TURN-OUT GEAR 101-336-933-000	10/21/2016 CTowles	11/15/2016	447.00 447.00	447.00	Open	N 11/15/2016
CAKES 76637	Pamela Fleming NOV BIRTHDAY CAKES 101-692-742-000	11/04/2016 CTowles	11/15/2016	40.00 40.00	40.00	Open	N 11/15/2016
100-1511-W 76641	GREAT LAKES WATER AUTHORITY SEPT WATER PURCHASES 592-536-927-000	10/25/2016 CTowles	11/15/2016	222,783.67 222,783.67	222,783.67	Open	N 11/15/2016
154-1047379 76642	Goodyear Commercial Tire BACK HOE FLAT REPAIRED 592-536-933-000	11/01/2016 CTowles	11/15/2016	239.19 239.19	239.19	Open	N 11/15/2016
3971 76644	Gonczy's Property Maintenance MOW TORNSHIP GRASS 101-276-932-000 101-265-819-000 592-536-819-000	10/31/2016 CTowles	11/15/2016	8,730.00 1,800.00 6,680.00 250.00	8,730.00	Open	N 11/15/2016

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
43780823 76643	Goodyear Tire & Rubber Company 20 TIRES FOR SPARES 101-301-860-002	20 TIRES FOR SPARES CTowles	10/25/2016	11/15/2016	2,556.00 2,556.00	2,556.00	Open N 11/15/2016
9264312936 76640	GRAINGER DRUM PLUG WRENCH 101-265-740-000	DRUM PLUG WRENCH CTowles	10/27/2016	11/15/2016	60.10 60.10	60.10	Open N 11/15/2016
INSPECTOR 76645	GERALD HARDER, JR. OCT BUILDING INSPECTIONS 101-370-819-000	OCT BUILDING INSPECTIONS CTowles	10/26/2016	11/15/2016	1,045.00 1,045.00	1,045.00	Open N 11/15/2016
424716 76646	J & T Towing 301 TOW TO EXPRESS TIRE 101-329-860-000	301 TOW TO EXPRESS TIRE CTowles	10/26/2016	11/15/2016	85.00 85.00	85.00	Open N 11/15/2016
90993 76647	Johnston Lithograph, Inc. 12000 #10 WINDOW ENVS-PS MILLAGE I 101-101-956-000	12000 #10 WINDOW ENVS-PS MILLAGE INFO M CTowles	10/21/2016	11/15/2016	735.00 735.00	735.00	Open N 11/15/2016
TRAVEL 76707	Lynette Jordan 10/2 MASC CONFERENCE MILEAGE 101-692-860-000	10/2 MASC CONFERENCE MILEAGE CTowles	11/15/2016	11/15/2016	158.76 158.76	158.76	Open N 11/15/2016
1067942 76648	Johnson, Rosati, Schultz & Joppich, SEPT LEGAL SVS 101-210-801-000	SEPT LEGAL SVS CTowles	10/17/2016	11/15/2016	75.00 53.25 21.75	75.00	Open N 11/15/2016
1067941 76649	Johnson, Rosati, Schultz & Joppich, SEPT LEGAL SVS 101-210-801-000	SEPT LEGAL SVS CTowles	10/17/2016	11/15/2016	2,970.00 2,108.70 861.30	2,970.00	Open N 11/15/2016
INSPECTOR 76651	Robert Lenz OCT ELECTRICAL INSPECTIONS 101-370-819-000	OCT ELECTRICAL INSPECTIONS CTowles	11/01/2016	11/15/2016	1,428.27 1,428.27	1,428.27	Open N 11/15/2016
26130 76653	LIBERTY PLUMBING SUPPLY NIPPLES 592-536-740-000	NIPPLES CTowles	10/24/2016	11/15/2016	263.89 263.89	263.89	Open N 11/15/2016

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
405464 76652	Lower Huron Supply LAUNDRY DETERGENT 592-536-740-000	11/03/2016 CTowles LAUNDRY DETERGENT	11/15/2016	84.11 84.11	84.11	Open	N 11/15/2016
316LP16352 76654	LP POLICE MARCH BACKGROUND PROGRAM USE 101-301-819-000	03/31/2016 CTowles MARCH BACKGROUND PROGRAM USE	11/15/2016	104.95 104.95	104.95	Open	N 11/15/2016
816LP16352 76655	LP POLICE JULY BACKGROUND PROGRAM USE 101-301-819-000	07/31/2016 CTowles JULY BACKGROUND PROGRAM USE	11/15/2016	104.95 104.95	104.95	Open	N 11/15/2016
1116LP16352 76656	LP POLICE OCT BACKGROUND PROGRAM USE 101-301-819-000	10/31/2016 CTowles OCT BACKGROUND PROGRAM USE	11/15/2016	104.95 104.95	104.95	Open	N 11/15/2016
REIMBURSE 76650	Gretchen Lucas PEER SUPPORT TRNG MEALS 101-325-861-000	11/04/2016 CTowles PEER SUPPORT TRNG MEALS	11/15/2016	21.47 21.47	21.47	Open	N 11/15/2016
10.7,14,21,28 76669	Marquis Food Service PRISONER MEALS 101-301-862-000	10/28/2016 CTowles PRISONER MEALS	11/15/2016	570.75 570.75	570.75	Open	N 11/15/2016
STIPEND 76658	JAPHET MANUSCHEWSKI OCT GERMAN VOLUNTEER 101-692-956-000	11/01/2016 CTowles OCT GERMAN VOLUNTEER	11/15/2016	272.73 272.73	272.73	Open	N 11/15/2016
8542 76670	MARTIN & SON S25 RPL ALTERNATOR & VOLTAGE REG 101-692-860-000	10/26/2016 CTowles S25 RPL ALTERNATOR & VOLTAGE REG	11/15/2016	1,297.37 1,297.37	1,297.37	Open	N 11/15/2016
8553 76671	MARTIN & SON S42 RPL STARTER ASSEMBLY 101-692-860-000	10/28/2016 CTowles S42 RPL STARTER ASSEMBLY	11/15/2016	221.38 221.38	221.38	Open	N 11/15/2016
ENTERTAINER 76662	THOMAS J. MARSHALL CHRISTMAS PARTY ENTERTAINMENT 101-692-742-000	10/27/2016 CTowles CHRISTMAS PARTY ENTERTAINMENT	11/15/2016	650.00 650.00	650.00	Open	N 11/15/2016
REIMBURSE 76661	Donovan McCarthy 500 BUSINESS CARDS 101-301-727-000	11/01/2016 CTowles 500 BUSINESS CARDS	11/15/2016	19.08 19.08	19.08	Open	N 11/15/2016

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
REIMBURSE 76660	Ryan McCormick DIVE RESCUE RECERTIFICATION 101-301-865-000	10/27/2016 CTowles	11/15/2016	20.00 20.00	20.00	Open	N 11/15/2016
REIMBURSE 76659	JEREMY MCLEOD REIMBURSE CDL 592-536-956-000	11/04/2016 CTowles	11/15/2016	60.90 60.90	60.90	Open	N 11/15/2016
R-8466 76663	STATE OF MICHIGAN BELLINGHAM ASSESSOR CERT RENEWAL 101-000-123-000	11/03/2016 CTowles	11/15/2016	175.00 175.00	175.00	Open	N 11/15/2016
R-6348 76664	STATE OF MICHIGAN STEVENSON ASSESSOR CERT RENEWAL 101-000-123-000	11/04/2016 CTowles	11/15/2016	175.00 175.00	175.00	Open	N 11/15/2016
R-6048 76665	STATE OF MICHIGAN IRELAND ASSESSOR CERT RENEWAL 247-000-123-000	11/04/2016 CTowles	11/15/2016	175.00 175.00	175.00	Open	N 11/15/2016
3727 76667	MICHIGAN METER #3650 METER TESTS 592-536-970-003	10/27/2016 CTowles	11/15/2016	90.00 90.00	90.00	Open	N 11/15/2016
3755 76668	MICHIGAN METER #3650 CMPD/GSKTS 592-536-970-003	10/28/2016 CTowles	11/15/2016	18.00 18.00	18.00	Open	N 11/15/2016
91082568 76666	STATE OF MICHIGAN ABOVE GROUND STORAGE TANK ANNUAL C 101-370-824-000	11/01/2016 CTowles	11/15/2016	61.50 61.50	61.50	Open	N 11/15/2016
REFUND 76596	BETHANY BIBLE CHURCH REFUND ENGINEERING DEPOSIT 592-000-286-000	11/01/2016 CTowles	11/15/2016	12,763.81 12,763.81	12,763.81	Open	N 11/15/2016
REFUND 76597	BAYLOFF PROPERTIES LLC REFUND ENGINEERING DEPOSIT 592-000-286-000	11/01/2016 CTowles	11/15/2016	1,904.80 1,904.80	1,904.80	Open	N 11/15/2016
73116 76672	MOCEAN HOLDING CO 5 BIKE POLO SHIRTS 101-336-741-000	10/11/2016 CTowles	11/15/2016	366.13 366.13	366.13	Open	N 11/15/2016

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INSTRUCTOR 76657	Peter James Mulka TAE & KID KWON DO INSTRUCTOR 101-691-742-000	11/05/2016 CTowles TAE & KID KWON DO INSTRUCTOR	11/15/2016	555.00 555.00	555.00	Open	N 11/15/2016
FRM0001467 76674	Oakland County Treasurers 3RD QTR CLEMIS FEE 101-336-819-000	09/30/2016 CTowles 3RD QTR CLEMIS FEE	11/15/2016	1,938.54 1,938.54	1,938.54	Open	N 11/15/2016
414180 76673	OFFICE CHARIS UNLIMITED 1 DISPATCH CHAIR 101-265-740-000	10/21/2016 CTowles 1 DISPATCH CHAIR	11/15/2016	1,334.99 1,334.99	1,334.99	Open	N 11/15/2016
47003676 76676	Office Team MCGUIRE W/E 10/28 40 HRS 101-370-705-000	11/01/2016 CTowles MCGUIRE W/E 10/28 40 HRS	11/15/2016	925.60 925.60	925.60	Open	N 11/15/2016
46952558 76677	Office Team MCGUIRE W/E 10/21 40 HRS 101-370-705-000	10/25/2016 CTowles MCGUIRE W/E 10/21 40 HRS	11/15/2016	925.60 925.60	925.60	Open	N 11/15/2016
134850818 76675	Orkin OCT PEST SVS-FIRE STA 1 101-265-931-000	10/19/2016 CTowles OCT PEST SVS-FIRE STA 1	11/15/2016	64.59 64.59	64.59	Open	N 11/15/2016
144705471 76678	Orkin NOV PEST SVS - FIRE STA 1 101-265-931-000	11/09/2016 CTowles NOV PEST SVS - FIRE STA 1	11/15/2016	64.59 64.59	64.59	Open	N 11/15/2016
144706469 76679	Orkin NOV PEST SVS - TWP HALL 101-265-931-000	11/09/2016 CTowles NOV PEST SVS - TWP HALL	11/15/2016	207.44 207.44	207.44	Open	N 11/15/2016
144707092 76680	Orkin NOV PEST SVS - FIRE STA 2 101-265-931-000	11/09/2016 CTowles NOV PEST SVS - FIRE STA 2	11/15/2016	88.90 88.90	88.90	Open	N 11/15/2016
77574 76686	Paper Express Inc 40 CTS 8.5 X 11 COPY PAPER 101-248-727-000	10/26/2016 CTowles 40 CTS 8.5 X 11 COPY PAPER	11/15/2016	1,238.00 1,238.00	1,238.00	Open	N 11/15/2016
A102246 76683	Parkway Services 10.29-11.28 PORTA POTTY @ RANGE 101-301-743-000	10/27/2016 CTowles 10.29-11.28 PORTA POTTY @ RANGE	11/15/2016	80.00 80.00	80.00	Open	N 11/15/2016

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5613628 76684	Positive Promotions 400 TRICK OR TREAT BAGS 101-691-742-000	10/17/2016 CTowles	11/15/2016	196.95 196.95	196.95	Open	N 11/15/2016
1470 76681	Preferred Auto Glass & Trim 106 INST WINDSHIELD 101-301-860-000	10/25/2016 CTowles	11/15/2016	210.00 210.00	210.00	Open	N 11/15/2016
98366 76685	Printing Systems 3000 ID & MASTER CARDS/50 101-191-727-000	10/27/2016 CTowles	11/15/2016	290.35 290.35	290.35	Open	N 11/15/2016
OCTOBER 76590	Belleville Pro Hardware OCTOBER STATEMENT 592-536-740-000 250-000-881-000 101-301-744-000 592-536-740-000 101-301-743-000 101-336-933-000 101-336-933-000 101-336-933-000 101-336-740-000 592-536-740-000 101-336-933-000 101-336-740-000 101-265-740-000 101-336-740-000	10/30/2016 VMorse	11/15/2016	139.09 19.96 3.10 7.96 10.76 26.96 0.31 10.79 12.73 6.66 5.39 12.52 8.04 10.32 3.59	139.09	Open	N 11/15/2016
70022910 76682	Priority One Emergency 10 COMMAND STAFF SHIRTS 101-336-741-000	10/26/2016 CTowles	11/15/2016	370.90 370.90	370.90	Open	N 11/15/2016
1240351 76687	Quill Corporation FLOOR MATS/PRINT CARTS/FOLDERS/PEN 101-301-727-000	10/24/2016 CTowles	11/15/2016	447.18 447.18	447.18	Open	N 11/15/2016
1000773 76688	Quill Corporation 2 CALCULATORS 101-253-956-000	10/14/2016 CTowles	11/15/2016	218.10 218.10	218.10	Open	N 11/15/2016
1395555 76689	Quill Corporation OFFICE CHAIR/PRINT CARTS/PLANNERS 101-718-970-000 101-691-740-000	10/28/2016 CTowles	11/15/2016	573.07 359.96 213.11	573.07	Open	N 11/15/2016

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1356386 76690	Quill Corporation PRINT CARTS/POST IT NOTES 101-247-727-000	10/27/2016 CTowles PRINT CARTS/POST IT NOTES	11/15/2016	95.27 95.27	95.27	Open	N 11/15/2016
5045251427 76693	Ricoh USA, Inc. 7.30-10.29 DUPLICATOR MNT-REC 101-691-933-000	10/26/2016 CTowles 7.30-10.29 DUPLICATOR MNT-REC	11/15/2016	276.00 276.00	276.00	Open	N 11/15/2016
1066144711 76694	Ricoh USA, Inc. TRUPER 3600 ANNUAL MAINT 101-228-939-000	10/26/2016 CTowles TRUPER 3600 ANNUAL MAINT	11/15/2016	1,286.00 1,286.00	1,286.00	Open	N 11/15/2016
14224 76691	Richard's Plumbing & Heating RPL FAUCETS-BOTH RESTRMS IN MAIN H 101-265-931-000	10/24/2016 CTowles RPL FAUCETS-BOTH RESTRMS IN MAIN HALL	11/15/2016	3,000.00 3,000.00	3,000.00	Open	N 11/15/2016
14223 76692	Richard's Plumbing & Heating RPR WATER HEATER BY EMP LOUNGE 101-265-931-000	10/21/2016 CTowles RPR WATER HEATER BY EMP LOUNGE	11/15/2016	564.00 564.00	564.00	Open	N 11/15/2016
2698 76697	Schoolcraft College 10/11 OFFICERS EVO TRNG 101-301-861-000	10/24/2016 CTowles 10/11 OFFICERS EVO TRNG	11/15/2016	600.00 600.00	600.00	Open	N 11/15/2016
INSTRUCTOR 76695	Rosa Schofield ZUMBA INSTRUCTOR 101-691-742-000	11/05/2016 CTowles ZUMBA INSTRUCTOR	11/15/2016	215.40 215.40	215.40	Open	N 11/15/2016
REIMBURSE 76696	Jeff Stanton DIVE RESCUE RECERTIFICATION 101-301-865-000	10/24/2016 CTowles DIVE RESCUE RECERTIFICATION	11/15/2016	20.00 20.00	20.00	Open	N 11/15/2016
7732 76698	STOP STICK LTD 5 RACK KITS/20 STOP STICKS 101-301-860-000	10/31/2016 CTowles 5 RACK KITS/20 STOP STICKS	11/15/2016	2,304.00 2,304.00	2,304.00	Open	N 11/15/2016
OCTOBER 76604*	Sumpter Ace Hardware OCTOBER STATEMENT 101-265-740-000 592-536-740-000 592-536-740-000 101-336-740-000 592-536-740-000 101-265-740-000	10/31/2016 VMorse STOOL DRILL BITS TOOLS VALVE CAPS BATTERIES/FASTENERS SAW BLADES/GAS CANS	11/15/2016	1,311.05 13.49 20.69 35.96 2.50 39.35 102.34	1,311.05	Open	N 11/15/2016

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
101-718-740-000	PAINT SUPPLIES			34.13			
592-536-740-000	HOSE FOR SEWER LINE			50.91			
101-718-740-000	GLOVES/SPRAY PAINT/TRAPS			57.21			
592-536-740-000	BATTERIES			30.76			
101-265-740-000	TIEDOWN RATCHET/BOLT EXTRACTOR			45.87			
592-536-740-000	HYDRANT SUPPLIES			4.12			
101-265-740-000	OLD FIRE STA 2-PLUMBING SUPPLIES			75.35			
101-265-740-000	KEYS			7.16			
101-301-743-000	DAWN DETERGENT			4.13			
101-265-740-000	CLEANSER/BLEACH			25.87			
101-718-740-000	PAINT SUPPLIES			74.83			
592-536-740-000	SPRINKLER SUPPLIES			22.62			
592-536-740-000	PAPER PUNCH			2.15			
592-536-740-000	CLEANING SUPPLIES			30.19			
592-536-740-000	FUSES			4.49			
592-536-740-000	BLACK PIPE/BATTERIES/TOOL BINS			110.49			
592-536-740-000	DRILL/SCREWS			96.08			
101-265-740-000	PAINT			9.98			
101-692-860-000	DIEHARD JUMPSTART CHARGER			124.99			
592-536-740-000	BATTERIES			12.59			
592-536-740-000	PAINT SUPPLIES/GLOVES			82.74			
101-265-740-000	GRAVE BURNER/TRAILER PINS			41.83			
101-265-740-000	RETURN WRONG SIZE			(24.28)			
592-536-740-000	DRILL BITS			22.48			
592-536-932-000	CHAIN FOR VACTOR			16.08			
592-536-740-000	EXTENSION CORD			11.69			
101-265-740-000	GLOVES			17.99			
592-536-740-000	TEST KIT SUPPLIES			37.75			
592-536-740-000	SAFETY SPRAY PAINT			17.96			
101-265-740-000	GRAVE BURNER SUPPLIES			35.98			
592-536-740-000	THERMOMETERS			12.58			
2511							
76699	TradeMaster, Inc	11/01/2016	11/15/2016	2,251.00	2,251.00	Open	N
	MOBILE EYES ANNUAL SOFTWARE FEES	CTowles					11/15/2016
101-336-819-000	MOBILE EYES ANNUAL SOFTWARE FEES			2,251.00			
530349482							
76701	UIS SCADA	10/28/2016	11/15/2016	2,080.00	2,080.00	Open	N
	ANNUAL CALIBRATIONS-19 INSTRUMENTS	CTowles					11/15/2016
592-537-930-000	ANNUAL CALIBRATIONS-19 INSTRUMENTS			2,080.00			
OCTOBER							
76607	UniFirst Corp	10/31/2016	11/15/2016	740.36	740.36	Open	N
	OCTOBER STATEMENT	VMorse					11/15/2016
101-265-740-000	OCTOBER UNIFORM SVS			174.65			
101-265-740-000	OCTOBER RUG SVS			251.58			
592-536-741-000	OCTOBER UNIFORM SVS			314.13			
97647							
76700	USA Blue Book	10/28/2016	11/15/2016	209.90	209.90	Open	N
	HOSE STORAGE RACK	CTowles					11/15/2016

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	592-536-740-000	HOSE STORAGE RACK		209.90			
013055-000 76702	Van Buren Township 7.1-9.30 WATER BILL - GUN RANGE	10/11/2016 CTowles	11/15/2016	18.95	18.95	Open	N 11/15/2016
	101-301-744-000	7.1-9.30 WATER BILL - GUN RANGE		18.95			
9774232693 76608	Verizon Wireless 9.24-10.23 CELL PHONE SVS	10/31/2016 VMorse	11/15/2016	3,048.13	3,048.13	Open	N 11/15/2016
	101-101-956-000	9.24-10.23 CELL PHONE SVS		50.00			
	101-171-956-000	9.24-10.23 CELL PHONE SVS		50.00			
	101-215-956-000	9.24-10.23 CELL PHONE SVS		50.00			
	101-228-956-000	9.24-10.23 CELL PHONE SVS		106.02			
	101-265-850-000	9.24-10.23 CELL PHONE SVS		338.93			
	101-329-740-000	9.24-10.23 CELL PHONE SVS		100.56			
	101-336-850-000	9.24-10.23 CELL PHONE SVS		250.57			
	101-370-740-000	9.24-10.23 CELL PHONE SVS		229.87			
	101-691-740-000	9.24-10.23 CELL PHONE SVS		101.12			
	101-692-740-000	9.24-10.23 CELL PHONE SVS		87.77			
	101-715-740-000	9.24-10.23 CELL PHONE SVS		50.00			
	247-000-740-000	9.24-10.23 CELL PHONE SVS		110.00			
	592-536-740-000	9.24-10.23 CELL PHONE SVS		583.32			
	101-691-956-000	JENNIFER WRIGHT: I PHONE 7		199.99			
	101-691-956-000	ZAENGLEIN: I PHONE 7		319.99			
	101-715-740-000	MCCRACKEN: I PHONE 7		419.99			
2006686 76621	WADE-TRIM ASSOCIATES HARBOR CLUB PUMP STATION	10/28/2016 VMorse	11/15/2016	4,000.00	4,000.00	Open	N 11/15/2016
	592-537-970-000	HARBOR CLUB PUMP STATION		4,000.00			
WADTRI 76622	WADE-TRIM ASSOCIATES ATCHINSON FORD DEALERSHIP	10/25/2016 VMorse	11/15/2016	1,627.50	1,627.50	Open	N 11/15/2016
	592-000-286-000	ATCHINSON FORD DEALERSHIP		1,627.50			
2006641 76623	WADE-TRIM ASSOCIATES BAYLOFF SITE IMPROVEMENTS	10/25/2016 VMorse	11/15/2016	961.25	961.25	Open	N 11/15/2016
	592-000-286-000	BAYLOFF SITE IMPROVEMENTS		961.25			
2006639 76624	WADE-TRIM ASSOCIATES BETHANY BIBLE CHURCH	10/25/2016 VMorse	11/15/2016	343.75	343.75	Open	N 11/15/2016
	592-000-286-000	BETHANY BIBLE CHURCH		343.75			
2006680 76625	WADE-TRIM ASSOCIATES ALDI FOOD MARKET	10/28/2016 VMorse	11/15/2016	3,543.70	3,543.70	Open	N 11/15/2016
	592-000-286-000	ALDI FOOD MARKET		3,543.70			

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2006683 76626	WADE-TRIM ASSOCIATES CLARK GAS STATION 592-000-286-000	10/28/2016 VMorse CLARK GAS STATION	11/15/2016	1,120.00 1,120.00	1,120.00	Open	N 11/15/2016
2006682 76628	WADE-TRIM ASSOCIATES CONSTELLIUM FACILITY EXP 592-000-286-000	10/28/2016 VMorse CONSTELLIUM FACILITY EXP	11/15/2016	160.00 160.00	160.00	Open	N 11/15/2016
2006685 76629	WADE-TRIM ASSOCIATES FARMER UNDERWOOD 592-000-286-000	10/28/2016 VMorse FARMER UNDERWOOD	11/15/2016	26.93 26.93	26.93	Open	N 11/15/2016
206681 76630	WADE-TRIM ASSOCIATES MAYSER POLYMER USA 592-000-286-000	10/28/2016 VMorse MAYSER POLYMER USA	11/15/2016	4,785.63 4,785.63	4,785.63	Open	N 11/15/2016
2006687 76631	WADE-TRIM ASSOCIATES TIM HORTON'S HAGGERTY RD 592-000-286-000	10/28/2016 VMorse TIM HORTON'S HAGGERTY RD	11/15/2016	1,255.00 1,255.00	1,255.00	Open	N 11/15/2016
2006679 76632	WADE-TRIM ASSOCIATES TOWNE PLACE SUITE HOTEL 592-000-286-000	10/28/2016 VMorse TOWNE PLACE SUITE HOTEL	11/15/2016	730.00 730.00	730.00	Open	N 11/15/2016
2006684 76633	WADE-TRIM ASSOCIATES WILLOW CREEK 592-000-286-000	10/28/2016 VMorse WILLOW CREEK	11/15/2016	192.50 192.50	192.50	Open	N 11/15/2016
2006677 76634	WADE-TRIM ASSOCIATES GENERAL SERVICES DPS 592-536-820-000	10/28/2016 VMorse GENERAL SERVICES DPS	11/15/2016	1,360.00 1,360.00	1,360.00	Open	N 11/15/2016
2006678 76635	WADE-TRIM ASSOCIATES RVSDS TECH ASSISTANCE 592-536-820-000	10/28/2016 VMorse RVSDS TECH ASSISTANCE	11/15/2016	320.00 320.00	320.00	Open	N 11/15/2016
17-51371-63005 76706	WASTE MANAGEMENT 2 30 YARD DUMPSTERS @ VB PARK 101-265-819-000	10/03/2016 CTowles 2 30 YARD DUMPSTERS @ VB PARK	11/15/2016	760.96 760.96	760.96	Open	N 11/15/2016
CAR WASHES 76636	Water Works Auto Wash 6.20-11.1 CAR WASHES 592-536-932-000	10/28/2016 VMorse 6.20-11.1 CAR WASHES	11/15/2016	2,246.00 149.00	2,246.00	Open	N 11/15/2016

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Inv Ref#	Description	Entered By					
	GL Distribution						
	101-329-860-000	6.20-11.1	CAR WASHES	47.00			
	101-692-860-000	6.20-11.1	CAR WASHES	74.00			
	101-265-850-000	6.20-11.1	CAR WASHES	13.50			
	101-336-860-004	6.20-11.1	CAR WASHES	117.50			
	101-370-860-000	6.20-11.1	CAR WASHES	40.00			
	101-301-860-004	6.20-11.1	CAR WASHES	1,805.00			
<hr/>							
MEETING							
76704	Wayne Cty Assc Of Asses Office	11/04/2016	11/15/2016	75.00	75.00	Open	N
	GENERAL MEMBERSHIP MEETING	CTowles					11/15/2016
	101-247-861-000	STEVENSON	GENERAL MEMBERSHIP MTG	25.00			
	101-247-861-000	GUENTHER	GENERAL MEMBERSHIP MTG	25.00			
	101-247-861-000	DORAZIO	GENERAL MEMBERSHIP MTG	25.00			
<hr/>							
365448-P							
76703	Whitlock Business Systems	11/01/2016	11/15/2016	3,900.00	3,900.00	Open	N
	2016 WINTER TAX BILL POSTAGE	CTowles					11/15/2016
	101-248-728-000		2016 WINTER TAX BILL POSTAGE	3,900.00			
<hr/>							
9846							
76616	Wiese's Lawn Care	07/30/2016	11/15/2016	782.50	782.50	Open	N
	MOW ORDINANCE VIOLATED PROPERTIES	VMorse					11/15/2016
	101-329-819-000		MOW ORDINANCE VIOLATED PROPERTIES	782.50			
<hr/>							
10305							
76617	Wiese's Lawn Care	11/03/2016	11/15/2016	329.50	329.50	Open	N
	MOW ORDINANCE VIOLATED PROPERTIES	VMorse					11/15/2016
	101-329-819-000		MOW ORDINANCE VIOLATED PROPERTIES	329.50			
<hr/>							
20162571							
76612	Winder Police Equipment	10/31/2016	11/15/2016	498.44	498.44	Open	N
	FLARES/MISC STOCK	VMorse					11/15/2016
	101-301-743-000		FLARES/MISC STOCK	498.44			
<hr/>							
20162508							
76615	Winder Police Equipment	10/31/2016	11/15/2016	831.95	831.95	Open	N
	#164-REPLACE PUSH BUMPER	VMorse					11/15/2016
	101-301-860-000		#164-REPLACE PUSH BUMPER	831.95			
<hr/>							
1731756							
76705	Witmer Public Safety Group	10/25/2016	11/15/2016	2,556.36	2,556.36	Open	N
	2 LED SPECTRA SCENELIGHTS	CTowles					11/15/2016
	101-336-741-000		2 LED SPECTRA SCENELIGHTS	2,556.36			
<hr/>							
# of Invoices:	130	# Due:	130	Totals:	421,147.31	421,147.31	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:					421,147.31	421,147.31	

* 1 Net Invoices have Credits Totalling: (24.28)

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Inv Ref#	Description	Entered By					Post Date
--- TOTALS BY FUND ---							
	101 - General Fund			108,967.04	108,967.04		
	247 - DDA Fund			38,805.16	38,805.16		
	250 - Museum Fund			963.10	963.10		
	592 - Water/Sewer Fund			272,412.01	272,412.01		
--- TOTALS BY DEPT/ACTIVITY ---							
	000 -			69,603.13	69,603.13		
	101 - Township Board			785.00	785.00		
	171 - Supervisor Department			50.00	50.00		
	191 - Election Department			290.35	290.35		
	210 - Attorney Fees			2,161.95	2,161.95		
	215 - Clerk Department			50.00	50.00		
	228 - IT Department			30,732.02	30,732.02		
	247 - Assessing Department			343.83	343.83		
	248 - General Office			11,958.83	11,958.83		
	253 - Treasurer Department			218.10	218.10		
	265 - Building & Grounds			14,456.03	14,456.03		
	276 - Cemetery			1,800.00	1,800.00		
	301 - Police Department			14,802.46	14,802.46		
	325 - Dispatch			21.47	21.47		
	329 - Ordinance Enforcement			1,344.56	1,344.56		
	336 - Fire Department			11,160.28	11,160.28		
	370 - Building/Planning Dept.			11,550.42	11,550.42		
	536 - Water Department			236,917.14	236,917.14		
	537 - Sewer Department			6,080.00	6,080.00		
	691 - Recreation Dept			2,077.56	2,077.56		
	692 - Seniors Dept			3,585.72	3,585.72		
	715 - Cable Dept			469.99	469.99		
	718 - Park & Lake Dept			688.47	688.47		

Charter Township of Van Buren

Agenda Item: _____

WORK STUDY MEETING DATE: _____

NOVEMBER 14, 2016

BOARD MEETING DATE: _____

NOVEMBER 15, 2016

REQUEST FOR BOARD ACTION

Consent Agenda New Business _____ Unfinished Business _____ Public Hearing _____

ITEM (SUBJECT)	AGENDA ITEM: 1. Consider Board approval of a clerical revision of Resolution 2016-03 (authorizing an Industrial Facilities Exemption for Mayser Polymer USA, Inc.)
DEPARTMENT	Assessing
PRESENTER	Linda M. Stevenson, Assessment Coordinator
PHONE NUMBER	734-699-8946
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)	

Agenda topic: Industrial Facilities Exemption-Mayser Polymer, USA, Inc.

ACTION REQUESTED	
1. Consider Board approval of a clerical revision of Resolution 2016-03 (authorizing an Industrial Facilities Exemption for Mayser Polymer USA, Inc.)	

BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)	
<p>As you are aware, the Van Buren Township Board approved Resolution 2016-03 on February 2, 2016 authorizing an Industrial Facilities Exemption for Mayser Polymer USA, Inc.</p> <p>Mayser has had some unforeseen challenges in regards to some of their permit processes. Unfortunately, they have postponed the starting of construction until next spring and plan on obtaining their Certificate of Occupancy in the fall of 2017. After discussion with the Michigan Department of Treasury it is necessary to add the verbiage "after completion" to Resolution 2016-03. This is reflected on the attached revised Resolution 2016-03.</p>	

BUDGET IMPLICATION	
IMPLEMENTATION NEXT STEP	Appropriate documents along with signed agreement forwarded to State Tax Commission

DEPARTMENT RECOMMENDATION	

ATTORNEY RECOMMENDATION	
(May be subject to Attorney/Client Privilege and not available under FOIA)	

ADDITIONAL REMARKS	
APPROVAL OF SUPERVISOR	

RESOLUTION SHOWING CLERICAL REVISIONS

CHARTER TOWNSHIP OF VAN BUREN RESOLUTION 2016-03

Resolved by _____, seconded by _____, that

Whereas, Mayser Polymer, USA, Inc. is a German Manufacturer who's line of business includes the manufacturing of motor vehicle parts and accessories; and

Whereas, Mayser Polymer, USA, Inc. intends on investing approximately \$5,600,000 (\$4,394,000 in Real Property and \$1,206,000 in Personal Property) in Van Buren Township at a site on Schooner Drive in the Van Buren Township Industrial Park;

Whereas, Mayser Polymer, USA, Inc. has filed an application for an Industrial Facilities Exemption Certificate with respect to the construction of a new facility with approximately 50,000 square foot to be used at their New American headquarters; and

Whereas, the investment will add approximately 125 new jobs to Van Buren Township; and

Whereas, completion of the facility is calculated to and will at the time of issuance of the certificate have the reasonable likelihood to create employment in Van Buren Township; and

Whereas, the Board of Trustees of the Charter Township of Van Buren hereby approves an eight (8) year Industrial Facilities Exemption Certificate on real property only for Mayser Polymer, USA, Inc. beginning after completion of construction.

Therefore, be it resolved that, the Board of Trustees of the Charter Township of Van Buren finds and determines that the granting of the Industrial Facilities Exemption Certificate considered together with the aggregate amount of certificates previously granted and currently in force under Act No. 198 of the Public Acts of 1974 as amended and Act No. 255 of the Public Acts of 1978 will not exceed 5% based on the 2015 Equalized Value and shall not have the effect of substantially impeding the operation of the Charter Township of Van Buren, or impairing the financial soundness of a taxing unit which levies ad valorem property taxes in the Charter Township of Van Buren.

Yeas:

Nays:

Absent:

I hereby certify that the foregoing is a true and corrected resolution adopted by the Board of Trustees of the Charter Township of Van Buren at its regular meeting of November 15, 2016~~February 3, 2016.~~

Leon Wright, Clerk
Charter Township of Van Buren

RESOLUTION AFTER REVISIONS

CHARTER TOWNSHIP OF VAN BUREN RESOLUTION 2016-03

Resolved by _____, seconded by _____, that

Whereas, Mayser Polymer, USA, Inc. is a German Manufacturer who's line of business includes the manufacturing of motor vehicle parts and accessories; and

Whereas, Mayser Polymer, USA, Inc. intends on investing approximately \$5,600,000 (\$4,394,000 in Real Property and \$1,206,000 in Personal Property) in Van Buren Township at a site on Schooner Drive in the Van Buren Township Industrial Park;

Whereas, Mayser Polymer, USA, Inc. has filed an application for an Industrial Facilities Exemption Certificate with respect to the construction of a new facility with approximately 50,000 square foot to be used at their New American headquarters; and

Whereas, the investment will add approximately 125 new jobs to Van Buren Township; and

Whereas, completion of the facility is calculated to and will at the time of issuance of the certificate have the reasonable likelihood to create employment in Van Buren Township; and

Whereas, the Board of Trustees of the Charter Township of Van Buren hereby approves an eight (8) year Industrial Facilities Exemption Certificate on real property only for Mayser Polymer, USA, Inc. beginning after completion of construction.

Therefore, be it resolved that, the Board of Trustees of the Charter Township of Van Buren finds and determines that the granting of the Industrial Facilities Exemption Certificate considered together with the aggregate amount of certificates previously granted and currently in force under Act No. 198 of the Public Acts of 1974 as amended and Act No. 255 of the Public Acts of 1978 will not exceed 5% based on the 2015 Equalized Value and shall not have the effect of substantially impeding the operation of the Charter Township of Van Buren, or impairing the financial soundness of a taxing unit which levies ad valorem property taxes in the Charter Township of Van Buren.

Yeas:

Nays:

Absent:

I hereby certify that the foregoing is a true and corrected resolution adopted by the Board of Trustees of the Charter Township of Van Buren at its regular meeting of November 15, 2016.

Leon Wright, Clerk
Charter Township of Van Buren

Charter Township of Van Buren

REQUEST FOR BOARD ACTION

Agenda Item: _____

WORK STUDY MEETING DATE: _____

NOVEMBER 14, 2016

BOARD MEETING DATE: _____

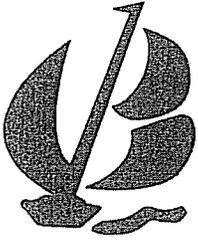
NOVEMBER 15, 2016

Consent Agenda New Business Unfinished Business _____ Public Hearing _____

ITEM (SUBJECT)	Amendments to the Tax Abatement (198 & 328) Guidelines and Agreement
DEPARTMENT	Assessing
PRESENTER	Linda M. Stevenson, MAAO Assessment Coordinator
PHONE NUMBER	734-699-8946
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)	

Agenda topic

ACTION REQUESTED	
Adoption of the Proposed Amendments to the Township's Industrial Facilities Exemption Certificate (Tax Abatement) Guidelines PA 198, adopted 9-2-97, amended 9-5-06 and December 17, 2013 and the PA 328 Guidelines adopted September 2010 and amended December 17, 2013.	
BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)	
<p>Public Act 198 of 1974, as amended, the Plant Rehabilitation and Industrial Development District Act, was adopted by the State of Michigan to provide incentives for the manufacturing industry to create and maintain jobs in Michigan.</p> <p>Our guidelines solidify criteria while still allowing discretionary power. Our last amendment to the guidelines and agreement occurred in December 2013 and in lieu of the Eligible Manufacturing Personal Property (EMPP) (MCL 211.9m and MCL 211.9n) Exemption it is once again appropriate to propose some minor changes. I am confident that our application and guidelines continue to be a reliable tool in providing a fair and uniform evaluation for applicants along with a measurable assessment of community benefit.</p> <p>These amendments are based in the language and regulations of PA 198 of 1974, as amended, and have been reviewed and approved by Attorney McCauley.</p>	
BUDGET IMPLICATION	None
IMPLEMENTATION NEXT STEP	Adoption
DEPARTMENT RECOMMENDATION	Approval
COMMITTEE/COMMISSION RECOMMENDATION	
ATTORNEY RECOMMENDATION	Reviewed and changes incorporated.
(May be subject to Attorney/Client Privilege and not available under FOIA)	
ADDITIONAL REMARKS	Please see attached documents for additional information and review.
APPROVAL OF SUPERVISOR	_____



Charter Township of Van Buren

ASSESSING DEPARTMENT

46425 Tyler Road, Van Buren Township, MI 48111-5217

(734) 699.8946 • Fax (734) 699.8952

TO: Van Buren Charter Township Board of Trustees

FROM: Linda M. Stevenson, Assessment Coordinator

DATE: November 4, 2016

SUBJECT: Amendments to the Tax Abatement (198 & 328) Guidelines & Agreement

Public Act 198 of 1974, as amended, the Plant Rehabilitation and Industrial Development Districts Act, was adopted by the State of Michigan to provide incentives for the manufacturing industry to create and maintain jobs in Michigan. The motivation for a manufacturer is in the form of reductions in certain taxes.

PA 198 allows eligible industrial companies to receive a 50 percent exemption from property tax of new real and personal properties for up to twelve (12) years.

PA 328 allows eligible industrial companies to receive a 100% percent exemption from property on new personal property only for half of the amount of years.

In September 1997 the Van Buren Board of Trustees established and approved criteria for granting an Industrial Facilities Exemption Certificate. In August 2006 these guidelines were amended to provide guidelines for existing manufacturing companies in regards to the purchasing and installation of new equipment for rehabilitation under the Act. Our guidelines solidify criteria while still allowing discretionary power. Our last amendment to the guidelines and agreement occurred in December 2013 and it is once again appropriate to propose some minor changes.

The purpose for the initial review began with incorporating some necessary changes that relate to the Eligible Manufacturing Personal Property (EMPP) MCL 211.9m and MCL 211.9n Exemption. I also took into consideration your concerns and suggestions when new applications came before you for approval along with reviewing current updates and bulletins from the State Tax Commission.

Inasmuch, as these proposed amendments are very minor they are intended to provide clarity and better uniformity in the application process. I am confident that our application and guidelines continue to be a reliable tool to provide for a fair and uniform evaluation for all applicants along with a measurable assessment of community benefit. I am providing you with the old version and new version to compare.

NEW VERSION

Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form, call (517) 373-3302.

To be completed by Clerk of Local Government Unit	
Signature of Clerk	▶ Date Received by Local Unit
STC Use Only	
▶ Application Number	▶ Date Received by STC

APPLICANT INFORMATION
All boxes must be completed.

▶ 1a. Company Name (Applicant must be the occupant/operator of the facility)	▶ 1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code)	
▶ 1c. Facility Address (City, State, ZIP Code) (real and/or personal property location)	▶ 1d. City/Township/Village (indicate which)	▶ 1e. County
▶ 2. Type of Approval Requested <input type="checkbox"/> New (Sec. 2(5)) <input type="checkbox"/> Transfer <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Rehabilitation (Sec. 3(6)) <input type="checkbox"/> Research and Development (Sec. 2(10)) <input type="checkbox"/> Increase/Amendment	▶ 3a. School District where facility is located	▶ 3b. School Code
▶ 4. Amount of years requested for exemption (1-12 Years)		
5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed.		
6a. Cost of land and building improvements (excluding cost of land) * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.	▶ _____ Real Property Costs	
6b. Cost of machinery, equipment, furniture and fixtures * Attach itemized listing with month, day and year of beginning of installation, plus total	▶ _____ Personal Property Costs	
6c. Total Project Costs * Round Costs to Nearest Dollar	▶ _____ Total of Real & Personal Costs	
7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.		
Real Property Improvements ▶ _____	Begin Date (M/D/Y)	End Date (M/D/Y)
Personal Property Improvements ▶ _____	▶ <input type="checkbox"/> Owned <input type="checkbox"/> Leased	
▶ 8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. <input type="checkbox"/> Yes <input type="checkbox"/> No		
▶ 9. No. of existing jobs at this facility that will be retained as a result of this project.	▶ 10. No. of new jobs at this facility expected to create within 2 years of completion.	
11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.		
a. TV of Real Property (excluding land) _____		
b. TV of Personal Property (excluding inventory) _____		
c. Total TV _____		
▶ 12a. Check the type of District the facility is located in: <input type="checkbox"/> Industrial Development District <input type="checkbox"/> Plant Rehabilitation District		
▶ 12b. Date district was established by local government unit (contact local unit)	▶ 12c. Is this application for a speculative building (Sec. 3(8))? <input type="checkbox"/> Yes <input type="checkbox"/> No	

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name	13b. Telephone Number	13c. Fax Number	13d. E-mail Address
14a. Name of Contact Person	14b. Telephone Number	14c. Fax Number	14d. E-mail Address
▶ 15a. Name of Company Officer (No Authorized Agents)			
15b. Signature of Company Officer (No Authorized Agents)		15c. Fax Number	15d. Date
▶ 15e. Mailing Address (Street, City, State, ZIP Code)		15f. Telephone Number	15g. E-mail Address

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

▶ 16. Action taken by local government unit <input type="checkbox"/> Abatement Approved for _____ Yrs Real (1-12), _____ Yrs Pers (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Denied (Include Resolution Denying)		16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Original Application plus attachments, and one complete copy <input type="checkbox"/> 2. Resolution establishing district <input type="checkbox"/> 3. Resolution approving/denying application. <input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant) <input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant) <input type="checkbox"/> 6. Building Permit for real improvements if project has already begun <input type="checkbox"/> 7. Equipment List with dates of beginning of installation <input type="checkbox"/> 8. Form 3222 (if applicable) <input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)	
16a. Documents Required to be on file with the Local Unit Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district. <input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing. <input type="checkbox"/> 3. List of taxing authorities notified for district and application action. <input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.			
16c. LUCI Code		16d. School Code	
17. Name of Local Government Body		▶ 18. Date of Resolution Approving/Denying this Application	

Attached hereto is an original application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time, and that any leases show sufficient tax liability.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

**Michigan Department of Treasury
 State Tax Commission
 PO Box 30471
 Lansing, MI 48909**

(For guaranteed receipt by the STC, it is recommended that applications are sent by certified mail.)

▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal
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Instruction for Completing Form 1012, Industrial Facilities Tax Exemption (IFT) Application

The completed original application form 1012 and all required attachments, **MUST** be filed with the clerk of the local unit of government where the facility is or will be located. Complete applications must be received by the State Tax Commission by October 31 to ensure processing and certification for the following tax year. Applications received after the October 31 deadline will be processed as expeditiously as possible.

Please note that attachments listed on the application in number 16a are to be retained by the local unit of government, and attachments listed in number 16b are to be included with the application when forwarding to the State Tax Commission (STC).

(Before commencement of a project the local unit of government must establish a district, or the applicant must request in writing a district be established, in order to qualify for an IFT abatement. Applications and attachments must be received by the local unit of government **within six months of commencement of project.**)

The following information is required on separate documents attached to form 1012 by the applicant and provided to the local unit of government (city, township or village). (Providing an accurate school district where the facility is located is vital.):

1. Legal description of the real property on which the facility is or will be located. Also provide property identification number if available.
2. Personal Property Requirements: Complete list of new machinery, equipment, furniture and fixtures which will be used in the facility. The list should include description, **beginning date of installation** or expected installation by **month/day/year**, and costs or expected costs (see sample). Detail listing of machinery and equipment **must match amount shown** on question 6b of the application. Personal property applications must have attached a certified statement/affidavit as proof of the beginning date of installation (see sample).
3. Real Property Requirements: Proof of date the construction started (groundbreaking). Applicant must include one of the following if the project has already begun; building permit, footings inspection report, or certified statement/affidavit from contractor indicating exact date of commencement.

4. Complete copy of lease agreement as executed, if applicable, verifying lessee (applicant) has direct ad valorem real and/or personal property tax liability. The applicant must have real and/or personal property tax liability to qualify for an IFT abatement on leased property. If applying for a real property tax exemption on leased property, the lease must run the full length of time the abatement is granted by the local unit of government. Tax liability for leased property should be determined before sending to the STC.

The following information is required of the local unit of government: [Please note that only items 2, 4, 5, 6, & 7 below are forwarded to the State Tax Commission with the application, along with items 2 & 3 from above. The original is required by the STC. The remaining items are to be retained at the local unit of government for future reference. **(The local unit must verify that the school district listed on all IFT applications is correct.)**]

1. A copy of the notice to the general public and the certified notice to the property owners concerning the establishment of the district.
2. **Certified copy of the resolution establishing the Industrial Development District (IDD) or Plant Rehabilitation District (PRD), which includes a legal description of the district (see sample). If the district was not established prior to the commencement of construction, the local unit shall include a certified copy or date stamped copy of the written request to establish the district.**
3. Copy of the notice and the certified letters to the taxing authorities regarding the hearing to approve the application.
4. **Certified copy of the resolution approving the application. The resolution must include the number of years the local unit is granting the abatement and the statement "the granting of the Industrial Facilities Exemption Certificate shall not have the effect of substantially impeding the operation of (governmental unit), or impairing the financial soundness of a taxing unit which levies ad valorem property taxes in (governmental unit – see sample).**

5. **Letter of Agreement (signed by the local unit of government and the applicant per P.A. 334 of 1993 (see sample).**
6. **Affidavit of Fees (signed by the local unit of government and the applicant), (Bulletin 3, January 16, 1998). This statement may be incorporated into the Letter of Agreement (see sample).**
7. **Treasury Form 3222 (if applicable - Fiscal Statement for Tax Abatement Request.**

The following information is required for rehabilitation applications in addition to the above requirements:

1. A listing of existing machinery, equipment, furniture and fixtures which will be replaced or renovated. This listing should include description, beginning date of installation or expected installation by month/day/year, and costs or expected costs.
2. A rehabilitation application must include a statement from the Assessor showing the taxable valuation of the plant rehabilitation district, separately stated for real property (EXCLUDING LAND) and personal property. Attach a statement from the assessor indicating the obsolescence of the property being rehabilitated.

The following information is required for speculative building applications in addition to the above requirements:

1. A certified copy of the resolution to establish a speculative building.
2. A statement of non-occupancy from the owner and the assessor. Please refer to the following Web site for P.A. 198 of 1974:

Please refer to the following Web site for P.A. 198 of 1974: www.legislature.mi.gov/. For more information and Frequently Asked Questions, visit our Web site at www.michigan.gov/propertytaxexemptions.

For guaranteed receipt by the State Tax Commission, it is recommended that applications and attachments are sent by certified mail.

**CHARTER TOWNSHIP OF VAN BUREN
PA 198 TAX ABATEMENT GUIDELINES**

**(Effective September 2, 1997, amended September 5, 2006, December 17, 2013
and further amended November 15, 2016**

Introduction

PA 198 of 1974, the Plant Rehabilitation and Industrial Development Districts Act was enacted in the State of Michigan as an incentive program to stimulate economic growth. The primary goal of this program is to provide an atmosphere that will encourage capital formation and investment in the community. The "Act" provides a tax incentive to manufacturers in order to enable renovation and expansion of aging facilities, building of new facilities, and to promote establishment of high tech facilities. An IFT certificate entitles the facility to exemption from ad valorem real and/or personal property taxes for a period of 1 to 12 years. A certificate holder will pay a specific tax known as the Industrial Facility Tax. Applications are filed, reviewed and approved locally with the local unit determining the numbers of years granted, but are also subject to review at the state level by the Property Services Division and the Michigan Economic Development Corporation. The State Tax Commission is ultimately responsible for final approval and issuance of certificates. Exemptions are not effective until approved by the Commission.

The Township will evaluate all tax abatement applications as to whether a proposed project can be expected to diversify and expand the Township's industrial tax base and whether spin-off effects occur such as additional employment and capital investments in other areas of the private sector. The proposed project must compliment the Township's master land use plan, environmental objectives, and all applicants must satisfy all of their current financial obligations to the Township. This includes being in compliance with all codes, ordinances and standards of the Township, County of Wayne and State of Michigan. The Township also has a right to consider the implication of current and past litigation between the Company and the Township when determining the term length of proposed tax abatement. The Township must find that the granting of the exemption certificate, when considered together with other certificates previously granted will not substantially impede the operation of the local government unit or impair the financial soundness of the taxing unit prior to the granting of the certificate.

FEES

A **\$500** non-refundable fee is required with each request to establish an Industrial Development District.

****PA 198 REQUIRES THAT A REQUEST FOR THE ESTABLISHMENT OF A PROPOSED PLANT REHABILITATION DISTRICT OR INDUSTRIAL DEVELOPMENT DISTRICT MUST BE MADE PRIOR TO THE START OF CONSTRUCTION OF THE PROPERTY OR START OF INSTALLATION OF PERSONAL PROPERTY FOR WHICH EXEMPTION IS BEING SOUGHT.**

Requests to establish an Industrial Development District are to be submitted in writing by the owner of the property along with a legal description of the property to the Township Assessing Office.

A **\$1,200** non-refundable application fee is required with any tax abatement application. If the development proposed is not in a pre-existing Industrial Development District or Plant Rehabilitation District, the Charter Township of Van Buren Board of Trustees is not obligated to consider establishment of an Industrial development or Plant Rehabilitation district or approve an Industrial Facilities Exemption application.

Plant rehabilitation projects qualify for approval only if there is a change in use, change in ownership or the value of the project substantially exceeds the statutory minimum 10 percent of true cash value as defined in PA 198 of 1974 as amended, 207.553, Section 3 (6), and the project is not attributable to delayed or deferred maintenance.

Questions concerning Act 198 tax exemption certificates can be directed to the Assessing Office, Van Buren Charter Township, 46425 Tyler Road, Belleville, MI 48111. The telephone number is (734) 699-8946, facsimile (734) 699-8952, email lstevenson@vanburen-mi.org.

Goals and Objectives

The Charter Township of Van Buren Board of Trustees will evaluate all Act 198 applications in light of the following goals and objectives:

1. Long term investment in the community.
2. Environmental impact on the community.
3. Expansion of Van Buren's tax base.
4. Creation and retention of jobs.
5. Demonstration of a commitment to those distinguishing qualities, values and amenities identified by Van Buren Township.¹
6. The applicant meets current financial obligations to the Township, is in compliance with all applicable state and township codes and ordinances and has no pending or current litigation against Van Buren Township, including appeals to the Michigan Tax Tribunal.

The above mentioned goals and objectives are not intended to be exhaustive. The Charter Township of Van Buren Board of Trustees reserves the discretion to consider such additional goals and criteria as are consistent with the interest of the Charter Township of Van Buren.

¹ The reference to identified distinguishing qualities, values and amenities by Van Buren Township are identified and found in the Township's Premier Community Amenities Master Land Use Plan, the Ecorse-Haggerty Corridor Plan and the Township's Land Use Master Plan, Zoning Ordinance and sub-plans to both documents.

Criteria for Granting Industrial Facilities Exemption Certificates

Section 16 of Public Act 198 of 1974, as amended provides that the legislative body of the local governmental unit shall determine the duration of an Industrial Facilities Exemption Certificate (tax abatement). The Van Buren Township Board of Trustees shall make this determination based on consideration of an analysis by the Supervisor or his/her designee of the following criteria.

The Board of Trustees retains discretionary power for the final determination and is not bound to using only the following criteria when acting on a specific abatement request.

Abatements are offered for new facilities and expansions only. The Charter Township of Van Buren Board of Trustees does not offer a tax abatement option on Personal Property equipment that qualifies as Eligible Manufacturing Personal Property. The Board does not offer abatements for a speculative building where the tenant is unknown. Processing facilities, which are primarily engaged in packaging for distribution, may not be eligible for abatement, unless the Township Board determines it to be significant and in the best interest of the Township.

The certificate may be revoked in the event that the purpose for which the certificate was issued is not being fulfilled, as a result of failure of the holder to proceed in good faith with the replacement, restoration or construction or operation of the replacement facility or new facility, or with the use of the speculative building as a manufacturing facility in a manner consistent with the purposes of Public Act 198 of 1974, as amended.

The following evaluation system was developed and approved by the Van Buren Board of Trustees to determine eligibility and duration of an Industrial Facilities Exemption Certificate. It is used in the interest of uniformity. All applicants are strongly encouraged to thoroughly study the questions below and make every effort to understand each criterion and provide as accurate information as possible.

Points

1. The current project will expand the tax base of Van Buren Township
 - a. Cost of proposed project or improvements:

Less than \$500,000-----	00
\$500,000 - \$999,000-----	05
\$1,000,000 - 2,999,999-----	10
\$3,000,000 - \$4,999,999-----	15
\$5,000,000 - \$9,999,000-----	20
\$10,000,000 - \$19,999,999 -----	25
\$20,000,000 – and over -----	30

2. Project coming from outside the State of Michigan

No -----	00
Yes -----	10

Project expanding <u>from within</u> Van Buren Township	
No-----	00
Yes-----	05

3. The applicant for the abatement owns/leases the land on which they plan to locate

The applicant is the property owner-----	15
The applicant is a lessee (7 or more years) of the property-----	10
The applicant is a lessee (3 – 6 years) of the property-----	05
The applicant has not executed a lease on the property yet-----	00

(Please note copy of lease must be included)

4. The main headquarters of the applicant is the site for which the abatement is requested

No-----	00
Yes-----	05

5. The project will produce jobs within the community.
 (to be used only when a new company is locating in the community for the first time)

Number of **new** jobs brought into Van Buren Charter Township:

Fewer than 5 jobs-----	00
Between 5 and 20 jobs-----	05
Between 21 and 50 jobs-----	10
Between 51 and 199 jobs-----	15
200 jobs or greater-----	25

Number of existing jobs retained at this location in Van Buren Charter Township
 (to be used for an existing company that is expanding in community)

Fewer than 5 jobs-----	00
Between 5 and 20 jobs-----	05
Between 21 and 50 jobs-----	10
Between 51 and 199 jobs-----	15
200 jobs or greater-----	25

** Please note that only one option may be answered in question 5

6. The project is primarily composed of manufacturing or research and development.

Percent of building allocated to Manufacturing* or Research and Development:

(*Warehousing, Distribution and Packaging associated with said objectives shall not be considered manufacturing).

Less than 50%-----	00
50% - 75%-----	05
Greater than 75%-----	10

7. That the project provides additional community benefit (0-10)
(examples –also must provide documentation)
- a. creative landscaping design, preservation of natural features in keeping with Township Ordinances, but significantly greater than what is required.
 - b. architecture and design in keeping with the design of the community and significantly greater than what is required by the Township ordinances.

Upon review of the specific site development, up to 15 points may be deducted for negative impacts on the surrounding areas which would include but not be limited to traffic management (trucks, vans, etc.) hours of operation and adjacent existing land use, outside storage, air quality or noise levels.)

Total the points awarded above to determine the number of years of abatement to be considered for applicant/project and to be recommended to the Board of Trustees for formal consideration:

<u>Total Points</u>	<u>Years</u>
90 – 120-----	12
85 – 89-----	11
80 – 84-----	10
75 – 79-----	9
70 – 74-----	8
65 – 69-----	7
60 – 64-----	6
55 – 59-----	5
50 – 54-----	4
45 – 49-----	3
40 – 44-----	2
35 – 39-----	1
Below 35-----	0

Total Points Awarded: _____

Deductions for negative impacts: _____
 (Describe): _____

Total Years of Abatement: _____

**VAN BUREN CHARTER TOWNSHIP
PA 198 TAX ABATEMENT APPLICATION
SUPPLEMENTAL INFORMATION**

Name of Company: _____

Please complete the following questions along with providing a brief description of the company including its history, type of incorporation, corporate headquarters location, Parent Corporation and any previous corporate names. Describe the type of products produced, principal markets, and the activity to be carried out at the proposed or existing facility in Van Buren Township. The Township reserves the right to request additional information as deemed necessary.

1. What is the total cost of the project? _____
2. Are you expanding this project from within Van Buren Charter Township? _____
 - a. Are you relocating this project from a State other than Michigan? _____
 - b. If yes, what State? _____
3. Do you own or lease the property? If leasing, what is the length of the lease? _____
Copy of Lease must be included with application.
4. Is the headquarters of your company on the site of the facility for which you are requesting the tax exemption/abatement? _____
 - a. If yes, what portion of the building is office? _____
 - b. Will the Personal Property located at this project be Eligible Manufacturing Personal Property? _____
5. How many new jobs are being brought into the Township by this project? _____
6. How many Van Buren Township jobs are being retained? _____
7. What percentage of the building is allocated to Manufacturing or Research and Development? _____
8. Is the current zoning compatible with the proposed use? _____
9. Will this project require improvement to road services? _____
10. Will this project require improvement to storm sewer services? _____
11. Will this project require improvement to water services? _____
12. Will this project require improvement to sanitary sewer services? _____

13. Will this project require additional police personnel or police equipment? _____

14. Will this project require the need for additional fire personnel or specialized fire equipment? _____

15. Will this project require other costs? _____

16. Has a site plan for the facility been submitted and reviewed? _____

17. Additional community benefits: _____
(see examples in point system)

VAN BUREN CHARTER TOWNSHIP
AGREEMENT
INDUSTRIAL FACILITIES TAX EXEMPTION CERTIFICATE
Pursuant to Act 198 of Public acts of 1974, as amended

THIS AGREEMENT is entered into as of the _____ day of _____, 20____ (“Effective Date”), between the CHARTER TOWNSHIP OF VAN BUREN, a local governmental unit whose business offices are located at 46425 Tyler Road, Belleville, Michigan 48111 (hereinafter referred to as the “Township”) and _____, a _____, an applicant for tax exemption pursuant to Act 198 of Public Acts of 1974, as amended, whose principal business office is located at _____ (hereinafter referred to as the “Company”).)

RECITALS

- A. The Company, for its business located at _____ (the “Facility”), has submitted an application to the Township for an Industrial Facilities Tax Exemption Certificate (“IFTEC”) pursuant to Michigan Public Acts of 198 of 1974, as amended, and
- B. The Township Board has approved, by resolution on _____, the Company’s application for tax abatement, subject only to the Company and the Township entering into a written agreement, and,
- C. The Township and the Company now desire to enter into such a written agreement.

NOW, THEREFORE,

As consideration for the granting of the IFTEC and in recognition of the investment the Township will be making toward the economic growth of the Company and thus the economic growth of the Township, and the above Recitals being fully incorporated into the Agreement by reference, the Company and the Township hereby agree to the following terms and conditions:

1. General Terms and Conditions.

(Check applicable lines consistent with the Application)

- ___ a. The Company will make the improvements set forth in the Application within two (2) years of the Effective Date of the IFTEC.
- ___ b. The Company will purchase and/or lease and install the personal property as set forth in the Application with two (2) years of the Effective Date.

- _____ c. The Company will create _____ new full-time jobs at the Facility within two (2) years of the Effective Date.
 - _____ d. The Company will comply with the requirements imposed by the Township as part of the site plan review prior to issuance of a Certificate of Occupancy.
2. **Compliance with Laws.** The Company agrees that it will operate the Facility in accordance with all applicable Federal, State, and local laws or regulations, including but not limited to zoning, outside storage, industrial waste disposal, air and water quality, noise control, and other environmental regulations.
 3. **Continued Operation of the Facility.** The Company further agrees to continue to operate the Facility with in the Township for the period of the IFTEC in order to retain the benefits of the IFTEC.
-
4. **Premature Vacation of the Facility.** If the Company vacates, or intends to vacate, the Facility prior to the end of the term of the IFTEC, the Company shall be responsible for the following:
 - a. If the Company intends to vacate the Facility for which the IFTEC has been approved and issued prior to the end of the term of this agreement, the Company agrees to notify the Township Assessor in writing of such intent and the reasons for vacating not less than 60 days prior to vacating the facility.
 - b. The Company agrees to make reasonable provisions satisfactory to the Township and in compliance with all applicable laws, codes and ordinances to maximize the likelihood of re-occupancy or re-use of the unoccupied building for productive use within a reasonable time period after the facility is vacated.
 - c. The Company shall, if requested by the Township, deposit an amount equal to the amounts anticipated to be due from the Company under this agreement as a result of the Company vacating the Facility prior to the term for which the IFTEC was approved, including but not limited to any reasonable cleanup or maintenance costs, administrative fees, court costs, and attorney fees incurred.
 - d. The Company shall pay any outstanding taxes and shall repay to all affected taxing authorities~~municipalities~~ an amount equal to the total tax amount abated by the IFTEC (unless recovery of a lesser amount is requested by the Township or other taxing authority) within 30 days of the date of an invoice for such taxes. If not repaid within the required time period, the Township may exercise any and all legal and equitable rights and remedies available to it for collection of such taxes.
 - e. If the Company fails to pay the amount of the invoice for abated taxes within 30 days of the date of the Township invoice, the Company shall be responsible for any additional costs incurred by the Township in recovery of such taxes, including, but not limited to administrative fees, court costs, and attorney fees incurred.
 5. **Notice of Completion and Final Cost Report.** The Company will submit to the Township not later than 90 days after the completion date for each property

component for which an IFTEC was granted a Notice of Completion and Final Cost Report in a form requested by the Township, which includes the actual completion date and final cost of each project component for which an IFTEC was originally granted, and an explanation if the final cost of either the real or personal property listed on the Application was greater than the original estimated amount by more than 10%. The Company agrees that if the construction and/or expansion project has not been completed or expenditures made are less than ninety (90%) from the projected costs as described in the application, the Township Board has the right to petition the State Tax Commission for revocation of the IFTEC.

If the final cost of a project, either the real or tangible personal property components, will exceed 10% of the estimated amount indicated on the original application form, a certificate holder shall request in writing that the local government unit approve the additional cost. Upon receipt of a request, the clerk of the local governmental unit shall notify in writing the assessor and the legislative body of each taxing unit and shall afford the applicant, the assessor and a representative of the affected taxing units an opportunity for a hearing.

If the scope of the project increases by either additional real and/or tangible personal property components, the certificate holder shall file an amended application and revised list of improvements with the clerk of the local unit. Upon receipt of an amended application, the clerk of the local governmental unit shall notify in writing the assessor and the legislative body of each taxing unit and shall afford the applicant, the assessor, and a representative of the affected taxing units an opportunity for a hearing.

The Company agrees that if the construction and/or expansion project has not been completed or expenditures made are less than ninety (90%) from the projected costs as described in the application, the Township Board has the right to petition the State Tax Commission for revocation of the IFTEC.

6. **Employment Status Report.** The Company will submit to the Township, not later than January 31st of the second year after the effective date, and every year after that date an Employment Status Report in a form requested by the Township, which includes the number of actual full-time jobs created as a direct result of the project for which the certificate was granted, and an explanation if the jobs created during the term of the IFTEC was less than the original estimated amount. The Company agrees that if employment has not been retained or reached as stated in the application, the Township Board has the right to petition the State Tax Commission for revocation of the IFTEC. The Township reserves the right to obtain from the Company such additional information and reports related to the Company's performance of this Agreement.
7. **Review and Audit: Payment of Costs.** The Company understands that the Township may review and audit the information provided by the Company to determine compliance with this agreement and that any costs for such services will be paid by the Company within thirty (30) days of the date of written notice from the Township in accordance with the outside professional service cost for consultant's on the most current fee schedule approved by the Township Board, which may be adjusted from time to time based upon increases in costs to the Township.

8. **Remedies for a default created by a Failure to Satisfy Representations Made in Application.** The Company understands that the Township may pass a resolution requesting that the State Tax Commission reduce the term of the IFTEC or revoke the IFTEC to the extent that the construction or expansion of the Facility has not been completed, expenditures made, or employment reached as represented by the Company in the application, by sending a copy of this Agreement along with a copy of the Township Board resolution authorizing such action to the State Tax Commission. In addition, the Company acknowledges that the Township may take into account any deficiency in job creation, or real or personal property investment made under this application in a subsequent application for an IFTEC or an Exemption of New Personal Property filed by the Company.
9. **Payment of Taxes.** The Company agrees that all ad valorem real and personal property taxes, specifically IFT real and personal property taxes, and special assessments shall be paid in a timely manner, and by the signing of this Agreement acknowledges that failure to pay in a timely manner may result in the adoption of a resolution by the Township Board requesting the State Tax Commission to revoke the IFT.
10. **Timely Filing of Personal Property Statements.** The Company agrees to complete and submit all required annual Personal Property Statements or if applicable Form 5278 (Affidavit & Statement for Eligible Manufacturing Personal Property and Essential Services Assessment to the Van Buren Charter Township Assessing Office by the required due date. Failure to submit the necessary Statements may result in the adoption of a resolution by the Township Board requesting a revocation of the IFTEC by the State Tax Commission
11. **Consequences of Unsuccessful Real or Personal Property Tax Appeal.** The Company acknowledges that if during the term of this Agreement, the Company appeals any real or personal property assessment to the Michigan Tax Tribunal or other court of competent jurisdiction upon which it does not fully prevail, that the Company shall pay to the Township all reasonable costs, expenses, and attorney fees incurred by the Township in defending such appeals within thirty (30) days of the date of receipt of an invoice from the Township. ~~The Company also acknowledges that the Township may consider such appeals in the decision of any subsequent certificates granted to the Company.~~
12. **Unforeseen Events.** By execution of this Agreement, it is understood that the Company's investment in the Facility and the Township's investment in the granting of the IFTEC are to encourage economic growth within the Township. The Township acknowledges that in some instances, economic conditions may prevent the Company from complying fully with this Agreement and the terms of the application. The Township will give the Company an opportunity to explain the reasons for any variations from the representations contained in the application and will evaluate the Company's situation prior to taking any action authorized by this Agreement.
13. **Entire Agreement.** This is the entire agreement of the parties relating to the matters covered by this Agreement, and no prior or subsequent promises, representations or assurances, whether in any other form, shall be used to modify, vary or contradict any provision of this Agreement, except for any written amendment to this

Agreement or separate agreement signed following the date of this Agreement by authorized representatives of all parties to this Agreement.

14. **Severability.** The invalidity of any section, subsection, clause or provision of this Agreement shall not affect the validity of the remaining sections, subsections, clauses or provisions thereof, which shall remain in full force and effect to govern the parties' relationship.
15. **Reimbursement of Attorney Fees for Modification of Standard Agreement.** The Company agrees to reimburse the Township within 30 days of the date of a receipt of an invoice from the Township for all attorney fees incurred by the Township in the negotiation or preparation of changes to the standard IFTEC Agreement.
16. **Binding Effect.** This Agreement shall be binding upon, and shall inure to the benefit of, the parties hereto and their successors and assigns. The Company agrees should ownership of the business and/or Facility for which a IFTEC approval is issued be changed in the future, thereby requiring a hearing before the Township Board under state law, the transferee or new owners shall abide by all the terms and conditions of this Agreement, and that the Company will communicate all terms and conditions of this Agreement to the transferee or new owner and assist in obtaining the signature of the authorized agent of the transferee or new owner on this Agreement or, at option of the Township, with a newly executed Agreement that substantially corresponds with this policy and any subsequent amendments to Act 198.
17. **Notice.** Notice shall be deemed to have been properly given hereunder if delivered by hand and date-stamped by the recipient or mailed certified mail, return receipt requested, with the date of notice for purposes hereof being the date of the date-stamp or the date shown on the certified receipt as the date of delivery.
18. **Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall be considered an original.
19. **Acknowledgements.** By signatures of the representatives of both the Company and the Township below, it is understood and agreed that both the Company's investment in the project and the Township's investment through the granting of the IFTEC is to encourage the economic growth of the parties. It is also acknowledged that economic factors beyond the Company's control can, at times, prohibit the maintenance of the Company's targeted status. It is understood that if such conditions exist at the time of the designated Company reports, the governing body of the Township will carefully evaluate the Company's situation and will inform the Company if any action is considered necessary in order to give the Company an opportunity for correction of a default under this Agreement.

The Township shall give notice by certified mail to the Company of any hearing regarding the proposed revocation or reduction of the term of the IFTEC. Such notice shall be delivered no less than fifteen (15) days prior such hearing.

~~20. **No Payment.** The parties do swear and affirm by our signatures below that "no payment of any kind in excess of the fee allowed by Public Act 198 of 1974, as~~

~~_____ amended by Public Act 323 of 1996, has been made or promised in exchange for
_____ favorable consideration of an exemption certificate application."~~

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year stated below, and a true copy hereof shall be filed with the Department of Treasury of the State of Michigan

Witnesses:

Charter Township of Van Buren

By: _____
Township Supervisor

Dated: _____

By: _____
Township Clerk

Dated: _____

Witnessed:

Company Name

By: _____

Dated: _____

By: _____

Dated: _____

INDUSTRIAL FACILITIES EXEMPTION APPLICATION

AFFIDAVIT OF FEES

In accordance with State Tax Commission Bulletin No. 3 dated January 1998, the Township of Van Buren and the Applicant for Industrial Facilities Exemption Certificate do hereby swear and affirm, by the signatures below, that no payment of any kind, whether they be referred to as "fees", payments in lieu of taxes", "donations" or by other like terms in excess of the fees allowed by PA 198 of 1974, as amended by Public Act 323 of 1996 has been made or promised in exchange for favorable consideration of an exemption certificate application."

Township of Van Buren

Signed: _____

Name:

Title: Supervisor

Dated:

Applicant/Company:

Signed: _____

Name:

Title:

Dated:

OLD VERSION

Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form, call (517) 373-3302.

To be completed by Clerk of Local Government Unit	
Signature of Clerk	▶ Date Received by Local Unit
STC Use Only	
▶ Application Number	▶ Date Received by STC

APPLICANT INFORMATION

All boxes must be completed.

▶ 1a. Company Name (Applicant must be the occupant/operator of the facility)	▶ 1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code)	
▶ 1c. Facility Address (City, State, ZIP Code) (real and/or personal property location)	▶ 1d. City/Township/Village (indicate which)	▶ 1e. County
▶ 2. Type of Approval Requested <input type="checkbox"/> New (Sec. 2(5)) <input type="checkbox"/> Transfer <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Rehabilitation (Sec. 3(6)) <input type="checkbox"/> Research and Development (Sec. 2(10)) <input type="checkbox"/> Increase/Amendment	▶ 3a. School District where facility is located	▶ 3b. School Code
▶ 4. Amount of years requested for exemption (1-12 Years)		
5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed.		
6a. Cost of land and building improvements (excluding cost of land) * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.	▶ _____ Real Property Costs	
6b. Cost of machinery, equipment, furniture and fixtures * Attach itemized listing with month, day and year of beginning of installation, plus total	▶ _____ Personal Property Costs	
6c. Total Project Costs * Round Costs to Nearest Dollar	▶ _____ Total of Real & Personal Costs	
7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.		
Real Property Improvements ▶ _____	Begin Date (M/D/Y) End Date (M/D/Y)	▶ <input type="checkbox"/> Owned <input type="checkbox"/> Leased
Personal Property Improvements ▶ _____		▶ <input type="checkbox"/> Owned <input type="checkbox"/> Leased
▶ 8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. <input type="checkbox"/> Yes <input type="checkbox"/> No		
▶ 9. No. of existing jobs at this facility that will be retained as a result of this project.	▶ 10. No. of new jobs at this facility expected to create within 2 years of completion.	
11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.		
a. TV of Real Property (excluding land) _____		
b. TV of Personal Property (excluding inventory) _____		
c. Total TV _____		
▶ 12a. Check the type of District the facility is located in: <input type="checkbox"/> Industrial Development District <input type="checkbox"/> Plant Rehabilitation District		
▶ 12b. Date district was established by local government unit (contact local unit)	▶ 12c. Is this application for a speculative building (Sec. 3(8))? <input type="checkbox"/> Yes <input type="checkbox"/> No	

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name	13b. Telephone Number	13c. Fax Number	13d. E-mail Address
14a. Name of Contact Person	14b. Telephone Number	14c. Fax Number	14d. E-mail Address
▶ 15a. Name of Company Officer (No Authorized Agents)			
15b. Signature of Company Officer (No Authorized Agents)		15c. Fax Number	15d. Date
▶ 15a. Mailing Address (Street, City, State, ZIP Code)		15f. Telephone Number	15g. E-mail Address

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

▶ 16. Action taken by local government unit <input type="checkbox"/> Abatement Approved for _____ Yrs Real (1-12), _____ Yrs Pers (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Denied (Include Resolution Denying)	16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Original Application plus attachments, and one complete copy <input type="checkbox"/> 2. Resolution establishing district <input type="checkbox"/> 3. Resolution approving/denying application. <input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant) <input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant) <input type="checkbox"/> 6. Building Permit for real improvements if project has already begun <input type="checkbox"/> 7. Equipment List with dates of beginning of installation <input type="checkbox"/> 8. Form 3222 (if applicable) <input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)
16a. Documents Required to be on file with the Local Unit Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district. <input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing. <input type="checkbox"/> 3. List of taxing authorities notified for district and application action. <input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.	
16c. LUCI Code	16d. School Code
17. Name of Local Government Body	▶ 18. Date of Resolution Approving/Denying this Application

Attached hereto is an original application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time, and that any leases show sufficient tax liability.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

**Michigan Department of Treasury
 State Tax Commission
 PO Box 30471
 Lansing, MI 48909**

(For guaranteed receipt by the STC, it is recommended that applications are sent by certified mail.)

STC USE ONLY				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal

Instruction for Completing Form 1012, Industrial Facilities Tax Exemption (IFT) Application

The completed original application form 1012 and all required attachments, **MUST** be filed with the clerk of the local unit of government where the facility is or will be located. Complete applications must be received by the State Tax Commission by October 31 to ensure processing and certification for the following tax year. Applications received after the October 31 deadline will be processed as expeditiously as possible.

Please note that attachments listed on the application in number 16a are to be retained by the local unit of government, and attachments listed in number 16b are to be included with the application when forwarding to the State Tax Commission (STC).

(Before commencement of a project the local unit of government must establish a district, or the applicant must request in writing a district be established, in order to qualify for an IFT abatement. Applications and attachments must be received by the local unit of government **within six months of commencement of project.**)

The following information is required on separate documents attached to form 1012 by the applicant and provided to the local unit of government (city, township or village). (Providing an accurate school district where the facility is located is vital.):

1. Legal description of the real property on which the facility is or will be located. Also provide property identification number if available.
2. Personal Property Requirements: Complete list of new machinery, equipment, furniture and fixtures which will be used in the facility. The list should include description, **beginning date of installation** or expected installation by **month/day/year**, and costs or expected costs (see sample). Detail listing of machinery and equipment **must match amount shown** on question 6b of the application. Personal property applications must have attached a certified statement/affidavit as proof of the beginning date of installation (see sample).
3. Real Property Requirements: Proof of date the construction started (groundbreaking). Applicant must include one of the following if the project has already begun; building permit, footings inspection report, or certified statement/affidavit from contractor indicating exact date of commencement.

4. Complete copy of lease agreement as executed, if applicable, verifying lessee (applicant) has direct ad valorem real and/or personal property tax liability. The applicant must have real and/or personal property tax liability to qualify for an IFT abatement on leased property. If applying for a real property tax exemption on leased property, the lease must run the full length of time the abatement is granted by the local unit of government. Tax liability for leased property should be determined before sending to the STC.

The following information is required of the local unit of government: [Please note that only items 2, 4, 5, 6, & 7 below are forwarded to the State Tax Commission with the application, along with items 2 & 3 from above. The original is required by the STC. The remaining items are to be retained at the local unit of government for future reference. **(The local unit must verify that the school district listed on all IFT applications is correct.)**]

1. A copy of the notice to the general public and the certified notice to the property owners concerning the establishment of the district.
2. Certified copy of the resolution establishing the **Industrial Development District (IDD) or Plant Rehabilitation District (PRD), which includes a legal description of the district (see sample). If the district was not established prior to the commencement of construction, the local unit shall include a certified copy or date stamped copy of the written request to establish the district.**
3. Copy of the notice and the certified letters to the taxing authorities regarding the hearing to approve the application.
4. Certified copy of the resolution approving the application. **The resolution must include the number of years the local unit is granting the abatement and the statement "the granting of the Industrial Facilities Exemption Certificate shall not have the effect of substantially impeding the operation of (governmental unit), or impairing the financial soundness of a taxing unit which levies ad valorem property taxes in (governmental unit – see sample).**

5. **Letter of Agreement (signed by the local unit of government and the applicant per P.A. 334 of 1993 (see sample).**
6. **Affidavit of Fees (signed by the local unit of government and the applicant), (Bulletin 3, January 16, 1998). This statement may be incorporated into the Letter of Agreement (see sample).**
7. **Treasury Form 3222 (if applicable - Fiscal Statement for Tax Abatement Request.**

The following information is required for rehabilitation applications in addition to the above requirements:

1. A listing of existing machinery, equipment, furniture and fixtures which will be replaced or renovated. This listing should include description, beginning date of installation or expected installation by month/day/year, and costs or expected costs.
2. A rehabilitation application must include a statement from the Assessor showing the taxable valuation of the plant rehabilitation district, separately stated for real property (EXCLUDING LAND) and personal property. Attach a statement from the assessor indicating the obsolescence of the property being rehabilitated.

The following information is required for speculative building applications in addition to the above requirements:

1. A certified copy of the resolution to establish a speculative building.
2. A statement of non-occupancy from the owner and the assessor. Please refer to the following Web site for P.A. 198 of 1974:

Please refer to the following Web site for P.A. 198 of 1974: www.legislature.mi.gov/. For more information and Frequently Asked Questions, visit our Web site at www.michigan.gov/propertytaxexemptions.

For guaranteed receipt by the State Tax Commission, it is recommended that applications and attachments are sent by certified mail.

CHARTER TOWNSHIP OF VAN BUREN TAX ABATEMENT GUIDELINES

(Effective September 2, 1997, amended September 5, 2006 and further amended on December 17, 2013)

Introduction

PA 198 of 1974, the Plant Rehabilitation and Industrial Development Districts Act was enacted in the State of Michigan as an incentive program to stimulate economic growth. The primary goal of this program is to provide an atmosphere that will encourage capital formation and investment in the community. The "Act" provides a tax incentive to manufacturers in order to enable renovation and expansion of aging facilities, building of new facilities, and to promote establishment of high tech facilities. An IFT certificate entitles the facility to exemption from ad valorem real and/or personal property taxes for a period of 1 to 12 years. A certificate holder will pay a specific tax known as the Industrial Facility Tax. Applications are filed, reviewed and approved locally with the local unit determining the numbers of years granted, but are also subject to review at the state level by the Property Services Division and the Michigan Economic Development Corporation. The State Tax Commission is ultimately responsible for final approval and issuance of certificates. Exemptions are not effective until approved by the Commission.

The Township will evaluate all tax abatement applications as to whether a proposed project can be expected to diversify and expand the Township's industrial tax base and whether spin-off effects occur such as additional employment and capital investments in other areas of the private sector. The proposed project must compliment the Township's master land use plan, environmental objectives, and all applicants must satisfy all of their current financial obligations to the Township. This includes being in compliance with all codes, ordinances and standards of the Township, County of Wayne and State of Michigan. The Township also has a right to consider the implication of current and past litigation between the Company and the Township when determining the term length of proposed tax abatement. The Township must find that the granting of the exemption certificate, when considered together with other certificates previously granted will not substantially impede the operation of the local government unit or impair the financial soundness of the taxing unit prior to the granting of the certificate.

FEES

A **\$500** non-refundable fee is required with each request to establish an Industrial Development District.

****PA 198 REQUIRES THAT A REQUEST FOR THE ESTABLISHMENT OF A PROPOSED PLANT REHABILITATION DISTRICT OR INDUSTRIAL DEVELOPMENT DISTRICT MUST BE MADE PRIOR TO THE START OF CONSTRUCTION OF THE PROPERTY OR START OF INSTALLATION OF PERSONAL PROPERTY FOR WHICH EXEMPTION IS BEING SOUGHT.**

Requests to establish an Industrial Development District are to be submitted in writing by the owner of the property along with a legal description of the property to the Township Assessing Office.

A **\$1,200** non-refundable application fee is required with any tax abatement application. If the development proposed is not in a pre-existing Industrial Development District or Plant Rehabilitation District, the Charter Township of Van Buren Board of Trustees is not obligated to consider establishment of an Industrial development or Plant Rehabilitation district or approve an Industrial Facilities Exemption application.

Plant rehabilitation projects qualify for approval only if there is a change in use, change in ownership or the value of the project substantially exceeds the statutory minimum 10 percent of true cash value as defined in PA 198 of 1974 as amended, 207.553, Section 3 (6), and the project is not attributable to delayed or deferred maintenance.

Questions concerning Act 198 tax exemption certificates can be directed to the Assessing Office, Van Buren Charter Township, 46425 Tyler Road, Belleville, MI 48111. The telephone number is (734) 699-8946, facsimile (734) 699-8952, email lstevenson@vanburen-mi.org.

Goals and Objectives

The Charter Township of Van Buren Board of Trustees will evaluate all Act 198 applications in light of the following goals and objectives:

1. Long term investment in the community.
2. Environmental impact on the community.
3. Expansion of Van Buren's tax base.
4. Creation and retention of jobs.
5. Demonstration of a commitment to those distinguishing qualities, values and amenities identified by Van Buren Township.¹
6. The applicant meets current financial obligations to the Township, is in compliance with all applicable state and township codes and ordinances and has no pending or current litigation against Van Buren Township, including appeals to the Michigan Tax Tribunal.

The above mentioned goals and objectives are not intended to be exhaustive. The Charter Township of Van Buren Board of Trustees reserves the discretion to consider such additional goals and criteria as are consistent with the interest of the Charter Township of Van Buren.

¹ The reference to identified distinguishing qualities, values and amenities by Van Buren Township are identified and found in the Township's Premier Community Amenities Master Land Use Plan, the Ecorse-Haggerty Corridor Plan and the Township's Land Use Master Plan, Zoning Ordinance and sub-plans to both documents.

Criteria for Granting Industrial Facilities Exemption Certificates

Section 16 of Public Act 198 of 1974, as amended provides that the legislative body of the local governmental unit shall determine the duration of an Industrial Facilities Exemption Certificate (tax abatement). The Van Buren Township Board of Trustees shall make this determination based on consideration of an analysis by the Supervisor or his/her designee of the following criteria.

The Board of Trustees retains discretionary power for the final determination and is not bound to using only the following criteria when acting on a specific abatement request.

Abatements are offered for new facilities and expansions only. The Charter Township of Van Buren Board of Trustees does not offer the tax abatement option for companies requesting abatement on personal property only, unless the request, clearly meets other equally beneficial and desirous criteria indicated in the goals and objectives section of the policy (items 1 through 6) and the regulations of PA 198 of 1974, as amended. The Board does not offer abatements for a speculative building where the tenant is unknown. Processing facilities, which are primarily engaged in packaging for distribution, may not be eligible for abatement, unless the Township Board determines it to be significant and in the best interest of the Township.

The certificate may be revoked in the event that the purpose for which the certificate was issued is not being fulfilled, as a result of failure of the holder to proceed in good faith with the replacement, restoration or construction or operation of the replacement facility or new facility, or with the use of the speculative building as a manufacturing facility in a manner consistent with the purposes of Public Act 198 of 1974, as amended.

The following evaluation system is relied on by the Township to determine eligibility and duration of an Industrial Facilities Exemption Certificate. It is used in the interests of fairness, uniformity, and community benefit assessment analysis. All applicants are strongly encouraged to thoroughly study the questions below and make every effort to understand each criterion and provide as accurate information as possible.

Points

- | | | |
|----|--|----|
| 1. | The current project will expand the tax base of Van Buren Township | |
| | a. Cost of proposed project or improvements: | |
| | Less than \$500,000----- | 00 |
| | \$500,000 - \$999,000----- | 05 |
| | \$1,000,000 - 2,999,999----- | 10 |
| | \$3,000,000 - \$4,999,999----- | 15 |
| | \$5,000,000 - \$9,999,000----- | 20 |
| | \$10,000,000 - \$19,999,999 ----- | 25 |
| | \$20,000,000 – and over ----- | 30 |
| 2. | Project coming <u>from outside</u> the State of Michigan | |
| | No ----- | 00 |
| | Yes ----- | 10 |

- 3. Project expanding from within Van Buren Township
 - No----- 00
 - Yes----- 05

- 4. The applicant for the abatement owns/leases the land on which they plan to locate
 - The applicant is the property owner----- 15
 - The applicant is a lessee (7 or more years) of the property----- 10
 - The applicant is a lessee (3 – 6 years) of the property----- 05
 - The applicant has not executed a lease on the property yet----- 00

(Please note copy of lease must be included)

- 5. The main headquarters of the applicant is the site for which the abatement is requested
 - No----- 00
 - Yes, office portion of building less than 25%----- 05
 - Yes, office portion of building 25% or more----- 10

- 6(a) The project will produce jobs within the community.
 - Number of **new** jobs brought into Van Buren Charter Township:
 - Fewer than 5 jobs----- 00
 - Between 5 and 20 jobs----- 05
 - Between 21 and 50 jobs----- 10
 - Between 51 and 199 jobs----- 15
 - 200 jobs or greater----- 20

- (b). Number of existing jobs retained at this location in Van Buren Charter Township
 - Fewer than 20 jobs----- 00
 - Between 21 and 50 jobs----- 05
 - Between 51 and 199 jobs----- 10
 - 200 jobs or greater----- 15

- 7. The project is primarily composed of manufacturing or research and development.

Percent of building allocated to Manufacturing* or Research and Development:

(*Warehousing, Distribution and Packaging associated with said objectives shall not be considered manufacturing).

- Less than 50%----- 00
- 50% - 75%----- 05
- Greater than 75%----- 10

8. That the project provides additional community benefit (0-10)
(examples –also must provide documentation)
- a. creative landscaping design, preservation of natural features in keeping with Township Ordinances, but significantly greater than what is required.
 - b. architecture and design in keeping with the design of the community and significantly greater than what is required by the Township ordinances.
 - c. applicant can demonstrate a history or significant community involvement and support in their current location as well as a commitment to support the Van Buren community in the future by being involved in civic activities.
 - d. other conditions or unique circumstances favorable to the Van Buren community.

Total the points awarded above to determine the number of years of abatement to be considered for applicant/project and to be recommended to the Board of Trustees for formal consideration:

<u>Total Points</u>	<u>Years</u>
90 – 120-----	12
85 – 89-----	11
80 – 84-----	10
75 – 79-----	9
70 – 74-----	8
65 – 69-----	7
60 – 64-----	6
55 – 59-----	5
50 – 54-----	4
45 – 49-----	3
40 – 44-----	2
35 – 39-----	1
Below 35-----	0

Total Points Awarded: _____

Deductions for negative impacts: _____
 (Describe): _____

Total Years of Abatement: _____

**VAN BUREN CHARTER TOWNSHIP
TAX ABATMENT APPLICATION- SUPPLEMENTAL INFORMATION**

Name of firm requesting exemption _____

Address _____

Location of Project: _____

Acreage of Project: _____

Applicant Representative _____

Phone _____ Date _____

Please answer completely each of the following questions regarding the facility for which you are requesting an industrial facilities exemption certificate. A completed version of this form should be returned to Van Buren Township with your application.

1. What is the total cost of the project? _____
2. Are you expanding this project from within Van Buren Charter Township? _____
 - a. Are you relocating this project from a State other than Michigan? _____
 - b. If yes, what State? _____
3. Do you own or lease the property? If leasing, what is the length of the lease? _____
Copy of Lease must be included with application.
4. Is the headquarters of your company on the site of the facility for which you are requesting the tax exemption/abatement? _____
 - a. If yes, what portion of the building is office? _____
5. How many new jobs are being brought into the Township by this project? _____
6. How many Van Buren Township jobs are being retained? _____
7. What percentage of the building is allocated to Manufacturing or Research and Development? _____
8. Is the current zoning compatible with the proposed use? _____
9. Will this project require improvement to road services? _____
10. Will this project require improvement to storm sewer services? _____
11. Will this project require improvement to water services? _____

12. Will this project require improvement to sanitary sewer services? _____

13. Will this project require additional police personnel or police equipment? _____

14. Will this project require the need for additional fire personnel or additional or specialized fire equipment? _____

15. Will this project require other costs? _____

16. Additional community benefits: _____

VAN BUREN CHARTER TOWNSHIP
AGREEMENT
INDUSTRIAL FACILITIES TAX EXEMPTION CERTIFICATE
Pursuant to Act 198 of Public acts of 1974, as amended

THIS AGREEMENT is entered into as of the _____ day of _____, 20____ ("Effective Date"), between the CHARTER TOWNSHIP OF VAN BUREN, a local governmental unit whose business offices are located at 46425 Tyler Road, Belleville, Michigan 48111 (hereinafter referred to as the "Township") and _____, a _____, an applicant for tax exemption pursuant to Act 198 of Public Acts of 1974, as amended, whose principal business office is located at _____ (hereinafter referred to as the "Company".)

RECITALS

- A. The Company, for its business located at _____ (the "Facility"), has submitted an application to the Township for an Industrial Facilities Tax Exemption Certificate ("IFTEC") pursuant to Michigan Public Acts of 198 of 1974, as amended, and
- B. The Township Board has approved, by resolution on _____, the Company's application for tax abatement, subject only to the Company and the Township entering into a written agreement, and,
- C. The Township and the Company now desire to enter into such a written agreement.

NOW, THEREFORE,

As consideration for the granting of the IFTEC and in recognition of the investment the Township will be making toward the economic growth of the Company and thus the economic growth of the Township, and the above Recitals being fully incorporated into the Agreement by reference, the Company and the Township hereby agree to the following terms and conditions:

1. **General Terms and Conditions.**

(Check applicable lines consistent with the Application)

- ___ a. The Company will make the improvements set forth in the Application within two (2) years of the Effective Date of the IFTEC.
- ___ b. The Company will purchase and/or lease and install the personal property as set forth in the Application with two (2) years of the Effective Date.

- _____ c. The Company will create _____ new full-time jobs at the Facility within two (2) years of the Effective Date.
- _____ d. The Company will comply with the requirements imposed by the Township as part of the site plan review prior to issuance of a Certificate of Occupancy.
- 2. **Compliance with Laws.** The Company agrees that it will operate the Facility in accordance with all applicable Federal, State, and local laws or regulations, including but not limited to zoning, outside storage, industrial waste disposal, air and water quality, noise control, and other environmental regulations.
- 3. **Continued Operation of the Facility.** The Company further agrees to continue to operate the Facility within the Township for the period of the IFTEC in order to retain the benefits of the IFTEC.
- 4. **Premature Vacation of the Facility.** If the Company vacates, or intends to vacate, the Facility prior to the end of the term of the IFTEC, the Company shall be responsible for the following:

 - a. If the Company intends to vacate the Facility for which the IFTEC has been approved and issued prior to the end of the term of this agreement, the Company agrees to notify the Township Assessor in writing of such intent and the reasons for vacating not less than 60 days prior to vacating the facility.
 - b. The Company agrees to make reasonable provisions satisfactory to the Township and in compliance with all applicable laws, codes and ordinances to maximize the likelihood of re-occupancy or re-use of the unoccupied building for productive use within a reasonable time period after the facility is vacated.
 - c. The Company shall, if requested by the Township, deposit an amount equal to the amounts anticipated to be due from the Company under this agreement as a result of the Company vacating the Facility prior to the term for which the IFTEC was approved, including but not limited to any reasonable cleanup or maintenance costs, administrative fees, court costs, and attorney fees incurred.
 - d. The Company shall pay any outstanding taxes and shall repay to all affected municipalities an amount equal to the total tax amount abated by the IFTEC (unless recovery of a lesser amount is requested by the Township or other taxing authority) within 30 days of the date of an invoice for such taxes. If not repaid within the required time period, the Township may exercise any and all legal and equitable rights and remedies available to it for collection of such taxes.
 - e. If the Company fails to pay the amount of the invoice for abated taxes within 30 days of the date of the Township invoice, the Company shall be responsible for any additional costs incurred by the Township in recovery of such taxes, including, but not limited to administrative fees, court costs, and attorney fees incurred.
- 5. **Notice of Completion and Final Cost Report.** The Company will submit to the Township not later than 90 days after the completion date for each property

component for which an IFTEC was granted a Notice of Completion and Final Cost Report in a form requested by the Township, which includes the actual completion date and final cost of each project component for which an IFTEC was originally granted, and an explanation if the final cost of either the real or personal property listed on the Application was greater than the original estimated amount by more than 10%. The Company agrees that if the construction and/or expansion project has not been completed or expenditures made are less than ninety (90%) from the projected costs as described in the application, the Township Board has the right to petition the State Tax Commission for revocation of the IFTEC.

If the final cost of a project, either the real or tangible personal property components, will exceed 10% of the estimated amount indicated on the original application form, a certificate holder shall request in writing that the local governmental unit approve the additional cost. Upon receipt of a request, the clerk of the local governmental unit shall notify in writing the assessor and the legislative body of each taxing unit and shall afford the applicant, the assessor and a representative of the affected taxing units an opportunity for a hearing.

If the scope of the project increases by either additional real and/or tangible personal property components, the certificate holder shall file an amended application and revised list of improvements with the clerk of the local unit. Upon receipt of an amended application, the clerk of the local governmental unit shall notify in writing the assessor and the legislative body of each taxing unit and shall afford the applicant, the assessor, and a representative of the affected taxing units an opportunity for a hearing.

The Company agrees that if the construction and/or expansion project has not been completed or expenditures made are less than ninety (90%) from the projected costs as described in the application, the Township Board has the right to petition the State Tax Commission for revocation of the IFTEC.

6. **Employment Status Report.** The Company will submit to the Township, not later than January 31st of the second year after the effective date, and every year after that date an Employment Status Report in a form requested by the Township, which includes the number of actual full-time jobs created as a direct result of the project for which the certificate was granted, and an explanation if the jobs created during the term of the IFTEC was less than the original estimated amount. The Company agrees that if employment has not been retained or reached as stated in the application, the Township Board has the right to petition the State Tax Commission for revocation of the IFTEC. The Township reserves the right to obtain from the Company such additional information and reports related to the Company's performance of this Agreement.

7. **Review and Audit: Payment of Costs.** The Company understands that the Township may review and audit the information provided by the Company to determine compliance with this agreement and that any costs for such services will be paid by the Company within thirty (30) days of the date of written notice from the Township in accordance with the outside professional service cost for consultant's on the most current fee schedule approved by the Township Board, which may be adjusted from time to time based upon increases in costs to the Township.

8. **Remedies for a default created by a Failure to Satisfy Representations Made in Application.** The Company understands that the Township may pass a resolution requesting that the State Tax Commission reduce the term of the IFTEC or revoke the IFTEC to the extent that the construction or expansion of the Facility has not been completed, expenditures made, or employment reached as represented by the Company in the application, by sending a copy of this Agreement along with a copy of the Township Board resolution authorizing such action to the State Tax Commission. In addition, the Company acknowledges that the Township may take into account any deficiency in job creation, or real or personal property investment made under this application in a subsequent application for an IFTEC or an Exemption of New Personal Property filed by the Company.
9. **Payment of Taxes.** The Company agrees that all ad valorem real and personal property taxes, specifically IFT real and personal property taxes, and special assessments shall be paid in a timely manner, and by the signing of this Agreement acknowledges that failure to pay in a timely manner may result in the adoption of a resolution by the Township Board requesting the State Tax Commission to revoke the IFT.
10. **Timely Filing of Personal Property Statements.** The Company agrees to complete and submit all required annual Personal Property Statements to the Van Buren Charter Township Assessing Office by the required due date. Failure to submit the necessary Statements may result in the adoption of a resolution by the Township Board requesting a revocation of the IFTEC by the State Tax Commission.
11. **Consequences of Unsuccessful Real or Personal Property Tax Appeal.** The Company acknowledges that if during the term of this Agreement, the Company appeals any real or personal property assessment to the Michigan Tax Tribunal or other court of competent jurisdiction upon which it does not fully prevail, that the Company shall pay to the Township all reasonable costs, expenses, and attorney fees incurred by the Township in defending such appeals within thirty (30) days of the date of receipt of an invoice from the Township. The Company also acknowledges that the Township may consider such appeals in the decision of any subsequent certificates granted to the Company.
12. **Unforeseen Events.** By execution of this Agreement, it is understood that the Company's investment in the Facility and the Township's investment in the granting of the IFTEC are to encourage economic growth within the Township. The Township acknowledges that in some instances, economic conditions may prevent the Company from complying fully with this Agreement and the terms of the application. The Township will give the Company an opportunity to explain the reasons for any variations from the representations contained in the application and will evaluate the Company's situation prior to taking any action authorized by this Agreement.
13. **Entire Agreement.** This is the entire agreement of the parties relating to the matters covered by this Agreement, and no prior or subsequent promises, representations or assurances, whether in any other form, shall be used to modify, vary or contradict any provision of this Agreement, except for any written amendment to this Agreement or separate agreement signed following the date of this Agreement by authorized representatives of all parties to this Agreement.

14. **Severability.** The invalidity of any section, subsection, clause or provision of this Agreement shall not affect the validity of the remaining sections, subsections, clauses or provisions thereof, which shall remain in full force and effect to govern the parties' relationship.
15. **Reimbursement of Attorney Fees for Modification of Standard Agreement.** The Company agrees to reimburse the Township within 30 days of the date of a receipt of an invoice from the Township for all attorney fees incurred by the Township in the negotiation or preparation of changes to the standard IFTEC Agreement.
16. **Binding Effect.** This Agreement shall be binding upon, and shall inure to the benefit of, the parties hereto and their successors and assigns. The Company agrees should ownership of the business and/or Facility for which a IFTEC approval is issued be changed in the future, thereby requiring a hearing before the Township Board under state law, the transferee or new owners shall abide by all the terms and conditions of this Agreement, and that the Company will communicate all terms and conditions of this Agreement to the transferee or new owner and assist in obtaining the signature of the authorized agent of the transferee or new owner on this Agreement or, at option of the Township, with a newly executed Agreement that substantially corresponds with this policy and any subsequent amendments to Act 198.
17. **Notice.** Notice shall be deemed to have been properly given hereunder if delivered by hand and date-stamped by the recipient or mailed certified mail, return receipt requested, with the date of notice for purposes hereof being the date of the date-stamp or the date shown on the certified receipt as the date of delivery.
18. **Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall be considered an original.
19. **Acknowledgements.** By signatures of the representatives of both the Company and the Township below, it is understood and agreed that both the Company's investment in the project and the Township's investment through the granting of the IFTEC is to encourage the economic growth of the parties. It is also acknowledged that economic factors beyond the Company's control can, at times, prohibit the maintenance of the Company's targeted status. It is understood that if such conditions exist at the time of the designated Company reports, the governing body of the Township will carefully evaluate the Company's situation and will inform the Company if any action is considered necessary in order to give the Company an opportunity for correction of a default under this Agreement.

The Township shall give notice by certified mail to the Company of any hearing regarding the proposed revocation or reduction of the term of the IFTEC. Such notice shall be delivered no less than fifteen (15) days prior such hearing.

20. **No Payment.** The parties do swear and affirm by our signatures below that "no payment of any kind in excess of the fee allowed by Public Act 198 of 1974, as amended by Public Act 323 of 1996, has been made or promised in exchange for favorable consideration of an exemption certificate application."

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year stated below, and a true copy hereof shall be filed with the Department of Treasury of the State of Michigan

Witnesses:

Charter Township of Van Buren

By: _____
Township Supervisor

Dated: _____

By: _____
Township Clerk

Dated: _____

Witnessed:

Company Name

By: _____

Dated: _____

By: _____

Dated: _____

New Version

Application for Exemption of New Personal Property

Issued under P.A. 328 of 1998. An exemption will not be effective until approved by the State Tax Commission.

INSTRUCTIONS: Read instructions on page 2 of this form before completing this application. File the original and two copies of this form and the required attachments (copy of legal description and a detailed description of the business operations) with the clerk of the local government unit. The State Tax Commission requires two complete sets.

PART 1: APPLICANT INFORMATION

1a. Applicant/Company Name (Applicant must be an ELIGIBLE BUSINESS)		2. County	
1b. Company Mailing Address (No. and Street, P.O. Box, City, State, ZIP Code)		3. City/Township/Village (indicate which)	
1c. Location of Eligible Business (No. and Street, City, State, ZIP Code)	4a. Local School District	4b. School Code	
5. Check below the type of business in which you are engaged and provide a detailed description of the business operation on a separate sheet			
<input type="checkbox"/> Manufacturing	<input type="checkbox"/> Research & Development	<input type="checkbox"/> Office Operations	
<input type="checkbox"/> Mining	<input type="checkbox"/> Wholesale Trade		
6a. Identify type of ELIGIBLE DISTRICT where Eligible Business and New Personal Property will be located	6b. Governing Unit that Established ELIGIBLE DISTRICT	6c. Date ELIGIBLE DISTRICT was Established	
7. Name of Person in the Eligible Business to Contact for Further Information		8. Telephone Number	
9. Mailing Address			

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all of the information is truly descriptive of the property for which application is being made. The undersigned, authorized officer further certifies that the applicant is an Eligible Business as defined in P.A. 328 of 1998.

11. Name of Company Official		12. Title	
13. Signature (No Authorized Agents)		14. Date	
15. Mailing Address (include City, State and ZIP Code)			
16. Email Address	17. Telephone Number	18. Fax Number	

PART 2: LOCAL GOVERNMENT UNIT CLERK VERIFICATION

19. Name of Local Governmental Unit Which Passed Resolution for Exemption of New Personal Property		20. Date of Resolution (Attach Copy)	21. Expiration Date of Exemption
22. Name of Clerk		23. Date application was received by Local Unit	
24. Clerk's Signature		25. Clerk's Mailing Address	
26. Telephone Number	27. Fax Number	28. Email Address	
29. LUCI Code	30. School Code	31. Date District was Established	

STATE TAX COMMISSION USE

Application No.	Date Received	LUCI Code	School Code
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Instructions for Completing Form 3427, Application for Exemption of New Personal Property

As a supplement to the following instructions, please read State Tax Commission (STC) Bulletin No. 9 of 1999 which explains the provisions of Public Act (P.A.) 328 of 1998, as amended.

Line 1: P.A. 328 of 1998, as amended, states that, to qualify for exemption, New Personal Property must be owned or leased by an Eligible Business. Please see page 2 of STC Bulletin No. 9 of 1999 for the definition of an Eligible Business. Please note that a copy of the legal description for the property where the Eligible Business is located must be attached.

Line 2, 3, 4: Indicate the county; the city or township; or village; and the local school district in which the New Personal Property and the Eligible Business will be located.

Line 5: P.A. 328 of 1998, as amended, provides that an Eligible Business must be engaged in one of the following types of businesses: manufacturing, mining, research and development, wholesale trade, or office operations. Please see page 2 of STC Bulletin No. 9 of 1999 for the definition of an Eligible Business. Please note that a detailed description of the business operation must be provided on a separate sheet.

Line 6 a-c: P.A. 328 of 1998, as amended, provides that New Personal Property and the Eligible Business must be located in an Eligible District. Please see page 4 of STC Bulletin No. 9 of 1998 for a listing of the eight different types of Eligible Districts.

Line 7: If there is someone in your business, other than the person signing this application, who should be contacted if further information is needed, please name the person on line 7.

Line 10b: Note that a signature from a company official is required on line 13. This application cannot be processed without a signature.

Lines 19 to 31: These lines must be completed by the Clerk of the Local Governmental Unit which has adopted the resolution required by P.A. 328 of 1998, as amended.

Note that a copy of the resolution, a legal description, and a detailed description of the business operations must be sent to the State Tax Commission along with this application. Once issued, the exemption will pertain to all new personal property placed in the eligible district for the entire length of time approved by the local unit and issued by the State Tax Commission. The exemption may not be limited to specific new personal property or a lesser time than the full length of issuance. If any of the information requested on lines 19 to 31 is missing, this form will be returned to the Clerk.

CHARTER TOWNSHIP OF VAN BUREN
PA 328 PERSONAL PROPERTY TAX EXEMPTION GUIDELINES

(Effective September 2010, amended December 17, 2013 and further amended November 15, 2016)

Introduction

This document is designed to summarize the guidelines adopted by the Charter Township of Van Buren with regard to the establishment of new and expanded Personal Property Tax Exemption under Act 328 of the Public Acts of 1998, as amended.

PA 328 of 1998, as amended was created to provide a tax reduction to eligible businesses in an eligible district bringing new business or more business to the State of Michigan. The types of eligible businesses are those primarily engaged in manufacturing, mining, research and development, wholesale trade or office operations. Businesses eligible for a PA 328 shall be ½ of the number of eligible years for a 198 exemption based on the same point system used for PA 198 exemptions.

The responsibility of the Board of Trustees of the Charter Township of Van Buren is to establish and/or acknowledge if the criteria for a business constitutes an "eligible district" and to approve the granting of exemption certificates. The Board must find that the granting of the exemption certificate, when considered together with other certificates previously granted will not substantially impede the operation of the local government unit or impair the financial soundness of the taxing unit prior to the granting of the certificate.

A \$1,200 application fee must be submitted with any PA 328 Exemption application.

If it is determined that the requesting development is not in an "eligible district or a pre-existing Industrial Development District, the Charter Township of Van Buren Board of Trustees is not obligated to consider establishment of an Industrial Development District or a PA 328 application. The fee to establish an Industrial Development District is \$500.

Requests to establish an Industrial Development District are to be submitted in writing by the owner of the property along with a legal description of the property to the Township Assessing Office.

Goals and Objectives

The Charter Township of Van Buren Board of Trustees will evaluate all Act 328 applications in light of the following goals and objectives:

1. Long term investment in the community.
2. Environmental impact on the community.
3. Expansion of Van Buren's tax base.
4. Creation and retention of jobs.
5. Demonstration of a commitment to those identified by Van Buren Township distinguishing qualities, values and amenities by Van Buren Township.¹
6. The applicant meets current financial obligations to the township, is in compliance with all applicable state and township codes and ordinances and has no pending or current litigation against Van Buren Township, including appeals to the Michigan Tax Tribunal.

The above mentioned goals and objectives are not intended to be exhaustive. The Charter Township of Van Buren Board of Trustees reserves the discretion to consider such additional goals and criteria as are consistent with the interest of the Charter Township of Van Buren.

Criteria for Granting a PA 328 Personal Property Exemption Certificate

Public Act 328 of 1998, as amended provides that the legislative body of the local governmental unit shall determine the duration of a PA 328 exemption on new personal property. The Van Buren Township Board of Trustees shall make this determination based on consideration of an analysis by the Supervisor or his/her designee of criteria as outlined in the following evaluation system.

The Board of Trustees retains discretionary power for the final determination and is not bound to using only the following when acting on a specific abatement request.

PA 328 Exemptions are offered for "new" (new equipment or personal property not previously on Michigan's tax rolls) Personal Property. Claimants with Personal Property that meets the definition of "eligible manufacturing personal property" are not eligible for a PA 328 Exemption pursuant to MLC 211.9f. The Charter Township Board of Trustees does not offer the PA 328 option for companies that qualify to file as Eligible Manufacturing Personal Property. The Board does not offer a PA 328 exemption for a speculative building where the tenant is unknown. Processing facilities, which are primarily engaged in packaging for distribution, may not be eligible for exemption, unless the Township Board determines it to be significant and in the best interest of the township.

¹ The reference to identified distinguishing qualities, values and amenities by Van Buren Township are identified and found in the Township's Premier Community Amenities Master Land Use Plan, the Ecorse-Haggerty Corridor Plan and the Township's Land Use Master Plan. Zoning Ordinance and sub-plans to both documents.

The certificate may be revoked in the event that the purpose for which the certificate was issued is not being fulfilled, as a result of failure of the holder to proceed in good faith consistent with the purposes of Public Act 328 of 1998, as amended.

The following evaluation system was developed and approved by the Van Buren Board of Trustees to determine eligibility and duration of a PA 328. It is used in the interest of uniformity. All applicants are strongly encouraged to thoroughly study the questions below and make every effort to understand each criterion and provide as accurate information as possible.

	<u>Points</u>
1. The current project will expand the tax base of Van Buren Township	
a. Cost of proposed project or improvements:	
Less than \$500,000-----	00
\$500,000 - \$999,000-----	05
\$1,000,000 - 2,999,999-----	10
\$3,000,000 - \$4,999,999-----	15
\$5,000,000 - \$9,999,000-----	20
\$10,000,000 - \$19,999,999 -----	25
\$20,000,000 – and over -----	30
2. Project coming <u>from outside</u> the State of Michigan	
No-----	00
Yes-----	10
Project expanding <u>from within</u> Van Buren Township	
No-----	00
Yes-----	05
3. The applicant for the abatement owns/leases the land on which they plan to locate	
The applicant is the property owner	15
The applicant is a lessee (7 or more years) of the property	10
The applicant is a lessee (3 – 6 years) of the property	05
The applicant has not executed a lease on the property yet	00
<u>(PLEASE NOTE A COPY OF THE LEASE MUST BE INCLUDED)</u>	
4. The main headquarters of the applicant is the site for which the abatement is requested	
No-----	00
Yes-----	05

5. The project will produce jobs within the community.
(to be used only when a new company is locating in the community for the first time)

Number of new jobs brought into Van Buren Charter Township:	
Fewer than 5 jobs-----	00
Between 5 and 20 jobs-----	05
Between 21 and 50 jobs-----	10
Between 51 and 199 jobs-----	15
200 jobs or greater-----	25

Number of existing jobs retained at this location in Van Buren Charter Township
(to be used only for an existing company that is expanding in community)

Fewer than 5 jobs	00
Between 5 and 20 jobs	05
Between 21 and 50 jobs	10
Between 51 and 199 jobs	15
200 jobs or greater	25

****Please note that only one option may be answered in Question 5**

6. The project is primarily composed of manufacturing or research and development.
Percent of building allocated to Manufacturing* or Research and Development.

(*Warehousing, Distribution and Packaging associated with said objectives shall not be considered manufacturing).

Less than 50%-----	00
50% - 75%-----	05
Greater than 75%-----	10

7. That the project provides additional community benefit (0-10)
(examples –also must provide documentation)

- a. creative landscaping design, preservation of natural features in keeping with Township Ordinances, but significantly greater than what is required.
- b. architecture and design in keeping with the design of the community and significantly greater than what is required by the Township ordinances.

Upon review of the specific site development, up to 15 points may be deducted for negative impacts on the surrounding areas which would include but not be limited to traffic management (trucks, vans, etc.) hours of operation and adjacent existing land use, outside storage, air quality or noise levels.)

Total the points awarded above to determine the number of years of abatement to be considered for applicant/project and to be recommended to the Board of Trustees for formal consideration:

<u>Total Points</u>	<u>Years</u>
90 – 120-----	6
85 – 89-----	6
80 – 84-----	5
75 – 79-----	5
70 – 74-----	4
65 – 69-----	4
60 – 64-----	3
55 – 59-----	3
50 – 54-----	2
45 – 49-----	2
35 – 44-----	1
Below 35-----	0

Total Points Awarded: _____

Deductions for negative impacts: _____

(Describe): _____

Total Years of Abatement: _____

**VAN BUREN CHARTER TOWNSHIP
PERSONAL PROPERTY TAX EXEMPTION APPLICATION
PA 328 of 1998 AS AMENDED -SUPPLEMENTAL INFORMATION**

Name of Company: _____

Please complete the following questions along with providing a brief description of the company including its history, type of Incorporation, corporate headquarters location, parent corporation and all previous corporate names. Describe the type of products produced, principal markets, and the activity to be carried out at the proposed or existing facility in Van Buren Township. The Township reserves the right to request additional information as deemed necessary.

1. What is the total cost of the project? _____
2. Are you expanding this project from within Van Buren Charter Township? _____
 - a. Relocating from another jurisdiction in Michigan? _____
 - b. Relocating this project from a State other than Michigan? _____
If yes, what State? _____
3. Do you own or lease the property? If leasing, what is the length of the lease? _____
Copy of Lease must be included with application.
4. Is the headquarters of your company on the site of the facility for which you are requesting the tax exemption/abatement? _____
 - a. If yes, what portion of the building is office? _____
 - b. Will the Personal Property located at this project be Eligible Manufacturing Personal Property? _____
5. How many new jobs are being brought into the Township by this project? _____
6. How many Van Buren Township jobs are being retained? _____
7. What percentage of the building is allocated to Manufacturing or Research and Development? _____
8. Has a site plan for the facility requested for a tax abatement been submitted and reviewed? _____
9. Is the current zoning compatible with the proposed use? _____
10. Will this project require improvement to road services? _____
12. Will this project require improvement to storm sewer services? _____

13. Will this project require improvement to water services? _____

14. Will this project require improvement to sanitary sewer services? _____

15. Will this project require additional police personnel or police equipment? _____

16. Will this project require the need for additional fire personnel or specialized fire equipment? _____

17. Will this project require other costs? _____

18. Additional community benefits: _____
(see examples in point system)

AGREEMENT FOR EXEMPTION OF NEW PERSONAL PROPERTY
Pursuant to Act 328 of Public Acts of 1998, as amended

THIS AGREEMENT is entered into as of the _____ day of _____, 20____ ("Effective Date"), between the CHARTER TOWNSHIP OF VAN BUREN, a local governmental unit whose business offices are located at 46425 Tyler Road, Belleville, Michigan 48111 (hereinafter referred to as the "Township") and _____, a _____, an applicant for tax exemption pursuant to Act 328 of Public Acts of 1998, as amended, whose principal business office is located at _____ (hereinafter referred to as the "Company".)

RECITALS

- A. The Company, for its business located at _____ (the "Facility"), has submitted an application to the Township for a personal property tax exemption application filed pursuant to Act 328 of the Public Acts of 1998, as amended ("PA 328"), wherein new personal property taxes otherwise payable by the Company would be exempted pursuant to the application filed, and
- B. The Township Board has approved, by resolution on _____, the Company's application for exemption of new personal property for a period of _____ years subject only to the Company and the Township entering into a written agreement, and,
- C. The Township and the Company now desire to enter into such a written agreement.

NOW, THEREFORE,

As consideration for the granting of the PA 328 and in recognition of the investment the Township will be making toward the economic growth of the Company and thus the economic growth of the Township, and the above Recitals being fully incorporated into the Agreement by reference, the Company and the Township hereby agree to the following terms and conditions:

1. **General Terms and Conditions.**

- _____ a) The term for the PA 328 exemption shall not be extended beyond the period covered in the resolution adopted by the Township, regardless of when, during the period, the recipient places additional personal property eligible for an exemption in the eligible district.
- _____ b) The Company will purchase and/or lease and install the personal property as set forth in the Application within two (2) years of the Effective Date.
- _____ c) The Company will create _____ new full-time jobs as the Facility within two (2) years of the Effective Date.

2. **Compliance with Laws.** The Company agrees that it will operate the Facility in accordance with all applicable Federal, State, and local laws or regulations, including but not limited to zoning, outside storage, industrial waste disposal, air and water quality, noise control, and other environmental regulations.

3. **Continued Operation of the Facility.** The Company further agrees to continue to operate the Facility within the Township for the period of the PA 328 in order to retain the benefits of the PA 328.

4. **Premature Vacation of the Facility.** If the Company vacates, or intends to vacate, the Facility prior to the end of the term of the PA 328, the Company shall be responsible for the following:

- a. If the Company intends to vacate the Facility for which the PA 328 has been approved and issued prior to the end of the term of this agreement, the Company agrees to notify the Township Assessor in writing of such intent and the reasons for vacating not less than 60 days prior to vacating the Facility.
- b. The Company agrees to make reasonable provisions satisfactory to the Township and in compliance with all applicable laws, codes and ordinances to maximize the likelihood of re-occupancy or re-use of the unoccupied building for productive use within a reasonable time period after the facility is vacated.
- c. The Company shall, if requested by the Township, deposit an amount equal to the amounts anticipated to be due from the Company under this agreement as a result of the Company vacating the Facility prior to the term for which the PA 328 was approved, including but not limited to any reasonable cleanup or maintenance costs, administrative fees, court costs, and attorney fees incurred.
- d. The Company shall pay any outstanding taxes and shall repay to all affected Taxing Authorities an amount equal to the total tax amount abated by the PA 328 (unless recovery of a lesser amount is requested by the Township or other taxing authority) within 30 days of the date of an invoice for such taxes. If not repaid

Deleted: municipalities

within the required time period, the Township may exercise any and all legal and equitable rights and remedies available to it for collection of such taxes.

- e. If the Company fails to pay the amount of the invoice for abated taxes within 30 days of the date of the Township invoice, the Company shall be responsible for any additional costs incurred by the Township in recovery of such taxes, including, but not limited to administrative fees, court costs, and attorney fees incurred.
5. **Notice of Completion and Final Cost Report.** The Company will submit to the Township not later than 90 days after the completion date for each property component for which an PA 328 was granted a Notice of Completion and Final Cost Report in a form requested by the Township, which includes the actual completion date and final cost of each project component for which a PA 328 was originally granted, and an explanation if the final cost of either the real or personal property listed on the Application was greater than the original estimated amount by more than 10%. The Company agrees that if the construction and/or expansion project has not been completed or expenditures made are less than ninety (90%) from the projected costs as described in the application, the Township Board has the right to petition the State Tax Commission for revocation of the PA 328.
6. **Employment Status Report.** The Company will submit to the Township, not later than January 31st of the second year after the Effective Date, and every year after that date while the exemption is in effect, an Employment Status Report in a form requested by the Township, which includes the number of actual full-time jobs created as a direct result of the project for which the certificate was granted, and an explanation if the jobs created during the term of the PA 328 was less than the original estimated amount. The Company agrees that if employment has not been retained or reached as stated in the application, the Township Board has the right to petition the State Tax Commission for revocation of the PA 328. The Township reserves the right to obtain from the Company such additional information and reports related to the Company's performance of this Agreement.
7. **Review and Audit: Payment of Costs.** The Company understands that the Township may review and audit the information provided by the Company to determine compliance with this agreement and that any costs for such services will be paid by the Company within thirty (30) days of the date of written notice from the Township in accordance with the outside professional service cost for consultant's on the most current fee schedule approved by the Township Board, which may be adjusted from time to time based upon increases in costs to the Township.
8. **Remedies for a default created by a Failure to Satisfy Representations Made in Application.** The Company understands that the Township may pass a resolution requesting that the State Tax Commission reduce the term of the PA

328 or revoke the PA 328 to the extent that the construction or expansion of the Facility has not been completed, expenditures made, or employment reached as represented by the Company in the application, by sending a copy of this Agreement along with a copy of the Township Board resolution authorizing such action to the State Tax Commission. In addition, the Company acknowledges that the Township may take into account any deficiency in job creation, or real or personal property investment made under this application in a subsequent application for an IFTEC or an Exemption of New Personal Property filed by the Company.

9. **Payment of Taxes.** The Company agrees that all ad valorem real and personal Property taxes, specific IFT real and personal property taxes, and special assessments shall be paid in a timely manner, and by the signing of this Agreement acknowledges that failure to pay in a timely manner may result in the adoption of a resolution by the Township Board requesting the State Tax Commission to revoke the PA 328.
10. **Timely Filing of Personal Property Statements.** The Company agrees to complete and submit all required annual Personal Property Statements to the Van Buren Charter Township Assessing Office by the required due date. Failure to submit the necessary Statements may result in the adoption of a resolution by the Township Board requesting a revocation of the PA 328 by the State Tax Commission
11. **Consequences of Unsuccessful Real or Personal Property Tax Appeal.** The Company acknowledges that if during the term of this Agreement, the Company appeals any real or personal property assessment to the Michigan Tax Tribunal or other court of competent jurisdiction upon which it does not fully prevail, that the Company shall pay to the Township all reasonable costs, expenses, and attorney fees incurred by the Township in defending such appeals within thirty (30) days of the date of receipt of an invoice from the Township. The Company also acknowledges that the Township may consider such appeals in the decision of any subsequent certificates granted to the Company.
12. **Unforeseen Events.** By execution of this Agreement, it is understood that the Company's investment in the Facility and the Township's investment in the granting of the PA 328 are to encourage economic growth within the Township. The Township acknowledges that in some instances, economic conditions may prevent the Company from complying fully with this Agreement and the terms of the Application. The Township will give the Company an opportunity to explain the reasons for any variations from the representations contained in the application and will evaluate the Company's situation prior to taking any action authorized by this Agreement.
13. **Entire Agreement.** This is the entire agreement of the parties relating to the matters covered by this Agreement, and no prior or subsequent promises,

representations or assurances, whether in any other form, shall be used to modify, vary or contradict any provision of this Agreement, except for any written amendment to this Agreement or separate agreement signed following the date of this Agreement by authorized representatives of all parties to this Agreement.

14. **Severability.** The invalidity of any section, subsection, clause or provision of this Agreement shall not affect the validity of the remaining sections, subsections, clauses or provisions thereof, which shall remain in full force and effect to govern the parties' relationship.
15. **Reimbursement of Attorney Fees for Modification of Standard Agreement.** The Company agrees to reimburse the Township within 30 days of the date of a receipt of an invoice from the Township for all attorney fees incurred by the Township in the negotiation or preparation of changes to the standard PA 328 Agreement.
16. **Binding Effect.** This Agreement shall be binding upon, and shall inure to the benefit of, the parties hereto and their successors and assigns. The Company agrees should ownership of the business and/or Facility for which a PA 328 approval is issued be changed in the future, thereby requiring a hearing before the Township Board under state law, the transferee or new owners shall abide by all the terms and conditions of this Agreement, and that the Company will communicate all terms and conditions of this Agreement to the transferee or new owner and assist in obtaining the signature of the authorized agent of the transferee or new owner on this Agreement or, at option of the Township, with a newly executed Agreement that substantially corresponds with this policy and any subsequent amendments to PA 328.
17. **Notice.** Notice shall be deemed to have been properly given hereunder if delivered by hand and date-stamped by the recipient or mailed certified mail, return receipt requested, with the date of notice for purposes hereof being the date of the date-stamp or the date shown on the certified receipt as the date of delivery.
18. **Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall be considered an original.
19. **Acknowledgements.** By signatures of the representatives of both the Company and the Township below, it is understood and agreed that both the Company's investment in the project and the Township's investment through the granting of the PA 328 is to encourage the economic growth of the parties. It is also acknowledged that economic factors beyond the Company's control can, at times, prohibit the maintenance of the Company's targeted status. It is understood that if such conditions exist at the time of the designated Company reports, the governing body of the Township will carefully evaluate the Company's situation and will inform the Company if any action is considered necessary in order to give the Company an opportunity for correction of a default

under this Agreement. The Township shall give notice by certified mail to the Company of any hearing regarding the proposed revocation or reduction of the term of the PA 328. Such notice shall be delivered no less than fifteen (15) days prior such hearing.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year stated below, and a true copy hereof shall be filed with the Department of Treasury of the State of Michigan.

~~Deleted: 20. No Payment. The Parties do swear and affirm by our signatures below that "no payment of any kind in excess of the fee allowed by Public Act 198 of 1974, as amended by Public Act 328 of 1996, has been made or promised in exchange for favorable consideration of an exemption certificate application."~~

Witnesses:

Charter Township of Van Buren

By: _____
Township Supervisor

Dated: _____

By: _____
Township Clerk

Dated: _____

Witnessed:

Company Name

By: _____

Dated: _____

By: _____

Dated: _____

PA 328 EXEMPTION APPLICATION

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AFFIDAVIT OF FEES

The Township of Van Buren and the Applicant for Industrial Facilities Exemption Certificate do hereby swear and affirm, by the signatures below, that no payment of any kind, whether they be referred to as "fees", "payments in lieu of taxes", "donations" or by other like terms has been made or promised in exchange for favorable consideration of an exemption certificate application.

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Township of Van Buren

Signed: _____

Name:

Title: Supervisor

Dated:

Applicant/Company:

Signed: _____

Name:

Title:

Dated:

OLD VERSION

Michigan Department of Treasury
3427 (Rev. 04-13)

Application for Exemption of New Personal Property

Issued under P.A. 328 of 1998. An exemption will not be effective until approved by the State Tax Commission.

INSTRUCTIONS: Read instructions on page 2 of this form before completing this application. File the original and two copies of this form and the required attachments (copy of legal description and a detailed description of the business operations) with the clerk of the local government unit. The State Tax Commission requires two complete sets.

PART 1: APPLICANT INFORMATION

1a. Applicant/Company Name (Applicant must be an ELIGIBLE BUSINESS)		2. County	
1b. Company Mailing Address (No. and Street, P.O. Box, City, State, ZIP Code)		3. City/Township/Village (Indicate which)	
1c. Location of Eligible Business (No. and Street, City, State, ZIP Code)		4a. Local School District	4b. School Code
5. Check below the type of business in which you are engaged and provide a detailed description of the business operation on a separate sheet			
<input type="checkbox"/> Manufacturing <input type="checkbox"/> Research & Development <input type="checkbox"/> Office Operations <input type="checkbox"/> Mining <input type="checkbox"/> Wholesale Trade			
6a. Identify type of ELIGIBLE DISTRICT where Eligible Business and New Personal Property will be located		6b. Governing Unit that Established ELIGIBLE DISTRICT	6c. Date ELIGIBLE DISTRICT was Established
7. Name of Person in the Eligible Business to Contact for Further Information			8. Telephone Number
9. Mailing Address			

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all of the information is truly descriptive of the property for which application is being made. The undersigned, authorized officer further certifies that the applicant is an Eligible Business as defined in P.A. 328 of 1998.

11. Name of Company Official		12. Title	
13. Signature (No Authorized Agents)		14. Date	
15. Mailing Address (Include City, State and ZIP Code)			
16. Email Address		17. Telephone Number	18. Fax Number

PART 2: LOCAL GOVERNMENT UNIT CLERK VERIFICATION

19. Name of Local Governmental Unit Which Passed Resolution for Exemption of New Personal Property		20. Date of Resolution (Attach Copy)	21. Expiration Date of Exemption
22. Name of Clerk		23. Date application was received by Local Unit	
24. Clerk's Signature		25. Clerk's Mailing Address	
26. Telephone Number	27. Fax Number	28. Email Address	
29. LUCI Code	30. School Code	31. Date District was Established	

STATE TAX COMMISSION USE			
Application No.	Date Received	LUCI Code	School Code

Instructions for Completing Form 3427, Application for Exemption of New Personal Property

As a supplement to the following instructions, please read State Tax Commission (STC) Bulletin No. 9 of 1999 which explains the provisions of Public Act (P.A.) 328 of 1998, as amended.

Line 1: P.A. 328 of 1998, as amended, states that, to qualify for exemption, New Personal Property must be owned or leased by an Eligible Business. Please see page 2 of STC Bulletin No. 9 of 1999 for the definition of an Eligible Business. Please note that a copy of the legal description for the property where the Eligible Business is located must be attached.

Line 2, 3, 4: Indicate the county; the city or township; or village; and the local school district in which the New Personal Property and the Eligible Business will be located.

Line 5: P.A. 328 of 1998, as amended, provides that an Eligible Business must be engaged in one of the following types of businesses: manufacturing, mining, research and development, wholesale trade, or office operations. Please see page 2 of STC Bulletin No. 9 of 1999 for the definition of an Eligible Business. Please note that a detailed description of the business operation must be provided on a separate sheet.

Line 6 a-c: P.A. 328 of 1998, as amended, provides that New Personal Property and the Eligible Business must be located in an Eligible District. Please see page 4 of STC Bulletin No. 9 of 1998 for a listing of the eight different types of Eligible Districts.

Line 7: If there is someone in your business, other than the person signing this application, who should be contacted if further information is needed, please name the person on line 7.

Line 10b: Note that a signature from a company official is required on line 13. This application cannot be processed without a signature.

Lines 19 to 31: These lines must be completed by the Clerk of the Local Governmental Unit which has adopted the resolution required by P.A. 328 of 1998, as amended.

Note that a copy of the resolution, a legal description, and a detailed description of the business operations must be sent to the State Tax Commission along with this application. Once issued, the exemption will pertain to all new personal property placed in the eligible district for the entire length of time approved by the local unit and issued by the State Tax Commission. The exemption may not be limited to specific new personal property or a lesser time than the full length of issuance. If any of the information requested on lines 19 to 31 is missing, this form will be returned to the Clerk.

**CHARTER TOWNSHIP OF VAN BUREN
PERSONAL PROPERTY TAX EXEMPTION
PA 328, as amended - GUIDELINES**

(Effective: September, 2010)
Amended: December 17, 2013

Introduction

This document is designed to summarize the guidelines adopted by the Charter Township of Van Buren with regard to the establishment of new and expanded Personal Property Tax Exemption under Act 328 of the Public Acts of 1998, as amended.

PA 328 of 1998, as amended was created to provide a tax reduction to eligible businesses in an eligible district bringing new business or more business to the State of Michigan. The types of eligible businesses are those primarily engaged in manufacturing, mining, research and development, wholesale trade or office operations. Businesses eligible for a PA 328 shall be ½ of the number of eligible years for a 198 exemption based on the same point system used for PA 198 exemptions.

The responsibility of the Board of Trustees of the Charter Township of Van Buren is to establish and/or acknowledge if the criteria for a business constitutes an "eligible district" and to approve the granting of exemption certificates. The Board must find that the granting of the exemption certificate, when considered together with other certificates previously granted will not substantially impede the operation of the local government unit or impair the financial soundness of the taxing unit prior to the granting of the certificate.

A \$1,200 application fee must be submitted with any PA 328 Exemption application.

If it is determined that the requesting development is not in an "eligible district or a pre-existing Industrial Development District, the Charter Township of Van Buren Board of Trustees is not obligated to consider establishment of an Industrial Development District or a PA 328 application. The fee to establish an Industrial Development District is \$500.

Questions concerning tax exemption certificates can be directed to the Assessing Office, Van Buren Charter Township, 46425 Tyler Road, Belleville, MI 48111. The telephone number is (734) 699-8946.

Goals and Objectives

The Charter Township of Van Buren Board of Trustees will evaluate all Act 328 applications in light of the following goals and objectives:

1. Long term investment in the community.
2. Environmental impact on the community.
3. Expansion of Van Buren's tax base.
4. Creation and retention of jobs.
5. Demonstration of a commitment to those identified by Van Buren Township distinguishing qualities, values and amenities by Van Buren Township.¹
6. The applicant meets current financial obligations to the township, is in compliance with all applicable state and township codes and ordinances and has no pending or current litigation against Van Buren Township, including appeals to the Michigan Tax Tribunal.

The above mentioned goals and objectives are not intended to be exhaustive. The Charter Township of Van Buren Board of Trustees reserves the discretion to consider such additional goals and criteria as are consistent with the interest of the Charter Township of Van Buren.

Criteria for Granting a PA 328 Personal Property Exemption Certificate

Public Act 328 of 1998, as amended provides that the legislative body of the local governmental unit shall determine the duration of a PA 328 exemption on new personal property. The Van Buren Township Board of Trustees shall make this determination based on consideration of an analysis by the Supervisor or his/her designee of the following criteria.

The Board of Trustees retains discretionary power for the final determination and is not bound to using only the following when acting on a specific abatement request.

PA 328 Exemptions are offered for "new" (new equipment or personal property not previously on Michigan's tax rolls) Personal Property. The Charter Township Board of Trustees does not offer the PA 328 option for companies unless the benefit clearly meets valuable and desirous criteria indicated in the goals and objectives section of the policy (items 1 through 6) and the regulations of PA 328 of 1998, as amended. The Board does not offer a PA 328 exemption for a speculative building where the tenant is unknown. Processing facilities, which are primarily engaged in packaging for distribution, may not be eligible for exemption, unless the Township Board determines it to be significant and in the best interest of the township.

¹ The reference to identified distinguishing qualities, values and amenities by Van Buren Township are identified and found in the Township's Premier Community Amenities Master Land Use Plan, the Ecorse-Haggerty Corridor Plan and the Township's Land Use Master Plan. Zoning Ordinance and sub-plans to both documents.

The certificate may be revoked in the event that the purpose for which the certificate was issued is not being fulfilled, as a result of failure of the holder to proceed in good faith consistent with the purposes of Public Act 328 of 1998, as amended.

The following evaluation system is for an Industrial Exemption Certificate. It is relied on by the Township to determine eligibility and duration of a PA 328 at ½ of the total point value awarded for an Industrial Exemption Certificate. It is used in the interests of fairness, uniformity, and community benefit assessment analysis. All applicants are strongly encouraged to thoroughly study the questions below and make every effort to understand each criterion and provide as accurate information as possible.

Points

- | | | |
|----|---|----|
| 1. | The current project will expand the tax base of Van Buren Township | |
| | a. Cost of proposed project or improvements: | |
| | Less than \$500,000----- | 00 |
| | \$500,000 - \$999,000----- | 05 |
| | \$1,000,000 - 2,999,999----- | 10 |
| | \$3,000,000 - \$4,999,999----- | 15 |
| | \$5,000,000 - \$9,999,000----- | 20 |
| | \$10,000,000 - \$19,999,999 ----- | 25 |
| | \$20,000,000 – and over ----- | 30 |
| 2. | Project coming <u>from outside</u> the State of Michigan | |
| | No----- | 00 |
| | Yes----- | 10 |
| 3. | Project expanding <u>from within</u> Van Buren Township | |
| | No----- | 00 |
| | Yes----- | 05 |
| 4. | The applicant for the abatement owns/leases the land on which they plan to locate | |
| | The applicant is the property owner | 15 |
| | The applicant is a lessee (7 or more years) of the property | 10 |
| | The applicant is a lessee (3 – 6 years) of the property | 05 |
| | The applicant has not executed a lease on the property yet | 00 |

(PLEASE NOTE A COPY OF THE LEASE MUST BE INCLUDED)

5. The main headquarters of the applicant is the site for which the abatement is requested

No-----	00
Yes, office portion of building less than 25%-----	05
Yes, office portion of building 25% or more-----	10

7(a) The project will produce jobs within the community.

Number of new jobs brought into Van Buren Charter Township:

Fewer than 5 jobs-----	00
Between 5 and 20 jobs-----	05
Between 21 and 50 jobs-----	10
Between 51 and 199 jobs-----	15
200 jobs or greater-----	20

(b). Number of existing jobs retained at this location in Van Buren Charter Township

Fewer than 20 jobs	00
Between 21 and 50 jobs	05
Between 51 and 199 jobs	10
200 jobs or greater	15

8. The project is primarily composed of manufacturing or research and development.
Percent of building allocated to Manufacturing* or Research and Development:

(*Warehousing, Distribution and Packaging associated with said objectives shall not be considered manufacturing).

Less than 50%-----	00
50% - 75%-----	05
Greater than 75%-----	10

9. That the project provides additional community benefit (0-10)
(examples –also must provide documentation)

- a. creative landscaping design, preservation of natural features in keeping with Township Ordinances, but significantly greater than what is required.
- b. architecture and design in keeping with the design of the community and significantly greater than what is required by the Township ordinances.
- c. applicant can demonstrate a history or significant community involvement and support in their current location as well as a commitment to support the Van Buren community in the future by being involved in civic activities.
- d. other conditions or unique circumstances favorable to the Van Buren community.

Total the points awarded above to determine the number of years of abatement to be considered for applicant/project and to be recommended to the Board of Trustees for formal consideration:

<u>Total Points</u>	<u>Years</u>
90 – 120	6
85 – 89	6
80 – 84	5
75 – 79	5
70 – 74	4
65 – 69	4
60 – 64	3
55 – 59	3
50 – 54	2
45 – 49	2
40 – 44	1
35 – 39	1
Below 35	0

Total Points Awarded: _____

Deductions for negative impacts: _____
(Describe): _____

Total Years of Abatement: _____

**VAN BUREN CHARTER TOWNSHIP
PERSONAL PROPERTY TAX EXEMPTION APPLICATION
PA 328 of 1998 AS AMENDED -SUPPLEMENTAL INFORMATION**

Name of firm requesting exemption _____

Address _____

Location of Project: _____

Acreage of Project: _____

Applicant Representative _____

Phone _____ Date _____

Please answer completely each of the following questions regarding the facility for which you are requesting an exemption of new personal property. A completed version of this form should be returned to Van Buren Township with your application.

1. What is the total cost of the project? _____
2. Are you expanding this project from within Van Buren Charter Township? _____
 - a. Are you relocating this project from a State other than Michigan? _____
 - b. If yes, what State? _____
3. Do you own or lease the property? If leasing, what is the length of the lease? _____
Copy of Lease must be included with application.
4. Is the headquarters of your company on the site of the facility for which you are requesting the tax exemption/abatement? _____
 - a. If yes, what portion of the building is office? _____
5. How many new jobs are being brought into the Township by this project? _____
6. How many Van Buren Township jobs are being retained? _____
7. What percentage of the building is allocated to Manufacturing or Research and Development? _____
8. Is the current zoning compatible with the proposed use? _____
9. Will this project require improvement to road services? _____
10. Will this project require improvement to storm sewer services? _____

11. Will this project require improvement to water services? _____

12. Will this project require improvement to sanitary sewer services? _____

13. Will this project require additional police personnel or police equipment? _____

14. Will this project require the need for additional fire personnel or additional or specialized fire equipment? _____

15. Will this project require other costs? _____

16. Additional community benefits: _____

AGREEMENT FOR EXEMPTION OF NEW PERSONAL PROPERTY
Pursuant to Act 328 of Public Acts of 1998, as amended

THIS AGREEMENT is entered into as of the _____ day of _____, 20____ ("Effective Date"), between the CHARTER TOWNSHIP OF VAN BUREN, a local governmental unit whose business offices are located at 46425 Tyler Road, Belleville, Michigan 48111 (hereinafter referred to as the "Township"), and _____, a _____, an applicant for tax exemption pursuant to Act 328 of Public Acts of 1998, as amended, whose principal business office is located at _____ (hereinafter referred to as the "Company".)

RECITALS

- A. The Company, for its business located at _____ (the "Facility"), has submitted an application to the Township for a personal property tax exemption application filed pursuant to Act 328 of the Public Acts of 1998, as amended ("PA 328"), wherein new personal property taxes otherwise payable by the Company would be exempted pursuant to the application filed, and
- B. The Township Board has approved, by resolution on _____, the Company's application for exemption of new personal property for a period of _____ years subject only to the Company and the Township entering into a written agreement, and,
- C. The Township and the Company now desire to enter into such a written agreement.

NOW, THEREFORE,

As consideration for the granting of the PA 328 and in recognition of the investment the Township will be making toward the economic growth of the Company and thus the economic growth of the Township, and the above Recitals being fully incorporated into the Agreement by reference, the Company and the Township hereby agree to the following terms and conditions:

1. **General Terms and Conditions.**

- _____ a) The term for the PA 328 exemption shall not be extended beyond the period covered in the resolution adopted by the Township, regardless of when, during the period, the recipient places additional personal property eligible for an exemption in the eligible district.
- _____ b) The Company will purchase and/or lease and install the personal property as set forth in the Application within two (2) years of the Effective Date.
- _____ c) The Company will create _____ new full-time jobs as the Facility within two (2) years of the Effective Date.

2. **Compliance with Laws.** The Company agrees that it will operate the Facility in accordance with all applicable Federal, State, and local laws or regulations, including but not limited to zoning, outside storage, industrial waste disposal, air and water quality, noise control, and other environmental regulations.

3. **Continued Operation of the Facility.** The Company further agrees to continue to operate the Facility within the Township for the period of the PA 328 in order to retain the benefits of the PA 328.

4. **Premature Vacation of the Facility.** If the Company vacates, or intends to vacate, the Facility prior to the end of the term of the PA 328, the Company shall be responsible for the following:

- a. If the Company intends to vacate the Facility for which the PA 328 has been approved and issued prior to the end of the term of this agreement, the Company agrees to notify the Township Assessor in writing of such intent and the reasons for vacating not less than 60 days prior to vacating the Facility.
- b. The Company agrees to make reasonable provisions satisfactory to the Township and in compliance with all applicable laws, codes and ordinances to maximize the likelihood of re-occupancy or re-use of the unoccupied building for productive use within a reasonable time period after the facility is vacated.
- c. The Company shall, if requested by the Township, deposit an amount equal to the amounts anticipated to be due from the Company under this agreement as a result of the Company vacating the Facility prior to the term for which the PA 328 was approved, including but not limited to any reasonable cleanup or maintenance costs, administrative fees, court costs, and attorney fees incurred.
- d. The Company shall pay any outstanding taxes and shall repay to all affected municipalities an amount equal to the total tax amount abated by the PA 328 (unless recovery of a lesser amount is requested by the Township or other taxing authority) within 30 days of the date of an invoice for such taxes. If not repaid

within the required time period, the Township may exercise any and all legal and equitable rights and remedies available to it for collection of such taxes.

- e. If the Company fails to pay the amount of the invoice for abated taxes within 30 days of the date of the Township invoice, the Company shall be responsible for any additional costs incurred by the Township in recovery of such taxes, including, but not limited to administrative fees, court costs, and attorney fees incurred.
5. **Notice of Completion and Final Cost Report.** The Company will submit to the Township not later than 90 days after the completion date for each property component for which an PA 328 was granted a Notice of Completion and Final Cost Report in a form requested by the Township, which includes the actual completion date and final cost of each project component for which a PA 328 was originally granted, and an explanation if the final cost of either the real or personal property listed on the Application was greater than the original estimated amount by more than 10%. The Company agrees that if the construction and/or expansion project has not been completed or expenditures made are less than ninety (90%) from the projected costs as described in the application, the Township Board has the right to petition the State Tax Commission for revocation of the PA 328.
6. **Employment Status Report.** The Company will submit to the Township, not later than January 31st of the second year after the Effective Date, and every year after that date an Employment Status Report in a form requested by the Township, which includes the number of actual full-time jobs created as a direct result of the project for which the certificate was granted, and an explanation if the jobs created during the term of the PA 328 was less than the original estimated amount. The Company agrees that if employment has not been retained or reached as stated in the application, the Township Board has the right to petition the State Tax Commission for revocation of the PA 328. The Township reserves the right to obtain from the Company such additional information and reports related to the Company's performance of this Agreement.
7. **Review and Audit: Payment of Costs.** The Company understands that the Township may review and audit the information provided by the Company to determine compliance with this agreement and that any costs for such services will be paid by the Company within thirty (30) days of the date of written notice from the Township in accordance with the outside professional service cost for consultant's on the most current fee schedule approved by the Township Board, which may be adjusted from time to time based upon increases in costs to the Township.
8. **Remedies for a default created by a Failure to Satisfy Representations Made in Application.** The Company understands that the Township may pass a resolution requesting that the State Tax Commission reduce the term of

the PA 328 or revoke the PA 328 to the extent that the construction or expansion of the Facility has not been completed, expenditures made, or employment reached as represented by the Company in the application, by sending a copy of this Agreement along with a copy of the Township Board resolution authorizing such action to the State Tax Commission. In addition, the Company acknowledges that the Township may take into account any deficiency in job creation, or real or personal property investment made under this application in a subsequent application for an IFTEC or an Exemption of New Personal Property filed by the Company.

9. **Payment of Taxes.** The Company agrees that all ad valorem real and personal Property taxes, specific IFT real and personal property taxes, and special assessments shall be paid in a timely manner, and by the signing of this Agreement acknowledges that failure to pay in a timely manner may result in the adoption of a resolution by the Township Board requesting the State Tax Commission to revoke the PA 328.
10. **Timely Filing of Personal Property Statements.** The Company agrees to complete and submit all required annual Personal Property Statements to the Van Buren Charter Township Assessing Office by the required due date. Failure to submit the necessary Statements may result in the adoption of a resolution by the Township Board requesting a revocation of the PA 328 by the State Tax Commission
11. **Consequences of Unsuccessful Real or Personal Property Tax Appeal.** The Company acknowledges that if during the term of this Agreement, the Company appeals any real or personal property assessment to the Michigan Tax Tribunal or other court of competent jurisdiction upon which it does not fully prevail, that the Company shall pay to the Township all reasonable costs, expenses, and attorney fees incurred by the Township in defending such appeals within thirty (30) days of the date of receipt of an invoice from the Township. The Company also acknowledges that the Township may consider such appeals in the decision of any subsequent certificates granted to the Company.
12. **Unforeseen Events.** By execution of this Agreement, it is understood that the Company's investment in the Facility and the Township's investment in the granting of the PA 328 are to encourage economic growth within the Township. The Township acknowledges that in some instances, economic conditions may prevent the Company from complying fully with this Agreement and the terms of the Application. The Township will give the Company an opportunity to explain the reasons for any variations from the representations contained in the application and will evaluate the Company's situation prior to taking any action authorized by this Agreement.
13. **Entire Agreement.** This is the entire agreement of the parties relating to the matters covered by this Agreement, and no prior or subsequent promises,

representations or assurances, whether in any other form, shall be used to modify, vary or contradict any provision of this Agreement, except for any written amendment to this Agreement or separate agreement signed following the date of this Agreement by authorized representatives of all parties to this Agreement.

14. **Severability.** The invalidity of any section, subsection, clause or provision of this Agreement shall not affect the validity of the remaining sections, subsections, clauses or provisions thereof, which shall remain in full force and effect to govern the parties' relationship.
15. **Reimbursement of Attorney Fees for Modification of Standard Agreement.** The Company agrees to reimburse the Township within 30 days of the date of a receipt of an invoice from the Township for all attorney fees incurred by the Township in the negotiation or preparation of changes to the standard PA 328 Agreement.
16. **Binding Effect.** This Agreement shall be binding upon, and shall inure to the benefit of, the parties hereto and their successors and assigns. The Company agrees should ownership of the business and/or Facility for which a PA 328 approval is issued be changed in the future, thereby requiring a hearing before the Township Board under state law, the transferee or new owners shall abide by all the terms and conditions of this Agreement, and that the Company will communicate all terms and conditions of this Agreement to the transferee or new owner and assist in obtaining the signature of the authorized agent of the transferee or new owner on this Agreement or, at option of the Township, with a newly executed Agreement that substantially corresponds with this policy and any subsequent amendments to PA 328.
17. **Notice.** Notice shall be deemed to have been properly given hereunder if delivered by hand and date-stamped by the recipient or mailed certified mail, return receipt requested, with the date of notice for purposes hereof being the date of the date-stamp or the date shown on the certified receipt as the date of delivery.
18. **Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall be considered an original.
19. **Acknowledgements.** By signatures of the representatives of both the Company and the Township below, it is understood and agreed that both the Company's investment in the project and the Township's investment through the granting of the PA 328 is to encourage the economic growth of the parties. It is also acknowledged that economic factors beyond the Company's control can, at times, prohibit the maintenance of the Company's targeted status. It is understood that if such conditions exist at the time of the designated Company reports, the governing body of the Township will carefully evaluate the Company's situation and will inform the Company if any action is considered

necessary in order to give the Company an opportunity for correction of a default under this Agreement. The Township shall give notice by certified mail to the Company of any hearing regarding the proposed revocation or reduction of the term of the PA 328. Such notice shall be delivered no less than fifteen (15) days prior such hearing.

20. **No Payment.** The Parties do swear and affirm by our signatures below that "no payment of any kind in excess of the fee allowed by Public Act 198 of 1974, as amended by Public Act 328 of 1996, has been made or promised in exchange for favorable consideration of an exemption certificate application."

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year stated below, and a true copy hereof shall be filed with the Department of Treasury of the State of Michigan.

Witnesses:

Charter Township of Van Buren

By: _____
Township Supervisor

Dated: _____

By: _____
Township Clerk

Dated: _____

Witnessed:

Company Name

By: _____

Dated: _____

By: _____

Dated: _____

Charter Township of Van Buren

REQUEST FOR BOARD ACTION

Agenda Item: _____

Work Study Date: 11/14/16
Board Meeting: 11/15/16

Consent Agenda X New Business _____ Unfinished Business: _____ Public Hearing _____

ITEM (SUBJECT)	Granting approval of the Commercial Fireworks Display Permit Application by Great Lakes Fireworks LLC.
DEPARTMENT	Planning
PRESENTER	Matthew R. Best, Deputy Director of Planning and Economic Development
PHONE NUMBER	(734) 699-8913
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)	Randy Brown – Belleville DDA, Paul Henning – Belleville DDA

Agenda topic

ACTION REQUESTED	
Granting approval of the Commercial Fireworks Display Permit Application by Great Lakes Fireworks LLC to set off fireworks on Saturday, December 3, 2016 from the (closed) Denton Road Bridge, and authorize the Supervisor or her designee to sign the permit.	
BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)	
<p>The fireworks show takes place the same evening as the Belleville Chamber of Commerce Christmas Parade. This application is in compliance with the Fireworks Ordinance. Enclosed for your review are...</p> <ol style="list-style-type: none"> 1. Documents from Great Lakes Fireworks LLC (Application, permit, license, itinerary, insurance and map.) 2. Review letter from David McNally (Fire Marshal/Battalion Chief) which approves the application. 	
BUDGET IMPLICATION	None
IMPLEMENTATION NEXT STEP	Supervisor or her designee to sign permit.
DEPARTMENT RECOMMENDATION	Approval
COMMITTEE/COMMISSION RECOMMENDATION	N/A
ATTORNEY RECOMMENDATION	N/A
(May be subject to Attorney/Client Privilege and not available under FOIA)	
ADDITIONAL REMARKS	This request is the same that has been previously approved each year since 2007.
APPROVAL OF SUPERVISOR	<i>[Signature]</i>

Case number: 16-039

Dated submitted: 10-12-16

Commercial Fireworks Display Permit Application

A ✓

APPLICANT INFORMATION

Applicant's Business Name GREAT LAKES FIREWORKS LLC Phone 586-779-8062
 Name of Applicant or Agent JASON LYNCH Email jlynch65@aol.com
 Property Owner (if different than applicant) VAN BUREN CHARTER TOWNSHIP Phone 734-699-8900
 Address 46425 TYLER RD Fax 734-699-5213
 City, State BELLEVILLE MI Zip 48111 E-Mail Address _____

SITE INFORMATION

Location or address of display: DENTON ROAD BRIDGE BELLEVILLE MI
 Tax ID: 27-1366153
 State all deed, subdivision improvement and property restrictions in effect at this time, together with dates of expiration:

REQUIRED INFORMATION

The applicant is responsible for submitting **ALL** of the following information with this application and checking the corresponding boxes below. Failure to submit **ALL** of the following information will result in review delays or application denial.

- Copy of applicant's driver license (applicant must be over 18 years in age).
- License or permit to operate commercial fireworks from the Federal Bureau of Alcohol, Tobacco, Firearms, and Explosives.
- Completed Application for Fireworks Display Permit from the State of Michigan.
- Description of the display, including the type and number of fireworks to be discharged.
- Scale drawing of the subject site, including but not limited to surrounding buildings, the display site as described by NFPA 1123, the spectator viewing area(s), and the parking area(s).
- Proof of insurance, meeting the Fireworks Safety Act Ordinance, including the following:
 - Worker's Compensation and Employers Liability coverage covering the statutory requirements of the State of Michigan and insuring the applicant with an Employer's Liability limit of at least \$500,000.
 - Occurrence-based Commercial General Liability coverage covering liability arising out of the operations of the applicant, with limits of at least \$3,000,000 per occurrence.
 - Automobile Liability with a limit of \$1,000,000 per occurrence CSL covering all owned, non-owned, and hired automobiles, and shall comply with all requirements of Michigan's No-Fault law.
- For non-resident applicants, a written appointment of a resident member of the bar of Michigan or a resident agent to be the legal representative upon whom all process in an action or proceeding against the person, firm, or corporation may be served.
- Proof that the applicant is knowledgeable of the recommended safety requirements of NFPA 1123. This will be reviewed by the Charter Township of Van Buren Fire Department.

A 2/

OWNER'S AND APPLICANT'S AFFIDAVIT

Print Property Owner's Name

Signature of Property Owner

Date

GREAT LAKES FIREWORKS

Jason Lynch
Signature of Applicant
AGENT

10/13/2016
Date

Print Applicant's Name

Print Agent's Name

Signature of Agent

Date

STATE OF MICHIGAN
COUNTY OF Monroe

CHERYL L WYATT
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF MONROE
My Commission Expires Jan. 17, 2020
Acting in the County of Monroe

The undersigned, being duly sworn, deposes and says that the foregoing statements and answers herein contained and accompanied information and date are in all respects true and correct.

Subscribed and sworn before me this 13 day of October 2016
Cheryl L Wyatt Notary Public, Monroe County, Michigan
My Commission expires 01-17, 2020

THIS PORTION FOR OFFICIAL USE ONLY

STANDARDS OF REVIEW

Pursuant to Section 5 the Fireworks Safety Act Ordinance, a permit shall only be issued if the following standards are satisfied:

1. The permit application is complete and conforms to the requirements of the Ordinance.
2. The proposed discharge of fireworks shall not have an adverse effect upon public safety.
3. The time, duration, and location of fireworks will not unreasonably disturb the peace of neighboring property owners.

TOWNSHIP DEPARTMENTAL REVIEW

- Recommendation letter from the Planning and Economic Development Director, dated _____
- Recommendation letter from the Fire Department, dated _____
- Township Board of Trustees action to _____ the application on _____
Approve or Deny *Date*

GREAT LAKES FIREWORKS

24805 Marine • Eastpointe, MI 48021 • Office: (586) 779-8062 • Fax: (586) 779- 8439 • www.greatlakesfireworks.com

October 12, 2016

Anna Halstead
Van Buren Charter Twp / Bldg & Maint
46425 Tyler Rd
Belleville, MI 48111

Dear Anna:

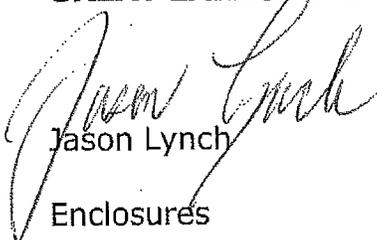
Thank you in advance for your assistance with the December 3th fireworks application on behalf of the Belleville Area Chamber of Commerce. As discussed, the program is substantially the same as in previous years. Application and attachments as follows:

- Commercial Fireworks Display Permit Application **A**
- Applicant's Driver's License and Ohio Exhibitor's License **B**
- BATF Licenses **C**
- Completed Application for Fireworks Display Permit **D**
- Description of Display include type and number of fireworks **E**
- Scale drawing of the subject site **F**
- Proof of insurance **G**
- Resume – William Shaffer **H**

We certainly look forward to providing the Chamber with another spectacular display. If you have questions or need further information, please call me at 419-476-8808 or 734-652-5812 (cell).

Sincerely,

GREAT LAKES FIREWORKS



Jason Lynch

Enclosures

C 11

In accordance with the provisions of Title XI, Organized Crime Control Act of 1970, and the regulations issued thereunder (27 CFR Part 555), you may engage in the activity specified in this license or permit within the limitations of Chapter 40, Title 18, United States Code and the regulations issued thereunder, until the expiration date shown. **THIS LICENSE IS NOT TRANSFERABLE UNDER 27 CFR 555.53.** See "WARNINGS" and "NOTICES" on reverse.

Direct ATF Correspondence To: ATF - Chief, FELC
244 Needy Road
Martinsburg, WV 25405-9431

License/Permit Number: **4-MI-099-51-7L-01173**

Chief, Federal Explosives Licensing Center (FELC)

Expiration Date: **November 1, 2017**

Christopher R. Reers

Name: GREAT LAKES FIREWORKS LLC

Premises Address (Changes? Notify the FELC at least 10 days before the move):
**24805 MARINE
EASTPOINTE, MI 48021-**

Type of License or Permit:
51-IMPORTER OF EXPLOSIVES

Purchasing Certification Statement
The licensee or permittee named above shall use a copy of this license or permit to assist in the transfer of explosives to verify the identity and the license status of the licensee or permittee as provided by 27 CFR Part 555. The signature on each copy must be an original signature. A faxed, scanned or e-mailed copy of the license or permit with a signature intended to be an original signature is acceptable. The signature must be that of the Federal Explosives Licensee (FEL) or a responsible person of the FEL. I certify that this is a true copy of a license or permit issued to the licensee or permittee named above to engage in the business or operations specified above under "Type of License or Permit".

Mailing Address (Changes? Notify the FELC of any changes.)

GREAT LAKES FIREWORKS LLC
24805 MARINE
EASTPOINTE, MI 48021-

Licensee/Permittee Responsible Person Signature: *Barry J. Beltz*

Position/Title: *CO-OWNER*

Printed Name: **BARRY J. BELTZ**

Date: *11/12/15*

Previous Edition is Obsolete GREAT LAKES FIREWORKS LLC 24805 MARINE EASTPOINTE MI 48021-4-MI-099-51-7L-01173 November 1, 2017 51-IMPORTER OF EXPLOSIVES ATF Form 5400-14/5400-15 Part I Revised October 2011

Federal Explosives License (FEL) Customer Service Information

Federal Explosives Licensing Center (FELC)
244 Needy Road
Martinsburg, WV 25405-9431

Toll-free Telephone Number: (877) 283-3352
Fax Number: (304) 616-4401
E-mail: FELC@atf.gov

ATF Homepage: www.atf.gov

Change of Address (27 CFR 555.54(a)(1)). Licensees or permittees may during the term of their current license or permit remove their business or operations to a new location at which they intend regularly to carry on such business or operations. The licensee or permittee is required to give notification of the new location of the business or operations not less than 10 days prior to such removal with the Chief, Federal Explosives Licensing Center. The license or permit will be valid for the remainder of the term of the original license or permit. (The Chief, FELC, shall, if the licensee or permittee is not qualified, refer the request for amended license or permit to the Director of Industry Operations for denial in accordance with § 555.54.)

Right of Succession (27 CFR 555.59). (a) Certain persons other than the licensee or permittee may secure the right to carry on the same explosive materials business or operations at the same address shown on, and for the remainder of the term of, a current license or permit. Such persons are: (1) The surviving spouse or child, or executor, administrator, or other legal representative of a deceased licensee or permittee; and (2) A receiver or trustee in bankruptcy, or an assignee for benefit of creditors. (b) In order to secure the right provided by this section, the person or persons continuing the business or operations shall furnish the license or permit for that business or operations for endorsement of such succession to the Chief, FELC, within 30 days from the date on which the successor begins to carry on the business or operations.

(Continued on reverse side)

Cut Here

Federal Explosives License/Permit (FEL) Information Card

License/Permit Name: GREAT LAKES FIREWORKS LLC

Business Name:

License/Permit Number: 4-MI-099-51-7L-01173

License/Permit Type: 51-IMPORTER OF EXPLOSIVES

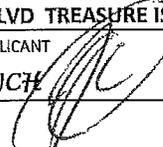
Expiration: November 1, 2017

Please Note: Not Valid for the Sale or Other Disposition of Explosives.

Application for Fireworks Display Permit
 Michigan Department of Energy, Labor, & Economic Growth
 Bureau of Fire Services
 P.O. Box 30700
 Lansing, MI 48909
 517-241-8847

2016

D 11

Authority: Compliance: Penalty:	1968 PA 358 Voluntary Permit will not be issued	The Department of Energy, Labor & Economic Growth will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this agency.	
<input checked="" type="checkbox"/> Public Display		<input type="checkbox"/> Agricultural Pest Control	
NAME OF APPLICANT GREAT LAKES FIREWORKS F/B/O BELLEVILLE AREA CHAMBER OF COMMERCE		ADDRESS 6480 TOMER RD CLAYTON MI 49235	DATE OF APPLICATION OCTOBER 7, 2016
IF CORPORATION, NAME OF PRESIDENT BRUCE TYREE		ADDRESS 5508 WATERMAN RD EAST JORDAN, MI 49727	
IF A NON-RESIDENT APPLICANT, NAME OF MICHIGAN ATTORNEY OR RESIDENT AGENT MICHIGAN RESIDENT CORPORATION		ADDRESS	TELEPHONE NUMBER
NAME OF PYROTECHNIC OPERATOR WILLIAM SHAFFER		ADDRESS 15761 WEST YEASTING ELMORE, OH 43416	AGE (18 or over) 67
NO. YEARS EXPERIENCE 36+	NO. DISPLAYS 250+	WHERE	
NAME OF ASSISTANT		ADDRESS	AGE
NAME OF OTHER ASSISTANT		ADDRESS	AGE
EXACT LOCATION OF PROPOSED DISPLAY DENTON ROAD BRIDGE			
DATE OF PROPOSED DISPLAY DECEMBER 3, 2016	RAINDATE: NONE	TIME OF PROPOSED DISPLAY APPROX 7:00PM	
NUMBER OF FIREWORKS	KIND OF FIREWORKS TO BE DISPLAYED		
192	3" AERIAL DISPLAY SHELLS		
60	4" AERIAL DISPLAY SHELLS		
6	MULTIPLE SHOT, BARRAGE-TYPE ITEMS (CAKES < 3")		
MANNER AND PLACE OF STORAGE PRIOR TO DISPLAY (Subject to Approval of Local Fire Authorities) GREAT LAKES FIREWORKS COMPANY VEHICLE			
AMOUNT OF BOND OR INSURANCE (To be set by local government) \$5 MILLION		NAME OF BONDING CORPORATION OR INSURANCE COMPANY ALLIED SPECIALTY INSURANCE INC	
ADDRESS OF BONDING CORPORATION OR INSURANCE COMPANY 10451 GULF BLVD TREASURE ISLAND FL 33706			
SIGNATURE OF APPLICANT JASON LYNCH  {electronically signed}			

* FORM IS VALID FOR YEAR SHOWN ONLY *

Permit for Fireworks Display
 Michigan Department of Energy, Labor & Economic Growth
 Bureau of Fire Services
 Office of the State Fire Marshal
 P.O. Box 30700
 Lansing, MI 48909
 517-241-8847

2016

D 2/

Authority:	1968 PA 358	The Department of Labor & Economic Growth will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to the agency.
Compliance:	Required	
Penalty:	Misdemeanor	

This permit is not transferable. Possession of this permit authorizes the herein named person to possess, transport and display fireworks in the amounts, for the purpose of and at the place listed below only.

<input checked="" type="checkbox"/> Public Display		<input type="checkbox"/> Agricultural Pest Control	
ISSUED TO GREAT LAKES FIREWORKS			AGE (18 or over)
F/B/O BELLEVILLE AREA CHAMBER OF COMMERCE			
ADDRESS 6480 TOMER RD CLAYTON MI 49235			
NAME OF ORGANIZATION, GROUP, FIRM, OR CORPORATION BELLEVILLE AREA CHAMBER OF COMMERCE			
NUMBER AND TYPES OF FIREWORKS			
192	3"	AERIAL DISPLAY SHELLS	
60	4"	AERIAL DISPLAY SHELLS	
6	MULTIPLE SHOT, BARRAGE-TYPE ITEMS (CAKES < 3")		
EXACT LOCATION OF DISPLAY DENTON ROAD BRIDGE			
CITY, VILLAGE, TOWNSHIP VAN BUREN TOWNSHIP		DATE / RAIN DATE: RD DECEMBER 3, 2016	TIME APPROX 7:00PM
BOND OR INSURANCE FILED <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			AMOUNT \$5 MILLION

Issued by action of the	<input type="checkbox"/> council	<input type="checkbox"/> commission	<input type="checkbox"/> board of
<input type="checkbox"/> city	<input type="checkbox"/> village	<input type="checkbox"/> township of _____	on the _____ day of _____
_____ 20 _____			
_____ (Signature and Title of Council/Commission/Board Representative)			

* THIS FORM IS VALID FOR THE YEAR SHOWN ONLY *

D 3/

GREAT LAKES FIREWORKS

**ITINERARY
DECEMBER 3, 2016 FIREWORKS DISPLAY**

BELLEVILLE, MI

Please Note: Great Lakes Fireworks must be permitted to follow all guidelines as set forth by the NFPA 1123 – as amended, in its entirety.

December 3, 2016

- | | |
|--------------|--|
| 11:30 AM | Great Lakes Fireworks arrival at discharge site, Denton Rd bridge and commence up in secure area of Hillside Cemetery. |
| 6:30 PM | Stop all traffic on roadway; block off with trucks at both ends of roadway (upon completion of parade) |
| 7:00-7:30 PM | Start show execution after parade, firing on command by Randy Brown; will use cell phone communication |
| 7:45 PM | About 10 minutes after the show is complete, the breakdown of equipment and upload truck will begin; also, search for duds on ground and in lake |
| 8:00 PM | Sweep roadway and pick up debris |
| 8:15 PM | Open road to traffic |

NOTE: Tentative time-line only, subject to review and approval by local AHJ.



U.S. Department
of Transportation

Eastern Service Center
Operations Support Group
AJV-E2

1701 Columbia Ave.
College Park, GA 30337

D 4/

REQUEST FOR FIREWORKS DISPLAY

Name of Fireworks Company and Email Address (To Send Approval Letters):

GREAT LAKES FIREWORKS c/o JLYNCH65@AOL.COM

Event Name: BELLEVILLE AREA CHAMBER OF COMMERCE FIREWORKS DISPLAY

Display Date: DECEMBER 3, 2016 Rain Date: N/A

Display Start Time: APPROX 7:00PM

Duration of Fireworks Display: APPROXIMATELY 15 MINUTES

Max Height of Fireworks < 300 FEET

City or Town and State (Physical Address): DENTON STREET BRIDGE, BELLEVILLE, MI

Latitude: 42 12'37.6745 (North) Longitude: 83 29'42.8476 (West)

Location or Special Notes: Annual fireworks display – same location as prior years

GREAT LAKE FIREWORKS

E

BELLEVILLE CHAMBER OF COMMERCE
BELLEVILLE, MICHIGAN

OCTOBER 7, 2016

SYNOPSIS

December 3, 2016

DESCRIPTION

QUANTITY

BODY OF PROGRAM

Three Inch Assorted Color Shells and Salutes	72
Four Inch Assorted Color Shells and Salutes	48

GRAND FINALE

Three Inch Assorted Color Shells and Salutes	120
Four Inch Assorted Color Shells and Salutes	12

LOW LEVEL

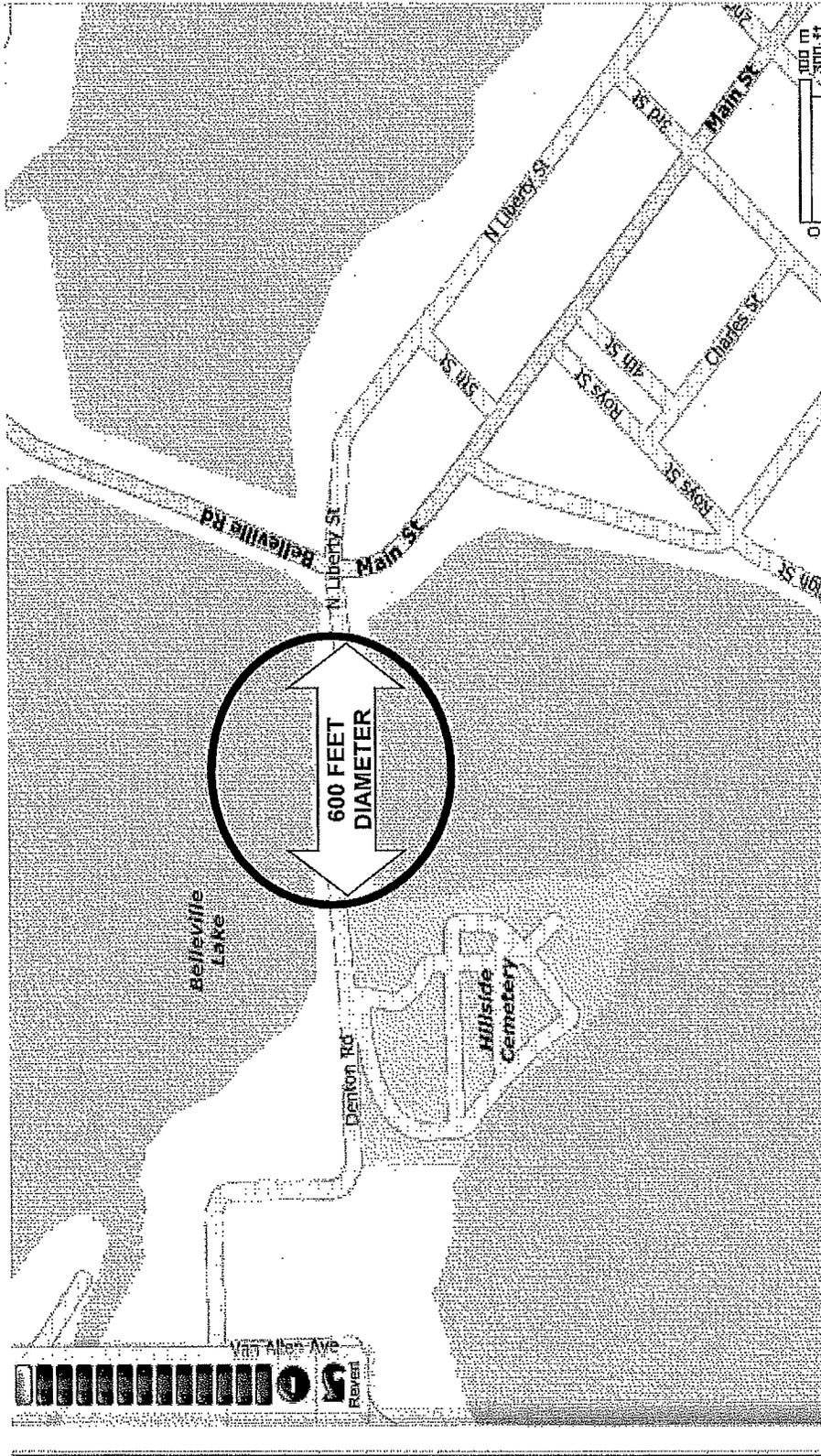
6 Multi-Shot Barrage Cakes Items < 3 Inch	approximately 600 shots
---	-------------------------

This is an electrically-fired display conducted in accordance with NFPA 1123, as amended, subject to local rules and restrictions.

**GREAT LAKES FIREWORKS
FIREWORKS DISPLAY
DECEMBER 3, 2016
BELLEVILLE AREA CHAMBER OF COMMERCE**

MAXIMUM SHELL SIZE: 4" (REQUIRES 280 FEET TABLE OF DISTANCE)
Display to be electrically fired in accordance with NFPA 1123, as amended.

Statement: *Fireworks display to be electrically-fired in accordance with NFPA 1123 and all state and local regulations and ordinances.*



F 11

F 2/

DIAGRAM AND FIRING SITE INFORMATION

(to accompany site diagram / map)

At Colonial Fireworks safety is our utmost concern, in order to provide that it is imperative that you supply us with a diagram and/or map of the display area. This will allow us to review the area and see where the spectators, parking areas and buildings will be in relationship to the firing site.

Below is a checklist that will assist you in completing the map and/or diagram. If the item listed does not apply - do not leave the space blank, please insert "N/A" - this will help us in determining if the omission was an oversight or that it really does not apply.

When completing the next section, please use distance in feet from the firing site to the following areas:

- | | |
|--|----------------------|
| 1) Spectators/Audience/Viewing Area | <u>350</u> feet |
| 2) Parking Areas | <u>> 350</u> feet |
| 3) Occupied Buildings | <u>> 350</u> feet |
| 4) Public Buildings (schools, hospitals, etc.) | <u>N/A</u> feet |
| 5) Explosive/Toxics, Gasoline Pumps, etc. | <u>N/A</u> feet |
| 6) Temporary Event Set-ups (Tents, rides, etc.) | <u>N/A</u> feet |
| 7) Highways, Streets, Roads | <u>> 350</u> feet |
| 8) Obstructions Overhead (Power lines, lights, etc.) | <u>N/A</u> feet |
| 9) Active Railroads | <u>N/A</u> feet |

I have completed the above information to the best of my knowledge.

JASON LYNCH, GREAT LAKES FIREWORKS

BELLEVILLE AREA CHAMBER OF COMMERCE

Print Name

Event Name

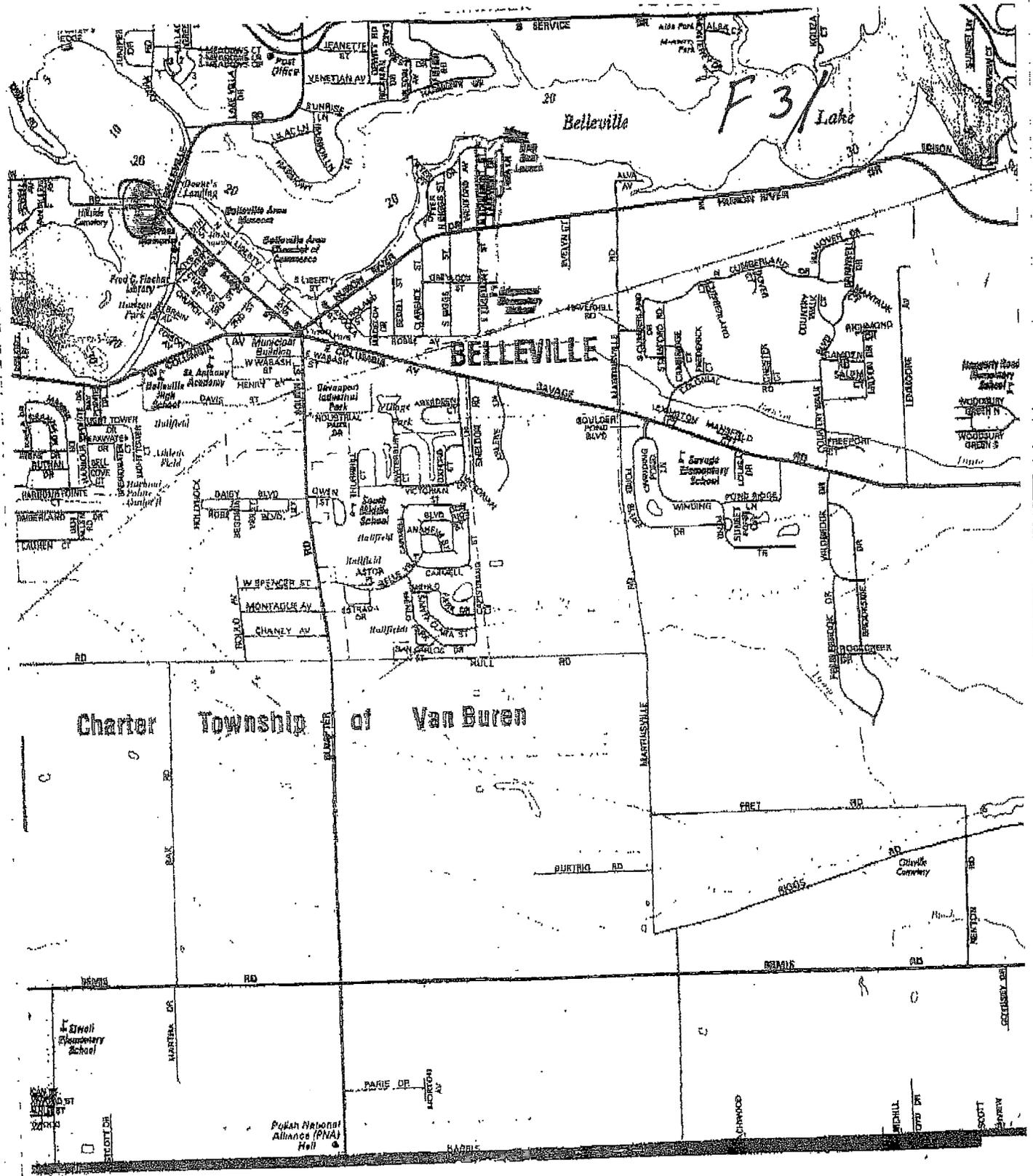
Signature

Date

Safe shows are a result of proper planning. As always, it is our goal to provide you with the best display for your event dollar, with safety being out number one concern.

GPS or Lats / Longs if known: _____

revised: Apr 2016



Charter Township of Van Buren

Belleville

F 3 / Lake

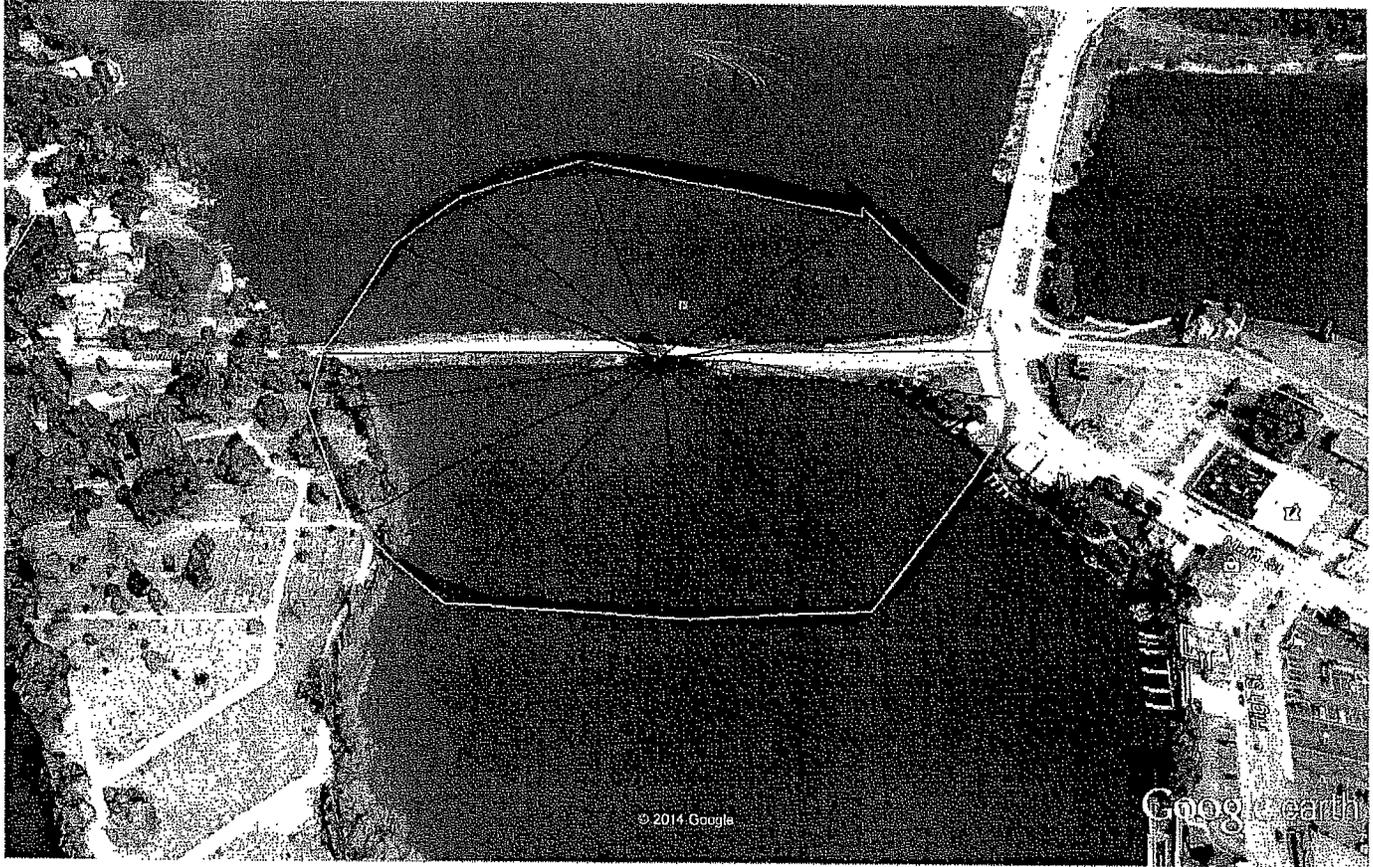
Einell Elementary School

Puwan National Alliance (PNA) Hall

City of Belleville

Scott Elementary School

F 41



Google earth





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/6/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Allied Specialty Insurance, Inc. 10451 Gulf Blvd Treasure Island, FL 33706-4814	CONTACT NAME: Glenn Harris	
	PHONE (A/C, No, Ext): 727-547-3093	FAX (A/C, No):
	E-MAIL ADDRESS: gharris@alliedspecialty.com	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: T.H.E. Insurance Company	NAIC#: 12866
INSURED Great Lakes Fireworks, LLC 24805 Marine Eastpointe, MI 48021	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL SUBROGATION WAIVED	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	<input checked="" type="checkbox"/>	CPP0100711-06	03/27/2016	03/27/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ N/A PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ 2,000,000 Protection & Indemnity \$ 1,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		CPP0100711-06	03/27/2016	03/27/2017	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$		ELP0010168-06	03/27/2016	03/27/2017	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in MI) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	WCP0004594-006	06/25/2016	06/25/2017	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Excess Liability GL Inland Marine / Hull		ELP0011852-01 CPP0100711-06	03/27/2016 03/27/2016	03/27/2017 03/27/2017	Ea Occur / Agg Limit \$ 4,000,000 Hull Limit \$ 250,000 Show Limit \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Display Date: December 3, 2016 Rain date: Not applicable Location: Denton Road Bldge @ Main Street, Belleville, MI
 RE: General Liability, the following are named as additional insured in respects to the operations of the named insured only:
 Charter Township of Van Buren; City of Belleville; Belleville Area Chamber of Commerce

CERTIFICATE HOLDER Belleville Chamber of Commerce 248 Main Street Belleville, MI 48111 CERT #16115	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Carol A Serra</i>
---	--

GREAT LAKES FIREWORKS

H 1/

24805 Marine • Eastpointe, MI 48021 • Office: (586) 779-8062 • Fax: (586) 779- 8439 • www.greatlakesfireworks.com

LEAD PYROTECHNICIAN

WILLIAM SHAFFER
15761 WEST YEASTING RD
ELMORE, OH 43416

D.O.B. JANUARY 18, 1949

Mr. Shaffer has over 36 years of experience as a pyrotechnician. He has experience in electronic, electrical, and manual firing. He is experienced in all manner of fireworks displays including barge, rooftop, indoor and outdoor displays in many venues throughout Michigan and Ohio.

Following are some of Mr. Shaffer's displays include the following:

- Southeast Michigan Antique Tractor & Engine Association
- Winterfest – Belleville, MI
- Lenawee County Fair, Lenawee, MI
- Ida, MI
- Belleville, MI
- Rochester, MI
- Upper Arlington, OH
- Mt. Gilead, OH
- Elmore, OH
- Galion, OH
- Candlewood Lake Association, Mt. Gilead, OH
- Deshler, OH
- Walbridge, OH

Mr. Shaffer has fired over 500 fireworks displays and has an outstanding safety record. He is a lead instructor and Training Officer in our Annual Pyrotechnicians' Shooter/Safety Seminar.

Mr. Shaffer is licensed Exhibitor with the State of Ohio and has a Commercial Drivers License with a hazardous materials (haz-mat) endorsement. Mr. Shaffer has also been cleared by the ATF as required by the 2003 U.S. Patriot Act.

H 2/



Ohio Division of State Fire Marshal, Bureau of Testing & Registration

Lookup Detail View**Contact Information**

Name	Address
WILLIAM SHAFFER	ELMORE, OH 43416 Work Number: (419) 332-6401

Credential Information

Credential	License Type	Expiration Date	Status	Reason
56.62.0008	Fireworks - Exhibitor	04/01/2017	ACTIVE	ACTIVE

Categories

Category	Status	Date Added
Fireworks and Pyrotechnics - NFPA 1123 and 1126	Active	03/06/1997

Generated on: 10/12/2016 3:26:23 PM



CHARTER TOWNSHIP OF VAN BUREN
APPLICATION FOR
TEMPORARY LAND USE/SPECIAL EVENT
46425 TYLER ROAD
BELLEVILLE, MI 48111

DATE: OCTOBER 10, 2016

BUSINESS NAME: GREAT LAKES FIREWORKS, LLC

CONTACT PERSON: JASON LYNCH PHONE #: 419-476-8808

SUPERVISOR FOR SITE: WILLIAM SHAFFER PHONE #: 419-351-3111

EVENT TITLE: WINTERFEST 2016

TYPE OF EVENT: WINTER ACTIVITIES/PARADE/FIREWORKS DATE(S): 12/3/2016

LOCATION OF EVENT: DENTON ROAD BRIDGE/BELLEVILLE/VAN BUREN CHARTER TWP

ADDRESS OF LOCATION: DENTON ROAD BRIDGE

PROPERTY OWNER REPRESENTATIVE: VAN BUREN/BELLEVILLE PHONE # _____

ARE SIGNS PROPOSED FOR ADVERTISING: YES NO. IF YES, INCLUDE LOCATIONS & DETAILS

OTHER _____

IF OUTSIDE USE OF THE SITE IS PROPOSED SUBMIT DRAWING OF LAYOUT AND INCLUDE CRITERIA ITEMS (ATTACHED)

NOTES:
IF NOISE ABOVE 65 DB, ODOR, GLARE, SMOKE, VIBRATION ARE EXPECTED BEYOND THE PROPERTY BOUNDRIES PLEASE EXPLAIN IN SEPARATE LETTER.

ALL STRUCTURES INSTALLED FOR THE SPECIAL EVENT MUST BE REMOVED FROM SITE NO LATER THAN THREE (3) DAYS AFTER THE EVENT.

PROCESSING FEE \$ _____ BOND FEE \$ _____ TOTAL \$ _____

Jason Lynch, agent
(SIGNATURE OF APPLICANT)
JASON LYNCH, GREAT LAKES FIREWORKS

10/10/2016
(DATE SIGNED)

(APPROVED BY)

(DATE SIGNED)

David C. McNally II
Fire Marshal
O: 734-699-8900 ext9416

Van Buren Fire Department
46425 Tyler Rd
Van Buren Twp., MI 48111



To: Dept Director Best
From: Fire Marshal David McNally
Date: 10-17-2016

Re: 16-039

Great Lakes Fireworks LLC.

I have reviewed the submitted plan for the Belleville Area Chamber of Commerce fireworks display.

Per the plan submitted, I find that this plan is compliant and acceptable when the items listed below are met in accordance with the respective NFPA 1 and NFPA 1123 codes.

1. Minimum diameter for 4 inch shells is 560 ft. The center point of the show shall be just west of the concrete bridge.
NFPA 1123 5.1.3.1
2. Any time the fireworks or pyrotechnic materials are on location, they shall not be left unattended or unsecured
NFPA 1123 7.5.7.2
3. During the display, approved support personnel (FD&PD) shall be positioned to visually observe the roofs of any structures with in the fallout area.
NFPA 1123 7.6.4.1
4. The approved support personnel shall be in communication with the shooter and the fire service assigned to the display.
NFPA 1123 7.6.4.2

Our Mission: The members of the Van Buren Fire Department shall work together in a professional and caring way to protect life and property from the adverse effects of fire, trauma, illness and dangerous conditions. Our services will be provided in a fair, honest, and ethical manner with the highest respect and dignity to all.

5. During the display, **(two-way)** voice communication shall be present on site from which fireworks and other pyrotechnic materials are being discharged with communication between each shooter, the operator and the AHJ.

NFPA 1123 7.6.5

6. Monitors shall be positioned around the display site to prevent spectators or any other unauthorized persons from entering the discharge site.

NFPA 1123 8.1.2.1

7. Only the operator, authorized assistants and inspectors representing the AHJ shall be permitted in the display site while the display is in progress

NFPA 1123 8.1.3.2

8. The operator shall have primary responsibility for safety.

NFPA 1123 8.1.3*

9. Denton Rd West of Hillside cemetery entrance along with Main/Denton access points will need to be blocked with fire apparatus to cover any fire that might occur on either side of the display area during the event.

AHJ

10. Dispatch shall be notified 5 minutes prior to beginning of display.

AHJ

This review does not relieve Great Lakes LLC, from following all applicable parts of NFPA 1123 pertaining to their display permit request.

Respectfully Submitted,

David C. McNally
Fire Marshal

Charter Township of Van Buren

Agenda Item: _____

Work Study: November 14, 2016
Board Meeting: November 15, 2016

REQUEST FOR BOARD ACTION

	Consent Agenda <input checked="" type="checkbox"/>	New Business	Unfinished Business	Public Hearing
ITEM (SUBJECT)	Reappoint Norm DeBuck to the Environmental Commission.			
DEPARTMENT	Supervisor's Office			
PRESENTER	Supervisor Combs			
PHONE NUMBER	734-699-8910			
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)				

Agenda topic

ACTION REQUESTED:	
To approve the reappointment of Norm DeBuck to the Environmental Commission, term expiring October 1, 2019.	
BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)	
<p>Mr. DeBuck is currently serving on the Environmental Commission and he has expressed an interest in serving an additional term. His accumulated experience and knowledge gained during his previous terms of service continues to be an asset to the Commission. Mr. DeBuck is a long-time resident and successful business-owner. His sod farming operation has been in business in the Township since the 1950s. Other farming activities include a corn maze and pumpkin patch, which has become a favorite fall destination for visitors to the community. Mr. DeBuck is sensitive to and knowledgeable about the many environmental issues facing the region.</p>	

BUDGET IMPLICATION	N/A
IMPLEMENTATION NEXT STEP	If approved, Clerk to notify of reappointment.
DEPARTMENT RECOMMENDATION	Approval of reappointment by the Township Board
COMMITTEE/COMMISSION RECOMMENDATION	
ATTORNEY RECOMMENDATION	N/A
(May be subject to Attorney/Client Privilege and not available under FOIA)	
ADDITIONAL REMARKS	
APPROVAL OF SUPERVISOR	

Charter Township of Van Buren

Agenda Item: _____

Work Study: October 31, 2016
 Board Meeting Date: November 15, 2016

REQUEST FOR BOARD ACTION

	Consent Agenda X	New Business	Unfinished Business	Public Hearing
ITEM (SUBJECT)	Policy and Procedures Manual			
DEPARTMENT	Clerk's Office			
PRESENTER	Clerk Leon Wright			
PHONE NUMBER	734.699.8908			
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)	Nicole D. W. Sumpter, Administrative Assistant to Clerk Wright/ Benefits Coordinator			

Agenda topic

ACTION REQUESTED:	To consider approval of revised Policy and Procedures Manual
BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)	
BUDGET IMPLICATION	None
IMPLEMENTATION NEXT STEP	Distribution of manual and schedule employee meetings
DEPARTMENT RECOMMENDATION	Approval
COMMITTEE/COMMISSION RECOMMENDATION	N/A
ATTORNEY RECOMMENDATION	Two Attorney Reviews. Suggested language and modifications incorporated into manual.
	(May be subject to Attorney/Client Privilege and not available under FOIA)
ADDITIONAL REMARKS	
APPROVAL OF SUPERVISOR	

Charter Township of Van Buren

Agenda Item: _____

Work Study: October 31, 2016
 Board Meeting Date: November 15, 2016

REQUEST FOR BOARD ACTION

	Consent Agenda X	New Business	Unfinished Business	Public Hearing
ITEM (SUBJECT)	Salaried Employees Benefit Manual			
DEPARTMENT	Clerk's Office			
PRESENTER	Clerk Leon Wright			
PHONE NUMBER	734.699.8908			
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)	Nicole D. W. Sumpter, Administrative Assistant to Clerk Wright/ Benefits Coordinator			

Agenda topic

ACTION REQUESTED:	To consider approval of revised Salaried Employees Benefits Manual
BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)	
BUDGET IMPLICATION	None
IMPLEMENTATION NEXT STEP	Distribution of manual and schedule employee meetings
DEPARTMENT RECOMMENDATION	Approval
COMMITTEE/COMMISSION RECOMMENDATION	N/A
ATTORNEY RECOMMENDATION	Two Attorney Reviews. Suggested language and modifications incorporated into manual.
	(May be subject to Attorney/Client Privilege and not available under FOIA)
ADDITIONAL REMARKS	
APPROVAL OF SUPERVISOR	

Charter Township of Van Buren

Agenda Item: _____

Work Study: October 31, 2016
 Board Meeting Date: November 5, 2016

REQUEST FOR BOARD ACTION

	Consent Agenda X	New Business	Unfinished Business	Public Hearing
ITEM (SUBJECT)	Elected Officials Benefit Manual			
DEPARTMENT	Clerk's Office			
PRESENTER	Clerk Leon Wright			
PHONE NUMBER	734.699.8908			
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)	Nicole D. W. Sumpter, Administrative Assistant to Clerk Wright/ Benefits Coordinator			

Agenda topic

ACTION REQUESTED:	
	To consider approval of revised Elected Official Manual
BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)	
BUDGET IMPLICATION	None
IMPLEMENTATION NEXT STEP	Distribution of manual and schedule employee meetings
DEPARTMENT RECOMMENDATION	Approval
COMMITTEE/COMMISSION RECOMMENDATION	N/A
ATTORNEY RECOMMENDATION	Two Attorney Reviews. Suggested language and modifications incorporated into manual. (May be subject to Attorney/Client Privilege and not available under FOIA)
ADDITIONAL REMARKS	
APPROVAL OF SUPERVISOR	

Charter Township of Van Buren

Agenda Item: _____

REQUEST FOR BOARD ACTION

WORK STUDY MEETING DATE: 10/17/16

BOARD MEETING DATE: 11/15/16

Consent Agenda _____

New Business X

Unfinished Business _____

Public Hearing _____

ITEM (SUBJECT)	Parks and Recreation 2016-2020 Master Plan
DEPARTMENT	Parks and Recreation
PRESENTER	Patrick Sloan, McKenna Associates
PHONE NUMBER	(248) 596-0920
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)	

Agenda topic

ACTION REQUESTED	
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Adoption of the attached Van Buren Township Resolution #2016-18 to approve the 2016-2020 Parks and Recreation Master Plan.

BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)	
--	--

Enclosed for your consideration is a complete draft 2016-2020 Parks and Recreation Master Plan. The Plan was last adopted by the Board of Trustees in 2011 and must be adopted every 5 years for Van Buren Township to be eligible for state and federal recreation grants.

The enclosed draft Plan has been prepared with assistance from the Recreation Committee, the Parks and Recreation Department staff, and public comments during the online survey last year. The Plan also reflects updated statistics and observations of the parks and facilities. As a summary, the Action Plan is on pages 49-59 and the Five-Year Capital Improvement Plan is on pages 60-62.

The Township Board of Trustees is the approving authority for the Parks and Recreation Master Plan. At the September 28, 2016 Planning Commission meeting, the Planning Commission adopted a resolution (enclosed) recommending approval of the Plan with minor modifications, which have been incorporated into the draft Plan before you. The Planning Commission previously held a public hearing on September 14, 2016.

We will be in attendance at the October 17, 2016 Work Study and November 15, 2016 Township Board meeting to answer any questions that you may have. If you are satisfied with the Plan at the November 15th meeting, we have included a resolution to adopt the Plan.

BUDGET IMPLICATION	None.
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IMPLEMENTATION NEXT STEP	Adopt resolution to approve the 2016-2020 Parks and Recreation Master Plan
---------------------------------	--

DEPARTMENT RECOMMENDATION	Approval
----------------------------------	----------

COMMITTEE/COMMISSION RECOMMENDATION	Approval (Planning Commission, 9/28/16)
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ATTORNEY RECOMMENDATION	N/A
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(May be subject to Attorney/Client Privilege and not available under FOIA)

ADDITIONAL REMARKS	Items Included: <ul style="list-style-type: none"> • Resolution • Draft 2016-2020 Parks and Recreation Master Plan
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APPROVAL OF SUPERVISOR	<i>S. Clair</i>
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STATE OF MICHIGAN

COUNTY OF WAYNE

CHARTER TOWNSHIP OF VAN BUREN

**RESOLUTION FOR ADOPTION OF CHARTER TOWNSHIP OF VAN BUREN
2016-2020 PARKS AND RECREATION MASTER PLAN**

RESOLUTION NO. 2016-18

At a regular meeting of the Charter Township of Van Buren Board of Trustees held on Tuesday, November 15, 2016, the following Resolution was moved by Trustee _____ and seconded by Trustee _____:

Whereas, the Charter Township of Van Buren has undertaken a Five Year Parks and Recreation Plan which describes the physical and social features, existing parks, existing recreation facilities and the desired actions to be taken to improve and maintain parks and recreation facilities during the period between 2016 and 2020, and

Whereas, public comment, which was incorporated into the Master Plan, was obtained through a variety of methods including Parks and Recreation Department Staff, public comments received during an online survey that was posted from October 26, 2015 through December 18, 2015, and comments from the Recreation Committee members at its meetings on October 13, 2015, April 12, 2016, and June 14, 2016; and

Whereas, additional public comments were sought during the 30-day public review period from June 30, 2016 to July 31, 2016, a public notice of which was published in the June 30, 2016 edition of the Belleville Independent and posted at the Township Hall; and

Whereas, the Charter Township of Van Buren has developed the plan for the benefit of the entire community and adopts the plan as a document to assist in meeting the parks, recreation, land preservation, and trail needs of the community; and

Whereas, the Plan meets the requirements of the Michigan Department of Natural Resources as the document must be filed with that agency if the Township is to be eligible for state and federal recreation grants; and

Whereas, the Parks and Recreation Committee and Planning Commission has completed its preparation of the Parks and Recreation Master Plan; and

Whereas, Planning Commission of Van Buren Charter Township held a public hearing on the Parks and Recreation Master Plan on September 14, 2016; and

Whereas, the Planning Commission of the Van Buren Charter Township considered the comments received on the Parks and Recreation Master Plan and adopted a resolution recommending adoption of the Plan on September 28, 2016.

Now, therefore, let it be resolved the Charter Township of Van Buren Board of Trustees hereby adopts the Charter Township of Van Buren 2016-2020 Parks and Recreation Master Plan as a guide for improving parks and recreation for the residents of the Charter Township of Van Buren.

Ayes:
Nays:
Present:
Absent

I, Leon Wright, Clerk of the Charter Township of Van Buren, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Charter Township of Van Buren Board of Trustees at a regular meeting held on this 15th day of November, 2016.

Leon Wright, CMC
Clerk, Charter Township of Van Buren

MOTION EXTRACT

Motion Budd, Boynton second to recommend to the Township Board of Trustees to approve the 2016-2020 Parks and Recreation Master Plan and Draft Resolution. Motion Carried.

ROLL CALL:

Yeas: Kelley, Atchinson, Budd, Boynton, Jackson, Franzoi and Thompson.

Nays: None.

Absent: None.

Motion Carried.

I hereby certify the foregoing is a true and correct copy of a motion adopted by the Planning Commission of the Charter Township of Van Buren at the regularly scheduled meeting of September 28, 2016.

A handwritten signature in black ink, appearing to read 'C. Harman', with a long horizontal line extending to the right.

Christina Harman
Recording Secretary

RESOLUTION

**TO RECOMMEND APPROVAL OF THE VAN BUREN CHARTER TOWNSHIP
2016 – 2020 PARKS AND RECREATION MASTER PLAN**

At a meeting of the Van Buren Charter Township Planning Commission, Wayne County, Michigan, held at the Van Buren Township Hall on September 28, 2016, at 7:30 p.m.

The following Resolution was made by Budd and seconded by Boynton.

WHEREAS, the Charter Township of Van Buren has undertaken a Five Year Parks and Recreation Plan which describes the physical and social features, existing parks and recreation facilities, and the desired actions to be taken to improve and maintain recreation facilities during the period between 2016 and 2020; and

WHEREAS, public comment, which was incorporated into the Master Plan, was obtained through a variety of methods including Parks and Recreation Department Staff, public comments received during an online survey that was posted from October 26, 2015 through December 18, 2015, and comments from the Recreation Committee members at its meetings on October 13, 2015, April 12, 2016, and June 14, 2016; and

WHEREAS, additional public comments were sought during the 30-day public review period from June 30, 2016 to July 31, 2016, a public notice of which was published in the June 30, 2016 edition of the Belleville Independent and posted at the Township Hall; and

WHEREAS, this plan meets the requirements of the Michigan Department of Natural Resources as the document must be filed with that agency if the Township is to be eligible for state and federal recreation grants; and

WHEREAS, the Parks and Recreation Committee of Van Buren Charter Township has completed its preparation of the Parks and Recreation Master Plan; and

WHEREAS, the Planning Commission of Van Buren Charter Township has held a public hearing on the Parks and Recreation Master Plan, considered the comments received, and the Planning Commission finds that it supports the basic plans and strategies outlined in the proposed Parks and Recreation Master Plan 2016 – 2020.

NOW, THEREFORE BE IT RESOLVED that the Van Buren Charter Township Planning Commission recommends that the Van Buren Charter Township Board adopt the 2016 – 2020 Parks and Recreation Master Plan.

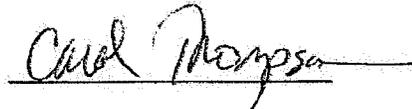
ADOPTED:

YEAS: Kelley, Atchinson, Budd, Boynton, Jackson, Franzoi, and Thompson

NAYS: None

ABSENT: None

I, Carol Thompson, Chair, of the Charter Township of Van Buren Planning Commission, do hereby certify that the foregoing resolution is a true and correct copy of a resolution adopted by the Charter Township of Van Buren Planning Commission at a regular meeting held on September 28, 2016.

A handwritten signature in cursive script that reads "Carol Thompson". The signature is written in black ink and is positioned above a horizontal line.



Parks and Recreation Master Plan

VAN BUREN CHARTER TOWNSHIP · WAYNE COUNTY · MICHIGAN

2016 – 2020 Parks and Recreation Master Plan

Van Buren Charter Township
Wayne County, Michigan

ADOPTED: _____ 2016

Acknowledgements

Recreation Committee

Charles Coleman, Chairperson
Tammy Wall, Co-Chairperson
Kimberly Nofz, Member
Denise Willoughby, Member
Daniel Belanger, Member
Todd O'Neill, Member
Clerk Leon Wright, Board Rep

Planning Commission

Carol Thompson, Chair
Joan Franzoi, Member
Donald Boynton, Member
Bryon Kelley, Member
Ronald Jackson, Member
Medina Atchinson, Member
Sharry Budd, Board Rep

Township Board of Trustees

Linda Combs, Supervisor
Leon Wright, Clerk
Sharry Budd, Treasurer
Phillip Hart, Trustee
Jeffrey Jahr, Trustee
Reggie Miller, Trustee
Brenda McClanahan, Trustee

Parks and Recreation Department Staff

Jennifer Wright, Director
Jennifer Zaenglein, Deputy Director
Jennifer Price, Account Clerk
Tina Harman, Account Clerk

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The Community Description is a snapshot of the various physical and socioeconomic characteristics of Van Buren Township. This information provides valuable insight for determining future parks and recreation facility development and programming needs for the community. The Township takes great pride in providing a high quality of life for its residents with a well-regarded parks and recreation program and offers a diversity of values and experiences.

Regional Setting

Van Buren Township is located in southwest Wayne County. The Township is bordered by Canton Township to the north, Romulus to the east, Sumpter Township to the south, and Ypsilanti Township and City of Ypsilanti (Washtenaw County) to the west. The Township is conveniently located a short drive (only 28 miles) from Detroit to the east and 19 miles from Ann Arbor to the west. See Map 1 – Regional Location.

Demographic Characteristics

The demographic makeup of the community helps determine the quality and quantity of parks and recreation facilities and programs necessary to serve Van Buren Township residents. Relevant aspects are addressed below.

Table 1.1: Change in Population – Van Buren Charter Township, 2010–2040

2010	2014*	Percent Change (2010 to 2014)	2040**	Percent Change (2014 to 2040)
28,821	29,091	+0.9%	30,265	+4.0%

Source: US Census Bureau, SEMCOG

*December 2014 SEMCOG estimate ** SEMCOG 2040 Forecast

Population

Recent projections indicate that the population of Van Buren Township is expected to increase at a slow rate through 2040. The population increased approximately 0.9% from 2000 to 2010, as indicated in Table 1.1. Based on SEMCOG estimates, the Township population is anticipated to slowly increase to 30,265 residents by 2040.

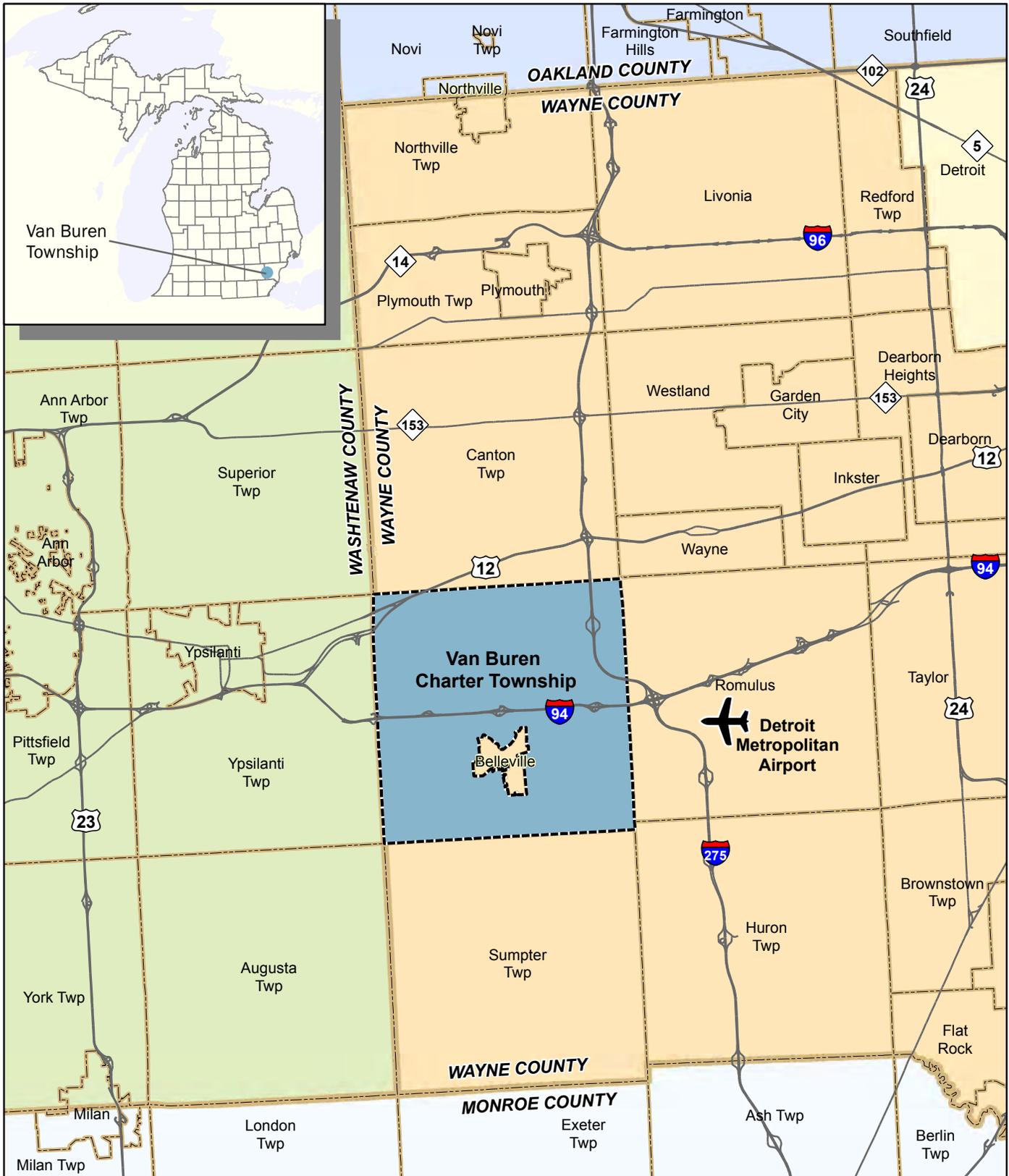
The Township's population has remained relatively constant. Residents enjoy a community with a high quality of life, particularly related to parks and recreation amenities. As shown in Table 1.2, the majority of communities in the surrounding area increased population between 2010 and 2014. The only exceptions are Sumpter Township, the City of Romulus, and Wayne County as a whole. Van Buren Township's growth rate is comparable with that of Southeast Michigan as a whole. Given the changing economic climate in both southeast Michigan and throughout the state, the growth in many communities is anticipated to either slow or decline.

Table 1.2: Population Trends, Selected Communities, 2010–2014

Community	2010	2014*	Percent Change (2010 to 2014)
Van Buren Charter Township	28,821	29,091	0.9%
City of Belleville	3,991	4,053	1.6%
Canton Charter Township	90,173	93,186	3.3%
City of Romulus	23,989	23,687	-1.3%
Sumpter Township	9,549	9,262	-3.0%
City of Ypsilanti	19,435	19,749	1.6%
Ypsilanti Charter Township	53,362	55,451	3.9%
Wayne County	1,820,650	1,752,566	-3.7%
Southeast Michigan	4,704,809	4,724,737	0.4%

Source: US Census Bureau, SEMCOG

*December 2014 SEMCOG estimate



Map 1
Regional Location

Van Buren Charter Township,
Wayne County, Michigan

-  Municipal Boundaries
-  Van Buren Twp
-  City of Detroit
-  Monroe County
-  Oakland County
-  Washtenaw County
-  Wayne County

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Data Source: Michigan Center
for Geographic Information, 2006

Housing

A household is defined as a person or group of people occupying a housing unit. As would be expected with a population increase, the number of households in Van Buren Township is expected to grow through 2030 but decrease afterwards, as indicated in Table 1.3. Average household size, defined as the number of persons per household, has been declining for more than 20 years and this trend is expected to continue through 2030 with some fluctuations. However, it should be noted that the Township had a lower average household size than either Wayne County (2.53 persons) or Southeast Michigan (2.49 persons) as of 2014.

The Township’s population and number of households have increased over the past ten years and both are anticipated to increase through 2020. However, beyond 2020 the trend is projected to be an increase in households with a decrease in population and household size. The decline in household size will create a more dispersed population if housing densities do not increase accordingly. Correspondingly, future parks and facilities will thus need to be distributed throughout the community to meet the needs of current and new residents.

Table 1.3: Community Population and Housing Statistics –Van Buren Charter Township, 2010–2040

	2010	2014*	2020	2030	2040
Population	28,821	29,091	31,195	30,789	30,265
Households	11,821	11,836	12,803	13,057	12,743
Household Size	2.42	2.44	2.44	2.36	2.38

Source: US Census Bureau, SEMCOG Population and Household Estimates (December 2014), SEMCOG 2040 Regional Forecast
 *December 2014 SEMCOG estimate

To gain more detailed insights into the expected characteristics of the population, the U.S. Census classifies households as *Families with Children*, *Two or More People Living Together (2+) Without Children*, and *People Living Alone*. In Van Buren Township, 33% of all households are Families with Children, 37% are 2+ Without Children, and 30% are People Living Alone. There is a fairly equal distribution among the different household types, therefore a variety of offerings are needed.

Age Distribution

Another important consideration in planning for future parks and recreation needs is the age distribution of residents. In each stage of life, peoples’ activity requirements change, resulting in the need for a variety of recreational facilities and programs. In Van Buren Township, the number of people at age 65 years and older is forecast to increase significantly (153.0%) from 2010 to 2040. This age group will also be a larger share of the Township’s total population in 2040 (21.3%), compared with 8.8% in 2010. At the same time, the number of people between ages 0 to 4 (-14.4%), 5 to 17 (-11.9%), 18 to 34 (-14.5%), and 35 to 64 (-4.7%) are all anticipated to decrease by 2040. Each of these age groups will be a smaller portion of the Township’s total population.

Today residents between 35 and 64 years of age make up the largest share of the Township’s population, and there is a roughly equal distribution of preschool or school age children and young adults. Each age group has its own preferences for recreational facilities and programs for example, pre-school children would use a tot lot, playfields for school age children, and fitness facilities for young adults, etc. As a result, Township parks and recreation facilities and programs should be designed to serve the needs of a broad spectrum of ages and the entire community, while at the same time accounting for an aging population.

Opportunities for active living, recreation, and cultural engagement play a major role in where people choose to live, raise families, and retire, and these opportunities should allow for the population to age in place in the community.

Table 1.4: Age Distribution – Van Buren Charter Township, 2010–2040

Age Group	Life Phase	2010		2040	
		Number	Percent	Number	Percent
0 – 4	Preschool	1,913	6.6%	1,638	5.4%
5 – 17	School Age	4,980	17.3%	4,388	14.5%
18 – 34	Young Adult	6,942	24.1%	5,937	19.6%
35 – 64	Adult	12,436	43.1%	11,851	39.1%
65 +	Seniors	2,550	8.8%	6,451	21.3%
Total		28,821	100.0%	30,265	100.0%

Source: US Census Bureau, SEMCOG



Education and Ethnicity

According to the 2011-2013 American Community Survey, 27.3% of Township residents have a bachelor’s degree or higher including 8.7% who have earned a graduate or professional degree. Compared to surrounding communities, the education level of the Township is only exceeded by Canton Charter Township, Ypsilanti Charter Township, and the City of Ypsilanti. The percentage of residents in the Township with a bachelor’s degree or higher exceeds that of Wayne County (21.5%) and the State of Michigan (26.2%).

Overall the Township is fairly diverse in race and ethnicity. According to the 2011-2013 American Community Survey, the population is 64.7% White, 28.1% African American, 3.0% Asian, and 3.6% two or more races. The parks and recreation activities and programs should accommodate community diversity, and should include different activities that will appeal to people from a variety of backgrounds.

Persons with Disabilities

The Americans with Disabilities Act of 1990 (ADA) requires that all public services, including parks, recreation, and cultural facilities, comply with barrier-free access requirements. Further, public providers must eliminate any eligibility requirements for participation in programs, activities, and services.

As the population ages, the proportion of people who have one or more disabilities steadily increases. This trend is consistent with the statistics for Van Buren Charter Township. Approximately 13.1% of Township residents have one or more disability, and over one-third of the population 65 years and older have a disability. The Parks and Recreation Department should reach out to and consider the input of persons with disabilities and the principles of universal design as it builds new facilities and upgrades existing facilities in its inventory to comply with ADA.

Table 1.5: Persons with a Disability – Van Buren Charter Township, 2013

Age Group	Total Persons	With a Disability	Percent
0 – 18	6,626	332	5.0%
18 – 64	19,175	2,396	12.5%
65 +	2,671	1,006	37.7%
Total	28,472	3,734	13.1%

Source: 2011-2013 American Community Survey 3-Year Estimates

Economic Characteristics

A variety of indicators suggest that Van Buren Charter Township is well positioned economically. Residential construction had several periods of booming growth over the last 40 years, but has slowed drastically since 2006, according to recent data. The median household income of Township residents is higher than Wayne County and Southeast Michigan, and the Township has fared better than some of the surrounding counties, the region, and state in employment.

The relatively strong economic health of Van Buren Charter Township suggests that residents will continue to demand high-quality services and facilities from the Parks and Recreation Department and that continued funding will be necessary to help support these amenities.

Construction Activity

The number of local building permits issued fluctuates with market demands, paralleling local and regional economic strength. According to SEMCOG figures, the largest residential construction periods over the past 50 years took place from 1969 and 1973 and again for most of the time between 1990 to 2006. Residential construction has slowed significantly since 2008; only 135 permits issued from 2008-2015. In 2015 only 12 building permits for new housing units were issued. New parks and recreation facilities should be located to serve current Township residents. Areas of new residential construction are ideal locations for new facilities and public/private partnerships with residential developers are possible ways to increase recreation land and facilities.

Table 1.6: Land Use Percentages by Type – Van Buren Charter Township, 2008

Land Use	Percentage
Single Family Residential	34.4%
Industrial	15.3%
Agriculture	12.9%
Transportation/ Communication/Utility	9.5%
Airport	7.9%
Water	6.7%
Parks/Recreation/Open Space	4.2%
Government/Institutional	3.9%
Commercial	3.9%
Multiple Family	1.3%
TOTAL	100.0%

Source: SEMCOG, 2008 Land Use

Income

Median household income is defined as the income level above which half of all households earn more and below which half earn less. According to the 2011-2013 American Community Survey, the median household income in Van Buren Township (\$52,572) was higher than in Wayne County (\$41,184) and the State of Michigan (\$48,411) but less than neighboring Washtenaw County (\$59,055). Aside from Canton Charter Township (\$81,667) and Sumpter Township (\$53,109), Van Buren Charter Township has a higher median income than in surrounding communities, suggesting that the Township is faring well regionally.

Employment

Employment in Van Buren Charter Township is historically healthy and better than the region overall. According to Michigan Bureau of Labor Market Information and Strategic Initiatives figures for September 2015, unemployment in the Township was 4.9%, which was lower than the City of Romulus (6.7%) and Ypsilanti Township (5.2%) but higher than Canton Township (3.1%). The unemployment rate was 7.5% for Wayne County and 4.7% for the State of Michigan. The state unemployment rate decreased from 6.6% in January 2015 to 4.7% in September 2015, possibly indicating an economic upswing. Unemployment

throughout the state and the Detroit Metro area has decreased greatly since 2009, and Van Buren Charter Township remains relatively strong.

Physical Characteristics

Existing land uses and natural features in the Township impact the potential types, locations, and extent of parks and recreation improvements that are feasible.

Land Use

Van Buren Charter Township is approximately 75% developed. The remaining 25% is agriculture, parks and recreation, open space, or water, as noted in Table 1.6. Single family residential (34.4%) is the highest single land use in Van Buren Charter Township. The Township's strong employment base is reflected in the second-highest land use category, Industrial. Despite the majority of the Township being developed, the efforts of the Township Board and Planning Commission and support from the community has allowed the Township to maintain its rural character, parks and open space.

Transportation and Access

The current transportation system in and around Van Buren Charter Township is predominately oriented toward the automobile. This can limit access to parks and recreation facilities for certain segments of the population, often children, young adults, and seniors who may not have access to a car.

Road System. I-94, I-275 and US-12 cross the Township and allow quick access to other parts of the Detroit Metro area. I-94 bisects the Township east to west, I-275 runs north-south through the eastern portion of the community, and US-12 connects I-275 and I-94. Within Van Buren Township, Rawsonville, Beck, Belleville, Morton Taylor and Haggerty Roads are the main north/south corridors, and Van Born, Ecorse, Bemis, and Tyler Roads and Huron River Drive are the major east/west corridors.

Non-Motorized Pathways. Non-motorized pathways provide opportunities for physical fitness, recreation, and transportation for pedestrians, runners, bikers, and other similar users. The Township has planned for future non-motorized pathways, including the Greenways and Trails Master Plan in 2002 and the Walkability Audit for the DDA in 2015. These plans established a framework for connections and greater non-motorized access to destinations including parks, schools, shopping areas, community facilities, cultural amenities, and natural areas. Some existing non-motorized pathways in the Township include the path in Van Buren Park, the I-275 Metro Trail, and the Metro Parkway path in Lower Huron Metropark along with segments of bike paths installed along public roads in conjunction with residential developments. The Township continues to explore opportunities and support for non-motorized transportation, including State and regional pathways such as the Iron Belle Trail. The Township's Greenways and Trails map is included in Chapter 3.

Environmental and Natural Features

Environmental features, such as climate, hydrology, soils, and vegetation influence the land's adaptability for recreational uses. Natural features are not easily restored after they are impaired, and properly planned will provide numerous parks, recreation, and programming opportunities.

Climate. There are no unusual climatic conditions that severely impede outdoor recreational activities in the Township. The climate is humid continental modified by the Great Lakes. Temperature data obtained from Weather Underground at the Willow Run Airport station showed an average temperature of 52 degrees in 2015, with an average high of 82 degrees and an average low of -2 degrees. The precipitation in 2015

totaled 27 inches. Due to the variations in the weather patterns in Southeast Michigan, Van Buren Township residents have the opportunity to enjoy a wide variety of seasonal recreational activities.

Surface Water and Watershed Districts. Surface water resources are among the Township's most valuable natural resources. Belleville Lake provides recreational opportunities such as boating, fishing, and swimming for area residents. Also, a portion of the Huron River flows across the southeast section of the Township down through Lower Huron Metropark.

Van Buren Township is located in both the Rouge River (majority of the northern half of the Township) and Huron River watersheds (remaining part of the Township and Belleville Lake). The Rouge River watershed covers 400 square miles and all or part of 48 communities and three counties. While the Rouge River does not flow through the Township, the community is connected to the Rouge through the storm drain system. The Huron River watershed covers more than 900 square miles and all or part of 63 communities and seven counties, flowing more than 125 miles. As noted above, the Huron River runs through the southeast part of the Township.

Wetlands. Van Buren Township contains many wetland areas scattered throughout the Township. Wetlands are transitional areas between aquatic ecosystems and the surrounding uplands. They filter stormwater runoff, help control flooding and erosion, help protect water quality and are home to many different types of wildlife. In general, larger wetlands are protected by State law; smaller wetlands are also important to preserve. These features are valuable educational resources for residents.

Soils. Soil features affect the cost of development and are one basis for determining the presence of a regulated wetland. According to the USDA Natural Resources Conservation Service Web Soil Survey, the soils in the Township are mainly Wesepi loamy, Thetford loamy, Blount loam, and Boyer loamy sand. These soils types are typically well to somewhat poorly-drained. The soils as a whole throughout the Township range from having moderate to severe limitations for cultivation without irrigation and require thoughtful selection of plants and careful management. Further, the soils along the lake can be limited due to the soil being shallow, droughty, and/or stony and other soils throughout the Township can be limited by their propensity for erosion and/or water in or on the surface can interfere with plant growth.

Vegetation. The topography, soils, and climate in the Township create conditions that support a variety of indigenous Michigan animal and plant species as well as natural communities. According to the Michigan Natural Features Inventory for Wayne County, among the species potentially present are the bald eagle, the Eastern Massasauga rattle snake, American chestnut, Great Blue Heron, and many others.



Administrative Structure and Funding

The Van Buren Township Parks and Recreation Department provides a wealth of parks, recreation, and cultural facilities and programming. The Department collaborates with a variety of commissions, agencies, and groups to provide the high quality parks and recreation facilities present in the Township. The administrative structure and budget analysis for parks and recreation are reviewed in this section.

Administration

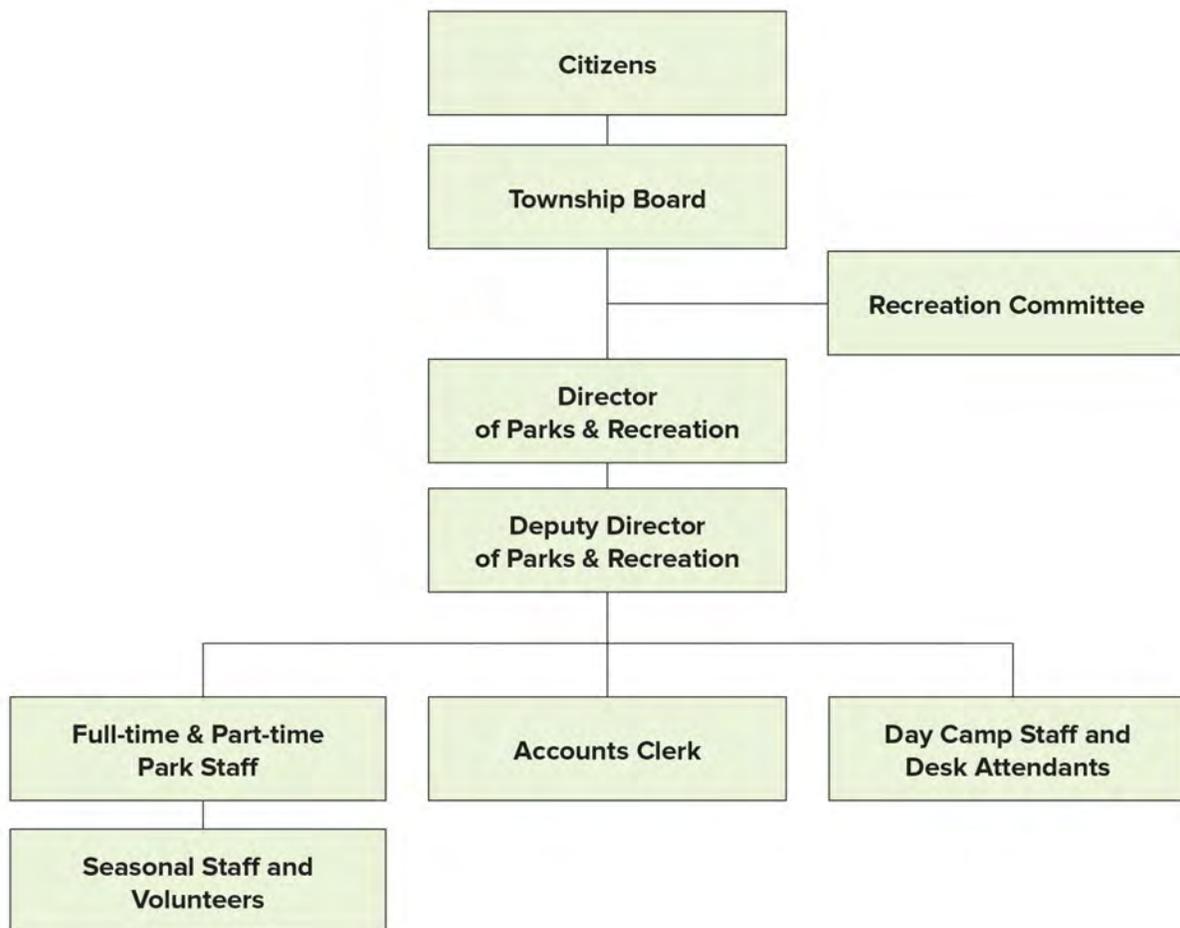
Parks and Recreation Department

The Parks and Recreation Department is responsible for the day-to-day operations of the facilities and programs. A Director heads the department and reports to the Township Supervisor and Township Board. The Department also includes additional full time staff, including the Deputy Director of Parks and Recreation. See Figure 2.1, which illustrates the administrative structure of the Department.

Recreation Committee

The Township Board of Trustees created the Recreation Committee in 1989, with the aim of advising the Board of Trustees on issues relating to recreation in the Township. The Recreation Committee was established under the Michigan enabling Act 157 of 1905, Township Parks and Places of Recreation. The Recreation Committee is comprised of a Chair and Co-Chair, four members, one Township Board representative, and one non-voting student representative.

Figure 2.1: Administrative Structure – Van Buren Charter Township



Volunteers and Other Relationships

Volunteers

In addition to the full and part time staff, and the seasonal employees, the Parks and Recreation Department also coordinates over 100 volunteers who help with special event programs throughout the year.

Relationship with Other Agencies/Organizations

The Parks and Recreation Department has seen a continual increase in participation in its programs over the years. The Department works in close cooperation with the school district to develop community recreation programs and coordinate facility use. The Department has continued to build a strong relationship with the Huron Clinton Metro Parks. The following are other agencies and organizations with whom the department currently works:

- American Cancer Society
- Belleville Area Council for the Arts
- Belleville Area Little League
- Belleville Area Museum
- Belleville Cougars
- Belleville Garden Club
- Boy Scouts
- Coca-Cola Bottling Company
- Detroit Red Wings
- Detroit Tigers
- Fred C. Fisher Library
- Healthy Lifestyles Coalition
- Michigan Department of Natural Resources
- Michigan Recreation and Park Association
- National Recreation and Parks Association
- Relay for Life
- Southeast Michigan Community Alliance (SEMCA) and Michigan Works
- Van Buren Civic Fund
- Van Buren Downtown Development Authority
- Van Buren Fire Department
- Van Buren Police Department
- Van Buren Public Schools
- Van Buren Soccer Association
- Wal-Mart Foundation
- Wayne County
- Wayne County Community College District
- Wayne Parks and Recreation
- Western Wayne County Senior Olympics
- Western Wayne County Therapeutic Recreation (WWCTR)
- Westland Parks and Recreation

The Department hopes to develop a relationship with the Yankee Air Museum and other agencies during the five-year period of this Parks and Recreation Master Plan and beyond.



Parks and Recreation Funding and Grant History

The funding for operating the Township's parks and recreation system comes from the Township's general fund appropriation. The general fund is the basic operating fund for Van Buren Township as a whole. General fund revenues are derived from property taxes, state-shared revenues, federal grants, license and permit fees, charges for services, interest on investments, and court fines or forfeitures. Recreation program user fees are channeled through the general fund as well. There are also several other existing or potential funding sources available for parks and recreation facility improvements.

Table 2.1 shows the Van Buren Township Park and Recreation budgets for 2014, 2015 and 2016. The budgets are divided among the Recreation Department, Park and Lake Department, and Community Services Department. Between the three departments, the 2016 budget is \$554,567, demonstrating a 0.1% increase from the year before.

Table 2.1: Parks and Recreation Budgets – Van Buren Charter Township, 2014–2016

Recreation Department	2014 Actual	2015 Actual	2016 Budget
Director Parks & Recreation, Salary	\$61,140	\$61,546.98	\$61,753
Deputy Director Parks & Recreation, Salary	\$45,500	\$45,681.30	\$46,360
Office Wages	\$37,898	\$110,761.07	\$118,000
Allocated Fringes	\$63,069	\$106,548.85	\$113,400
Operating Supplies	\$923	\$2,544.22	\$3,000
Program Expense	\$31,550	\$33,814.27	\$37,500
Program – Summer Camp	\$33,032	\$38,734.79	\$40,000
Membership and Dues	\$696	\$724.00	\$800
Commission	\$377	\$229.53	\$600
Transportation	\$1,119	\$159.46	\$1,000
Training	\$15	\$0	\$500
Printing and Publishing	\$0	\$3,400.00	\$4,500
Utilities	\$2,315	\$2,127.93	\$2,500
Equipment Maintenance	\$1,945	\$2,903.26	\$2,000
Other	\$1,042	\$1,803.00	\$1,400
Capital Outlay	\$2,240	\$6,246.77	\$0
Wayne County Parks Millage Reimbursement	\$0	\$0	\$0
TOTAL	\$282,859	\$416,505.43	\$433,313

Park and Lake Department	2014 Actual	2015 Actual	2016 Budget
Park & Lake Wages	\$90,780	\$44,536	\$70,466
Allocated Fringes	\$19,843	\$3,621	\$5,488
Operating Supplies	\$11,287	\$11,748	\$6,000
Concert Series Donation	(\$4,158)	(\$4,400)	(\$4,000)
Fireworks Donation	\$6,250	(\$5,200)	(\$5,200)
Membership and Dues	\$0	\$0	\$0
Contracted Services	\$21,014	\$21,630	\$18,000
Telephone	\$1,826	\$2,618	\$2,200
Transportation	\$10,373	\$5,777	\$5,000
Training	\$105	\$33	\$500
Printing and Publishing	\$1,813	\$1,970	\$3,000
Utilities	\$16,033	\$13,721	\$19,000
Building Maintenance	\$7,164	\$2,678	\$0
Equipment Maintenance	\$875	\$422	\$0
Rentals	\$0	\$0	\$0
Other	\$687	\$272	\$800
Environmental Grant Project Expenses	\$24,975	\$0	\$2,500
Environmental Grant Project Proceeds	(\$23,900)	\$0	(\$2,500)
ACHIEVE Grant Expenses	\$311	\$0	\$0
ACHIEVE Grant Revenue	\$0	\$0	\$0
Capital Outlay	\$0	\$81,020	\$0
MMRMA Reimbursement	\$0	\$100,000	\$0
Civic Fund Reimbursement	\$0	(\$14,975)	\$0
French Landing Park	\$0	(\$0)	\$0
Wayne County Park Millage Projects	\$0	\$16,786	\$15,000
Wayne County Park Millage	(\$19,900)	(\$10,000)	(\$15,000)
TOTAL	\$165,378	\$72,258	\$121,254

Community Services Department	2014 Actual	2015 Actual	2016 Budget
Employee Wages	\$67,884	\$0	\$0
Allocated Fringes	\$41,930	\$0	\$0
Office Supplies	\$1,442	\$0	\$0
Printing and Publishing	\$2,926	\$0	\$0
Capital Outlay	\$0	\$0	\$0
TOTAL	\$114,182	\$0*	\$0*

Source: Van Buren Charter Township

* Included in Recreation Budget in 2015 and 2016

Several years ago, Van Buren Township received a Clean Michigan Initiative state grant for the Quirk Park development project (see Table 2.2).

In addition, the Township has received a variety of other grants over the years including \$2 million in the fall of 2004 from Wayne County for recreation improvements. In 2010, the Township received \$6,000 from the Michigan Department of Natural Resources (MDNR) for the Youth Tree Learning Program, \$3,000 from DTE for a tree project, \$2,000 from the Van Buren Civic Fund for an ADA swing set, \$40,000 from the NRPA ACHIEVE program for healthy lifestyle promotion, \$12,000, \$13,500, and \$6,700 in Community Development Block Grant funding for ADA swings, youth programming, and update to the Parks and Recreation Master Plan, respectively. In the winter of 2011 the Township was awarded \$60,000 from the Wayne County Parks Millage for the Community Center gym rehabilitation project. The Township has also used CDBG funding for improvements to Beck Ball Fields and demolitions of the log cabin and stage in Van Buren Park. Private donors to parks and recreation include U.S. Ecology.

Table 2.2: Michigan DNR Recreation Grant History – Van Buren Charter Township

Funding Source	Project Name	Grant Amount	Project Results*
Clean Michigan Initiative	CM00-294 Quirk Park	\$293,300	Development of Quirk Park

Source: Michigan Department of Natural Resources

*See Chapter 3 for a description and photo of each park and the related grant scope items.



Developing a complete inventory of the parks and recreation facilities and programs is an essential component of a five-year Parks and Recreation Master Plan. Understanding what parks, facilities, and programs are available to Van Buren Township residents will assist in decision-making and is the basis upon which future improvements and plans will be built. It should be noted that not all facilities listed in this chapter are available to the public full time or charge a fee for use, but they provide additional recreation opportunities for Township residents. This chapter covers the following components:

- A. Township parks and facilities
- B. Barrier free access
- C. Public school facilities
- D. Regional parks and facilities
- E. Parks and Recreation Amenities
- F. Greenways and trails
- G. Nearby parks and facilities
- H. Quasi-public and private recreation facilities
- I. Programs

A. Township Parks and Facilities

Van Buren Township contains nine parks and open spaces, one of which is privately owned. These parks are inventoried and described below, and shown on Map 2 – Existing Parks and Recreation Facilities. The parks are divided into four categories based on their size and function. These categories, mini-parks, neighborhood parks, community parks, and natural resource areas, are suggested by the National Recreation and Parks Association (NRPA) and meant to aid in determining the primary purposes and uses of existing facilities in the Township. The description of each park or facility includes an assessment of its condition for barrier-free access (see following section).

1. Mini-Parks.

Mini-parks are small, specialized parks that are usually less than one acre in size and serve the needs of the residents in the immediate area, approximately less than one-quarter mile away. These parks usually serve a limited, isolated, or unique population. Residential open space areas often serve as mini-parks. The Township owns one mini park.

- **Haggerty Neighborhood Park.** Haggerty Neighborhood Park, located west of Haggerty Road and south of Tyler Road on both Hamilton and Jackson Streets, is part of the Haggerty subdivision. The 2-acre park contains a recently upgraded play structure, swings, pavilion, picnic tables and grills for the adjacent neighborhood. (*Accessibility assessment = 2*)



2. Neighborhood Parks.

Neighborhood parks are typically multi-purpose facilities that serve as the recreational and social focus of a neighborhood. They provide areas for both passive and active recreation activities such as fields, playgrounds, picnicking, and trails. These parks are typically between five and ten acres in area and serve residents within one-half mile. Van Buren Township does not currently own any parks that can be classified as Neighborhood Parks; however, several public school properties and private open space in residential developments help satisfy this need by providing playgrounds and fields for Township residents. (See Chapter 4)

3. Community Parks.

Community parks contain a wide variety of recreation facilities to meet the diverse needs of Township residents. Community parks may include areas for intense active recreation as well as passive recreation opportunities not commonly found in mini or neighborhood parks. The focus of these parks is to meet community-based recreation needs, as well as preserve unique landscapes and open spaces. Community parks are generally between 30 and 50 acres in area and serve residents within one-half to three miles. Community parks may also include smaller parks that are more specialized in nature and are meant to serve the entire community. Van Buren Township has four parks and facilities that can be classified as Community Parks, one of which is a private facility.

- Beck Ball Fields.** Beck Ball Fields, located west of Beck Road and south of Willow Run Airport, is a 20.5-acre park dedicated primarily to baseball. The park contains baseball fields, concessions, restrooms, a playground, walking paths, storage, announcer's booth, and seating. Landscaping, paved parking, new walking paths, and other improvements have been completed by U.S. Ecology (formerly EQ), under its host community agreement with Van Buren. Additionally, Van Buren Township recently spent approximately \$335,000 in federal Community Development Block Grant (CDBG) funds to install additional ADA walking paths, construct a playground, repair the dugouts, and add fencing and landscaping to Beck Ball Fields. The last phase of the CDBG-funded project will consist of constructing a pavilion and will cost approximately \$100,000. *(Accessibility assessment = 4)*



- Quirk Park and Senior Activity Garden.** Quirk Park, located south of Tyler Road and behind Township Hall, is a 5-acre park with a variety of amenities. The park contains soccer fields, walking paths, a VITA course, pavilion, picnic areas, seating, a softball field, and play equipment. The park is also home to the Senior Activity Garden, which was completed in 2005 and contains numerous amenities for seniors including shuffleboard, checkers and chess tables. The garden is also home to the Western Wayne County Senior Olympics shuffleboard competition. *(Accessibility assessment= 4)*
- Van Buren Community Center.** The Van Buren Community Center is located south of Tyler Road and connected to Township Hall. The Center contains a multi-purpose room and gymnasium that can be rented, instruction space and the Parks and Recreation Department offices. *(Accessibility assessment = 5)*



Parks and Recreation Inventory

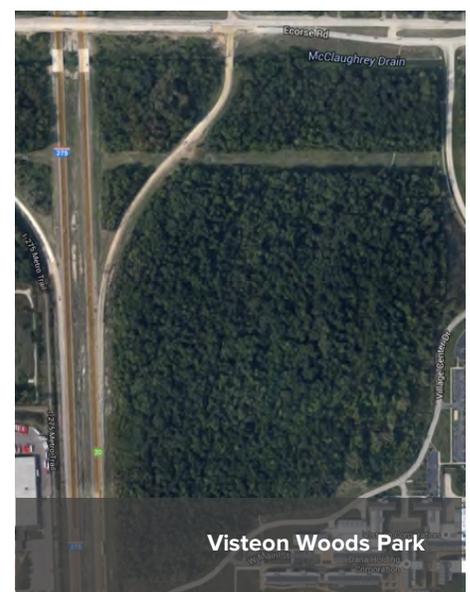
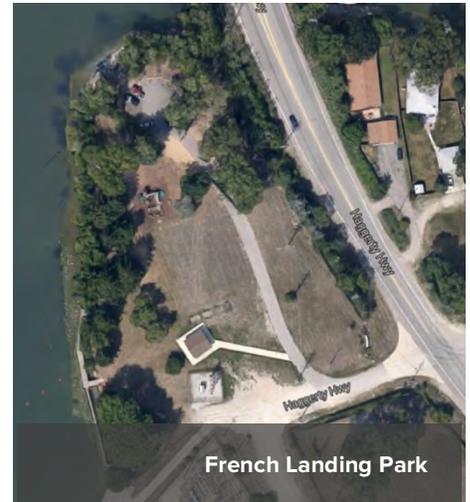
- **Van Buren Park.** Van Buren Park, located on the S. I-94 Service Drive between Belleville and Rawsonville Roads, is a 101-acre park on the north side of Belleville Lake. The park contains restrooms, storage, basketball court, benches, hiking trails, pavilions, picnic areas, football, sand volleyball, play equipment, sledding hill, overlook, horse shoe pits, community garden, concession stand, and beach. The University of Michigan boathouse is also located at the park. In 2005, the front entrance to the park was renovated and an ADA accessible pathway provided to the lake, ADA parking and signage was installed in 2009 and new sand added to the beach. In 2014, the area that includes Van Buren Park became eligible to receive federal Community Development Block Grant (CDBG) funds for certain improvements. CDBG funded an emergency outdoor warning siren in the park and demolition of the log cabin building (2015) and the performance stage (2016), which had fallen into a state of disrepair. Several proposed improvements are listed in the Five-Year Capital Improvement Plan and include accessibility improvements, safety-related repairs, and new recreational amenities. (*Accessibility assessment = 2*)



4. Natural Resource Areas.

Natural Resource Areas are generally lands set aside for the preservation of significant natural resources, remnant landscapes, open space, and visual aesthetics/buffering. The location of these areas is based on resource availability and opportunity, thus the size varies depending on the property. Van Buren Township has three properties that are classified as Natural Resource Areas; one of them is privately owned.

- **French Landing Park.** French Landing, located on the west side of Haggerty Road just south of the S. I-94 Service Drive, is a 6-acre park. The park contains a fishing pier, restrooms, picnic area, play equipment, and scenic views of both Belleville Lake and the Huron River. (*Accessibility assessment = 1*)
- **Riggs Heritage Park.** Riggs Park, located on Martinsville Road off of Huron River Drive, is a 30-acre park. The park contains a pavilion, restrooms, trails, and scenic views. (*Accessibility assessment = 4*)
- **Visteon Woods Park.** Visteon Woods, located at the southeast corner of the Ecorse Road/I-275 interchange on the Visteon Village site, is a privately-owned 40-acre natural area with a hiking trail. The land is predominantly wooded wetlands and public access is allowed under an easement for public use. (*Accessibility assessment = 2*)



B. Barrier-Free Access

The passage of the American Disabilities Act of 1990 (ADA) requires all areas of public service, including parks and other recreation facilities, to have barrier-free accessibility. An evaluation of Van Buren Township parks and recreation facilities has been conducted as part of the inventory in this Plan. To comply with MDNR standards for a parks and recreation master plan, all facilities were evaluated to determine if a person with any of the following conditions can safely and independently access and use the park or facility:

- Has limited sight or is blind
- Uses a wheelchair
- Has difficulty hearing or is deaf
- Uses a walking aid
- Has a mental disorder

A five-point evaluation system was used to rank each facility’s accessibility. The system is described below. The applicable accessibility ranking can be found following the description of each park and facility under Township control.

Level 1. The park is not accessible to people with a broad range of physical disabilities. The site includes few paved areas and the facilities such as play equipment or picnic areas are not easily accessible.

Level 2. The park is somewhat accessible to people with a broad range of physical disabilities. Either the parking area or pathways are paved, but not both. Many of the facilities such as play equipment or picnic areas are not easily accessible.

Level 3. The park is mostly accessible to people with a broad range of physical disabilities. Most of the parking areas and pathways are paved, and some of the facilities such as play equipment or picnic areas are accessible but may be completely barrier-free.

Level 4. The park is completely accessible to people with a broad range of physical disabilities. Parking areas and pathways area paved, and most of the facilities such as play equipment or picnic areas area easily accessible.

Level 5. The entire park was developed or renovated using the principles of universal design, a design approach which enables all environments to be usable by everyone, to the greatest extent possible, regardless of age, ability, or situation.

Park or Recreational Facility	Accessibility Assessment Rating
Haggerty Neighborhood Park	2
Beck Ball Fields	4
Quirk Park	4
Senior Garden	4
Van Buren Community Center	5
Van Buren Park	2
French Landing Park	1
Riggs Heritage Park	4
Visteon Woods Park	2

C. Public School Facilities

Although school facilities are designed and intended for school use and are not available to the public all the time, they do satisfy some community recreational needs. The Township is served by the Van Buren Public School District. The district includes four elementary schools, two middle schools, one high school, and one early childhood development center. The public school facilities located in the Township are:

1. **Belleville High School.** Belleville High School has been recently renovated. The school has facilities for use by its athletic programs including an indoor pool, a football field, a baseball field, and eight tennis courts. Though located in the City of Belleville, it is a regional recreation institution.
2. **Haggerty School.** Haggerty School is located on the west side of Haggerty Road in the southeast corner quarter of the Township on 20 acres. The school has an indoor gymnasium and outdoor facilities including one playground.
3. **Savage Elementary School.** Savage Elementary is located on the south side of Savage Road east of the City of Belleville on 15 acres. The school has an indoor gymnasium and outdoor facilities including two basketball courts, one ball field, two playgrounds and one soccer field.
4. **Tyler Elementary School.** Tyler Elementary is located north side of Tyler Road between Morton-Taylor and Haggerty Roads on 15 acres. The school has an indoor gymnasium and outdoor facilities including one playground and one soccer field.
5. **McBride Middle School.** McBride Middle School is located on the east side of Beck Road between Tyler Road and I-94 on 40 acres. The school has an indoor gymnasium and outdoor facilities including two ball fields, a multi-purpose field, two soccer fields and a play area.

D. Regional Parks and Facilities

Regional parks serve a multi-community area and often offer unique natural features that are particularly suited for outdoor recreation, such as viewing and studying nature, fishing, boating, hiking, and trail use. Many also include active play areas such as ball fields or courts. While Van Buren Township does not use these parks for the Township's recreation programs, they do provide active and passive recreational opportunities for the residents of the community. The Michigan Department of Natural Resources, the Huron-Clinton Metropolitan Authority, and Wayne and Washtenaw counties provide regional parks and facilities. The only regional park in Van Buren Township is the Lower Huron Metropark (see Map 2 – Existing Parks and Recreation Facilities). Other regional parks within 60 miles of the Township are shown on Map 3 – Regional Parks and Recreation Facilities.

1. **Michigan State Parks.** Several Michigan state parks within 60 miles offer recreational opportunities for Van Buren Township residents. These state facilities provide a variety of activities including camping, picnicking, swimming, hunting, fishing, snowmobiling, hiking, cross-country skiing, mountain biking, and horseback riding. There are no state parks located in the Township.
2. **Wayne County Parks.** The Wayne County park system consists of 12 parks including the extensive Hines Park, which runs through the communities of Dearborn Heights, Livonia, Northville Township, Plymouth Township, and Westland. The County parks offer year-round recreational opportunities including ball diamonds, soccer fields, play equipment, nature and walking trails, picnic areas and

shelters, marinas, golf courses, restaurants, disc golf, sledding hills, volley ball courts, ice skating, fishing. There are no county parks located in the Township.

- 3. Huron-Clinton Metropolitan Authority.** The Huron-Clinton Metropolitan Authority (HCMA) is a regional park district that encompasses the counties of Wayne, Oakland, Macomb, Washtenaw and Livingston. Since its inception in 1940, the HCMA has obtained over 20,000 acres of parkland, all located in the metro Detroit region. The parks provide a variety of outdoor recreation and educational activities including picnicking, hiking, golf, biking, winter sports, golf, water-related activities, horseback riding, and special programs. There is one Metropark located in Van Buren Township.
- 4. Lower Huron Metropark.** This 1,258-acre regional park is in the southeast corner of the Township. Owned by the HCMA, the park features a scenic view of the Huron River, woodlands, grassy meadows and offers a variety of year-round recreational activities such as a paved, hike-bike trails, fishing, canoeing, Turtle Cove Family Aquatic Center, ice skating, picnic areas, basketball, volleyball, and tennis courts. The park also features an 18-hole, par-3 golf course.
- 5. City of Belleville Parks.** The City of Belleville operates four primary parks. Because the City is located totally within the Township, residents of both communities are able to enjoy these parks. Descriptions of the City's parks from the City of Belleville website are provided below.
 - **Horizon Park.** Located on the shores of Belleville Lake, Horizon Park is home to the Belleville War Memorial and features a rose arbor, picnic pavilion, benches, restrooms and wonderful lake views. The Horizon Park waterfront offers a lakeside boardwalk, courtesy boat docks and ADA accessible canoe/kayak launch. A favorite activity of area residents is watching the sun set over the lake at Horizon Park.
 - **Doane's Landing.** At the foot of the Belleville Bridge, Doane's Landing is a community gathering place for individual quiet time and for fun events offering lakefront vistas.
 - **Victory Park.** Located in the heart of the City, at an intersection known by local residents as "Five Points", Victory Park offers a children's play area, picnic facilities, a gazebo, and features a statue of the famous explorer LaSalle. It is home to the renovated Victory Station, which is available to rent for meetings and special events.
 - **Village Park.** A City park located on 8 acres, Village Park is adjacent to the Victoria Commons subdivision. It features walking trails, basketball courts, a children's play area, and sand volleyball courts. A striking feature of Village Park are its three large ponds and surrounding trails; the main path around the large pond is paved and ADA accessible.



E. Parks and Recreation Amenities

The parks and recreation facilities in the Township each have different types of amenities and opportunities for a wide variety of recreational experiences. The following table lists some of the amenities currently available at each park and recreation facility:

Amenities	Haggerty Neighborhood Park	Beck Ball Fields	Quirk Park	Senior Garden	Van Buren Community Center	Van Buren Park	French Landing Park	Riggs Heritage Park	Visteon Woods Park
Athletic fields		✓	✓						
Bathrooms		✓	✓		✓	✓	✓	✓	
Benches		✓		✓		✓	✓	✓	✓
Bike racks		✓				✓		✓	
Grills	✓		✓			✓			
Indoor activity space					✓				
Play structures	✓	✓	✓			✓	✓		
Swings	✓	✓	✓						
Tables with benches	✓		✓	✓		✓	✓	✓	
Trails						✓		✓	✓

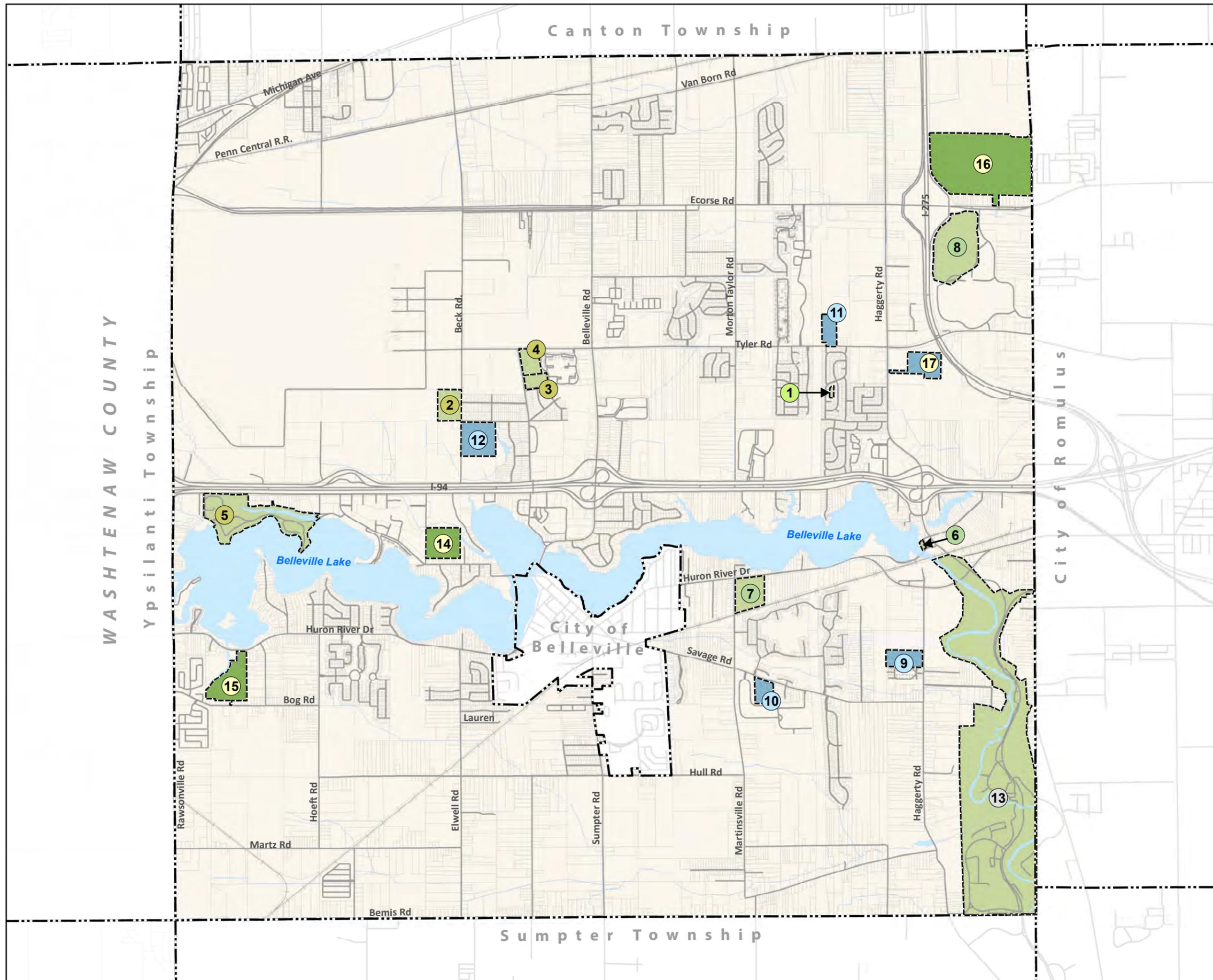


Van Buren Park

Map 2 Existing Parks and Recreation Facilities

Van Buren Charter Township,
Wayne County, Michigan

June 6, 2016



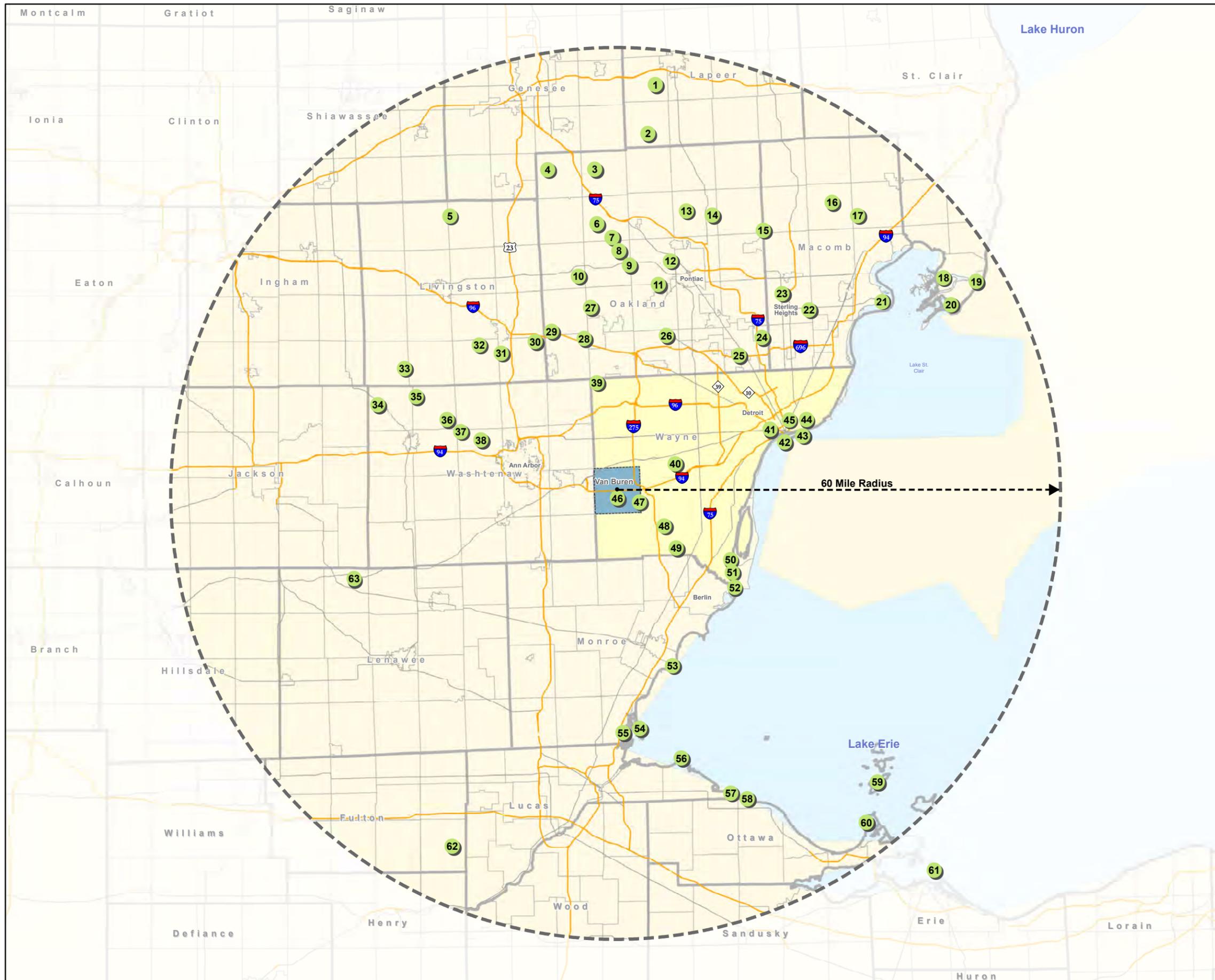
- **Mini Parks**
 1. Haggerty Neighborhood Park
- **Community Parks and Facilities**
 2. Beck Ballfields
 3. Quirk Park
 4. Van Buren Community Center & Senior Activity Garden
 5. Van Buren Park
- **Natural Resource Area**
 6. French Landing Park
 7. Riggs Heritage Park
 8. Visteon Woods Park
- **Public School Facilities**
 9. Haggerty School
 10. Savage Elementary School
 11. Tyler Elementary School
 12. McBride Middle School
- **Regional Parks and Facilities**
 13. Lower Huron Metropark
- **Quasi-Public and Private Recreation Facilities**
 14. Harbour Club Golf Course
 15. Pine Creek Golf Course
 16. Woodlands of Van Buren Golf Course
 17. Wayne County Community College – Western Campus

- Parks
- School Facilities
- Golf Courses



McKenna
ASSOCIATES

Data Source: McKenna Associates, 2006.
Base Map Source: Wayne County GIS, 2004
and Van Buren Township, 2006.



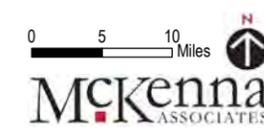
Map 3 Regional Parks and Recreation Facilities

Van Buren Charter Township,
Wayne County, Michigan

June 6, 2016

Regional Parks and Recreation Facilities

- 1 Metamora-Hadley Recreation Area
- 2 Ortonville State Recreation Area
- 3 Holly Recreation Area
- 4 Seven Lakes State Park
- 5 Oak Grove State Game Area
- 6 Springfield Oaks County Park
- 7 Indian Springs Metropark
- 8 Pontiac Lake State Recreation Area
- 9 White Lake Oaks County Park
- 10 Highland State Recreation Area
- 11 Dodge Brother State Park #4
- 12 Waterford Oaks County Park
- 13 Orion Oaks County Park
- 14 Bald Mountain State Recreation Area
- 15 Stony Creek Metropark
- 16 Wolcott Mill Metropark
- 17 Wetzel State Park
- 18 St. Johns Marshland Recreational Area
- 19 Algonac State Park
- 20 St. Clair Flats State Wildlife Area
- 21 Metrobeach Metropark
- 22 Freedom Hill County Park
- 23 Rochester-Utica State Recreation Area
- 24 Red Oaks County Park
- 25 Detroit Zoological Park
- 26 Glen Oaks County Park
- 27 Proud Lake State Recreation Area
- 28 Lyon Oaks County Park
- 29 Kensington Metropark
- 30 Island Lake State Recreation Area
- 31 Huron Meadows Metro Park
- 32 Brighton Recreation Area
- 33 Gregory State Game Area
- 34 Waterloo State Recreation Area
- 35 Pinckney State Recreation Area
- 36 Hudson Mills Metro
- 37 Dexter-Huron Metropark
- 38 Delhi Metropark
- 39 Maybury State Park
- 40 Ford Motor Company's MI. Arboretum
- 41 Belle Isle Fishing Pier
- 42 Whitecomb Conservatory
- 43 Belle Isle Bench
- 44 East River Front Loop Bikeway
- 45 Detroit Garden Center
- 46 Belleville Lake Boat Louch
- 47 Lower Huron Metropark
- 48 Willow Metropark
- 49 Oakwood Metropark
- 50 Lake Erie Metropark
- 51 Elizabeth Park Boat Launch
- 52 Pointe Mouillee State Game Area
- 53 Plum Creek Bay Wildlife Area
- 54 Woodtick Peninsula Park
- 55 Erie Marsh Game Area
- 56 Cedar Point National Wildlife Refuge
- 57 Crane State Park
- 58 Magee Marsh State Wildlife Area
- 59 Put-In-Bay
- 60 Catawba Island State Park
- 61 Cedar Point Amusement Park
- 62 Maumee State Forest
- 63 Michigan International Speedway



Data Source: McKenna Associates, 2006.
Base Map Source: Wayne County GIS, 2004
and Van Buren Township, 2006.

F. Greenways and Trails

The Township's Greenways and Trails Master Plan was prepared in response to the residential growth and economic development of the Township (see Map 4- Greenways and Trails). That plan establishes a framework for connections and greater non-motorized access to nearby destinations including parks, schools, shopping areas, community facilities, cultural amenities, and natural areas. Incremental progress has been made to accomplish some of the planned sidewalks, trails and pathways.

Greenways and trails not only provide recreation and non-motorized transportation opportunities, but also have a positive impact on economic and community development. Ultimately, they contribute to the quality of life of the township as a whole in the following ways:

- Make communities better places to live by preserving and creating open space;
- Encourage exercise, physical fitness, and healthy lifestyles;
- Create new opportunities for outdoor and close-to-home recreation;
- Provide options for non-motorized transportation;
- Strengthen local economies through tourism, recreation expenditures, and increased property values;
- Protect the environment through habitat preservation, improving air and water quality, and preventing soil erosion;
- Offer education opportunities;
- Preserve cultural and historic areas by connecting us to our heritage and providing access to them; and
- Connect to regional and local parks.

The creation of a linked pedestrian pathway system through Van Buren Township is an ongoing goal of the community, as demonstrated in the Township's Premier Community Amenities Plan, previous Parks and Recreation Master Plans, the Township DDA's plans and other community plans. Additionally, the Visteon Woods recreational trails resulted from a collaborative effort between Van Buren Township and the Visteon Corporation to provide passive recreational opportunities and protect natural resources in the Township.

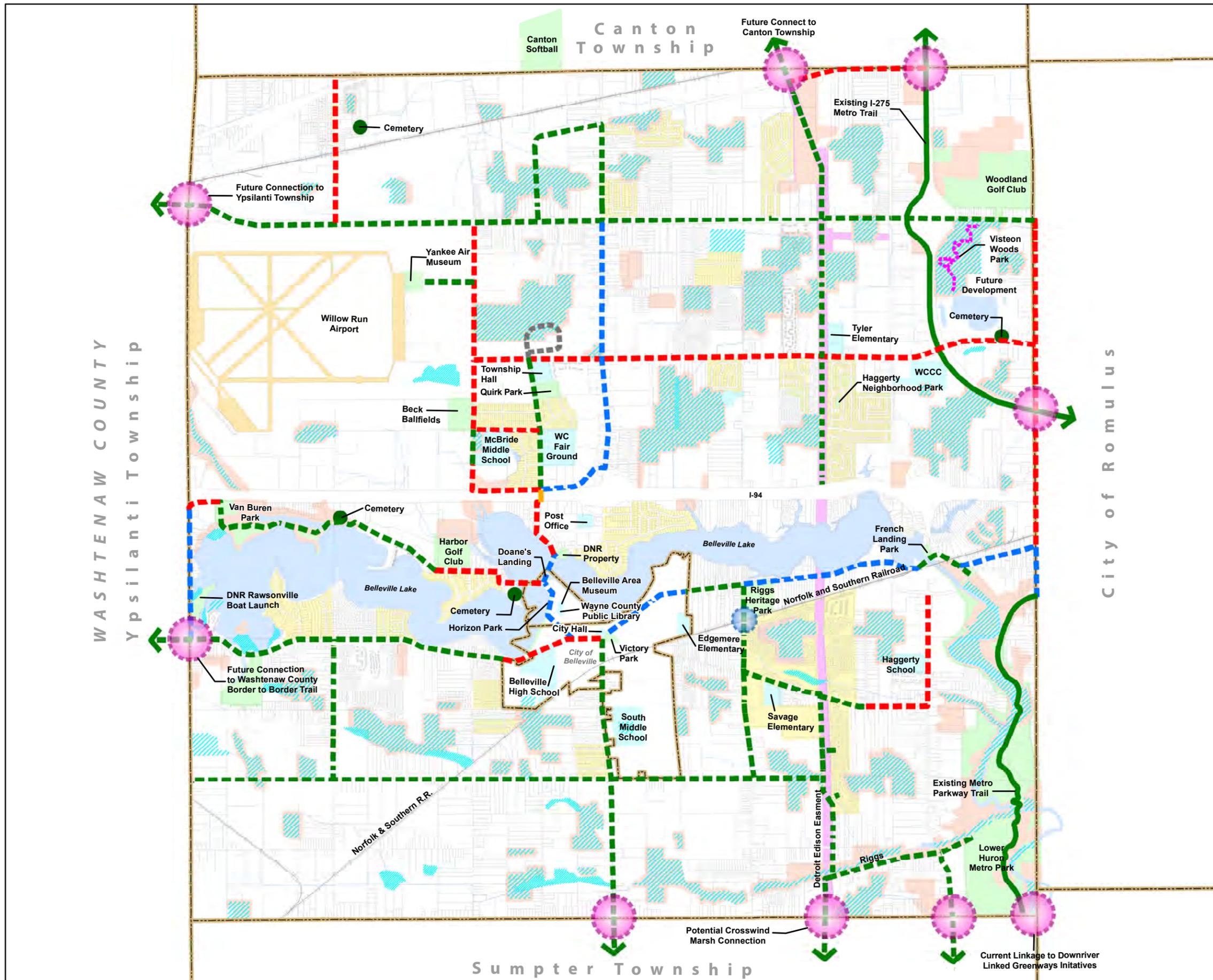
Existing bicycle and pedestrian trails in the Township include the biking/walking trail in Van Buren Park, which was extended in 2015. The I-275 Metro Trail also runs along the west side of I-275 for its entire length within the Township and was recently reconstructed. Lower Huron Metropark also has a trail that runs along Metro Parkway for most of its length, with an entrance at Hannan Road.



Map 4 Greenways and Trails Master Plan, 2002

Van Buren Charter Township,
Wayne County, Michigan

June 6, 2016



- Funded/ Developed Trail
- Future Trails
- Class I Bicycle/ Pedestrian
- Class II Bicycle Lanes
- Class III Bicycle Routes
- Crushed Stone & Boardwalk Path
- Local and Regional Parks
- Schools
- Residential Developments
- Detroit Edison Easement
- Van Buren Regulated Woodlands
- Michigan Regulated Wetlands
- Trail Connection/Gateway
- Existing Railroad Crossing
- Pedestrian Bridge
- Visteon Woods Trail
- Municipal Boundary



McKenna
ASSOCIATES

Base Map Source: Wayne County GIS
Data Source: McKenna Associates, Inc. 2/2002,
Michigan Department of Natural Resources Van Buren Township

G. Nearby Parks and Facilities

Surrounded by Canton Township, City of Belleville, City of Romulus, Sumpter Township, Ypsilanti Township, and the City of Ypsilanti, Van Buren Township residents benefit from the proximity of neighboring communities' parks and recreation facilities. These parks and facilities supplement those located in the Township with offerings such as active recreation, athletic fields, educational programs, golf, nature centers, playgrounds, and swimming. The following local parks and facilities are located within a short distance of the Township:

Canton Township

- Barchester Park
- Canton Dog Park
- Canton Sports Center at Victory Park
- Fellows Creek Golf Club
- Flodin Park & Fellows Creek Wetland Nature Trail
- Freedom Park
- Griffin Park
- Heritage Park
- Independence Park
- Patriot Park
- Pheasant Run Golf Club
- Preservation Park
- Summit on the Park Community Center
- The BLOCK Youth and Teen Center
- The Village Theater at Cherry Hill



Canton Dog Park

City of Belleville (see D.4)

- Doane's Landing
- Horizon Park
- Victory Park
- Village Park



Horizon Park – Belleville

City of Romulus

- Downtown Historical Park
- Elmer Johnson Park
- Fernandez Park
- Mary Ann Banks Park
- Oakbrook Neighborhood Park
- Romulus Athletic Center
- St. John's Lodge Park

Sumpter Township

- Banotai Park
- Community Center
- Graham Park
- Polish National Alliance Hall



Romulus Athletic Center

Ypsilanti Township

- Appleridge Park
- Big Island Park
- Bud and Blossom Park
- Burns Park
- Clubview Park
- Community Center Park
- Fairway Hills Park
- Ford Heritage Park
- Ford Lake Park
- Grove Road Overlooks
- Harris Park
- Hewen's Creek Park
- Huron River Park
- Lakeside Park
- Lakeview Park
- Loonfeather Point Park
- Nancy Park
- North Bay Park
- North Hydro Park
- Pines Park
- Rambling Road Park
- South Hydro Park
- Sugar Brook Park
- Tot Lot Park
- Watertower Park
- Wendell Holmes Park
- West Willow Park

City of Ypsilanti

- Ainsworth Circle Lot
- Border to Border Trail
- Candy Cane Park
- Carrie R. Mattingly Tot Lot
- Charles Street Tot Lot
- Edith Hefley Tot Lot
- Freighthouse
- Frog Island Park
- Parkridge Park and Community Center
- Peninsular Park
- Prospect Park
- Recreation Park
- Rivers Edge Park/Water Street Trail
- Riverside Park
- Rutherford Municipal Pool
- Senior Citizens Center
- Waterworks Park



H. Quasi-Public and Private Recreation Facilities

Some recreation opportunities in Van Buren Township are available from quasi-public and privately owned facilities in and around the Township. These range from private swim clubs to bowling establishments. Many charge a membership or user fee. Significant quasi-public and private recreation facilities in the Township and shown on Map 2 – Existing Parks and Recreation Facilities are:

1. **Harbour Club Golf Course.** Harbour Club Golf Course is located off Denton Road in the southwest portion of the Township. The 9-hole course is open to the public as well as members and includes a practice facility with a driving range and putting green.
2. **Pine Creek Golf Course.** Pine Creek Golf Course is located off West Huron River Drive in the southwest part of the Township. The 18-hole, par 3 course is open to the public.
3. **Woodlands of Van Buren Golf Course.** Woodlands of Van Buren Golf Course is located off Ecorse Road on the northeast side of the Township. The 18-hole course is open to the public and includes a practice facility with a 35-station driving range and putting green, a club house and golf shop, restaurant, banquet rooms, and outdoor patio. The club is available to be rented for events such as weddings and corporate outings.
4. **Wayne County Community College – Western Campus.** Wayne County Community College--Western Campus is located off Haggerty Road in the northeast part of the Township. The college offers a variety of educational and career classes and assistance.



Woodlands of Van Buren Golf Course

I. Programming

The Van Buren Township Parks and Recreation Department offers a large variety of programs and special events throughout the year. Among the programs and events offered are:

- Programs
- Adult fitness
- Ballroom dance
- Baseball camp
- Basketball camp
- Boaters safety
- Cheerleading
- CPR and first aid
- Day camps
- Domestic violence and anger management
- Football camp
- Gymnastics
- K-9 obedience
- Jazzercise
- Pet first aid
- Pickleball
- Senior fitness
- Social dance
- Softball
- Specialty classes
- Tae kwon do
- Tai chi/meditation
- Urban ballroom
- Volleyball camp
- Yoga
- Youth dance classes
- Youth floor hockey
- Youth nature classes
- Zumba

Special Events

- Candy Loop
- Daddy/Daughter Dance
- Family Fishing Fun Day
- Holiday Arts and Craft Show
- Kidz Colorful Ceramic Painting
- Mother/Daughter Tea Party
- Mother/Son Bowling
- Summer Concert Series
- Takin' it to the Streets
- Touch a Truck





Basis for Action Plan

4

Once the community's demographic and physical characteristics have been identified, and the existing supply of land, facilities and programs confirmed, the next step in the recreation planning process is to quantify and evaluate the needs of the community. These needs are a primary basis for the development of the Action Plan. The basis for the Action Plan is accomplished using several methods, including comparison to national recreation guidelines, information gathered during the public input process, consultation with the Parks and Recreation Department and the Recreation Committee, and by reviewing current offerings and programming.

A. Planning and Public Input Process

Planning Process

The Parks and Recreation Department and Recreation Committee directed the update of the Van Buren Township Parks and Recreation Master Plan. Citizen and Township input played a critical role in the development of the plan. As a result, recommendations described within the action plan reflect the needs and desires of those who use the Township's parks and recreation facilities. The plan preparation process included seven tasks that are discussed below.

1

Task One: Community Description. The first task was to obtain a description of Van Buren Township's physical and social features. These features include location, land use, environmental and natural features, as well as population characteristics including age distribution, people with physical disabilities, household types, employment, and income.

2

Task Two: Administrative Structure and Funding. The second task was to review the administrative structure of the Township, the Parks and Recreation Department, the Recreation Committee, and other recreation providers associated with the Township. This analysis also includes a review of the current and projected revenues and expenditures for the Township as well as the grant history of funding received from the MDNR and other sources.

3

Task Three: Parks and Recreation Inventory. The parks and recreation inventory included site visits by McKenna Associates (McKenna) and written descriptions of facilities in Van Buren Township including Township parks and facilities, schools, regional parks and facilities, greenways and trails, local parks and facilities, and quasi-public and private recreation facilities. The information includes the acreage, barrier-free accessibility, types of recreation facilities, and other descriptions of the physical attributes of the area's facilities. The Township's and other recreation providers' programming are discussed in that section as well.

4

Task Four: Public Participation. The following public participation methods and events were conducted during the process of preparing the plan:

Public Survey – A public survey was posted online from October 26 through December 18, 2015, asking people for feedback on their experiences and opinions of the current parks and recreation offerings and any improvements they would like to see. The complete results of the survey can be found in Appendix A.

30-Day Review Period – The draft Parks and Recreation Master Plan was available for the 30-day public review starting _____ until _____. A notice was published in the Belleville Independent on _____.

5

Task Five: Analysis. The data collected in tasks one through four was analyzed in comparison to national and state guidelines, specific local needs, the experience of the Parks and Recreation Department and consultants, the desires of the residents, and potential funding sources.

6

Task Six: Action Plan. The analysis resulted in the creation of a five-year plan for prioritized projects and improvements. The Action Plan gives the Township a checklist of what action is to be taken, when and where it will occur, who will accomplish it, how much it is expected to cost, and potential funding sources.

7

Task Seven: Plan Completion and Adoption. Once consensus was reached among the Parks and Recreation Department and Parks and Recreation Committee, the Plan was recommended for approval at the Parks and Recreation Committee meeting on August 9, 2016. The Township Planning Commission held a public hearing on August 24, 2016, and the Commission recommended adoption of the Plan. Finally, on September 20, 2016, the Township Board reviewed and formally adopted the Parks and Recreation Master Plan. See Appendices for meeting notices, and adoption documentation.

B. Park Land Analysis and Service Areas

Approximately 1,434.5 acres of parks and recreation facilities are located in Van Buren Township. 204.5 acres are owned by the Township and managed by the Parks and Recreation Department. The public schools, Huron-Clinton Metropolitan Authority (HCMA), and private entities own the remaining 1,230.5 acres.

For purposes of this plan, the Van Buren Township park land and facilities were compared to the guidelines set forth by the National Recreation and Park Association (NRPA, 1983, 1995). Although the NRPA's guidelines were last updated more than 21 years ago, the MDNR still recommends their use to establish minimum community needs in terms of land area and number of facilities, and as one consideration for parks and recreation planning.

Caution must be exercised in the interpretation of these results given that the NRPA guidelines were set over two decades ago and might not accurately reflect current popular activities and trends. Each community, with its own particular resources and resident preferences and demands, is encouraged to establish its needs and requirements so that the plan best suits the community's desires for recreation. Recreation needs are often better documented through public input rather than relying only on the national guidelines. Both the NRPA guidelines and the MDNR standards were considered in the development of the Action Plan but not weighted heavily.

Table 4.1 – Park Land Acreage Analysis and the following discussion compare the amount of park land as it relates to the conditions of the Township and the MDNR standards based on the Township population of 28,821 as of the 2010 US Census. The results are summarized below.

- 1. Mini Parks.** Mini parks serve the needs of the residents in the immediate area, approximately less than one-quarter mile away and are typically less than one acre in size. Van Buren Township's Haggerty Neighborhood Park has a total of 2.0 acres, but there is a deficiency of 5.21 acres of mini-park sites based on the recommended acreage of 7.21. In order to better meet this need, the Township should look for opportunities to develop smaller parks in areas of high residential concentration, however the

larger lot sizes in much of the Township offer space for young children to play. This characteristic compensates for much of the numeric deficiency.

- 2. Neighborhood Parks.** Neighborhood parks serve an area up to a one-half mile distance and are typically less than 10 acres in area. Van Buren Township does not own any parks classified as neighborhood parks given their current function. School facilities, private neighborhood parks, and some condominium open spaces generally help to fulfill the need for neighborhood parks (see School Facilities discussion below).
- 3. Community Parks.** Community parks typically serve an area within one-half to three miles and are between 30 to 50 acres in size. The Township owns 126.50 acres of community park land in nine parks, only missing the recommended 144.11 acres by 17.61 acres. Despite not exceeding the recommended park land, the distribution and quality of the parks in the Township is exceptional.
- 4. Natural Resource Areas.** Natural resource areas are lands set aside for preservation of significant natural resources, remnant landscapes, open space, visual aesthetics, and buffering. Three parks/areas in the Township are classified as natural resource areas, for a total of 76.0 acres. There is no specific standard for a recommended quantity of this type of park land, but these lands are significant assets to the community. The natural resource areas not only further the goals of the Township to protect woodlands, wetlands and the natural environment, but also provide residents with unique opportunities for environmental education. The Township should explore acquiring natural resource areas as they become available.
- 5. School Facilities.** School properties can assist in fulfilling the requirements for parks, such as neighborhood, community, sports complex, and special use. For the purposes of this analysis, the Township's three elementary schools and one middle school were included. They total 90.0 acres, thus complementing Township sites and providing more active recreation facilities. For the purposes of evaluating recommended acreage, school facilities are counted at one-third (1/3) of their acreage for comparison purposes. Therefore, 30 acres of the 90 school acres are counted as neighborhood park facilities.
- 6. Regional Parks.** Regional facilities offer a variety of active and passive recreational opportunities which help in meeting the need for local park land and help balance the deficiencies in facilities. Van Buren Township is fortunate to have one regional park within its borders – Lower Huron Metropark (HCMA). This park accounts for 1,200 acres of park land, thus exceeding the recommended acreage by 911.79 acres. This park is a valuable resource to Township residents, and offers a variety of recreational opportunities a short distance from home.

According to the above guidelines, Van Buren Township exhibits an overall surplus but is slightly deficient in all park categories except regional parks. Overall, the Township is providing a good amount of park land for its residents. There will be some need to expand offerings among specific types of facilities as the population continues to grow.

Table 4.1: Park Land Acreage Analysis

Park Classification	NRPA Acreage Guideline ¹	Recommended Acreage ²	Existing Acreage	Surplus (Deficiency)
Mini Parks	0.25	7.21	2.0	(5.21)
Neighborhood Parks (including public school facilities)	2.0	57.64	30.0 ³	(27.64)
Community Parks	5.0	144.11	126.50	(17.61)
Natural Resource Areas	Variable		76.0	N/A
Public School Facilities	Variable – depends on function		N/A	N/A
Regional Parks	10.0	288.21	1,200.0	+ 911.79
TOTAL	—		1,434.50	+ 861.33

¹ Source: Lancaster, R. A., Ed. *Recreation, Park and Open Space Standards and Guidelines*. Alexandria, VA: NRPA, 1983; Mertes, J.D. and J. R. Hall. *Park, Recreation, Open Space and Greenway Guidelines*. Alexandria, VA: NRPA, 1995. Based on minimum acres/1,000 residents.

² Based on Township population of 28,821 as of the 2010 US Census. SEMCOG forecasts Van Buren Township's population to slowly increase to 30,265 by 2040, so the Park Land Acreage Analysis is not expected to significantly change unless SEMCOG revises its 2040 Forecast.

³ For the purposes of evaluating recommended acreage for Neighborhood Parks, school facilities are counted at one-third (1/3) of their acreage for comparison purposes. Therefore, 30 acres of the 90 total school acres are counted as neighborhood park facilities.

Although it is important to consider the total amount of park land in the Township, it is also essential to consider the type of parks, and their distribution throughout the Township. Parks and recreation service areas should relate to where the residents in the Township live. The MDNR offers a recommended service area for each type of park. The recommend service radius for each park type was used to determine the areas in Van Buren Township that lack easy access to parks and facilities. The service area boundary for each type of park is as follows:

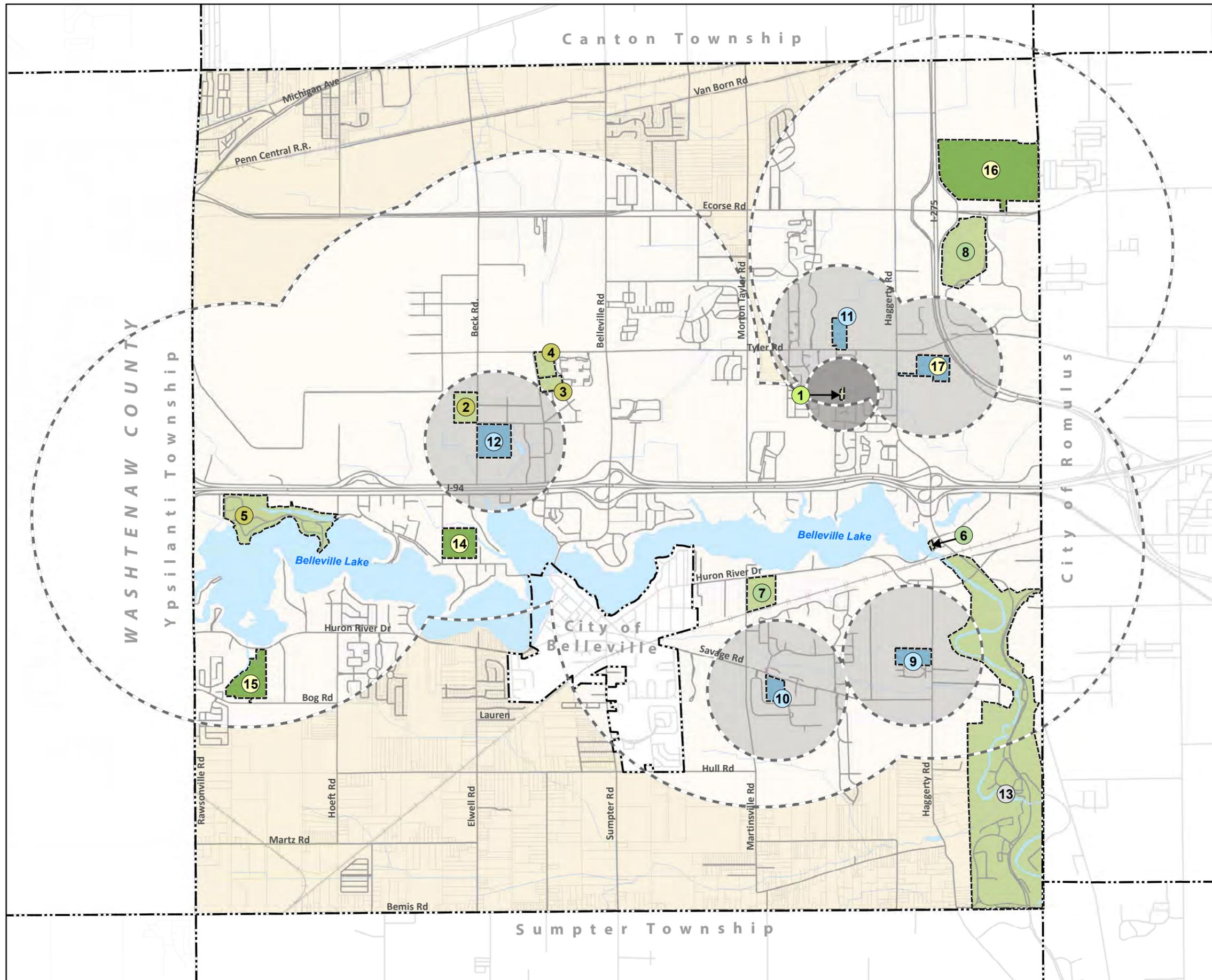
- Mini Parks Less than 0.25 miles
- Neighborhood Parks 0.25 – 0.5 miles
- Community Parks 0.5 – 3.0 miles
- Regional Parks 30 minute driving time

The parks and recreation service areas are shown on Map 5 – Existing Facilities Service Areas. For purposes of evaluation, a radius of 0.25 was used for mini-parks, 0.5 miles for neighborhood parks, and 1.5 miles for community parks and natural resource areas. The service boundaries of regional parks were not included. The majority of the Township is well-served by community parks, with the exception of the far north and south areas of the Township.

Map 5 Existing Facilities Service Areas

Van Buren Charter Township,
Wayne County, Michigan

June 6, 2016



- **Mini Parks**
 1. Haggerty Neighborhood Park
 - **Community Parks and Facilities**
 2. Beck Ballfields
 3. Quirk Park
 4. Van Buren Community Center & Senior Activity Garden
 5. Van Buren Park
 - **Natural Resource Area**
 6. French Landing Park
 7. Riggs Heritage Park
 8. Visteon Woods Park
 - **Public School Facilities**
 9. Haggerty School
 10. Savage Elementary School
 11. Tyler Elementary School
 12. McBride Middle School
 - **Regional Parks and Facilities**
 13. Lower Huron Metropark
 - **Quasi-Public and Private Recreation Facilities**
 14. Harbour Club Golf Course
 15. Pine Creek Golf Course
 16. Woodlands of Van Buren Golf Course
 17. Wayne County Community College – Western Campus
-
- Parks
 - School Facilities
 - Golf Courses
 - Mini-Park Service Area (1/4 Mile Radius)
 - Neighborhood Park Service Area (1/2 Mile Radius)
 - Community Park Service Area (1.5 Mile Radius)



McKenna
ASSOCIATES

Data Source: McKenna Associates, 2006.
Base Map Source: Wayne County GIS, 2004
and Van Buren Township, 2006.

Facilities Analysis

The Township's existing recreation facilities were compared against the guidelines set by the NRPA and MDNR to determine if the existing facilities are adequate to meet the needs of residents in comparison to national standards. The analysis takes into account a variety of factors including existing conditions in Van Buren Township, information obtained from public input, programming desires, and site conditions. Table 4.2 identifies the NRPA guideline for each facility type, the recommended number of facilities and the existing number of facilities in the Township, and the surplus or deficiency.

Table 4.2: Park Facility Analysis

Park Classification	NRPA Guideline ¹	Recommended Facilities ²	Existing Facilities	Surplus (Deficiency)
Baseball/Softball	1/5,000	6	21	+ 15
Basketball	1/5,000	6	6	0
Football	1/20,000	1	2	+1
Golf Driving Range	1/50,000	1	1	0
Golf Course (9-Hole)	1/25,000	1	1	0
Golf Course (18-Hole)	1/50,000	1	2	+1
Ice Rink (Indoor)	1/100,000	1	0	(1)
Ice Rink (Outdoor)	Depends on climate	Depends on climate	1	N/A
Playground	1/3,000	9	10	+ 1
Running Track	1/20,000	1	0	(1)
Soccer	1/10,000	3	5	+ 2
Swimming Pool	1/20,000	1	0	(1)
Tennis	1/2,000	14	2	(12)
Volleyball	1/5,000	6	2	(4)

¹ Source: Lancaster, R. A., Ed. *Recreation, Park and Open Space Standards and Guidelines*. Alexandria, VA: NRPA, 1983; Mertes, J.D. and J. R. Hall. *Park, Recreation, Open Space and Greenway Guidelines*. Alexandria, VA: NRPA, 1995. Based on minimum acres/1,000 residents.

² Based on Township population of 28,821 as of the 2010 US Census.

Basis for Action Plan

The Township meets or exceeds the standards for most facility types. However, as funding allows and needs arise, based on the deficiencies above, the following facilities should be considered on a long-term basis:

- **Swimming Pools.** Given that a traditional swimming pool is very costly in light of the limited resources of the Township, the Township should evaluate whether a swimming pool can be supported within the available budget before proceeding with any pool project. The Township is close to several pools and other swimming resources including the pool at Belleville High School, the Turtle Cove Family Aquatic Center in the Lower Huron Metropark, and the Romulus Athletic Center pools. The Romulus Athletic Center in particular was mentioned as a popular destination for residents in the public survey.
- **Tennis Courts.** The Township should consider constructing some additional tennis courts at existing parks or include them in future park developments. The Township also collaborates with Van Buren Public Schools to utilize their tennis courts. Tennis courts can be adapted for use in pickleball, a sport that is growing in popularity.
- **Volleyball Courts.** Outdoor volleyball courts should be considered in future park developments.
- **Other Facilities.** Other facilities requested during the public input process include, but were not limited to, a multi-use indoor facility, biking trails/greenways, more lake access, basketball hoops, and a dog park. These facilities should be evaluated for inclusion in future park developments in the Township as they are deemed appropriate.



By using the comprehensive planning process of trend identification and a public input survey, the Van Buren Township Parks and Recreation Master Plan has effectively established a framework for the Action Plan. The Action Plan describes recommendations for improvements and enhancement of the Van Buren Township parks and recreation facilities and programming, as well as identifying the tools needed for implementation of the plan components.

A complementary component of the Action Plan is the Five-Year Capital Improvement Plan (CIP). Action strategies that require significant capital investment from the community have been organized into the five-year plan. The specific projects have been prioritized in the CIP in order to better manage the Parks and Recreation Department's budget and equally distribute the projects over a five-year cycle. The timing of these projects may be influenced, moved, or eliminated depending upon economic conditions, available funding, and/or grant awards. However, the spirit and intent of the project priorities are well-defined in the CIP.

The Action Plan is organized into three sections:

- A. Vision, Mission and Special Delivery Values
- B. Goals and Strategies
- C. Five-Year Capital Improvement Plan

A. Vision, Mission, and Special Delivery Values

Vision

The following is the Vision of the Van Buren Township Parks and Recreation Department:

“Creating Community through People, Parks and Programs.”

Mission

The following is the Mission of the Van Buren Township Parks and Recreation Department:

“Van Buren Township Community Services will work with all citizens to be good stewards of our environment and to provide safe and welcoming cultural opportunities to play, learn, contemplate and build community.”

Special Delivery Values

The community values that were brought forward during the community input process of the strategic plan included:

People

- Deliver outstanding customer service.
- Provide accessible, safe, and welcoming spaces to all residents.
- Strengthen relationships and the sense of community.

Parks

- Provide quality parks for residents.
- Encourage resident usage of parks.

Programs

- Encourage health and fitness for individuals and families.
- Provide opportunities for lifelong play, creativity, learning, and discovery for individuals and families.
- Strengthen accountability for projects and programs.

B. Goals and Strategies

To provide a guideline for decision-making, the Parks and Recreation Department, with the assistance of McKenna, has developed a set of comprehensive goals and strategies.

The following goals and strategies are intended to provide an operational framework for future decisions related to the provision of parks and recreation for Van Buren Township. These goals and strategies should be reviewed continually and modified as necessary.

Section 1: Parks and Recreation Facilities

Goal: Provide a variety of parks and recreation experiences that are desired by the community for passive and active recreation that supports the community values of people, parks and programs.

Strategy 1.1 - General: Meet the land and facility standards (as applicable) as outlined in Chapter 4 of this plan.

- **Standards.** Meet the land and facility standards over a five-year period in existing and future parks to meet the community's unmet need for parks and recreation pursuits.
- **Needs-Based Assessment.** Develop design principles and standards for parks to support appropriate recreational needs and available operational money available.
- **Wayfinding.** Develop a wayfinding system for parks with a signage program, including historical interpretative signage, which informs the community of the parks that are available for their use and how to access them in the Township

Strategy 1.2 - Maintenance: Develop maintenance standards for developed park areas and the cost to maintain the standard on a yearly basis by acre, type of amenity, and/or other factors.

- **User-Based Operational Costs.** Seek to share operational costs with permitted users for access to the developed park areas where appropriate.
- **Fees.** Incorporate maintenance costs into program fees where appropriate.
- **Environmental Sustainability.** Establish an environmental sustainability strategy into the daily operations of the Department.

Strategy 1.3 – Existing Facilities: Enhance and utilize existing parks and recreation facilities based on particular needs and amenities.

- **Staffing.** Ensure that Van Buren Park is staffed year round and increase staffing at other parks as needed.

- **Van Buren Park Beach.** Prevent erosion of the beach area at Belleville Lake by stabilizing the peninsula area at southeast end of park including at the University of Michigan facility, and by restoring the slope and repairing the road down to the beach with guardrails.
- **Water-Based Programming.** Promote the existing lake and water resources in the Township, and offer recreation programming based around Belleville Lake, such as water skiing, boating, and fishing clubs, and other water-based uses.
- **Partnership with University of Michigan.** Coordinate with the University of Michigan on Van Buren Park upgrades, repairs, and programming, including use of the boathouse.
- **ADA Accessibility.** Continue to improve ADA accessibility in all Township parks.

Strategy 1.4 – Land Acquisition: Acquire additional land throughout the Township as needed or where residents are lacking access to parks and recreation facilities and/or to preserve natural features and open spaces.

- **Potential Sites.** Explore potential of purchasing land for future parks at 15000 Haggerty Road and 15080 Elwell Road.
- **Needs Assessment.** Continually evaluate where new facilities are needed throughout the Township, similar to the needs assessment in Table 4.1.
- **Planning & Economic Development Department Assistance.** Work with the Planning & Economic Development Department to identify valuable open space areas, acquire land from developers where appropriate, and create zoning for open space areas, including the use of Planned Residential Development (PRD) to provide for the preservation of open space and private maintenance of matured features.
- **Funding Sources.** Seek funding sources for new facilities including the general fund, user fees, community foundations, private donations, the Michigan DNR Trust Fund grant, and other sources.

Strategy 1.5 – New Facilities: Explore providing new facilities based on input from the public survey for this plan, including a recreational center and a pool, a splash pad, a nature center, or a dog park.

- **Dog Park.** Acquire land for off-leash dog activity.
- **Splash Pad.** Build new facility for public enjoyment depending on feasibility and maintenance.
- **Feasibility.** Prepare a needs assessment and feasibility study for new facilities.
- **Planning & Economic Development Department Assistance.** Work with the Planning & Economic Development Department to identify potential sites and zoning regulations for new facilities.
- **Review Similar Facilities in Other Communities.** Visit facilities in nearby communities to gain insight on design and operations.
- **Funding Sources.** Seek funding sources for new facilities including the general fund, user fees, community foundations, private donations, and other sources.

Section 2: Greenways and Trails

Goal: Provide for the improvement and expansion of greenways and trails in the Township in order to offer both recreation and transportation opportunities, to connect with regional and state greenway and trail systems, and to link people with parks and other destinations.

Strategy 2.1 – Statewide Iron Belle Trail: Seek options for the construction of the Township portion of the Iron Belle Trail, which will provide trail connections between the Township and existing regional and state-wide trails and promote better mobility and public health in the community.

- **Funding.** Pursue funding through the Michigan DNR Trust Fund, CDBG, MDOT, community foundations, private donations, and other funding sources.
- **Huron River Drive Trail Development.** Explore the possibility of routing the trail along Huron River Drive, as indicated by the preference of survey respondents and on the DNR website.
- **Connections to Van Buren Park.** Explore potential alternative or supplemental routes, including through Van Buren Park.
- **Stakeholder Outreach.** Solicit input from stakeholders along potential routes and in the community.
- **Collaboration with Adjacent Governmental Entities.** Work in collaboration with Washtenaw County, the City of Belleville, and the Huron-Clinton Metroparks to ensure connectivity along the entire trail route.
- **Regional Cooperation.** Establish and maintain strong partnerships with adjacent communities, regional and state agencies, and other key stakeholder organizations including the MDNR, MDOT, Wayne County, and landowners adjacent to and near potential trail routes.
- **Update Greenways and Trails Master Plan.** Update Greenways and Trails Master Plan, as needed, to include the Iron Belle Trail.



Strategy 2.2 – Connect Existing Sidewalks and Trails: Connect existing township sidewalks and trails to future bicycle and pedestrian infrastructure in the Township, and rank the connections in order of importance or priority.

- **Prioritize Connections.** Establish a priority system to connect trails with other infrastructure such as sidewalks and bike lanes based on population, existing infrastructure, and available funding.
- **I-275/Metro Parkway Connection.** Establish a trail connection between Metro Parkway trail in the Lower Huron Metropark and I-275 Metro Trail.
- **DDA District Improvements.** Provide for bicycle and pedestrian connections within the DDA boundary to the surrounding areas according to the goals of the 2015 DDA Walkability Audit.
- **Update Greenways and Trails Master Plan.** Update Greenways and Trails Master Plan, as needed, to include new and proposed connections.

Strategy 2.3 – New Township Trails: Continue to develop new greenways and trails throughout the Township to promote bicycling and walking and to increase access to parks.

- **Stakeholder and Community Input.** Solicit input from stakeholders and the community for trail location and development to foster community ownership of trail system, based on the support for trails shown in Questions 3, 8, 9, and 12 of the survey for this Plan.
- **Land Acquisition.** Acquire land for greenways and trails in the Township where feasible and based on a priority system, through funding sources such as the Michigan DNR Trust Fund grant, CDBG, MDOT, community foundations, private donations, and other funding sources.
- **Planning & Economic Development Department Assistance.** Work with the Planning & Economic Development Department to acquire land and easements for trails leading to existing parks.
- **Rails-to-Trails.** Pursue Rails-to-Trails funding for developing trails along former railways.
- **New Developments.** Require developers to provide paths and connections wherever feasible, in addition to sidewalks, in new residential developments.
- **Zoning Ordinance and Township Amenities Plan.** Utilize the Township Amenities Plan and Zoning Ordinance to provide for the development of trails.
- **Utility Corridors.** Utilize utility corridors easements (e.g. ITC, Detroit Edison), where feasible, for development of trails.
- **Water and Drainage Corridors.** Identify unique and valuable open spaces along water and drainage corridors that are ideal for trails but less suitable for other land uses.
- **Update Greenways and Trails Master Plan.** Update Greenways and Trails Master Plan, as needed, to show new trails.

Strategy 2.4 – Funding: Seek and explore all options for funding the construction and operational costs of greenways and trails, including the General Fund, Van Buren Civic Fund, Michigan Department of Natural Resources, Community Development Block Grant, and the Downtown Development Authority.

- **Grants.** Identify and pursue federal, state and local grants.
- **Public, Private, and Non-Profit Partnerships.** Establish strong partnerships with public, private, and non-profit entities.
- **Sponsorships.** Sell greenway and trail sponsorships, where appropriate.
- **Detail Costs.** Prepare an implementation strategy for each of the greenway routes with an estimated cost associated with each project.

Strategy 2.5 - Design: Create greenway and trail standards and design guidelines based on operational costs and in meeting user desires for a quality experience.

- **Trail Design and Maintenance.** Implement greenway and trail design and maintenance standards for based on the type of surface and location.
- **Wayfinding.** Develop a greenway and trail signage program and way finding system to access greenways and trails within the Township.

Section 3: Recreation Programs

Goal: Develop core recreation services to maximize the Township resources and support other service providers in the region by working together to serve people of all ages and abilities to enjoy recreation opportunities both passive and active.

Strategy 3.1 – Maintain Core Recreation Services: Confirm core recreation services the Township will be maintained and developed over the next ten years such as adult fitness and wellness, special events, 50+ adult programs, nature and environmental programs, and special interest clubs.

- Develop and maintain a business plan for each core service to determine its overall direction, cost, staffing needs, and operational impact.
- Develop and maintain social networking opportunities as a way of increasing park and program awareness to users in the Township.
- Develop and maintain online registration capabilities.
- Develop and maintain performance measures for each program and service to determine the outcomes achieved.

Strategy 3.2 – Policies: Develop and maintain policies for pricing of services, partnership development, and earned income development as it applies to recreation programs and services.

- Increase partnerships particularly with the schools and sports groups.
- Involve similar providers in a roundtable programming discussion on a regular basis to limit duplication and raise awareness on how each agency operates.

Strategy 3.3 – Staff Management: Evaluate staff hours dedicated toward managing recreation programs that promote Van Buren Township parks.

- Establish and maintain a plan for what programs require what type of person to lead the program as it applies to part-time, seasonal, or contracted instructor.
- Establish and maintain a working arrangement with other service providers and the school districts to help deliver programs where appropriate.
- Price services effectively to create revenue to help support increasing recreation program offerings along with a pricing policy in place.
- Tie staff hours to core services to build strong support for each program being developed.
- Develop and maintain a maintenance plan for each park that includes the anticipated staffing needs and allocated number of hours.

Strategy 3.4 – Volunteers: Develop a strong volunteer program to help staff in managing events, programs and parks.

- Develop and maintain a volunteer training and recruitment program for volunteers.
- Establish and maintain job descriptions and duties in the park system for volunteers to help deliver services and support staff work in the Township.
- Develop and maintain a volunteer recognition program to recognize volunteer efforts in the Township parks and programs.

Strategy 3.5 – Raise Awareness of Programs Offered: Create a stronger awareness program for the program services offered through Van Buren Township.

- Develop and maintain a stronger, more viable website to inform the community of activities and events upcoming.
- Encourage broad distribution of the Parks and Recreation newsletter.
- Improve the marketing efforts to reach various age groups and user groups through various media methods.
- Improve awareness and branding of programs for the Park and Recreation Department to build recognition, advocacy to energize the community to spend time in the parks and enroll in the programs.
- Develop and maintain an annual program event schedule that is published monthly to build strong awareness of upcoming programs and events and post on the Department’s website.

Strategy 3.6 – Educational Institution Partnerships: Continue to foster relationships with Van Buren Public Schools, private schools and charter schools to use their existing facilities to offer more programs.

- Consider and implement programs using Van Buren Public School facilities.
- Consider and implement programs using private and charter facilities.
- Invite school officials to Recreation Committee meetings.
- Provide therapeutic recreation in schools.

Strategy 3.7 – Program Standards and Performance Measures: Develop program standards and performance measures for recreation programs to demonstrate consistency and value on the delivery of services to the community.

- Develop five performance indicators for each core program area.
- Teach and train staff how to track and evaluate these performance indicators.
- Use additional customer feedback methods beyond post evaluations that include non-user intercept surveys to meet their needs and expectations.

Section 4: Finance

Goal: Prioritize funding streams to create options for the Township to access and meet the unmet needs of the community for parks, recreation, and facilities for the future.

Strategy 4.1 – Financial Performance and Sustainability: Develop and implement financial tools to ensure financial performance and sustainability through cost of service analysis for significant operations of the Department such as maintenance management.

- Track how the Township will spend its money in the future on parks, recreation facilities and programs.
- Inform the public on the resources available and how the Township will spend its money in the future on parks, recreation facilities and programs.

Strategy 4.2 – Capital Improvement Program: Develop a capital improvement program for the Township that follows what the community desires in the most cost-effective manner as possible.

- Prioritize the capital improvements based on cost benefit, greatest impact and operational costs.

Strategy 4.3 – Pricing and Sponsorship: Develop earned income policy to leverage opportunities to increase resources to develop the parks and recreation system to its highest capability.

- Develop a pricing policy and earned income policy.
- Develop a partnership and sponsorship policy.

Strategy 4.4 – Management Model: Continue to review the parks and recreation management model and consider adopting alternative models as needed.

- Teach and train staff how to manage in the business context while managing a social product to achieve financial sustainability.
- Seek “seed” money from a foundation to help support the goals and vision of the Master Plan’s capital and operational costs.
- Develop a greenways and trails foundation to help raise dollars for needed capital and operational projects.

Strategy 4.5 - Fees: Develop a pricing policy for how to incorporate appropriate fees to help offset operational costs.

- Develop criteria for core and non-core services.
- Establish what is a public, merit, and private service and the level of benefit a user receives over a general taxpayer.

Strategy 4.6 – Business Plan: Develop and maintain a business plan for the Park and Recreation system in the Township each year on how the Department will manage itself through cost of services and appropriate pricing, with measurable outcomes for parks, recreation amenities, and program services. (See Appendix D for Comprehensive Analysis)

- Align the business plan to the strategic master plan to ensure operational and capital dollars are in place to support the programs or facilities being developed.
- Develop and maintain a pro-forma on the cash flow of the system to manage sustainability.
- Develop and maintain efficiency practices throughout the system to maximize the Parks and Recreation resources.

Strategy 4.7 – Funding Sources: Seek and explore all options for funding of parks and recreation projects, including the General Fund, Van Buren Civic Fund, Michigan Department of Natural Resources, Community Development Block Grant, and the Downtown Development Authority.

- **Community Development Block Grant (CDBG).** Pursue CDBG grants to provide funding for projects in low-moderate income areas, improve ADA accessibility, and allow for better access to parks and recreation opportunities.
- **Downtown Development Authority (DDA).** Use funding generated in the Downtown Development Authority district to generate new activity, improve livability, and provide parks and recreation opportunities in the district.
- **Grants.** Identify and pursue all applicable federal, state and local grants, including MNRTF.
- **Public, Private, and Non-Profit Partnerships.** Establish and maintain strong partnerships with public, private, and non-profit entities.
- **Sponsorships.** Seek sponsorships for facilities and programs where appropriate.

C. Five-Year Capital Improvement Plan

This section summarizes the overall system recommendations as well as specific improvements to individual parks. Some are multi-year efforts that will involve time and coordination, while others are park improvements that require largely monetary investment. Table 5.1 – Five-Year Capital Improvement Plan incorporates the top recommendations that require capital improvement in the next five years for planning purposes.

Priorities should be reviewed on an annual basis and adjusted to respond to updated findings and identification of funding opportunities. In particular, costs should be closely monitored, as the proposed plan estimates are in 2016 dollars and are strictly preliminary. Actual costs for each project will be more specifically determined as site surveys, programming elements, and engineering plans are developed if applicable, as well as further analysis of the proposed improvement. If funding levels are lower than required to implement the Plan based on the schedule provided, the implementation could be stretched over additional years.

It should be noted that the CIP is based on the existing financial resources of the Township. This helps to ensure that the projects are aligned with the operational and financial realities of the Township's resources and are not simply a pure reflection of community desires. The Township has taken a comprehensive approach of preparing the Master Plan to fully evaluate and prioritize projects based on the cost benefit, impact to the community, and operational costs.

Table 5.1: Five-Year Capital Improvement Plan

Year	Project	Estimated Cost	Funding Sources
Year 1 2016	Van Buren Park – Add gravel or paved areas for vehicle parking paved area (will be ADA compliant)	\$50,000	General Fund, CDBG, MDNR
	All Parks and Community Center – Provide location and wayfinding signage	\$5,000	MDOT/Van Buren Civic Fund
	Van Buren Park – Demolish, reinforce, or relocate Pavilion #4 on the east side of the park, and renovate Pavilions #1-#3	\$100,000	General Fund, CDBG, MDNR
Year 2 2017	Van Buren Park – Restore access at east entrance of park via Denton Road, to ensure two access points to park during future construction of “saddle” area	\$500,000	MDOT, MDNR, CDBG
	Van Buren Park – Playground replacements and additions	\$75,000	General Fund, CDBG, MDNR
	Van Buren Park – Construct a performance venue, such as a gazebo, stage, or similar structure	\$125,000	General Fund, CDBG, MDNR
	Non-Motorized Pathway System – Construct first phase of Township portion of Iron Belle Trail	\$100,000	CDBG, MDNR
	Riggs Park – Monarch butterfly way station	\$5,000	General Fund, MDNR
Year 3 2018	Van Buren Park – Pave the trail encircling the park	\$100,000	General Fund, CDBG, MDNR
	Van Buren Park – Playground replacements/addition	\$75,000	General Fund, CDBG, MDNR
	Van Buren Park Basketball Courts – Renovate with full court basketball courts	\$150,000	CDBG, MDNR
	Park Development – Development of future park at 15000 Haggerty	TBD	MDNR
	Park Development – Development of future park at 15080 Elwell	TBD	MDNR
	Non-Motorized Pathway System – Continue construction of non-motorized paths, connecting existing trails including the Iron Belle Trail	\$250,000	CDBG, MDNR, MDOT, Community Foundation, Private, DDA
	French Landing Park – Repair bridge at Edison Lake Road for use of a trailhead for the Iron Belle Trail	\$400,000	CDBG, MDNR

Year	Project	Estimated Cost	Funding Source
Year 4 2019	Van Buren Park Restrooms – Improve user friendliness of restrooms including upgrading the interior and exterior lights, and making necessary improvements for ADA accessibility	\$25,000	General Fund, CDBG
	Wi-Fi – Van Buren Park and Riggs Park (high speed)	\$15,000	General Fund, CDBG
	Riggs Park – Repair and seal asphalt walk paths	\$50,000	General Fund
	Quirk Park – Repair and seal asphalt walk paths	\$50,000	General Fund
	Van Buren Park – Construct floating swimming docks	\$10,000	MDNR
	Van Buren Park – Stabilize “saddle” area with proper height guard rails on both sides for safety	\$300,000	General Fund, CDBG, MDNR
	Non-Motorized Pathway System – Continue construction of non-motorized paths, connecting existing trails including the Iron Belle Trail	\$250,000	CDBG, MDNR, MDOT, Community Foundation, Private
Year 5 2020	Non-Motorized Pathway System – Continue construction of non-motorized paths, connecting existing trails including the Iron Belle Trail, and establish a connection between the Metro Parkway Trail within Lower Huron Metropark and the I-275 Metro Trail	\$250,000	CDBG, MDNR, MDOT, Community Foundation, Private
	Van Buren Park – Provide access for boat docking and launching, and rental of recreation equipment	\$300,000	LWCF
	French Landing Park – Construct a new fishing pier	\$175,000	LWCF
	Splash Pad – Build new facility for public enjoyment depending on feasibility and maintenance	\$80,000	General Fund, User Fees, Community Foundation, Private
	Van Buren Park and/or Quirk Park – Tennis courts, which can also be used for pickleball	\$50,000	General Fund, CDBG, MDNR
	Community Center – Recreation department/multi-purpose room repairs and improvements	\$50,000	General Fund
	Van Buren Park – Restoration of existing beach area or relocation of beach, including slope restoration and repair the road down to the beach with guardrails. If relocated, repurpose existing beach area for more suitable use	\$200,000	General Fund, CDBG, MDNR, U of M
	Van Buren Park – Stabilization of peninsula area at southeast end of park including U of M facility	\$250,000	General Fund, CDBG, MDNR, U of M
	Dog Park – Acquire land for off-leash dog activity	\$200,000	General Fund, User Fees, Community Foundation, Private

MDNR = Michigan Department of Natural Resources
MDOT = Michigan Department of Transportation
DDA = Van Buren Township Downtown Development Authority

CDBG = Community Development Block Grant
LWCF = Land and Water Conservation Fund
U of M = University of Michigan



Appendix A - Survey and Public Input Results

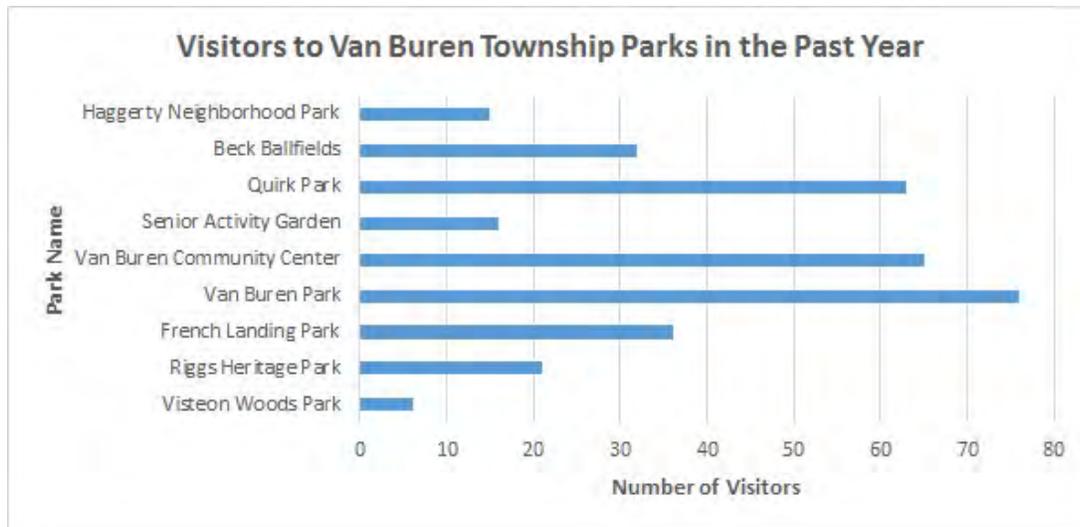
A survey was posted on the Township website from October 26 through December 18, asking people for feedback on their experiences and opinions of the current parks and recreation offerings and any improvements they would like to see. The survey consisted of 12 questions regarding several aspects of the parks and recreation facilities, programs, and services offered by the Township. The survey received a total of 124 responses.

Survey Results

Question 1: Please tell us about your experience with the following Township parks and recreation facilities.

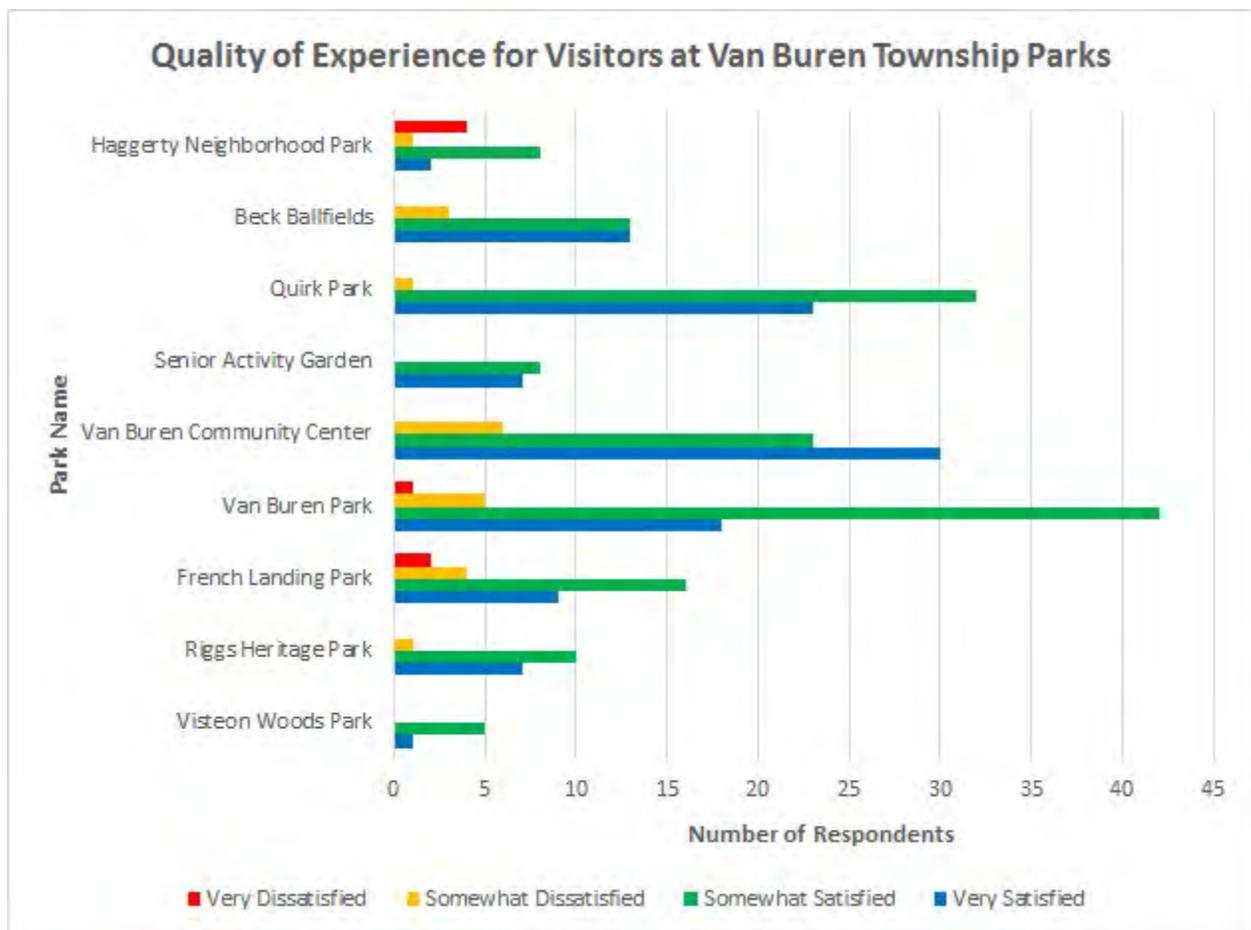
Have you or a member of your household visited this park in the past year?

Park	'Yes' Answers
Van Buren Park	76
Van Buren Community Center	65
Quirk Park	63
French Landing Park	36
Beck Ball Fields	32
Riggs Heritage Park	21
Senior Activity Garden	16
Haggerty Neighborhood Park	15
Visteon Woods Park	6



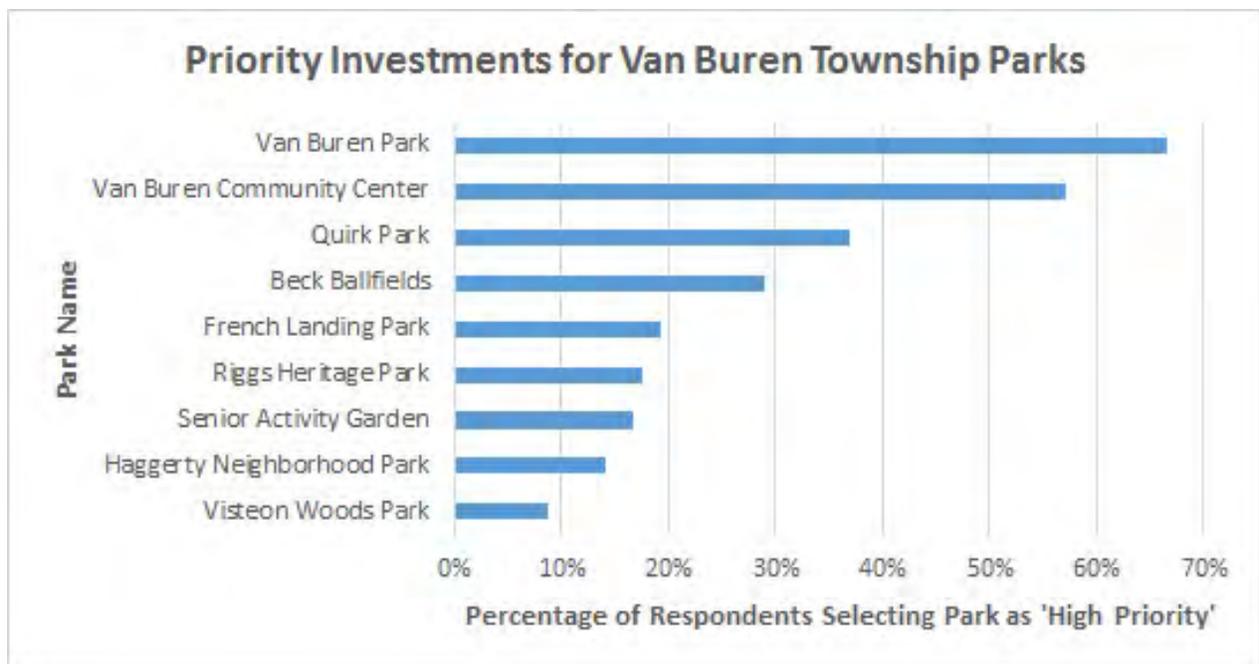
How satisfied are you with your experience at this park or recreation facility?

Park	Very Satisfied	Somewhat Satisfied	Somewhat Dissatisfied	Very Dissatisfied
Haggerty Neighborhood Park	2	8	1	4
Beck Ball Fields	13	13	3	0
Quirk Park	23	32	1	0
Senior Activity Garden	7	8	0	0
Van Buren Community Center	30	23	6	0
Van Buren Park	18	42	5	1
French Landing Park	9	16	4	2
Riggs Heritage Park	7	10	1	0
Visteon Woods Park	1	5	0	0



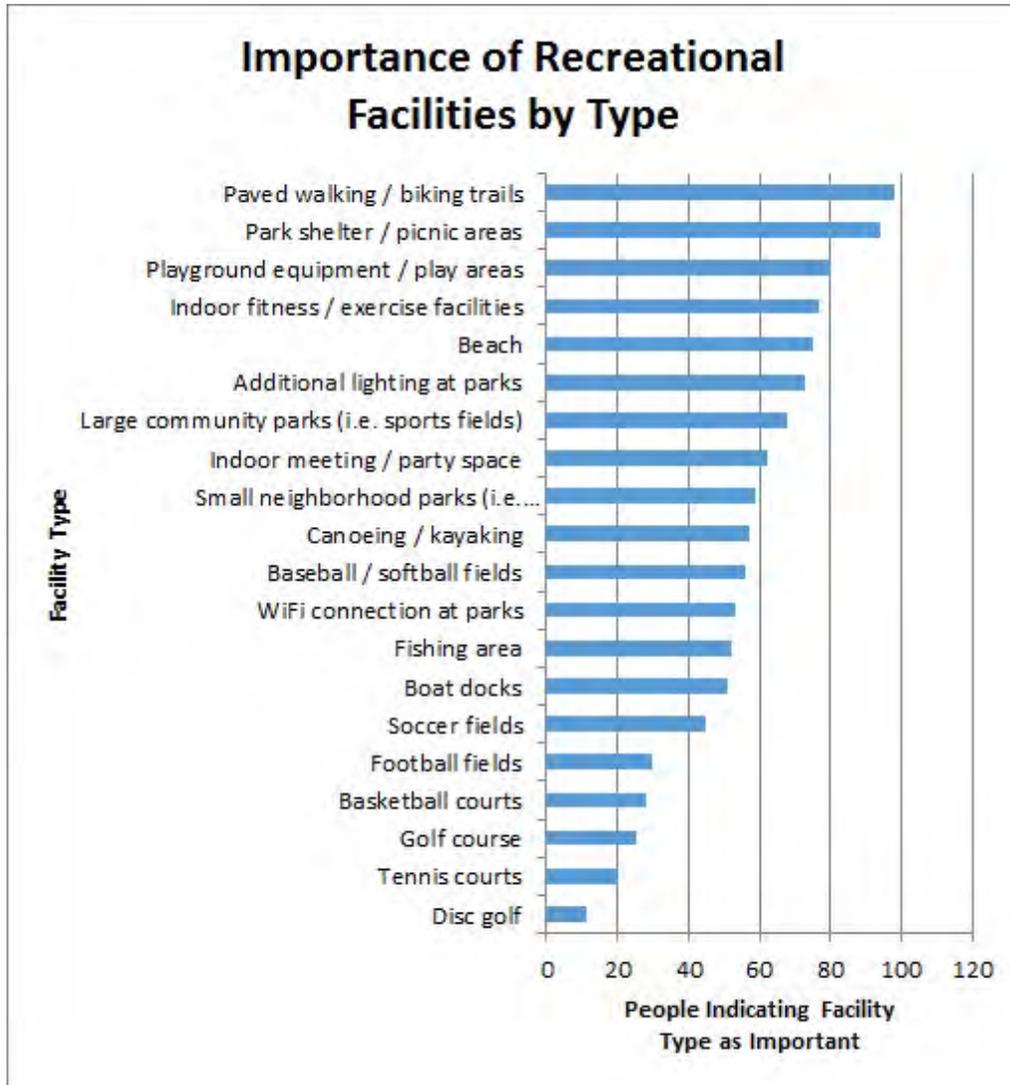
Question 2: Which parks or recreation facilities do you think should be the highest priorities for investments over the next five years? Check all that apply.

Park	Percentage of Respondents Indicating Park as 'High Priority'
Van Buren Park	67%
Van Buren Community Center	57%
Quirk Park	37%
Beck Ball Fields	29%
French Landing Park	19%
Riggs Heritage Park	18%
Senior Activity Garden	17%
Haggerty Neighborhood Park	14%
Visteon Woods Park	9%



Question 3: Please identify the importance of the following recreational facilities to you and members of your household.

Facility	Important	Neutral	Not Important
Paved walking / biking trails	98	14	7
Park shelter / picnic areas	94	15	5
Playground equipment / play areas	80	28	9
Indoor fitness / exercise facilities	77	25	13
Beach	75	24	14
Additional lighting at parks	73	25	10
Large community parks (i.e. sports fields)	68	33	12
Indoor meeting / party space	62	34	17
Small neighborhood parks (i.e. playgrounds, pocket parks)	59	43	12
Canoeing / kayaking	57	47	12
Baseball / softball fields	56	42	13
WiFi connection at parks	53	31	25
Fishing area	52	41	19
Boat docks	51	40	23
Soccer fields	45	50	18
Football fields	30	50	25
Basketball courts	28	58	23
Golf course	25	41	44
Tennis courts	20	59	30
Disc golf	11	54	43



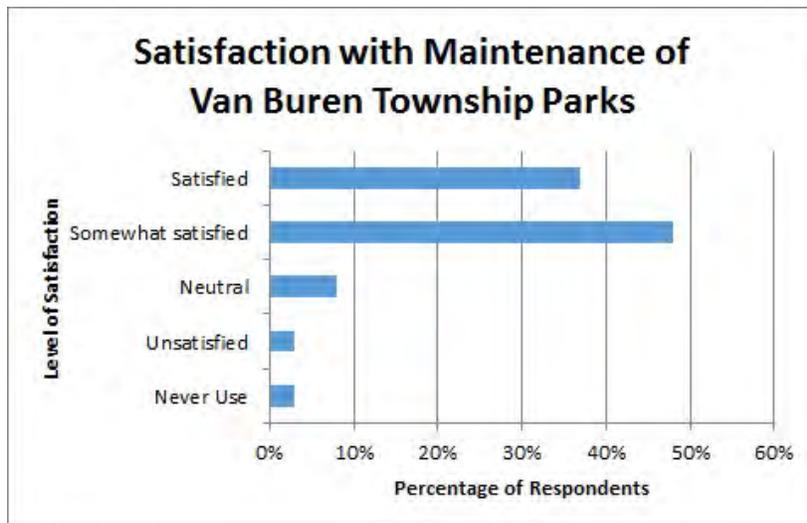
Question 4: What other public or private recreational facilities inside or outside the Township do you use? Please list.

This was an open-ended question. People indicated a variety of parks in nearby communities and throughout Southeast Michigan. There were 69 responses to this question. Some of the most frequent answers given included the following parks:

Park	Responses
Lower Huron Metro Park and other Metro Parks	30
Romulus Athletic Center	11
Splash pads in Canton	7

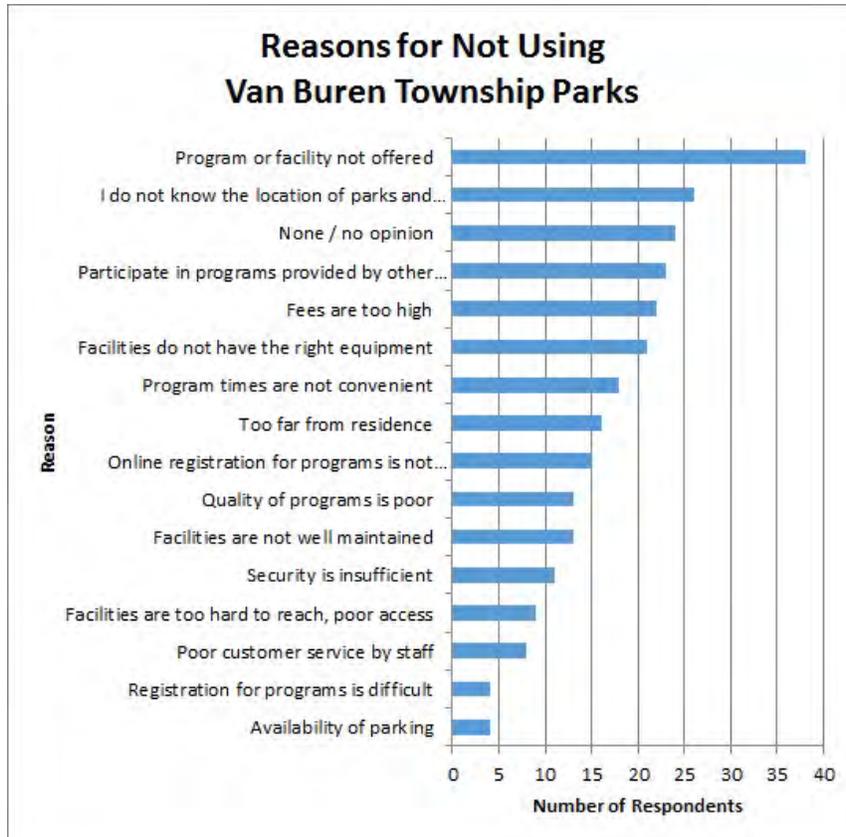
Question 5: Overall, how satisfied are you with the appearance, maintenance, and cleanliness of the parks and recreation facilities?

Level of Satisfaction	Responses	Percentage
Satisfied	44	37%
Somewhat satisfied	58	48%
Neutral	10	8%
Unsatisfied	4	3%
Never Use	4	3%



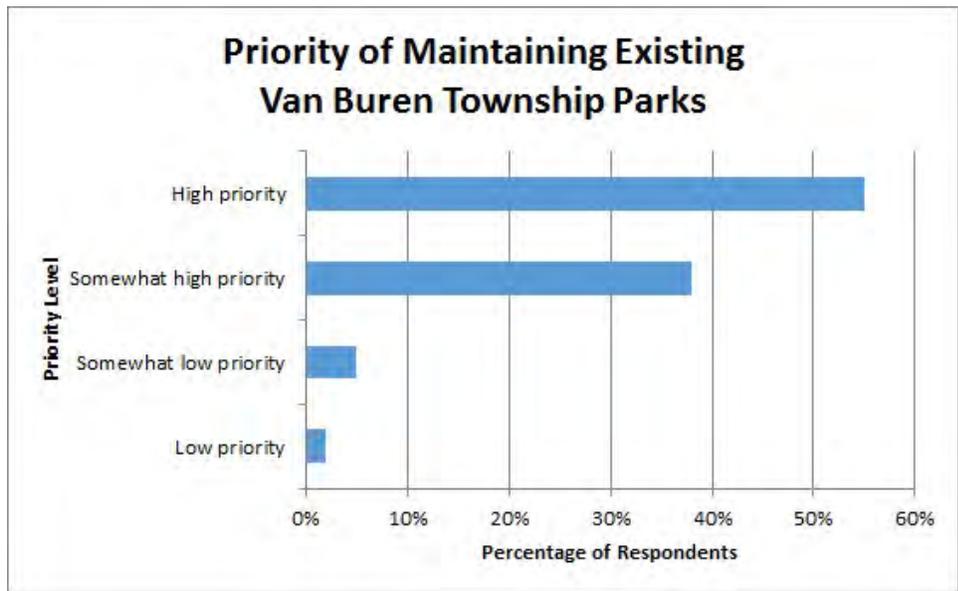
Question 6: Please check all the reasons that prevent you or members of your household from using any of the Township’s recreation facilities, programs, or parks.

Reason	Responses
Program or facility not offered	38
I do not know the location of parks and facilities	26
None / no opinion	24
Participate in programs provided by other communities or organizations	23
Fees are too high	22
Facilities do not have the right equipment	21
Program times are not convenient	18
Too far from residence	16
Online registration for programs is not offered	15
Facilities are not well maintained	13
Quality of programs is poor	13
Security is insufficient	11
Facilities are too hard to reach, poor access	9
Poor customer service by staff	8
Availability of parking	4
Registration for programs is difficult	4



Question 7: How high of a priority should the Township place on maintaining existing parks and recreation facilities?

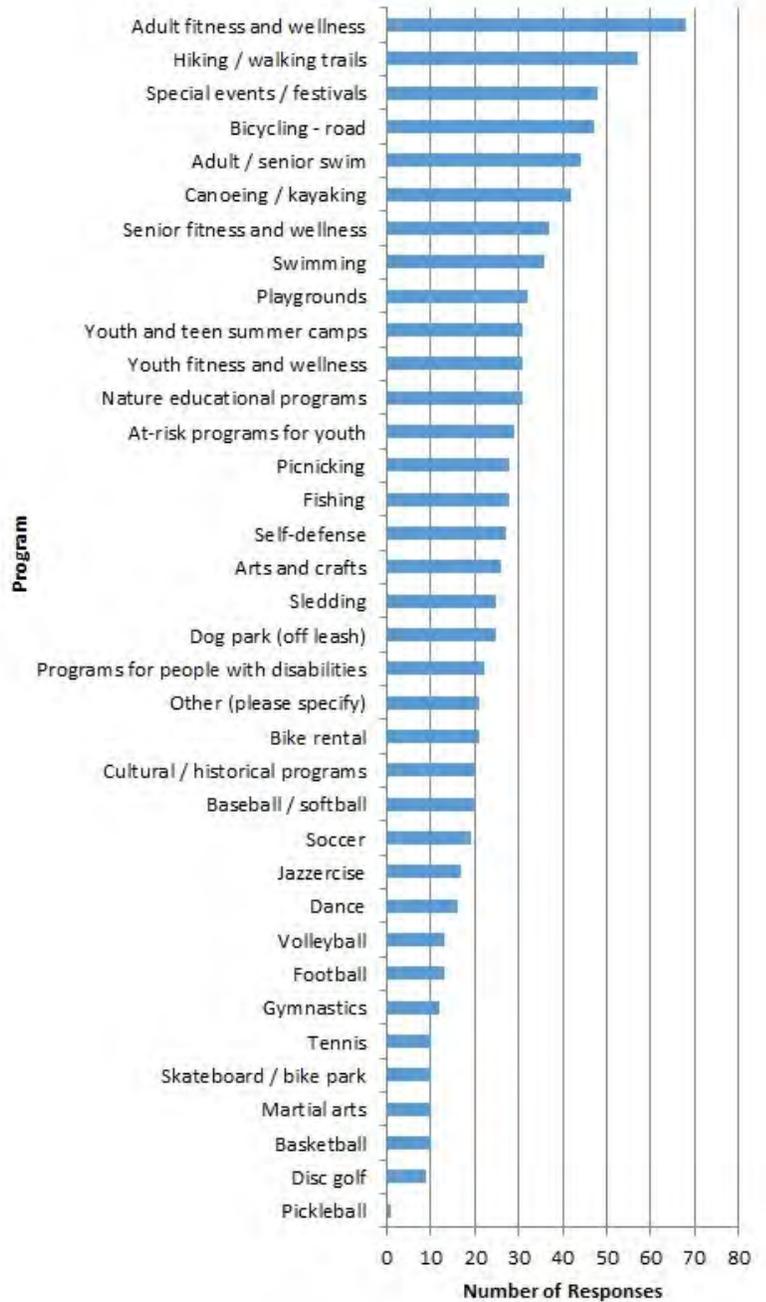
Priority Level	Responses	Percentage
High priority	67	55%
Somewhat high priority	46	38%
Somewhat low priority	6	5%
Low priority	2	2%



Question 8: Please identify which of the following activities, programs, or facilities need NEW or ENHANCED opportunities. Check all that apply.

Activity, Program, or Facility	Responses
Adult fitness and wellness	68
Hiking / walking trails	57
Special events / festivals	48
Bicycling - road	47
Adult / senior swim	44
Canoeing / kayaking	42
Senior fitness and wellness	37
Swimming	36
Playgrounds	32
Nature educational programs	31
Youth fitness and wellness	31
Youth and teen summer camps	31
At-risk programs for youth	29
Fishing	28
Picnicking	28
Self-defense	27
Arts and crafts	26
Dog park (off leash)	25
Sledding	25
Programs for people with disabilities	22
Bike rental	21
Other (please specify)	21
Baseball / softball	20
Cultural / historical programs	20
Soccer	19
Jazzercise	17
Dance	16
Football	13
Volleyball	13
Gymnastics	12
Basketball	10
Martial arts	10
Skateboard / bike park	10
Tennis	10
Disc golf	9
Pickleball	1

Programs Needing New or Enhanced Opportunities



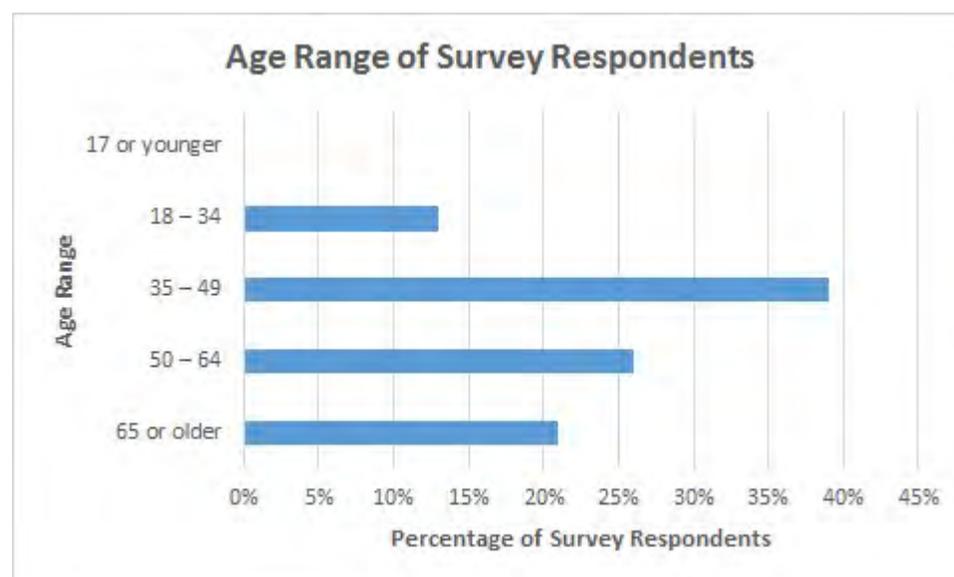
Question 9: If you could introduce one new amenity or program to any park or recreation facility in Van Buren Charter Township, what would it be?

This open-ended question received a total of 66 responses. The most frequent answers given included: biking and walking paths or similar facilities, splash pads or other water recreation facilities, and a community recreation center similar to the Romulus Athletic Center. Some of the other ideas included a dog park, nature center, educational programming, launch area for kayaking or canoeing, and a pool.

Amenity or Program	Responses
Biking and walking paths	12
Splash pads or other water recreation facilities	11
Community recreation center similar to Romulus Athletic Center	8

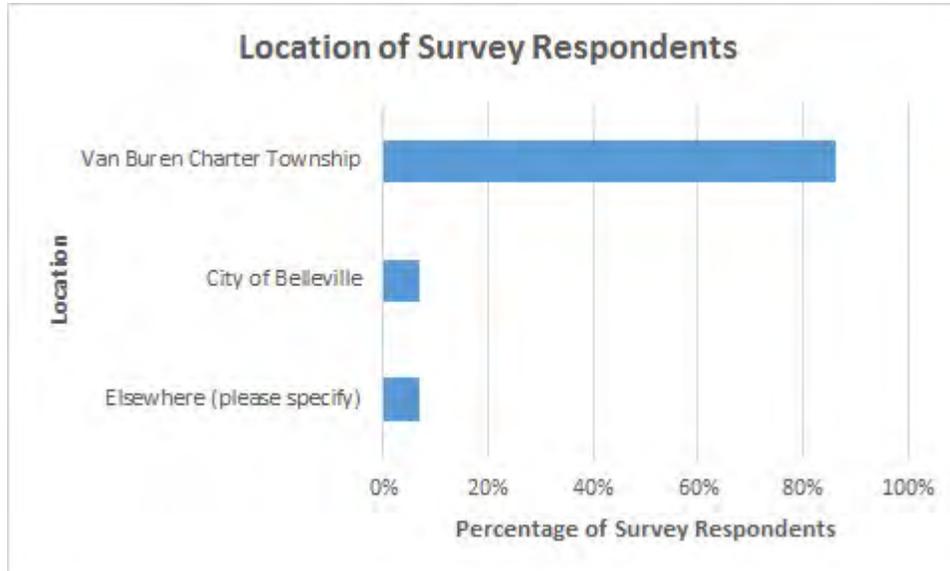
Question 10: What is your age?

Age Range	Responses	Percentage
17 or younger	0	0%
18 – 34	16	13%
35 – 49	48	39%
50 – 64	32	26%
65 or older	26	21%



Question 11: Where do you currently live?

Location	Responses	Percentage
Van Buren Charter Township	105	86%
City of Belleville	9	7%
Elsewhere (please specify)	8	7%



Question 12: Van Buren Charter Township thanks you for participating in this survey! Please feel free to leave any additional comments for the Parks and Recreation Plan that were not addressed in the above questions.

This was an open-ended question and received 27 answers. Some people used this space to echo ideas reflected in the above questions, while other people expressed more specific concerns related to the parks and recreation programs and facilities. The complete responses to this question are listed below.

Please get rid of the Riggs park mosquito breeding pond.

Bike lanes are all over other cities. It's a great way bring the community to downtown and promote healthy living.

I would volunteer to help in the development of new bike paths and trails. Dave Sucher 734-260-2473

Environmental quality of the lake.

Why couldn't this have been accessed from the twp web site instead of a pay extra survey site???????????????

Restrooms should be available at the same time every day in the parks

Check out this site www.uspbl.com IMO they will need a second park so why not put it next to national rv !

Interested in hall rental overlooking the lake. Maybe renovating a lake view house to be like "Van Buren Clubhouse" that would bring in money to the community for rental (receptions, graduation, anniversary etc).

Bathroom maintenance is key for women.

Please add bike lanes and replace Huron river drive from 5 - points to ransonville road

Thank you! Great job!

I think the Senior Center is not a top priority and it should be. Seniors need to stay active to stay healthy, and opportunities are not that great to encourage participation in classes you offer.

I would like to see Township and City get along more and use the existing structures instead of tearing them down for no reason.

I also think that having more on the water would be nice. We have this beautiful lake, with really no good way to see it. There is Johnny's restaurant- but that's the closest that we have to actually having nice dining/banquet facilities on the lake. I got married last year, and was looking for a venue on the lake. I wanted to be held in Belleville so bad, but we just do not have any kind of banquet halls that are nice. No great places to take pictures on the water (that I'm aware of). It just seems like such a waste. However, I think that what you guys do during the summer and over the holidays is so beautiful. I couldn't be happier about our downtown. I have lived in Belleville for 6 years, and I am very proud of it. Before that, I lived in Woodhaven, and I love the fact that we have a downtown area. And you decorate so beautifully. Thank you for making our community great. If we could just add a rec center, and more options of fun things on the lake- I think the city could really make a lot of money.

Very well done plan!

Appendix A

You offer several program for the senior citizens (fitness center, computer room), less for anyone else, and traditionally the Senior Citizens are the ones who vote the taxes down.

We need bike/walking trail on Huron River drive

I'm a mom of 4 and I'm sick of driving to other cities to use the splash pad. We don't have a community pool or anything for the kids to cool off during the summer.

We love Van Buren Park but renting a pavilion is not convenient when your guests have to pay \$7 to enter. We rent pavillions in Ypsilanti for \$80 and guests pay \$3 to enter park.

keep up your good work!

DOG PARK!!!!

Look at the communities across the nation that have developed bike trails and bike lanes. Lower crime, better health for their citizens, attractive to new businesses.

Sidewalks please. Thank you!

Keep up the good work and in 3 months from now I will be a Van Buren Township Resident coming from Oakland county since my friend is a resident.

need sidewalks along Belleville road between Ecorse road and Tyler road

The access to the Haggerty Neighborhood Park is hard to find and not well maintained.

Access road to Van Buren Park (beyond the paved road) needs a little attention. After it rains, there is a huge mud puddle in the middle of the access road.



Appendix B-
Meeting Notices

B



Appendix C -
Adoption Documentation

C



Appendix D -
Funding Sources

General Funding Sources

There are several potential funding sources currently being utilized and many that are available for parks and recreation projects such as parkland improvements and facility upgrades as described below.

Millage

A property tax millage can be used to finance specific parks and recreation projects or to operate recreation facilities. A millage is an effective way to divide costs over time among all of the taxpayers in the Township to provide matching grant funds or finance entire projects. A millage allows more flexibility with how the money is allocated than with a bond. Voter approval is required to put a millage in place.

User Fees

The Township can charge reasonable fees to the users of specific recreation facilities and for enrollment in recreation programs. User fees can provide substantial support for park and recreation facilities and programs. Other Michigan communities have established user fees for the use of swimming pools, tennis courts, lighted athletic fields, and indoor facilities. The Township is in a position to begin considering the implementation of user fees with their new active recreation facilities coming on-line soon.

Recreation Bonds

A number of bond programs can be used to finance construction of parks and recreation facilities. *General Obligation Bonds* are issued for specific community projects and may not be used for other purposes. These bonds are usually paid for with property tax revenues. *Revenue Bonds* are issued for construction of public projects that generate revenue. The bonds are then retired by using income generated by the project.

Conservation Easements

A conservation easement is a method of preserving open space that is guaranteed through formal documentation. This technique can also be used to preserve open space if it is not feasible or practical for the Township to acquire the land. Rather than obtaining fee simple, or complete ownership, an organization or community can purchase or acquire by gift an easement to the property.

Public-Private or Public-Public Partnerships

Reduced funding for the public and private sector has created a need for various partnerships between public and private entities as well as between two or more public entities to accommodate specialized large-scale recreation demands. The Township should seek partnerships where available and beneficial.

Donations

Businesses, corporations, private clubs, community organizations, and individuals will often contribute to recreation and other improvement programs to benefit communities in which they are located. Private sector contributions may be in the form of monetary contributions, the donation of land, the provision of volunteer services, or the contribution of equipment or facilities.

Foundations

A foundation is a special non-profit legal entity that is established as a mechanism through which land, cash, and securities can be donated for the benefit of parks and recreation services. The assets are disbursed by the foundation board of directors according to a predetermined plan.

Specific Funding Programs

Michigan Natural Resources Trust Fund (MNRTF)

MNRTF provides funding assistance for the purchase and development of land for public outdoor recreation and natural resource protection. This fund is directed at creating and improving outdoor recreational opportunities and providing protection to valuable natural resources. The available development grants are between \$15,000 and \$500,000 and there is no limit on the amount for acquisition projects because they depend upon the value of the property. A local minimum match of 25% is required for all projects. Applications must be postmarked by April 1st for both acquisition and development projects and August 1st for acquisition projects only.

Each year the MDNR encourages communities to submit projects matching the priority project areas for that year. The MDNR priorities for 2016 are the following:

- Great Lakes Shoreline Access Initiative
- Michigan's Iron Belle Trail
- Water Trails

Land and Water Conservation Fund (LWCF). The LWCF provides funding assistance for communities to acquire and develop land for public outdoor recreation. This fund is directed at community recreation and trail improvements that preserve natural resources. A local match of 50% required for all projects, the minimum request amount is \$30,000, and the maximum is \$75,000. Projects are evaluated based on project need, applicant history, site and project quality, and alignment with the state's recreation plan (2013-2017 Michigan Statewide Comprehensive Outdoor Recreation Plan). The fourth criterion is determined to be primarily trails, community outdoor recreation, green technology in outdoor recreation, universal access, and coordination and cooperation among recreation providers. The MDNR provides recommendations to the National Park Service (NPS) on which applications to fund, and the NPS grants the final approval. Applications are due March 1st for grants.

Transportation Enhancement (TE) Program. The TE program was originally established with the passage of the Intermodal Surface Transportation Efficiency Act (ISTEA) in 1991, the reauthorization of the TEA-21 program in 1998, and finally the authorization of SAFETEA-LU in 2005 authorizing highway safety, transit and other surface transportation programs, including regional pathways and trailway systems. The TE program is a 10 percent set-aside of Surface Transportation Program (STP) funds that are administered by the MDOT Office of Economic Development. Eligible activities include those related to non-motorized transportation, transportation aesthetics, historic preservation, and water quality and wildlife. TE funding requires matching funds of at least 20% of the project cost and must be related to surface transportation.

Urban and Community Forestry Program – Community Forestry Grants. This program provides funds for projects that address the urban forestry needs of municipal governments, schools, nonprofit organizations, and volunteer groups throughout Michigan. These projects may include tree inventories, management plans, tree planting educational workshops and trailing materials, and other maintenance activities. Projects that develop or enhance urban and community forestry resources, such as management and planning, education and training, tree planting, and library resources, are looked upon highly. Applications are due each summer with maximum grant requests of \$20,000.

Acknowledgments



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Facsimile: (248) 596-0930
www.mcka.com

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Sabah Aboody-Keer.....GIS Mapping
Carrie Leitner.....Graphic Design / Document Design
Kacy Smith.....Administrative Support

Charter Township of Van Buren

REQUEST FOR BOARD ACTION

Agenda Item: _____

WORK STUDY MEETING: 11/14/16

BOARD MEETING DATE: 11/15/16

Consent Agenda _____ **New Business X** Unfinished Business _____ Public Hearing _____

ITEM (SUBJECT)	Application Telecommunications Right-of Way Permit
DEPARTMENT	Developmental Services
PRESENTER	Matthew R. Best
PHONE NUMBER	734-699-8913
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)	

Agenda topic

ACTION REQUESTED	
Approve the telecommunication right-of-way permit application for KEPS Technologies Inc, dba ACD.net.	
BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)	
<p>In 2002, the State of Michigan adopted the METRO Act, which requires municipalities to conform to state-standardized regulations regarding the processing of telecommunications permits. The METRO Act requires telecommunications providers to submit a permit application to each municipality in which the provider has facilities in the public right-of-way.</p> <p>The Charter Township of Van Buren received a telecommunications permit application from KEPS Technologies Inc, dba ACD.net. on 10/06/16 for access to and ongoing use of public right-of-way to build and maintain a fiber optic telecommunications network (no company name was disclosed) and potentially for subsequent communications companies.</p> <p>The network route map shows the proposed locations of the network. The applicant intends to use existing utility poles and underground conduit to install network facilities. The applicant is seeking a term of 15 years, with 3 subsequent renewal terms of 5 years each. Construction of the network is proposed to take place no later than 11/21/16 and will take three months to complete.</p> <p>Pursuant to the METRO Act, the permit application must be acted upon within 45 days from the date of filing.</p>	
BUDGET IMPLICATION	Township should see an increase in the annual payment made by the State to Van Buren Township for telecommunication fees revenues.
IMPLEMENTATION NEXT STEP	Supervisor, or their designee sign the METRO Act permit
DEPARTMENT RECOMMENDATION	Approval
COMMITTEE/COMMISSION RECOMMENDATION	N/A
ATTORNEY RECOMMENDATION	
(May be subject to Attorney/Client Privilege and not available under FOIA)	
ADDITIONAL REMARKS	
APPROVAL OF SUPERVISOR	

**METRO Act Permit Application Form
Revised February 2, 2015**

**Van Buren Charter Township
Name of Local Unit of Government**

**APPLICATION FOR
ACCESS TO AND ONGOING USE OF PUBLIC WAYS BY
TELECOMMUNICATIONS PROVIDERS
UNDER
METROPOLITAN EXTENSION TELECOMMUNICATIONS
RIGHTS-OF-WAY OVERSIGHT ACT
2002 PA 48
MCL SECTIONS 484.3101 TO 484.3120**

BY

**KEPS Technologies Inc. dba ACD.net and ACD Telecom, Inc.
("APPLICANT")**

Unfamiliar with METRO Act?--Assistance: Municipalities unfamiliar with Michigan Metropolitan Extension Telecommunications Rights-of-Way Oversight Act ("METRO Act") permits for telecommunications providers should seek assistance, such as by contacting the Telecommunications Division of the Michigan Public Service Commission at 517-284-8190 or via its web site at http://www.michigan.gov/mpsc/0,4639,7-159-16372_22707---,00.html.

45 Days to Act—Fines for Failure to Act: The METRO Act states that "A municipality shall approve or deny access under this section within 45 days from the date a provider files an application for a permit for access to a public right-of-way." MCL 484.3115(3). The Michigan Public Service Commission can impose fines of up to \$40,000 per day for violations of the METRO Act. It has imposed fines under the Michigan Telecommunications Act where it found providers or municipalities violated the statute.

Where to File: Applicants should file copies as follows [municipalities should adapt as appropriate—unless otherwise specified service should be as follows]:

-- Three (3) copies (one of which shall be marked and designated as the master copy) with the Clerk at 46425 Tyler Rd., Van Buren Twp., MI. 48111

Van Buren Charter Twp.
Name of local unit of government

**APPLICATION FOR
ACCESS TO AND ONGOING USE OF PUBLIC WAYS BY
TELECOMMUNICATIONS PROVIDERS**

By
KEPS Technologies Inc, dba ACD.net
("APPLICANT")

This is an application pursuant to Sections 5 and 6 of the Metropolitan Extension Telecommunications Rights-of-Way Oversight Act, 2002 PA 48 (the "METRO Act") for access to and ongoing usage of the public right-of-way, including public roadways, highways, streets, alleys, easements, and waterways ("Public Ways") in the Municipality for a telecommunications system. The METRO Act states that "A municipality shall approve or deny access under this section within 45 days from the date a provider files an application for a permit for access to a public right-of-way." MCL 484.3115(3).

This application must be accompanied by a one-time application fee of \$500, unless the applicant is exempt from this requirement under Section 5(3) of the METRO Act, MCL 484.3105(3).

1 GENERAL INFORMATION:

1.1 Date: 10/3/16

1.2 Applicant's legal name: KEPS Technologies Inc, dba ACD.net
Mailing Address: ACD.net
1800 N. Grand River Ave.
Lansing, MI 48906

Telephone Number: 517-999-9999
Fax Number: 517-999-3993
Corporate website: http://www.acd.net

Name and title of Applicant's local manager (and if different) contact person regarding this application:

Gary Gould
Mailing Address: ACD.net
1800 N. Grand River Ave.
Lansing, MI 48906
Telephone Number: 517-999-3203

Fax Number: 517-999-3993
E-mail Address: gould.gary@acd.net

1.3 Type of Entity: (Check one of the following)

- Corporation
- General Partnership
- Limited Partnership
- Limited Liability Company
- Individual
- Other: please describe: _____

1.4 Assumed name for doing business, if any: ACD.net

1.5 Description of Entity: Competitive Local Exchange Carrier

1.5.1 Jurisdiction of incorporation/formation; Michigan

1.5.2 Date of incorporation/formation; 1987

1.5.3 If a subsidiary, name of ultimate parent company;

1.5.4 Chairperson, President/CEO, Secretary and Treasurer (and equivalent officials for non-corporate entities).

CEO, Kevin Schoen

President, Steve Schoen

CFO, David Sunden

1.6 Attach copies of Applicant's most recent annual report (with state ID number) filed with the Michigan Department of Licensing and Regulatory Affairs and certificate of good standing with the State of Michigan. For entities in existence for less than one year and for non-corporate entities, provide equivalent information. See Exhibit A.

1.7 Is Applicant aware of any present or potential conflicts of interest between Applicant and Municipality? If yes, describe: No

1.8 In the past three (3) years, has Applicant had a permit to install telecommunications facilities in the public right of way revoked by any Michigan municipality?

Circle: Yes No

If "yes," please describe the circumstances.

1.9 In the past three (3) years, has an adverse finding been made or an adverse final action been taken by any Michigan court or administrative body against Applicant under any law or regulation related to the following:

1.9.1 A felony; No

1.9.2 A revocation or suspension of any authorization (including cable franchises) to provide telecommunications or video programming services?

Circle: Yes

No

If "yes," please attach a full description of the parties and matters involved, including an identification of the court or administrative body and any proceedings (by dates and file numbers, if applicable), and the disposition of such proceedings.

1.10 [If Applicant has been granted and currently holds a license to provide basic local exchange service, no financial information needs to be supplied.] If publicly held, provide Applicant's most recent financial statements. If financial statements of a parent company of Applicant (or other affiliate of Applicant) are provided in lieu of those of Applicant, please explain.

1.10.1 If privately held, and if Municipality requests the information within 10 days of the date of this Application, the Applicant and the Municipality should make arrangements for the Municipality to review the financial statements.

If no financial statements are provided, please explain and provide particulars.

2 DESCRIPTION OF PROJECT:

2.1 Provide a copy of authorizations, if applicable, Applicant holds to provide telecommunications services in Municipality. If no authorizations are applicable, please explain.

A copy of the "Basic Local Exchange Service License" is attached labeled as Exhibit B.

2.2 Describe in plain English how Municipality should describe to the public the telecommunications services to be provided by Applicant and the telecommunications facilities to be installed by Applicant in the Public Ways.

We propose to build a fiber optic line that would connect our end users to a high speed telecommunications network. The fiber optic line will be constructed both aerial and underground. The aerial portion will utilize existing DTE Energy poles. The underground portion will be placed, via directional boring, within the road right-of-way.

2.3 Attach route maps showing the location (including whether overhead or underground) of Applicant's existing and proposed facilities in the public right-of-way. To the extent known, please identify the side of the street on which the facilities will be located. (If construction approval is sought at this time, provide engineering drawings, if available, showing location and depth, if applicable, of facilities to be installed in the public right-of-way).

Route maps are attached as Exhibit C.

2.4 Please provide an anticipated or actual construction schedule.

We would like to start this project no later than 11/21/16. Final determination will be dependent on permit issuance and weather. Construction will take about 3 months.

2.5 Please list all organizations and entities which will have any ownership interest in the facilities proposed to be installed in the Public Ways.

KEPS Technologies, Inc. is the sole owner of any equipment or fiber that we install to connect to the network.

2.6 Who will be responsible for maintaining the facilities Applicant places in the Public Ways and how are they to be promptly contacted? If Applicant's facilities are to be installed on or in existing facilities in the Public Ways of existing public utilities or incumbent telecommunications providers, describe the facilities to be used, and provide verification of their consent to such usage by Applicant.

KEPS Technologies, Inc. or their appointee's will perform any maintenance needed.

3 TELECOMMUNICATION PROVIDER ADMINISTRATIVE MATTERS:

Please provide the following or attach an appropriate exhibit.

3.1 Address of Applicant's nearest local office;
1800 N. Grand River Ave., Lansing, MI 48906

3.2 Location of all records and engineering drawings, if not at local office;
1800 N. Grand River Ave., Lansing, MI 48906

3.3 Names, titles, addresses, e-mail addresses and telephone numbers of contact person(s) for Applicant's engineer or engineers and their responsibilities for the telecommunications system; Phil Brown, OSP Engineer, brown.phil@acd.net
1800 N. Grand river Ave., Lansing, MI 48906 517-999-3213
Quality control of Outside Plant Engineering and Engineered drawings.

3.4 Provide evidence of self-insurance or a certificate of insurance showing Applicant's insurance coverage, carrier and limits of liability for the following:

See Exhibit D

3.4.1 Worker's compensation;

3.4.2 Commercial general liability, including at least:

3.4.2.1 Combined overall limits;

3.4.2.2 Combined single limit for each occurrence of bodily injury;

3.4.2.3 Personal injury;

3.4.2.4 Property damage;

3.4.2.5 Blanket contractual liability for written contracts, products, and completed operations;

3.4.2.6 Independent contractor liability;

3.4.2.7 For any non-aerial installations, coverage for property damage from perils of explosives, collapse, or damage to underground utilities (known as XCU coverage);

3.4.2.8 Environmental contamination;

3.4.3 Automobile liability covering all owned, hired, and non-owned vehicles used by Applicant, its employee, or agents.

3.5 Names of all anticipated contractors and subcontractors involved in the construction, maintenance and operation of Applicant's facilities in the Public Ways.

BRE Communications Inc., 9329 N. Cut Rd, Roscommon, MI 48653

Double K Underground, 9219 Holland Rd, Six Lakes, MI 48886

Ken Davidson Enterprises, 3195 Christy Way, Suite B, Saginaw, MI 48603

R.C. Directional Boring, 2000 Country Farm Rd, Howell, MI 48843

Utility Contracting Co., 1001 12 Mile Rd, Sparta, MI 49345

4 CERTIFICATION:

All the statements made in the application and attached exhibits are true and correct to the best of my knowledge and belief.

KEPS Technologies Inc.
DbA ACD.net ("APPLICANT")

10/3/16
Date

By:  CPA

Type or Print Name: David Sunden

CFO
Title

S:\metroapplicationform.doc



KEPS Technologies, Inc. DBA ACD.net and ACD Telecom, Inc.
1800 N Grand River Ave.
Lansing, Michigan, 48906

9/23/2016

Hello,

ACD.net requests permission to place fiber optic cable within the road right-of-way.

Route is as follows:

Aerial Route:

ACD.net proposes to place supporting strand, fiber optic cable and associated hardware on existing DTE Energy poles located within the road right-of-way.

West side of Belleville Rd. from northeast corner of 10780 Belleville Rd., south to northwest corner of Belleville Rd. and N. Interstate 94 Service Dr.

North side of N. Interstate 94 Service Dr., from northwest corner of Belleville Rd. and N. Interstate 94 Service Dr., east to northeast corner of N. Interstate 94 Service Dr. and Morton Taylor Rd.

Underground Route:

ACD.net proposes to directional bore for the placement of 1-1/4" conduit containing one fiber optic cable within the road right-of-way. Minimum depth of bore will be 48", 72" under road.

From existing DTE Energy pole located on the northeast corner of 10760 Belleville Rd., north 90' to a proposed ACD owned hand hole then west, exiting road right-of-way, to 10562 Belleville Rd.

From existing DTE Energy pole located on the northeast corner of N. Interstate 94 Service Dr. and Morton Taylor Rd., north 322' then west, crossing under Morton Taylor Rd. and exiting road right-of-way, to 43444 N. Interstate 94 Service Dr. Additionally, ACD.net proposes to place one handhole on the northeast corner of N. Interstate 94 Service Dr. and Morton Taylor Rd.

If you should have any question, feel free to contact me anytime.

Respectfully,

A handwritten signature in black ink, appearing to read "Gary Gould". The signature is stylized and cursive.

Gary Gould

OSP Permit Engineer

KEPS Technologies, Inc. DBA ACD.net and ACD Telecom, Inc.
517-999-3203.

gould.gary@acd.net

METRO Act Permit
Bilateral Form
Revised 12/06/02

RIGHT-OF-WAY
TELECOMMUNICATIONS PERMIT

TERMS AND CONDITIONS

1 Definitions

Company shall mean KEPS Technologies Inc. dba ACD.net organized under the laws of the State of Michigan whose address is 1800 N. Grand River Ave., Lansing, MI. 48906

1.1 Effective Date shall mean the date set forth in Part 13.

1.2 Manager shall mean Municipality's Supervisor Linda Combs her designee.

1.3 METRO Act shall mean the Metropolitan Extension Telecommunications Rights-of-Way Oversight Act, Act No. 48 of the Public Acts of 2002, as amended.

1.4 Municipality shall mean Van Buren Township a Michigan municipal corporation.

1.5 Permit shall mean this document.

1.6 Public Right-of-Way shall mean the area on, below, or above a public roadway, highway, street, alley, easement, or waterway, to the extent Municipality has the ability to grant the rights set forth herein. Public right-of-way does not include a federal, state, or private right-of-way.

1.7 Telecommunication Facilities or Facilities shall mean the Company's equipment or personal property, such as copper and fiber cables, lines, wires, switches, conduits, pipes, and sheaths, which are used to or can generate, receive, transmit, carry, amplify, or provide telecommunication services or signals. Telecommunication Facilities or Facilities do not include antennas, supporting structures for antennas, equipment shelters or houses, and any ancillary equipment and miscellaneous hardware used to provide federally licensed commercial mobile service as defined in Section 332(d) of Part I of Title III of the Communications Act of 1934, Chapter 652, 48 Stat. 1064, 47 U.S.C. 332 and further defined as commercial mobile radio service in 47 CFR 20.3, and service provided by any wireless, 2-way communications device.

1.8 Term shall have the meaning set forth in Part 7.

2 Grant

- 2.1 Municipality hereby grants a permit under the METRO Act to Company for access to and ongoing use of the Public Right-of-Way to construct, install and maintain Telecommunication Facilities in those portions of the Public Right-of-Way identified on Exhibit A on the terms set forth herein.
- 2.1.1 Exhibit A may be modified by written request by Company and approval by Manager.
- 2.1.2 Manager shall not unreasonably condition or deny any request for a modification of Exhibit A. Any decision of Manager on a request for a modification may be appealed by Company to Municipality's legislative body.
- 2.2 Overlapping. Company shall not allow the wires or any other facilities of a third party to be overlapped to the Telecommunication Facilities without Municipality's prior written consent. Municipality's right to withhold written consent is subject to the authority of the Michigan Public Service Commission under Section 361 of the Michigan Telecommunications Act, MCL § 484.2361.
- 2.3 Nonexclusive. The rights granted by this Permit are nonexclusive. Municipality reserves the right to approve, at any time, additional permits for access to and ongoing usage of the Public Right-of-Way by telecommunications providers and to enter into agreements for use of the Public Right-of-Way with and grant franchises for use of the Public Right-of-Way to telecommunications providers, cable companies, utilities and other providers.

3 Contacts, Maps and Plans

- 3.1 Company Contacts. The names, addresses and the like for engineering and construction related information for Company and its Telecommunication Facilities are as follows:
- 3.1.1 The address, e-mail address, phone number and contact person (title or name) at Company's local office (in or near Municipality) is Phil Brown, 1800 N. Grand River Avenue, Lansing, Michigan 48906. Phone: (517)999-3213 Fax:(517)999-3993 Email: brown.phil@acd.net.
- 3.1.2 If Company's engineering drawings, as-built plans and related records for the Telecommunication Facilities will not be located at the preceding local office, the location address, phone number and contact person (title or department) for them is Phil Brown, 1800 N. Grand River Avenue, Lansing, Michigan 48906. Phone: (517)999-3213 Fax: (517)999-3993 Email: brown.phil@acd.net.

3.1.3 The name, title, address, e-mail address and telephone numbers of Company's engineering contact person(s) with responsibility for the design, plans and construction of the Telecommunication Facilities is Steve Schoen, 1800 N. Grand River Avenue, Lansing, Michigan 48906. Phone: (517)449-2456 Fax: (517)999-3993 Email: schoen.steve@acd.net.

3.1.4 The address, phone number and contact person (title or department) at Company's home office/regional office with responsibility for engineering and construction related aspects of the Telecommunication Facilities is Steve Schoen, 1800 N. Grand River Avenue, Lansing, Michigan 48906. Phone: (517)449-2456 Fax: (517)999-3993 Email: schoen.steve@acd.net.

3.1.5 Company shall at all times provide Manager with the phone number at which a live representative of Company (not voice mail) can be reached 24 hours a day, seven (7) days a week, in the event of a public emergency is (517)999-9999 (option #1).

3.1.6 The preceding information is accurate as of the Effective Date. Company shall notify Municipality in writing as set forth in Part 12 of any changes in the preceding information.

3.2 Route Maps. Within ninety (90) days after the substantial completion of construction of new Facilities in a Municipality, a provider shall submit route maps showing the location of the Telecommunication Facilities to both the Michigan Public Service Commission and to the Municipality, as required under Section 6(7) of the METRO Act, MCLA 484.3106(7).

3.3 As-Built Records. Company, without expense to Municipality, shall, upon forty-eight (48) hours notice, give Municipality access to all "as-built" maps, records, plans and specifications showing the Telecommunication Facilities or portions thereof in the Public Right-of-Way. Upon request by Municipality, Company shall inform Municipality as soon as reasonably possible of any changes from previously supplied maps, records, or plans and shall mark up maps provided by Municipality so as to show the location of the Telecommunication Facilities.

4 Use of Public Right-of-Way

4.1 No Burden on Public Right-of-Way. Company, its contractors, subcontractors, and the Telecommunication Facilities shall not unduly burden or interfere with the present or future use of any of the Public Right-of-Way. Company's aerial cables and wires shall be suspended so as to not endanger or injure persons or property in or about the Public Right-of-Way. If Municipality reasonably determines that any portion of the Telecommunication Facilities constitutes an undue burden or interference, due to changed circumstances, Company, at its sole expense, shall modify the Telecommunication Facilities or take such other actions

as Municipality may determine is in the public interest to remove or alleviate the burden, and Company shall do so within a reasonable time period. Municipality shall attempt to require all occupants of a pole or conduit whose facilities are a burden to remove or alleviate the burden concurrently.

- 4.2 No Priority. This Permit does not establish any priority of use of the Public Right-of-Way by Company over any present or future permittees or parties having agreements with Municipality or franchises for such use. In the event of any dispute as to the priority of use of the Public Right-of-Way, the first priority shall be to the public generally, the second priority to Municipality, the third priority to the State of Michigan and its political subdivisions in the performance of their various functions, and thereafter as between other permit, agreement or franchise holders, as determined by Municipality in the exercise of its powers, including the police power and other powers reserved to and conferred on it by the State of Michigan.
- 4.3 Restoration of Property. Company, its contractors and subcontractors shall immediately (subject to seasonal work restrictions) restore, at Company's sole expense, in a manner approved by Municipality, any portion of the Public Right-of-Way that is in any way disturbed, damaged, or injured by the construction, installation, operation, maintenance or removal of the Telecommunication Facilities to a reasonably equivalent (or, at Company's option, better) condition as that which existed prior to the disturbance. In the event that Company, its contractors or subcontractors fail to make such repair within a reasonable time, Municipality may make the repair and Company shall pay the costs Municipality incurred for such repair.
- 4.4 Marking. Company shall mark the Telecommunication Facilities as follows: Aerial portions of the Telecommunication Facilities shall be marked with a marker on Company's lines on alternate poles which shall state Company's name and provide a toll-free number to call for assistance. Direct buried underground portions of the Telecommunication Facilities shall have (1) a conducting wire placed in the ground at least several inches above Company's cable (if such cable is nonconductive); (2) at least several inches above that, a continuous colored tape with a statement to the effect that there is buried cable beneath; and (3) stakes or other appropriate above ground markers with Company's name and a toll-free number indicating that there is buried telephone cable below. Bored underground portions of the Telecommunication Facilities shall have a conducting wire at the same depth as the cable and shall not be required to provide the continuous colored tape. Portions of the Telecommunication Facilities located in conduit, including conduit of others used by Company, shall be marked at its entrance into and exit from each manhole and handhole with Company's name and a toll-free telephone number.

- 4.5 Tree Trimming. Company may trim trees upon and overhanging the Public Right-of-Way so as to prevent the branches of such trees from coming into contact with the Telecommunication Facilities, consistent with any standards adopted by Municipality. Company shall dispose of all trimmed materials. Company shall minimize the trimming of trees to that essential to maintain the integrity of the Telecommunication Facilities. Except in emergencies, all trimming of trees in the Public Right-of-Way shall have the advance approval of Manager.
- 4.6 Installation and Maintenance. The construction and installation of the Telecommunication Facilities shall be performed pursuant to plans approved by Municipality. The open cut of any Public Right-of-Way shall be coordinated with the Manager or his designee. Company shall install and maintain the Telecommunication Facilities in a reasonably safe condition. If the existing poles in the Public Right-of-Way are overburdened or unavailable for Company's use, or the facilities of all users of the poles are required to go underground then Company shall, at its expense, place such portion of its Telecommunication Facilities underground, unless Municipality approves an alternate location. Company may perform maintenance on the Telecommunication Facilities without prior approval of Municipality, provided that Company shall obtain any and all permits required by Municipality in the event that any maintenance will disturb or block vehicular traffic or are otherwise required by Municipality.
- 4.7 Pavement Cut Coordination. Company shall coordinate its construction and all other work in the Public Right-of-Way with Municipality's program for street construction and rebuilding (collectively "Street Construction") and its program for street repaving and resurfacing (except seal coating and patching) (collectively, "Street Resurfacing").
- 4.7.1 The goals of such coordination shall be to encourage Company to conduct all work in the Public Right-of-Way in conjunction with or immediately prior to any Street Construction or Street Resurfacing planned by Municipality.
- 4.8 Compliance with Laws. Company shall comply with all laws, statutes, ordinances, rules and regulations regarding the construction, installation, and maintenance of its Telecommunication Facilities, whether federal, state or local, now in force or which hereafter may be promulgated. Before any installation is commenced, Company shall secure all necessary permits, licenses and approvals from Municipality or other governmental entity as may be required by law, including, without limitation, all utility line permits and highway permits. Municipality shall not unreasonably delay or deny issuance of any such permits, licenses or approvals. Company shall comply in all respects with applicable codes and industry standards, including but not limited to the National Electrical Safety Code (latest edition adopted by Michigan Public Service Commission) and

the National Electric Code (latest edition). Company shall comply with all zoning and land use ordinances and historic preservation ordinances as may exist or may hereafter be amended. This section does not constitute a waiver of Company's right to challenge laws, statutes, ordinances, rules or regulations now in force or established in the future.

- 4.9 Street Vacation. If Municipality vacates or consents to the vacation of Public Right-of-Way within its jurisdiction, and such vacation necessitates the removal and relocation of Company's Facilities in the vacated Public Right-of-Way, Company shall, as a condition of this Permit, consent to the vacation and remove its Facilities at its sole cost and expense when ordered to do so by Municipality or a court of competent jurisdiction. Company shall relocate its Facilities to such alternate route as Municipality and Company mutually agree, applying reasonable engineering standards.
- 4.10 Relocation. If Municipality requests Company to relocate, protect, support, disconnect, or remove its Facilities because of street or utility work, or other public projects, Company shall relocate, protect, support, disconnect, or remove its Facilities, at its sole cost and expense, including where necessary to such alternate route as Municipality and Company mutually agree, applying reasonable engineering standards. The work shall be completed within a reasonable time period.
- 4.11 Public Emergency. Municipality shall have the right to sever, disrupt, dig-up or otherwise destroy Facilities of Company if such action is necessary because of a public emergency. If reasonable to do so under the circumstances, Municipality shall attempt to provide notice to Company. Public emergency shall be any condition which poses an immediate threat to life, health, or property caused by any natural or man-made disaster, including, but not limited to, storms, floods, fire, accidents, explosions, water main breaks, hazardous material spills, etc. Company shall be responsible for repair at its sole cost and expense of any of its Facilities damaged pursuant to any such action taken by Municipality.
- 4.12 Miss Dig. If eligible to join, Company shall subscribe to and be a member of "MISS DIG," the association of utilities formed pursuant to Act 53 of the Public Acts of 1974, as amended, MCL § 460.701 et seq., and shall conduct its business in conformance with the statutory provisions and regulations promulgated thereunder.
- 4.13 Underground Relocation. If Company has its Facilities on poles of Consumers Energy, Detroit Edison or another electric or telecommunications provider and Consumers Energy, Detroit Edison or such other electric or telecommunications provider relocates its system underground, then Company shall relocate its Facilities underground in the same location at Company's sole cost and expense.

4.14 Identification. All personnel of Company and its contractors or subcontractors who have as part of their normal duties contact with the general public shall wear on their clothing a clearly visible identification card bearing Company's name, their name and photograph. Company shall account for all identification cards at all times. Every service vehicle of Company and its contractors or subcontractors shall be clearly identified as such to the public, such as by a magnetic sign with Company's name and telephone number.

5 Indemnification

5.1 Indemnity. Company shall defend, indemnify, protect, and hold harmless Municipality, its officers, agents, employees, elected and appointed officials, departments, boards, and commissions from any and all claims, losses, liabilities, causes of action, demands, judgments, decrees, proceedings, and expenses of any nature (collectively "claim" for this Part 5) (including, without limitation, attorneys' fees) arising out of or resulting from the acts or omissions of Company, its officers, agents, employees, contractors, successors, or assigns, but only to the extent such acts or omissions are related to the Company's use of or installation of facilities in the Public Right-of-Way and only to the extent of the fault or responsibility of Company, its officers, agents, employees, contractors, successors and assigns.

5.2 Notice, Cooperation. Municipality shall notify Company promptly in writing of any such claim and the method and means proposed by Municipality for defending or satisfying such claim. Municipality shall cooperate with Company in every reasonable way to facilitate the defense of any such claim. Municipality shall consult with Company respecting the defense and satisfaction of such claim, including the selection and direction of legal counsel.

5.3 Settlement. Municipality shall not settle any claim subject to indemnification under this Part 5 without the advance written consent of Company, which consent shall not be unreasonably withheld. Company shall have the right to defend or settle, at its own expense, any claim against Municipality for which Company is responsible hereunder.

6 Insurance

6.1 Coverage Required. Prior to beginning any construction in or installation of the Telecommunication Facilities in the Public Right-of-Way, Company shall obtain insurance as set forth below and file certificates evidencing same with Municipality. Such insurance shall be maintained in full force and effect until the end of the Term. In the alternative, Company may satisfy this requirement through a program of self-insurance, acceptable to Municipality, by providing reasonable evidence of its financial resources to Municipality. Municipality's acceptance of such self-insurance shall not be unreasonably withheld.

- 6.1.1 Commercial general liability insurance, including Completed Operations Liability, Independent Contractors Liability, Contractual Liability coverage, railroad protective coverage and coverage for property damage from perils of explosion, collapse or damage to underground utilities, commonly known as XCU coverage, in an amount not less than Five Million Dollars (\$5,000,000).
 - 6.1.2 Liability insurance for sudden and accidental environmental contamination with minimum limits of Five Hundred Thousand Dollars (\$500,000) and providing coverage for claims discovered within three (3) years after the term of the policy.
 - 6.1.3 Automobile liability insurance in an amount not less than One Million Dollars (\$1,000,000).
 - 6.1.4 Workers' compensation and employer's liability insurance with statutory limits, and any applicable Federal insurance of a similar nature.
 - 6.1.5 The coverage amounts set forth above may be met by a combination of underlying (primary) and umbrella policies so long as in combination the limits equal or exceed those stated. If more than one insurance policy is purchased to provide the coverage amounts set forth above, then all policies providing coverage limits excess to the primary policy shall provide drop down coverage to the first dollar of coverage and other contractual obligations of the primary policy, should the primary policy carrier not be able to perform any of its contractual obligations or not be collectible for any of its coverages for any reason during the Term, or (when longer) for as long as coverage could have been available pursuant to the terms and conditions of the primary policy.
- 6.2 Additional Insured. Municipality shall be named as an additional insured on all policies (other than worker's compensation and employer's liability). All insurance policies shall provide that they shall not be canceled, modified or not renewed unless the insurance carrier provides thirty (30) days prior written notice to Municipality. Company shall annually provide Municipality with a certificate of insurance evidencing such coverage. All insurance policies (other than environmental contamination, workers' compensation and employer's liability insurance) shall be written on an occurrence basis and not on a claims made basis.
- 6.3 Qualified Insurers. All insurance shall be issued by insurance carriers licensed to do business by the State of Michigan or by surplus line carriers on the Michigan Insurance Commission approved list of companies qualified to do business in Michigan. All insurance and surplus line carriers shall be rated A+ or better by A.M. Best Company.

- 6.4 Deductibles. If the insurance policies required by this Part 6 are written with retainages or deductibles in excess of \$50,000, they shall be approved by Manager in advance in writing. Company shall indemnify and save harmless Municipality from and against the payment of any deductible and from the payment of any premium on any insurance policy required to be furnished hereunder.
- 6.5 Contractors. Company's contractors and subcontractors working in the Public Right-of-Way shall carry in full force and effect commercial general liability, environmental contamination liability, automobile liability and workers' compensation and employer liability insurance which complies with all terms of this Part 6. In the alternative, Company, at its expense, may provide such coverages for any or all its contractors or subcontractors (such as by adding them to Company's policies).
- 6.6 Insurance Primary. Company's insurance coverage shall be primary insurance with respect to Municipality, its officers, agents, employees, elected and appointed officials, departments, boards, and commissions (collectively "them"). Any insurance or self-insurance maintained by any of them shall be in excess of Company's insurance and shall not contribute to it (where "insurance or self-insurance maintained by any of them" includes any contract or agreement providing any type of indemnification or defense obligation provided to, or for the benefit of them, from any source, and includes any self-insurance program or policy, or self-insured retention or deductible by, for or on behalf of them).

7 Term

- 7.1 Term. The term ("Term") of this Permit shall be until the earlier of:
- 7.1.1 Fifteen years (15) from the Effective Date; provided, however, that following such initial term there shall be three subsequent renewal terms of five (5) years. Each renewal term shall be automatic unless Municipality notifies Company in writing, at least twelve (12) months prior to the end of any term then in effect, that due to changed circumstances a need exists to negotiate the subsequent renewal with Company. Municipality shall not unreasonably deny a renewal term; or
- 7.1.2 When the Telecommunication Facilities have not been used to provide telecommunications services for a period of one hundred and eighty (180) days by the Company or a successor of an assign of the Company; or
- 7.1.3 When Company, at its election and with or without cause, delivers written notice of termination to Municipality at least one-hundred and eighty (180) days prior to the date of such termination; or

7.1.4 Upon either Company or Municipality giving written notice to the other of the occurrence or existence of a default by the other party under Sections 4.8, 6, 8 or 9 of this Permit and such defaulting party failing to cure, or commence good faith efforts to cure, such default within sixty (60) days (or such shorter period of time provided elsewhere in this Permit) after delivery of such notice; or

7.1.5 Unless Manager grants a written extension, one year from the Effective Date if prior thereto Company has not started the construction and installation of the Telecommunication Facilities within the Public Right-of-Way and two years from the Effective Date if by such time construction and installation of the Telecommunication Facilities is not complete.

8 Performance Bond or Letter of Credit

8.1 Municipal Requirement. Municipality may require Company to post a bond (or letter of credit) as provided in Section 15(3) of the METRO Act, as amended [MCL § 484.3115(3)].

9 Fees

9.1 Establishment; Reservation. The METRO Act shall control the establishment of right-of-way fees. The parties reserve their respective rights regarding the nature and amount of any fees which may be charged by Municipality in connection with the Public Right-of-Way.

10 Removal

10.1 Removal; Underground. As soon as practicable after the Term, Company or its successors and assigns shall remove any underground cable or other portions of the Telecommunication Facilities from the Public Right-of-Way which has been installed in such a manner that it can be removed without trenching or other opening of the Public Right-of-Way. Company shall not remove any underground cable or other portions of the Telecommunication Facilities which requires trenching or other opening of the Public Right-of-Way except with the prior written approval of Manager. All removals shall be at Company's sole cost and expense.

10.1.1 For purposes of this Part 10, "cable" means any wire, coaxial cable, fiber optic cable, feed wire or pull wire.

10.2 Removal; Above Ground. As soon as practicable after the Term, Company, or its successor or assigns at its sole cost and expense, shall, unless waived in writing by Manager, remove from the Public Right-of-Way all above ground elements of

its Telecommunication Facilities, including but not limited to poles, pedestal mounted terminal boxes, and lines attached to or suspended from poles.

10.3 Schedule. The schedule and timing of removal shall be subject to approval by Manager. Unless extended by Manager, removal shall be completed not later than twelve (12) months following the Term. Portions of the Telecommunication Facilities in the Public Right-of-Way which are not removed within such time period shall be deemed abandoned and, at the option of Municipality exercised by written notice to Company as set forth in Part 12, title to the portions described in such notice shall vest in Municipality.

11 Assignment. Company may assign or transfer its rights under this Permit, or the persons or entities controlling Company may change, in whole or in part, voluntarily, involuntarily, or by operation of law, including by merger or consolidation, change in the ownership or control of Company's business, or by other means, subject to the following:

11.1 No such transfer or assignment or change in the control of Company shall be effective under this Permit, without Municipality's prior approval (not to be unreasonably withheld), during the time period from the Effective Date until the completion of the construction of the Telecommunication Facilities in those portions of the Public Right-of-Way identified on Exhibit A.

11.2 After the completion of such construction, Company must provide notice to Municipality of such transfer, assignment or change in control no later than thirty (30) days after such occurrence; provided, however,

11.2.1 Any transferee or assignee of this Permit shall be qualified to perform under its terms and conditions and comply with applicable law; shall be subject to the obligations of this Permit, including responsibility for any defaults which occurred prior to the transfer or assignment; shall supply Municipality with the information required under Section 3.1; and shall comply with any updated insurance and performance bond requirements under Sections 6 and 8 respectively, which Municipality reasonably deems necessary, and

11.2.2 In the event of a change in control, it shall not be to an entity lacking the qualifications to assure Company's ability to perform under the terms and conditions of this Permit and comply with applicable law; and Company shall comply with any updated insurance and performance bond requirements under Sections 6 and 8 respectively, which Municipality reasonably deems necessary.

11.3 Company may grant a security interest in this Permit, its rights thereunder or the Telecommunication Facilities at any time without notifying Municipality.

12 Notices

12.1 Notices. All notices under this Permit shall be given as follows:

12.1.1 If to Municipality, to Van Buren Charter Twp., 46425 Tyler Rd., Van Buren Twp., MI. 48111

12.1.2 If to Company, to Kevin Schoen, KEPS Technologies Inc. dba ACD.net, 1800 N. Grand River Avenue, Lansing, Michigan 48906. Phone: (517)999-9999 Fax: (517)999-3993 Email: schoen.kevin@acd.net.

12.2 Change of Address. Company and Municipality may change its address or personnel for the receipt of notices at any time by giving notice thereof to the other as set forth above.

13 Other items

13.1 No Cable, OVS. This Permit does not authorize Company to provide commercial cable type services to the public, such as "cable service" or the services of an "open video system operator" (as such terms are defined in the Federal Communications Act of 1934 and implementing regulations, currently 47 U.S.C. §§ 522 (6), 573 and 47 CFR § 76.1500).

13.2 Duties. Company shall faithfully perform all duties required by this Permit.

13.3 Effective Date. This Permit shall become effective when issued by Municipality and Company has provided any insurance certificates and bonds required in Parts 6 and 8, and signed the acceptance of the Permit.

13.4 Authority. This Permit satisfies the requirement for a permit under Section 5 of the METRO Act [MCL 484.3105].

13.5 Amendment. Except as set forth in Section 2.1 this Permit may be amended by the written agreement of Municipality and Company.

13.6 Interpretation and Severability. The provisions of this Permit shall be liberally construed to protect and preserve the peace, health, safety and welfare of the public, and should any provision or section of this Permit be held unconstitutional, invalid, overbroad or otherwise unenforceable, such determination/holding shall not be construed as affecting the validity of any of the remaining conditions of this Permit. If any provision in this Permit is found to be partially overbroad, unenforceable, or invalid, Company and Municipality may nevertheless enforce such provision to the extent permitted under applicable law.

13.7 Governing Law. This Permit shall be governed by the laws of the State of Michigan.

Van Buren Charter Township

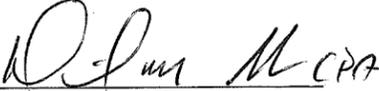
Attest:

By: _____
Clerk

By: _____
Its: _____
Date: _____

"Company accepts the Permit granted by Municipality upon the terms and conditions contained therein."

KEPS Technologies Inc. dba ACD.net

By: 
Its: CFO
Date: 10/3/16

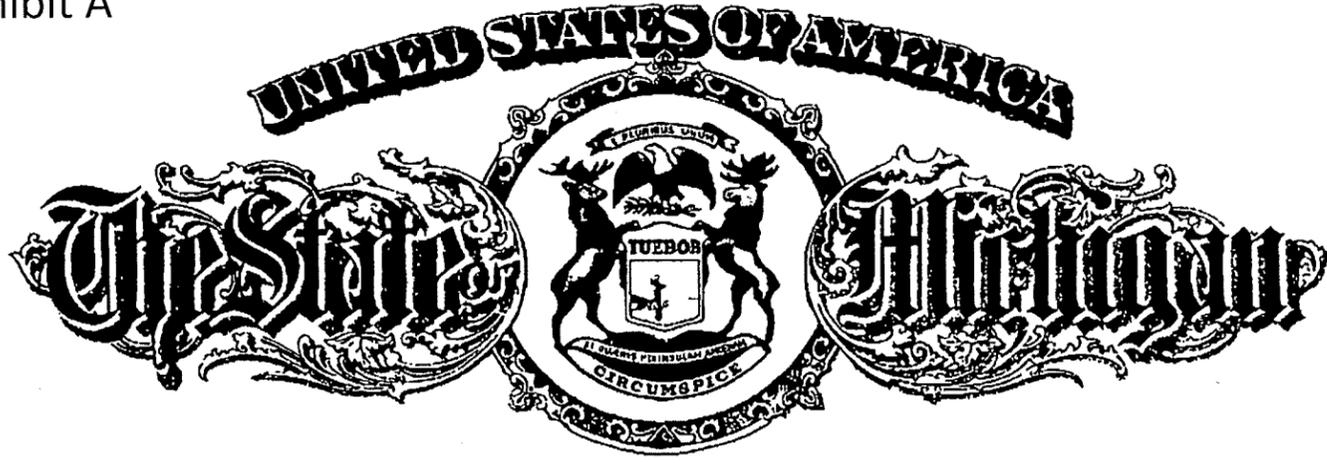
::ODMA\PCDOCS\GRR\759319\6

Exhibit A

Public Right-of-Way to be Used by Telecommunication Facilities

Exhibit B

Bond



Department of Licensing and Regulatory Affairs

Lansing, Michigan

This is to Certify That

KEPS TECHNOLOGIES, INC.

was validly incorporated on February 14, 1991, as a Michigan profit corporation, and said corporation is validly in existence under the laws of this state.

This certificate is issued pursuant to the provisions of 1972 PA 284, as amended, to attest to the fact that the corporation is in good standing in Michigan as of this date and is duly authorized to transact business and for no other purpose.

This certificate is in due form, made by me as the proper officer, and is entitled to have full faith and credit given it in every court and office within the United States.



Sent by Facsimile Transmission
537475

In testimony whereof, I have hereunto set my hand, in the City of Lansing, this 6th day of February, 2014.

Alan J. Schefke, Director
Corporations, Securities & Commercial Licensing Bureau

**DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
CORPORATIONS, SECURITIES & COMMERCIAL LICENSING BUREAU
PROFIT CORPORATION ANNUAL REPORT**

Exhibit A

2016

Identification Number 537475	Corporation Name KEPS TECHNOLOGIES, INC.
Resident agent name and mailing address of the registered office STEVEN E. SCHOEN	
MI	
The address of the registered office 1800 NORTH GRAND RIVER AVE LANSING MI 48906	

Describe the purpose and activities of the corporation during the year covered by this report:
PHONE COMPANY, ISP, CONSTRUCTION OF TELECOMMUNICATION FIBER OPTIC LINES

Officer/Director Information		
NAME	TITLE	BUSINESS OR RESIDENCE ADDRESS
KEVIN SCHOEN	PRESIDENT	1800 N GRAND RIVER AVE LANSING MI 48906
STEVE SCHOEN	SECRETARY	1800 N GRAND RIVER AVE LANSING MI 48906
STEVE SCHOEN	TREASURER	1800 N GRAND RIVER AVE LANSING MI 48906
KEVIN SCHOEN	DIRECTOR	1800 N GRAND RIVER AVE LANSING MI 48906

Electronic Signature		
Filed By	Title	Phone
STEVE SCHOEN	AUTHORIZED OFFICER OR AGENT	571-999-9999
<input checked="" type="checkbox"/> I certify that this filing is submitted without fraudulent intent and that I am authorized by the business entity to make any changes reported herein.		

Payment Information		
Payment Amount	Payment Date/Time	Reference Nbr
\$ 35	05/26/2016 14:28:54	71315 6801 537475 2016



State of Michigan
John Engler, Governor

Department of Consumer & Industry Services
Kathleen M. Wilbur, Director

Public Service Commission

6545 Mercantile Way
P.O. Box 30221
Lansing, MI 48909-7721
Telephone: 517-241-6180
Web Site: cis.state.mi.us/mpsc

Commissioners
Laura Chappelle
David A. Svanda
Robert B. Nelson

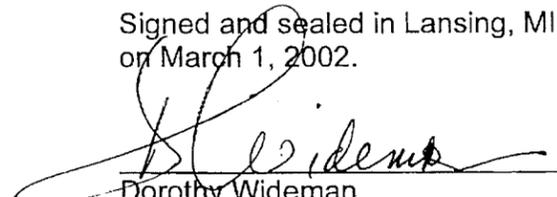
Basic Local Exchange Service License

I, Dorothy Wideman, Executive Secretary, Michigan Public Service Commission, certify that on January 19, 2000, in Case No. U-12180, the Michigan Public Service Commission granted ACD Telecom, Inc. a permanent license to render basic local exchange service within a specific geographic area, in accordance with the requirements of the Michigan Telecommunications Act, 1991 PA 179 as amended, MCL 484.2101 et seq., and all requirements established by laws, orders, and regulations of the Commission.

I further certify that on December 3, 2001, Commission staff officially approved the tariffs filed by ACD Telecom, Inc. as a precondition to commencing basic local exchange service in the state of Michigan.

This license cannot be sold or otherwise transferred without prior approval from the Michigan Public Service Commission. ACD Telecom, Inc. may not discontinue basic local exchange service without first complying with the requirements of Section 313 of the Michigan Telecommunications Act, MCL 484.2313.

Signed and sealed in Lansing, MI
on March 1, 2002.



Dorothy Wideman
Executive Secretary



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
4/25/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Lyman & Sheets Insurance Agency P.O. Box 15127 Lansing MI 48901	CONTACT NAME: Angela Maldonado
	PHONE (A/C, No, Ext): 517-482-2211 FAX (A/C, No): 517-371-4881 E-MAIL ADDRESS: angelam@lymansheets.com
INSURER(S) AFFORDING COVERAGE	
INSURER A: Chubb Group of Insurance Cos.	NAIC # 20303
INSURER B: The Accident Fund Insurance Co	10166
INSURER C: Auto-Owners Insurance Company	18988
INSURER D: Westchester Surplus Lines Ins.	10172
INSURER E:	
INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 1567801599 **REVISION NUMBER:**

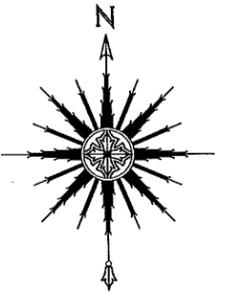
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			36000815	2/20/2016	2/20/2017	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			73583522	2/20/2016	2/20/2017	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$10,000			4984742701	2/20/2016	2/20/2017	EACH OCCURRENCE \$10,000,000 AGGREGATE \$10,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WCV6097262	1/1/2016	1/1/2017	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
D	Envir. Contamination			G27442420 003	4/15/2016	4/15/2017	Each Occurrence 2,000,000 Aggregate 4,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER Evidence of Coverage	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Michael A. Sheets</i>

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517-999-9999

1800 Grand River Ave
Lansing MI 48906

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DISCLOSURE**

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DRAWING DISCLAIMER

Facility Locations are general in nature, ACD.NET will not be held accountable for the accuracy of the information provided on these drawings.
Contact the Local ONE CALL AGENCY 72 HOURS PRIOR TO CONSTRUCTION FOR EXACT UTILITY LOCATIONS AT:
MISS DIG
1-800-482-7171

Project Manager

D. Murphy

CAD Engineer

K. Ngo

Permitting Engineer

G. Gould

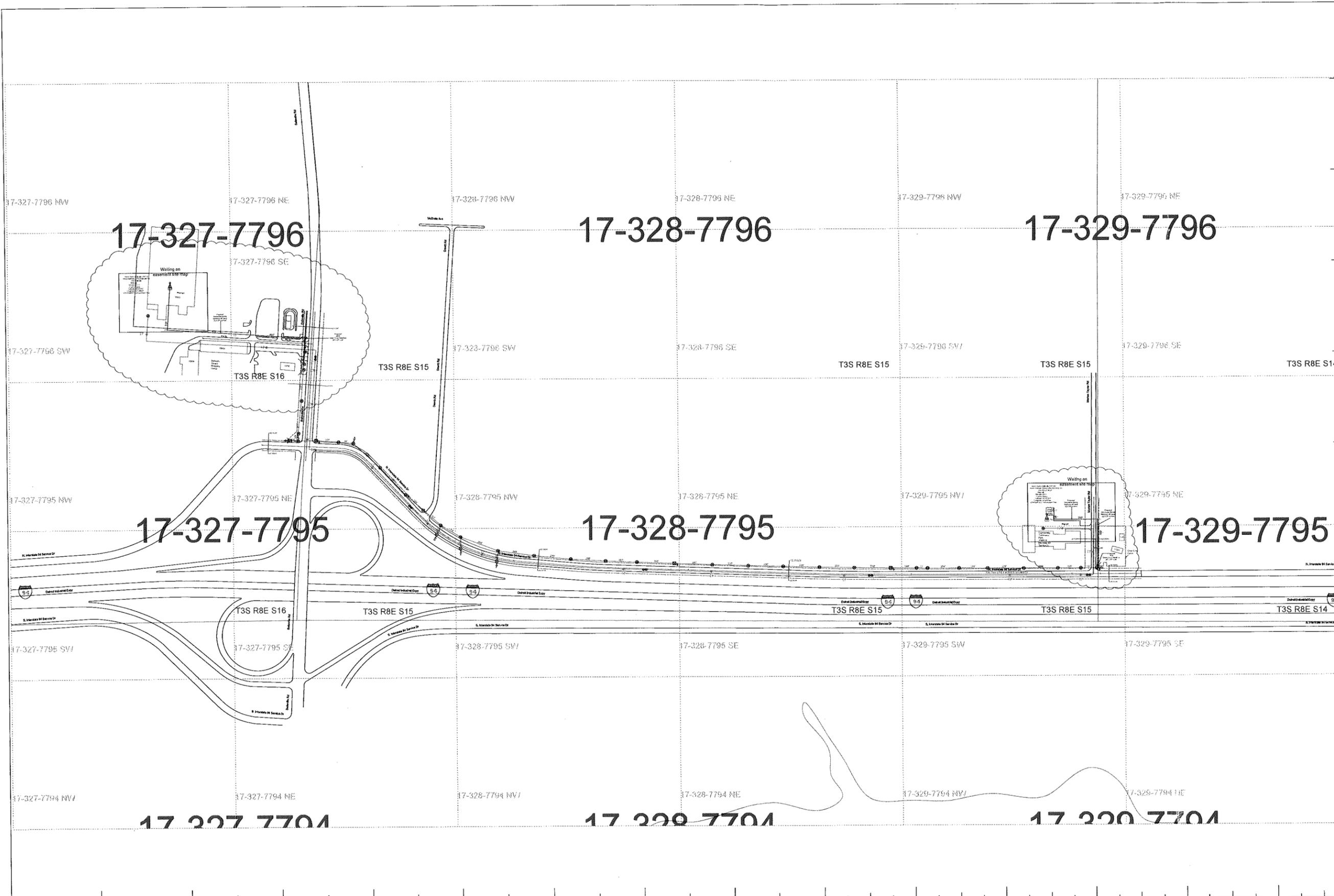
Surveyor

Revisions

REV #	DESCRIPTION	BY	DATE
1	Final Road Design		10/3/16

Exhibit: c

Grid Map



Remarks: Peechtree ID: DFBELB0153

Peachtree ID:

SCALE: 1" = 200'

TRS:

COUNTY: Wayne

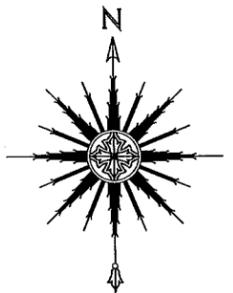
TOWNSHIP: Van Buren

CITY: Belleville

PROJECT ID: DFA0153Z17716FO025765

CUSTOMER NUMBER: 40676

17-327-



517-999-9999
 1800 Grand River Ave
 Lansing MI 48906

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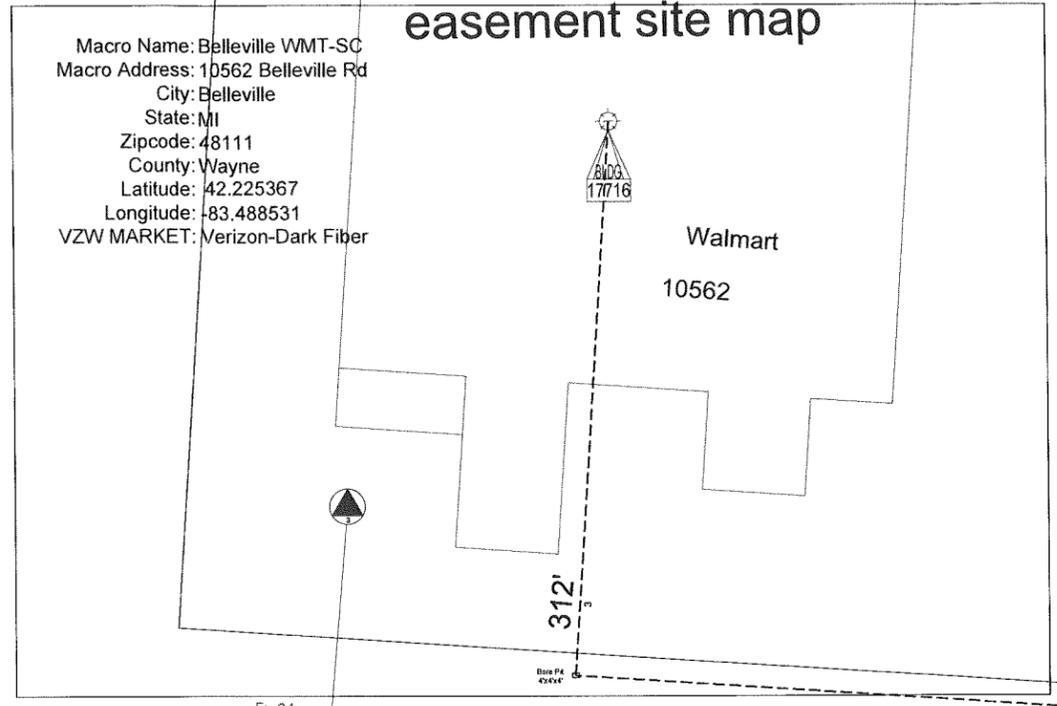
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 MISS DIG
 1-800-482-7171

Project Manager
 D. Murphy
CAD Engineer
 K. Ngo
Permitting Engineer
 G. Gould
Surveyor

Revisions

REV #	DESCRIPTION	BY	DATE
1	Final Route Design		10/3/16

Waiting an easement site map



Macro Name: Belleville WMT-SC
 Macro Address: 10562 Belleville Rd
 City: Belleville
 State: MI
 Zipcode: 48111
 County: Wayne
 Latitude: 42.225367
 Longitude: -83.488531
 VZW MARKET: Verizon-Dark Fiber

Proposed Directional Boring
 Minimum 48" deep
 (2) 1.25" conduit

F: 24
 S: 3

17-327-7796 SW

10904

Belleville Square Shopping Center

10904

Exhibit: C

Remarks: Peechtree ID: DFBELB0153		Peachtree ID:	
SCALE: 1" = 200'	TRS: T3S R8E S16		
COUNTY: Wayne	TOWNSHIP: Van Buren	CITY: Belleville	PROJECT ID: DFA0153Z17716FO025765
			CUSTOMER NUMBER: 40676

17-327-7796 NW
 17-327-7796 SW
 17-327-7795 NW

7796

7-327-7796 SE

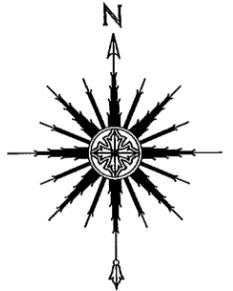


T3S R8E S15

T3S R8E S16

Dewitt Rd

Dewitt Rd



ACD.net

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1800 Grand River Ave
Lansing MI 48906

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D. Murphy

CAD Engineer

K. Ngo

Permitting Engineer

G. Gould

Surveyor

Revisions

REV #	DESCRIPTION	BY	DATE
1	Final Route Design		10/3/16

Exhibit: c

17-327-7796 NE	7-327-7796 SW
17-327-7796 SE	
17-327-7796 NE	

Remarks: Peectree ID: DFBELB0153

Peachtree ID:

SCALE: 1" = 200'

TRS: T3S R8E S16

COUNTY: Wayne

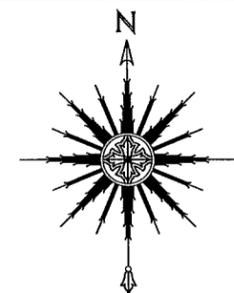
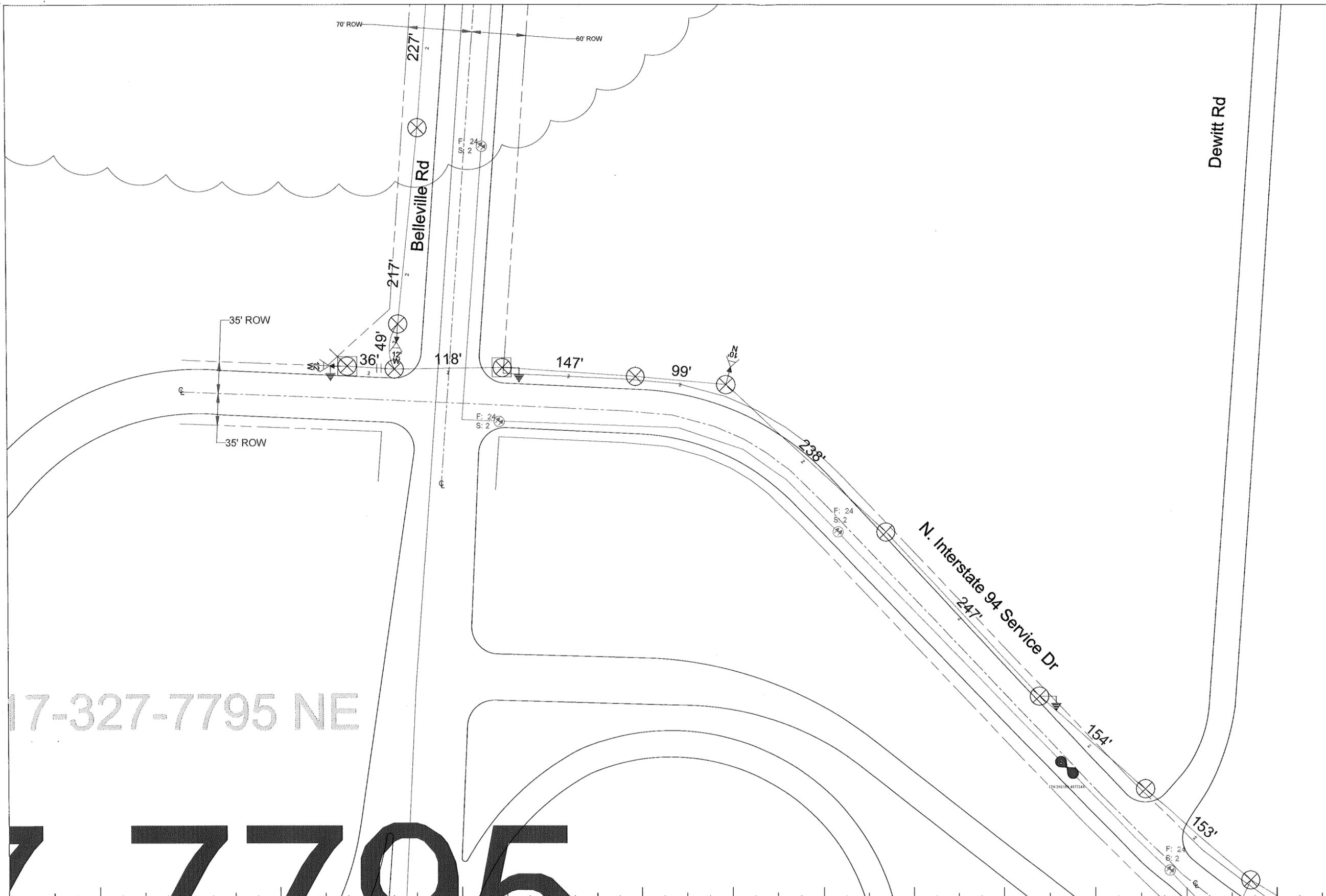
TOWNSHIP: Van Buren

CITY: Belleville

PROJECT ID: DFA0153Z17716FO025765

CUSTOMER NUMBER: 40676

7-328-7796 SW



ACD.net

517-999-9999

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Lansing MI 48906

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Revisions

REV #	DESCRIPTION	BY	DATE
1	Final Route Design		10/3/16

Exhibit: C

17-327-7795 SE
17-327-7795 NE
17-327-7795 SE

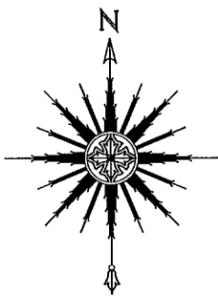
Remarks: Peechtree ID: DFBELB0153		Peachtree ID:	
SCALE: 1" = 200'	TRS: T3S R8E S15	T3S R8E S16	
COUNTY: Wayne	TOWNSHIP: Van Buren	CITY: Belleville	PROJECT ID: DFA0153Z17716FO025765
			CUSTOMER NUMBER: 40676

17-327-7795 NE

77705

7-327-7795 NW

7-328-7795 NW



ACD.net

517-999-9999

1800 Grand River Ave
Lansing MI 48906

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Revisions

REV #	DESCRIPTION	BY	DATE
1	Final Road Design		10/3/16

Exhibit: c

17-327-7796 NE
17-327-7795 SE
17-327-7794 NE

Remarks: Peectree ID: DFBELB0153

Peachtree ID:

SCALE: 1" = 200'

TRS: T3S R8E S15

COUNTY: Wayne

TOWNSHIP: Van Buren

CITY: Belleville

PROJECT ID: DFA0153Z17716FO025765

CUSTOMER NUMBER: 40676

7-327-7795 SW

7-328-7795 SW

Charter Township of Van Buren

REQUEST FOR BOARD ACTION

Agenda Item: _____

WORK STUDY MEETING: 11/14/16

BOARD MEETING DATE: 11/15/16

Consent Agenda _____ **New Business X** _____ Unfinished Business _____ Public Hearing _____

ITEM (SUBJECT)	To consider approval of the special land use request for parcel V-125-83-051-99-0003-005 also known as 11175 Haggerty Road so the property may operate as a drive-thru restaurant.
DEPARTMENT	Developmental Services
PRESENTER	Ronald A. Akers
PHONE NUMBER	734-699-8913
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)	

Agenda topic

ACTION REQUESTED	
Approve a special use permit to operate a drive thru restaurant at 11175 Haggerty Road, Van Buren Township, MI 48111	
BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)	
The applicant, Michael Berry, is requesting a special use permit to operate a drive thru restaurant at 11175 Haggerty Road, Van Buren Township, MI 48111. The property currently is occupied by a BP Gas Service Station with a Tim Horton's restaurant inside. This approval would allow a drive thru for the restaurant. On parcel number V-125-83-051-99-0003-005 (11175 Haggerty.) The site is approximately 1.68 acres. It is located in the C-1, General Business district. This site is located on the east side of Haggerty Road between I-94 and Tyler Road.	
BUDGET IMPLICATION	
IMPLEMENTATION NEXT STEP	Issuance of a letter acknowledging the special land use approval.
DEPARTMENT RECOMMENDATION	Approval
COMMITTEE/COMMISSION RECOMMENDATION	Approval
ATTORNEY RECOMMENDATION	N/A
(May be subject to Attorney/Client Privilege and not available under FOIA)	
ADDITIONAL REMARKS	See attached Planning Commission meeting minutes for the 10-26-16 regular meeting.
APPROVAL OF SUPERVISOR	

**CHARTER TOWNSHIP OF VAN BUREN
PLANNING COMMISSION
OCTOBER 26, 2016
MINUTES - DRAFT**

Chairperson Thompson called the meeting to order at 7:30 p.m.

ROLL CALL:

Present: Franzoi, Jackson, Atchinson, Budd and Thompson.

Excused: Boynton and Kelley.

Staff: Director Akers, Deputy Director Best and Secretary Harman.

Planning Representatives: McKenna Associate, Patrick Sloan and Wade Trim Associate, David Nummer.

Audience: Eight (8).

APPROVAL OF AGENDA:

Motion Jackson, Atchinson second to approve the agenda of October 26, 2016 as presented.

Motion Carried.

APPROVAL OF MINUTES:

Motion Franzoi, Budd second to approve the regular meeting minutes of October 12, 2016 as presented. Motion Carried.

PUBLIC HEARING:

ITEM # 1 16-003 – SPECIAL LAND USE APPROVAL

TITLE: THE APPLICANT, JASON KISHMISH, IS REQUESTING A SPECIAL USE PERMIT TO OPERATE A DRIVE THRU RESTAURANT AT 10573 BELLEVILLE ROAD, VAN BUREN TOWNSHIP, MI 48111.

LOCATION: PARCEL NUMBER V-125-83-059-01-0020-000 (10573 BELLEVILLE ROAD). THE SITE IS APPROXIMATELY 0.862 ACRES. IT IS LOCATED IN THE C-1, GENERAL BUSINESS DISTRICT. THIS SITE IS LOCATED ON THE EAST SIDE OF BELLEVILLE ROAD BETWEEN I-94 AND TYLER ROAD.

Motion Franzoi, Atchinson second to open the Public Hearing. Motion Carried.

Architect Ron Chiesa gave the presentation for the applicant. The applicant has been working to design a retail building for over a year; the proposed building will have a drive-thru restaurant and two (2) tenant spaces. The tenants will be low volume users. The applicant displayed a color rendering of the retail building and discussed: reduced building size to accommodate parking and turn radius, forty (40) parking spaces on site, the number of stacking spaces, site to have no left turn traffic, the site is set up for cross access if/when it is available and the applicant is looking at additional property.

No comments from the audience.

Commissioners discussed the side parking and possible interference from the drive-thru traffic and signage regarding RV and trailer parking on the site.

Resident would like less stacking spaces on the site to provide more of a buffer behind the building.

Motion Atchinson, Budd second to close the Public Hearing. Motion Carried.

ITEM # 2 16-028 – SPECIAL LAND USE APPROVAL

TITLE: THE APPLICANT, MICHAEL BERRY, IS REQUESTING A SPECIAL LAND USE PERMIT TO OPERATE A DRIVE THRU RESTAURANT AT 11175 HAGGERTY ROAD, VAN BUREN TOWNSHIP, MI 48111.

LOCATION: PARCEL NUMBER V-125-83-051-99-0003-005 (11175 HAGGERTY ROAD). THE SITE IS APPROXIMATELY 1.68 ACRES. IT IS LOCATED IN THE C-1, GENERAL BUSINESS DISTRICT. THIS SITE IS LOCATED ON THE EAST SIDE OF HAGGERTY ROAD BETWEEN I-94 AND TYLER ROAD.

Motion Atchinson, Franzoi second to open the Public Hearing. Motion Carried.

Applicant Michael Berry gave the presentation. A Subway franchisee had rented out the restaurant portion of the site for the past 10 years, their contract has ended and the tenant does not wish to renew. The applicant is bringing forward a proposed Tim Horton's with a drive-thru for the location. The site exceeds parking and meets the requirements for stacking spaces and RV parking.

No comments from the audience.

Commissioners discussed the location of the proposed Tim Hortons and its proximity to the two (2) other Tim Hortons located in Van Buren Township, the previous tenants at the location (Subway and Tubby's) and the applicants reasoning for the Tim Hortons as the new tenant.

Motion Budd, Jackson second to close the Public Hearing. Motion Carried.

NEW BUSINESS:

ITEM # 2 14-022 – FINAL SITE PLAN APPROVAL

TITLE: THE APPLICANT, BELLEVILLE DEVELOPMENT, INC., IS REQUESTING FINAL SITE PLAN APPROVAL TO CONSTRUCT A HOTEL AND SITE IMPROVEMENTS AS REQUIRED IN SECTION 12.02 OF THE ZONING ORDINANCE 06-02-92, AS AMENDED.

LOCATION: PARCEL NUMBERS V-125-83-064-99-0002-002, ALSO KNOWN AS 11105 QUIRK ROAD, AND V-125-83-064-99-0002-003, WHICH IS VACANT, ARE THE TWO (2) SUBJECT PARCELS OF THIS PROJECT. PARCEL V-125-83-064-99-0002-002 MEASURES APPROXIMATELY 7.421 ACRES AND PARCEL V-125-83-064-99-0002-

003 MEASURES APPROXIMATELY 3.895 ACRES. THESE PARCELS ARE LOCATED NORTHEAST OF THE INTERSECTION OF QUIRK ROAD AND THE N. I-94 SERVICE DRIVE.

Andy Andre of Budd Design gave the presentation for the applicant. The applicant is requesting final site plan approval to construct a Marriott extended stay hotel and site improvements. The applicant has made several changes to the site plan including the following: adjusting the height of the building after rezoning, moving the building as far east as possible on the site, raised the berm height to eight (8) feet tall with plantings, incorporated LED lighting with motion sensors, cross over parking for less road traffic and created an outdoor gathering space for residents and guests. The retention basin is in the final review stages with Wayne County, the County wants full access to the retention basin with a gradual slope. The applicant is revising calculations for the tree permit.

Patrick Sloan of McKenna Associates presented his review letter dated 10-21-16 recommending the applicant resubmit the final site plan addressing the conditions of the preliminary site plan approval including the required landscaping, storm water pond fencing or screening, tree placement and sidewalks.

David Nummer of Wade Trim presented his review letter dated 10-12-16 recommending final site plan approval subject to the conditions referenced in the letter.

Fire Marshall McNally's review letter dated 10-17-16 recommends final site plan approval subject to the conditions referenced in the letter.

Commissioners discussed screening around the retention pond, Wayne County access to the retention pond, landscape buffering in lieu of fencing, fencing of the retention pond for safety, final landscape plans, slope of the retention pond, depth of the pond when full, the use of decorative fencing and landscaping around the pond and adding gate for Wayne County access, and adding a sidewalk to access the Hampton Inn sidewalk to access the back of the property.

No comments from the audience.

Motion Budd, Franzoi second to grant Belleville Development, Inc., final site plan approval subject to the conditions of the Wade Trim review letter dated 10-12-16, Van Buren Township Fire Department review letter dated 10-17-16, and the applicant is required to make the following changes to the site plan dated 10-14-16 based upon the McKenna Associates review letter dated 10-21-16:

- a. Update the zoning labels on sheet C2 as specified in the McKenna letter comments.
- b. The applicant will need to combine the parcels into one (1) parcel.
- c. The applicant shall plant an additional tree on the east side of the parking lot entrance.
- d. The applicant shall provide calculations for the landscaping adjacent to the residential area.
- e. The shrubs located in the landscape buffer along the North Service Drive must be spaced no farther than 4 feet on center.
- f. The detention pond will be fenced with landscaping to be worked out with planning staff.
- g. The applicant shall provide cross access easement documents with corresponding legal descriptions and shall be submitted to the Township for review and approval.

- h. The applicant to provide crosswalk to the sidewalk at the adjacent hotel.
- i. That building elevations be included in the final site plan.
- j. The applicant shall add a cross walk from the patio area to the building.
- k. The applicant shall provide details of all proposed signs.

Final site plan approval will be subject to the applicant obtaining tree removal permit approval from the Planning Commission at a later meeting and all items a-k have been reviewed and approved by staff. Motion Carried (Letters Attached)

ITEM # 3 16-028 – SPECIAL LAND USE APPROVAL

TITLE: THE APPLICANT, MICHAEL BERRY, IS REQUESTING A SPECIAL USE PERMIT TO OPERATE A DRIVE THRU RESTAURANT AT 11175 HAGGERTY ROAD, VAN BUREN TOWNSHIP, MI 48111.

ITEM # 4 16-028 – FINAL SITE PLAN APPROVAL

TITLE: THE APPLICANT, MICHAEL BERRY, IS REQUESTING FINAL SITE PLAN APPROVAL TO OPERATE A DRIVE THRU RESTAURANT AT 11175 HAGGERTY ROAD, VAN BUREN TOWNSHIP, MI 48111.

LOCATION: PARCEL NUMBER V-125-83-051-99-0003-005 (11175 HAGGERTY ROAD). THE SITE IS APPROXIMATELY 1.68 ACRES. IT IS LOCATED IN THE C-1, GENERAL BUSINESS DISTRICT. THIS SITE IS LOCATED ON THE EAST SIDE OF HAGGERTY ROAD BETWEEN I-94 AND TYLER ROAD.

Applicant Michael Berry explained the layout of the site and informed the Commission he was there to answer any questions.

Patrick Sloan of McKenna Associates presented his special land use review letter dated 10-21-16 recommending approval subject to the conditions referenced in the letter.

No comments from the Commission or the audience.

Motion Atchinson, Franzoi second to recommend to the Township Board of Trustees to grant a special use approval based on the findings in the McKenna Associates review letter dated 10-21-16, Township approval of the 104 foot distance from the driveway at the N. I-94 Service Drive to the intersection with Haggerty Road as acceptable, subject to the condition of preliminary and final site plan approval.

ROLL CALL:

Yeas: Jackson, Atchinson, Budd, Franzoi and Thompson.

Nays: None.

Excused: Boynton and Kelley.

Motion Carried. (Letter Attached)

Patrick Sloan of McKenna Associates presented his final site plan review letter dated 10-12-16 recommending final site plan approval subject to the conditions referenced in the letter.

David Nummer of WadeTrim presented his final site plan review letter dated 10-13-16 recommending final site plan approval.

Fire Marshall McInally's review letter dated 10-3-16 recommends final site plan approval.

No comments from the Commission or the audience.

Motion Franzoi, Budd second to grant final site plan approval to Michael Berry to operate a drive thru restaurant at 11175 Haggerty Road subject to the conditions in the McKenna Associates review letter dated 10-21-16, Wade Trim review letter dated 10-13-16 and Fire Department review letter dated 10-3-16. Motion Carried. (Letters Attached)

ITEM # 5 ZONING ORDINANCE UPDATE

TITLE: THE VAN BUREN TOWNSHIP PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT HAS PROPOSED A COMPREHENSIVE UPDATE OF THE ZONING ORDINANCE. THE DEPARTMENT WILL EVENTUALLY ASK THE COMMISSION FOR A RECOMMENDATION FOR THE UPDATED ZONING ORDINANCE TO THE TOWNSHIP BOARD OF TRUSTEES.

INFORMATION: THE UPDATED ZONING ORDINANCE IS PRESENTED TO THE PLANNING COMMISSION FOR EVENTUAL REVIEW AND RECOMMENDATION TO THE TOWNSHIP BOARD OF TRUSTEES. THE ORDINANCE IS BEING PRESENTED IN MULTIPLE PARTS TO THE COMMISSION. AT THIS MEETING, THE DISCUSSION WILL FOCUS ON THE FOLLOWING SECTIONS:

- A. ARTICLE 3 (ZONING DISTRICTS AND PERMITTED USES)**
- B. ARTICLE 4 (SCHEDULE OF REGULATIONS)**
- C. ARTICLE 5 (DEVELOPMENT STANDARDS FOR SPECIFIC USES)**

Patrick Sloan of McKenna Associates presented the zoning ordinance update. Mr. Sloan handed out printouts of a PowerPoint presentation and discussed the changes to the following sections: Article 3 – Zoning Districts and Permitted Uses, Article 4 – Schedule of Regulations and Article 5 – Development Standards for Specific Uses.

Commissioners discussed finding how to find the links when reading a paper copy, rezoning to mixed, regulated plan or conditional rezone and having further discussion on mixed use with it being the most significant change.

GENERAL DISCUSSION: None.

Motion Franzoi, Budd second to adjourn at 9:33 p.m. Motion Carried.

Respectfully submitted,

Christina Harman
Recording Secretary

PLANNING & ZONING APPLICATION

Case number 16-028

Date Submitted 8-26-16

APPLICANT INFORMATION

Applicant Michael Berry Phone 313-282-2856
Address 11175 Haggerty rd Fax _____
City, State Van Buren Township Zip 48111
E-mail Berry.m13@yahoo.com Cell Phone Number 313-282-2856
Property Owner Abdel Berry Phone 313-468-5202
(if different than applicant)
Address 14611 Lausan Fax 734-941-9332
City, State Dearborn, MI Zip 48126
Billing Contact Michael Berry Phone _____
Address _____ Fax 734-692-011
City, State _____ Zip 48111

SITE/PROJECT INFORMATION

Name of Project BP/ Tom Hortons
Parcel Id No. VI25-83- Project Address 11175 Haggerty rd Van Buren 48111

Attach Legal Description of Property

Property Location: On the Haggerty Side of DeV Service Drive Road; Between _____ Road
and _____ Road. Size of Lot Width _____ Depth _____

Acreage of Site _____ Total Acres of Site to Review _____ Current Zoning of Site _____

Project Description: Remodel existing restaurant to Tom Hortons.

Is a re-zoning of this parcel being requested? N YES (if yes complete next line) NO
Current Zoning of Site _____ Requested Zoning _____

SPECIAL PERMIT INFORMATION

Does the Proposed Use Require Special Approval? YES (if yes complete next line) NO

Section of Zoning Ordinance for which you are applying Drive thru

Is there an official Woodland within parcel? _____ Woodland acreage _____

List total number of regulated trees outside the Woodland area? _____ Total number of trees _____

Detailed description for cutting trees _____

If applicable application MUST be accompanied with a Tree Survey or statement of no trees, which incorporates all the requirements listed in Section 4.45 of Zoning Ordinance 6-2-92, as amended.

OWNER'S AFFIDAVIT

Abdel Berry

Print Property Owners Name

Ab Berry

Signature of Property Owner

8/26/16

Date

STATE OF MICHIGAN
COUNTY OF WAYNE

The undersigned, being duly sworn, deposes and says that the foregoing statements and answers herein contained and accompanied information and date are in all respects true and correct.

Subscribed and sworn before me this _____ day of _____, 20____

Notary Public, _____ County, Michigan My Commission expires _____

October 21, 2016

Planning Commission
Charter Township of Van Buren
46425 Tyler Road
Belleville, MI 48111

**Subject: VBT-16-028 SLU; BP Tim Hortons at 11175 Haggerty Road; SLU #2;
Plans Dated September 30, 2016.**

Dear Commissioners:

The applicant proposes to construct a drive-through Tim Hortons at an already existing BP gas station at 11175 Haggerty Road, which is located at the northeast corner of the intersection of Haggerty Road and North I-94 Service Drive. The site is zoned C-1 (General Business District) and is 1.66 acres in area. The drive-through use requires special use approval in the C-1 District.

COMMENTS

Special approval uses must meet both the specific non-discretionary standards of Section 12.03(d) and the discretionary standards listed in Section 18.08(f) of the Ordinance. We have reviewed the proposal and have the following comments based on the requirements of the Zoning Ordinance, observation of the site and surroundings, and accepted principles of good planning and design.

Section 18.08(f): General Standards for Special Approval.

- 1. Promotes the use of land in a socially and economically desirable manner for those persons who will use the proposed land or activity; for those landowners and residents who are adjacent; and for the Township as a whole.** The site is zoned C-1 and located at the corner of Haggerty Road and North Interstate 94 Service Drive. Another gas station is located immediately across the street, otherwise the site is surrounded by vacant land. Drive-thru uses are economically and socially desirable near freeway interchanges.
- 2. Is necessary for the public convenience at that location.** Haggerty Road is a major commercial thoroughfare and the site's location near I-94 makes a drive-thru use potentially convenient for customers and the general public.
- 3. Is compatible with adjacent uses of land.** The site is surrounded by vacant woodlands, so the drive-thru use is well-screened from any future development on adjacent land. All of the surrounding land is also zoned C-1.
- 4. Is designed, located, and proposed to be operated so that the public health, safety, and welfare will be protected.** The drive-thru area is designed to allow for the smooth flow of cars using the drive-thru and other users of the site. The public health, safety, and welfare will be protected based on the current site design.

5. **Can be adequately served by public services and facilities without diminishing or adversely affecting public services and facilities to existing land uses in the area.** The site's demand for public services and facilities will be commensurate with a commercially used site, and will not likely diminish or adversely affect public services to existing uses in the area.
6. **Will not cause injury to other property in the neighborhood in which it is to be located.** The site as currently designed is not anticipated to cause any adverse effects to the existing uses, marketability, or desirability of the other commercial and residential properties in the area. The site has functioned successfully as a gas station and convenience store for many years, and we are not aware of injury caused to any property in the area as a result of the site's use.
7. **Considers the natural environment and helps conserve natural resources and energy.** Because of the relatively minor site changes, there are no anticipated adverse effects on the area's natural resources. The site does not appear to be located near wetlands or other sensitive natural features. The site's existing and proposed landscaping is covered in our site plan review letter.
8. **Is within the provisions of uses requiring special approval in the zoning district, is in harmony with the purposes and conforms to applicable regulations of the zoning district, and meets applicable site design standards for special approval uses.** The site design has been greatly improved since the previous iteration, addressing several outstanding concerns. Any further concerns with the site plan are covered in our site plan review letter, in which we recommend preliminary site plan approval with conditions.
9. **Is related to the valid exercise of the Township's police power and purposes which are affected by the proposed use or activity.** The Township has the authority to approve a drive-through special land use in the C-1 district, so this standard is met.

Section 12.03(d): Specific Standards for Special Approval. Section 12.03(d) provides specific standards for drive-in uses in the C-1 District; the proposal's compliance with those standards is evaluated below.

1. **Entrances and exits must be 100 feet from the intersection of any two streets.** There are two (2) existing entrance/exit drives to the site: one at Haggerty Road and one at North I-94 Service Drive. The driveway at Haggerty Road is almost 200 feet from the intersection. The driveway at N. I-94 Service Drive is approximately 104 feet from the intersection if the distance is measured from the driveway to the pavement (not the right-of-way) of Haggerty Road. Although the definition of "intersection" is not defined in the Zoning Ordinance, we believe that the existing driveway on at N. I-94 Service Drive satisfies that 100-foot setback requirement from the intersection.
2. **Must have direct access to a major thoroughfare.** The site has direct access to Haggerty Road and N. I-94 Service Drive, both of which are major thoroughfares.
3. **No lighting or illuminated display shall reflect onto a residential zone.** All adjacent properties are zoned C-1, so this standard is not applicable.

4. **Consideration must be given to proximity of existing places of congregation of children regarding traffic safety and sanitation.** There are no places that children congregate near the site, so there are no potential issues with this standard.

RECOMMENDATION

Based on the above, we find the proposed drive-thru use meets the standards for special use approval, provided the ±104-foot distance from the driveway at N. I-94 Service Drive to the intersection with Haggerty Road is acceptable. We recommend that the Planning Commission recommend special use approval for the drive-thru to the Township Board, subject to the condition of preliminary and final site plan approval.

Respectfully submitted,

McKENNA ASSOCIATES



Patrick J. Sloan, AICP
Senior Principal Planner



Stephen Hannon
Assistant Planner

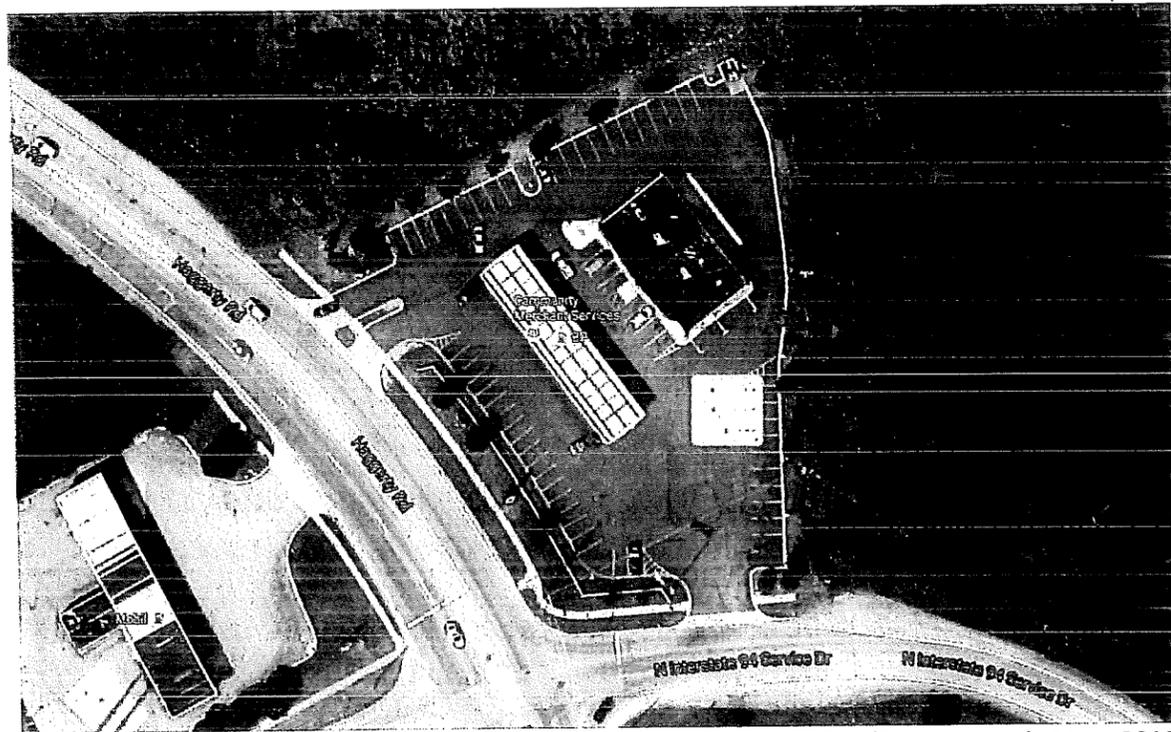
October 21, 2016

Planning Commission
Charter Township of Van Buren
46425 Tyler Road
Belleville, Michigan 48111

**Subject: VBT-16-028 SPR; Tim Hortons Drive-Through at 11175 Haggerty Road; Site Plan Review #2;
Plans Revision Dated September 30, 2016**

Dear Commissioners:

The applicant proposes to add a drive-through Tim Hortons to an already existing BP gas station at 11175 Haggerty Road, which is located at the northeast corner of the intersection of Haggerty Road and North I-94 Service Drive. The site is 1.66 acres in area. The site is zoned C-1 (General Business District), which permits drive-through uses via Special Land Use approval. Our comments on the special land use application for the proposed drive-through are in a separate letter.



Aerial Image of Site (Source: Google Maps 2016)

We have reviewed the site plan for compliance with the Township's Zoning Ordinance and with sound planning and design principles, and we offer the following comments for your consideration:

COMMENTS

1. **Use.** Drive-through restaurants are permitted by special use approval in the C-1 District, subject to a recommendation by the Planning Commission and final action by the Township Board of Trustees. Site plan approval by the Planning Commission is also required. A use statement has been added to the plan, stating that the Tim Hortons will occupy the space previously used by the drive-thru Tubby's sub sandwich shop. Tim Horton's will be open 24 hours per day.
2. **Dimensional Requirements.** The required setbacks in the C-1 district are: 75 ft. front yard, 15 ft. side yards, and 25 ft. rear yard. All setback requirements are noted on the plan and met by the existing building and canopy, and no changes to these structures are proposed.
3. **Specific Use Standards.** Please refer to our special use approval letter for a discussion on the specific standards of Section 12.03.d that apply to drive-through facilities.
4. **Site Layout and Circulation.**
 - a. **Stacking Spaces and Drive-Through Bypass Lane.** The required 15 drive-thru stacking spaces are shown, and are now all located on the same side of the access drive from North I-94 Service Drive. This was done by removing the 7 parking spaces within this area of the site and by using more of the existing pavement for a wider turning radius near the building at the drive-thru windows.
 - b. **Drive-Through Turn Radius.** The drive-through turn radius near the building has been widened to allow easier vehicle turns at this part of the site. The drive-through lane is designed to leave enough space for the loading area and for access to the dumpster.
 - c. **Sidewalks.** There are existing sidewalks along frontages adjacent to Haggerty Road and North I-94 Service Drive. Because of the current lack of pedestrian activity, a sidewalk connecting to the building entrance is not necessary at this time. Adding sidewalks can be revisited in the future if development in the area generates more pedestrian activity.
5. **Dumpster.** Section 4.14 of the Zoning Ordinance requires the dumpster to be enclosed on three sides by a brick or decorative concrete wall that matches or complements the building, with the fourth side enclosed by steel-reinforced pressure treated or wolmanized gate. There is an existing dumpster enclosure in the northeast corner of the site. Sheet SP-1 states that this dumpster is enclosed with 6-foot high brick faced walls and a steel gate with inserts. We recommend that pictures be added to the plans and that the gate be changed to a steel-reinforced pressure treated or wolmanized gate. The proposed access to the dumpster has been improved with the reconfiguration of the drive-through lane and addition of an escape area between two of the stacking spaces.
6. **Landscaping and Screening.**
 - a. **Landscaping Adjacent to the Right-of-Way.** Section 4.40(3)(b) of the Zoning Ordinance requires that parking spaces adjacent to rights-of-way to be screened by a continuous landscape screen of at least 3 feet in height or a 3-foot high decorative screening wall. The

parking area is screened by an existing 3-foot high brick wall. One tree is required for each 50 linear feet of frontage. The site has 436 feet of frontage and thus requires 9 trees. There are 11 trees proposed and existing for in front of the wall.

- b. **Landscaping Schedule and Other Landscaping Requirements.** The site plan shows 20 "existing deciduous" trees and 10 "existing evergreen" trees. There are 3 Serviceberry trees, 3 Maple trees, and 65 total shrubs proposed to be added on site. The site plan must include the landscape calculations to confirm compliance with the landscaping requirements of Section 4.40 of the Zoning Ordinance, including general landscaping, vehicular surface landscaping, and loading area landscaping. The height or caliper of existing trees and shrubs must also be included.
- c. **Maintenance.** Per Section 4.42 of the Zoning Ordinance, provisions for irrigation and maintenance of landscape material must be noted.

7. **Parking and Loading.** Requirements per Section 6.01(C) of the Zoning Ordinance are as follows:

Standard	Applicable Measurement	Number of Spaces Required	Number of Spaces Provided
Gas Station/Convenience Store			
2 spaces per gasoline pump island	5 pump islands	10	10
1 space per 200 sq. ft. of gross floor area	2,766 sq. ft. of gross floor area for retail sales	14	20
1 space per employee in maximum shift	2 at maximum shift	2	
Drive-Through			
22 spaces per 1,000 sq. ft. usable floor area	270 sq. ft. of usable floor area for drive-through use	6	6
1 space per employee in maximum shift	4 at maximum shift	4	4
2 longer spaces for RVs	2 located on north side of site	2	2
Drive-Through Stacking			
5 stacking spaces between pick-up window & order station	5 provided	5	5
10 stacking spaces per order station	10 provided	10	10

- a. **Floor Plans and Employee Information.** A floor plan was provided showing the layout of the convenience store and drive-through use. There will be two employees on the maximum shift at the convenience store, and four employees on the maximum shift at the drive-through use.
- b. **Parking Space Dimensions.** The length of parking spaces must be shown as a typical dimension. All 90° and 60° spaces must be 9.5 feet wide and 20 feet deep.
- c. **Loading Area.** A 10 foot x 25 foot loading area is provided behind the building next to the reconfigured drive-through lane.

8. **Architecture and Facades.** Building elevations are now provided, which show brick and wall pack as the main materials used. The building is 20 feet tall at its highest point. There are two existing rooftop mechanical units which are not shown on the elevations. These units should be added, and the plans should demonstrate how they are shielded from the view of people at ground level.
9. **Open Space.** Open space must be set aside on the site, as required by Section 11.05(d)(i), in the amount of not less than 1 sq. ft. per 25 sq. ft. of principal building. This open space shall be independent of sidewalks, pedestrian circulation areas, and required landscape areas, visible from the building and public right-of-way, and connected to the pedestrian system. Based on the building area of 4,166 sq. ft., 167 sq. ft. of open space is required. There is an existing patio area near the building designated, which is 240 square feet and is the open space for this site. It is our understanding that there is an existing table and seating area on this patio, so we recommend noting this on the plans.
10. **Lighting.** A photometric plan is included with the site plan. The most intense light is under the gas canopy at 10.0 foot candles. A new light pole will be installed near the drive-through order window. Sheet SP-2 includes details of the light pole, which will be 14 feet high and contain a fixture that is directed downward. Light trespass onto neighboring properties on into the right-of-way generally does not exceed 1.0 foot candles, which is appropriate for a commercial site surrounded by a mostly vacant area or other commercial sites.
11. **Signs.** There is an existing monument sign and signs on the building and canopy for the existing gas station use. Details are required for all existing and proposed signs, including dimensions, materials, colors, and lighting. Signs in the C-1 District are regulated by Section 20.409(4) of the Zoning Ordinance.
12. **Additional Items.** The plans do not scale according to the scale indicated on the plans. The plans must be printed at the appropriate scale.

RECOMMENDATION

The applicant has revised the site plan and responded to several items from the previous review. While there are still some outstanding items, we believe these can be handled during final site plan review. Therefore, we recommend that the Planning Commission approve the preliminary site plan with the following conditions:

1. Pictures of the existing dumpster enclosure be added to the plans and that the gate be changed to a steel-reinforced pressure treated or wolmanized gate.
2. The site plan must include landscape calculations to confirm compliance with the landscaping requirements of Section 4.40 of the Zoning Ordinance, including general landscaping, vehicular surface landscaping, and loading area landscaping.
3. The height or caliper of existing trees and shrubs must also be included.
4. Provisions for irrigation and maintenance of landscape material must be noted.
5. The length of parking spaces must be shown as a typical dimension.
6. Rooftop units should be added to the elevation drawings and the plans should demonstrate how they are shielded from the view of people at ground level.

7. That the existing table and seating area on the patio be added to the plans.
8. Details are needed for all existing and proposed signs, including dimensions, materials, colors, and lighting.
9. The plans must be printed at the appropriate scale.

Respectfully submitted,
McKENNA ASSOCIATES



Patrick J. Sloan, AICP
Senior Principal Planner



Stephen Hannon
Assistant Planner



WADE TRIM

October 13, 2016

Charter Township of Van Buren
46425 Tyler Road
Van Buren Township, MI 48111

Attention: Ms. Carol Thompson, Chairperson
Van Buren Township Planning Commission

Re: Tim Horton's – 11175 Haggerty Road
Recommendation for Approval

Dear Ms. Thompson:

At your request, we have reviewed the preliminary site plan package for the Tim Horton's drive-thru project located at 11175 Haggerty Road.

The site improvements involve minor parking re-striping and the addition of a small curbed island in order to facilitate a drive-thru. Proposed site circulation has been evaluated and found acceptable. All parking spaces shall be double-striped and the existing parking area has a curbed perimeter. There are no utilities or additional paving proposed with this site plan.

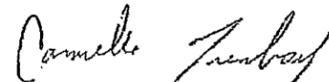
Recommendation

Due to the very minor site changes that do not necessitate an engineering review, we would like to offer our recommendation for both preliminary and final site plan approval, accepted at the discretion of the Planning Commission.

If you have any questions regarding this project, please contact our office at 734.947.2768.

Very truly yours,

Wade Trim Associates, Inc.


Carmelle Tremblay, E.I.T.


David M. Nummer, PE

DMN:CGT:jel
VBN 2274-01T
[10122016Thompson.docx](#)

cc: Mr. James Taylor, Director of Public Works
Mr. Ron Akers, Director of Planning and Economic Development
Mr. Mathew Best, Deputy Director of Planning and Economic Development

Wade Trim Associates, Inc. 734.947.9700
25251 Northline Road 800.482.2864
P.O. Box 10 734.947.9726 fax
Taylor, MI 48180 www.wadetrim.com





WADE TRIM

October 13, 2016

Charter Township of Van Buren
46425 Tyler Road
Van Buren Township, MI 48111

Attention: Mr. James Taylor, Director of Public Works

Re: Tim Horton's – 11175 Haggerty Road
Recommendation for Approval

Dear Mr. Taylor:

At your request, we have reviewed the updated preliminary site plan package for the Tim Horton's drive-thru project located at 11175 Haggerty Road. The Project involves minor site changes to provide a drive-thru for an existing building.

The Designer has removed the additional parking spaces west of the drive-thru lane which, as initially proposed, hindered site circulation. As updated, a drive-thru and by-pass lane are provided with adequate space for circulation.

There are no utilities or additional paving proposed as part of this site plan.

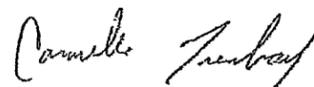
Recommendation

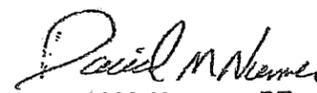
We are recommending preliminary approval of the site plan at this time. Due to the very minor site changes that do not necessitate an engineering review, we would also like to offer our recommendation for final site plan approval, accepted at the discretion of the Planning Commission.

If you have any questions regarding this review, please contact our office at 734.947.2793.

Very truly yours,

Wade Trim Associates, Inc.


Carmelle Tremblay, EIT


David M. Nummer, PE

DMN:CGT:jel
VBN 2274-01T
[10122016Taylor.docx](#)

cc: Mr. Ron Akers, Director of Planning and Economic Development
Mr. Mathew Best, Deputy Director of Planning and Economic Development

Wade Trim Associates, Inc. 734.947.9700
25251 Northline Road 800.482.2864
P.O. Box 10 734.947.9726 fax
Taylor, MI 48180 www.wadetrim.com



David C. McNally II
Battalion Chief / Fire Marshal
O: 734-699-8900 ext9416

Van Buren Fire Department
46425 Tyler Rd
Van Buren Twp., MI 48111



October 3, 2016

Building and Planning
46425 Tyler Road
Belleville, MI 48111

Re: Tim Horton's
11175 Haggerty
Belleville, Mi. 48111
16-028

I reviewed the plans given to your office on 8-26 and to me on 8-30 from Ziad El-Baba Engineering, 674 Gauthier Tecumseh, Ontario N8N3P8 Canada

1. ~~Where the drive thru is coming to a point at the building on the South East corner is a problem. I would want striping and signage that indicates fire lane and not to block drive with waiting cars.~~

2. A Knox Box is required on the building for both tenants. The Knox Box location will be verified prior to the installation on the building. www.knoxbox.com NFPA 1 18.2.2.1

With the above considerations, the plan set is approved as submitted.

A digital cad layout of the building is required by this department prior to our final C of O inspection.

Review and approval by the Authority Having Jurisdiction shall not relieve the applicant of the responsibility of compliance with these codes.

Respectfully Submitted,
David C McNally

Fire Marshal
Van Buren Fire Department

Our Mission: The members of the Van Buren Fire Department shall work together in a professional and caring way to protect life and property from the adverse effects of fire, trauma, illness and dangerous conditions. Our services will be provided in a fair, honest, and ethical manner with the highest respect and dignity to all.

RECEIVED
NOV 04 2016
BY: _____

Parcel Number:
83 051 99 0003 005

13M1A1A1B M1A1A2 PT OF SW 1/4 SEC 13 T3SR8E BEG S89DEG 59M 32S E 1395.97FT AND SIDEG 12M 10S E 1321.30FT FROM W 1/4 COR SEC 13 TH S1DEG 12M 10S E 360.94FT TH S86DEG 01M 58S W 153.64FT TH ON A CURVE TO SW ARC 283.15FT RAD 766.20FT TH N65DEG 04M 17S E 346.86FT TO POB EXC S PT MEAS 87.86FT ON E LINE AND 25.49FT ON AN ARC ALONG W LINE 1.68 ACRES

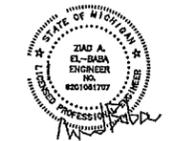


USE: EXISTING GAS STATION WITH EXISTING RETAIL SPACES AND EXISTING TUBBYS SUBMARINE. THE EXISTING TUBBYS WILL BE CONVERTED TO TIM HORTON'S WITH THE USE OF A DRIVE THRU GAS STATION AND TIM HORTON'S WILL OPEN 24 HOURS A DAY, WITH DROPPING GAS AFTER 6 PM

KEY PLAN SITE DATA

ZONED C-1
TOTAL SITE PLAN 72,611 SQ. FT. 1.66 AC
EXISTING BUILDING AREA 4166 SQ. FT.

RETAIL AREA	
1/200	2766 / 200 = 14 SPACES
1 PER EMPLOYEE	2 SPACES
2 PER PUMP	10 SPACES



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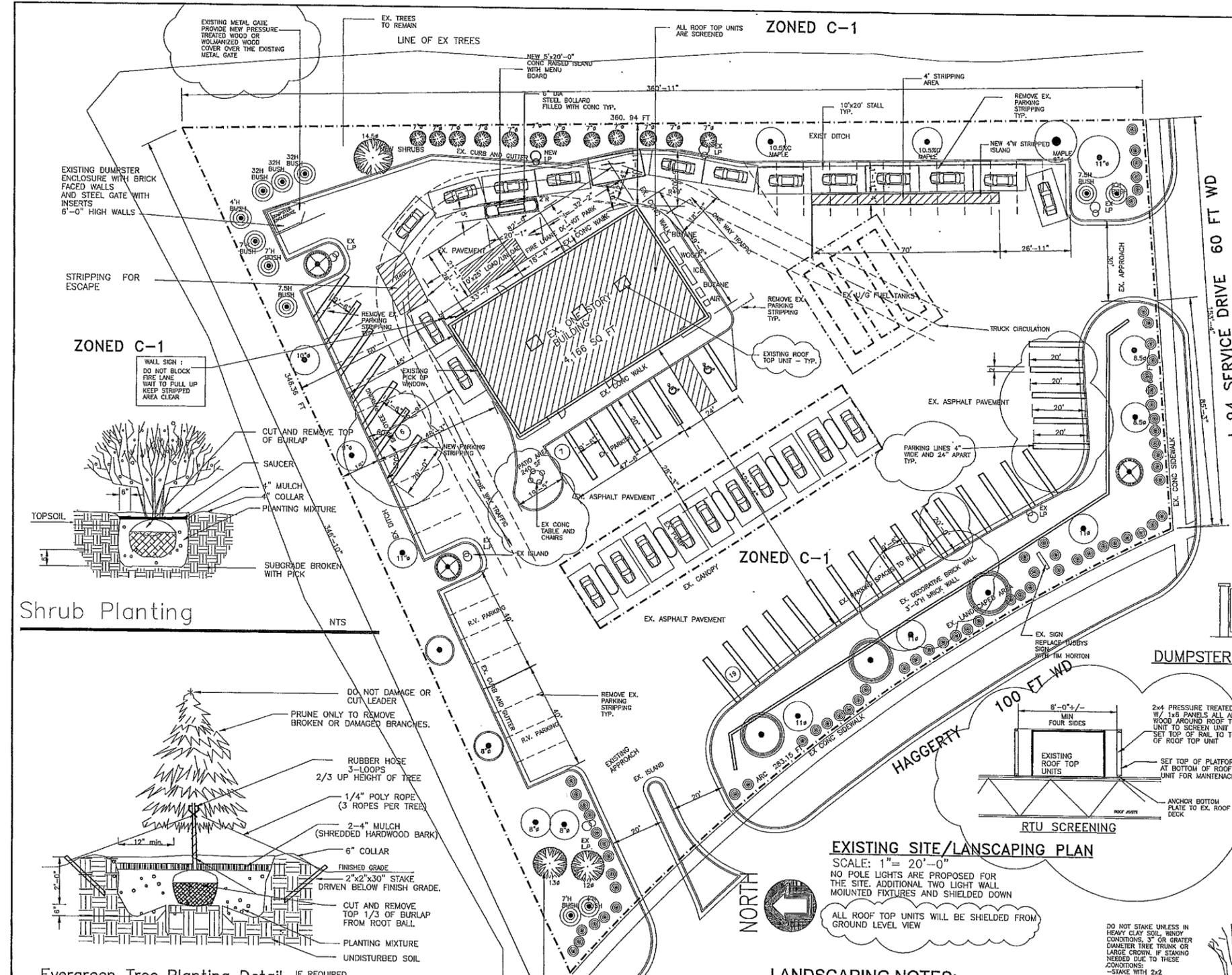
DATE	REV. NO.	ISSUED FOR
AUG.3.16		PERMIT
AUG.23.16		SITE PLAN APPROVAL
SEP.28.16		SITE PLAN APPROVAL
SEP.30.16		SITE PLAN APPROVAL
OCT.31.16		SITE PLAN APPROVAL

Project:
INTERIOR RENOVATIONS
11175 HAGGERTY
BELLEVILLE MI
OWNER
11175 HAGGERTY
BELLEVILLE MI

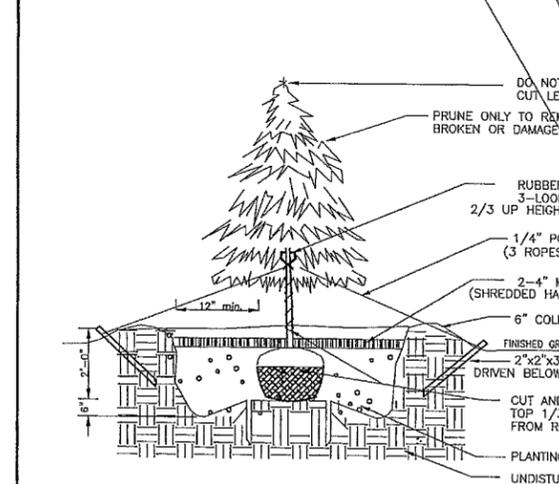
Drawing Title:
EX. SITE PLAN

Project Number: _____
Scale: AS NOTED
Date: _____
Drawn By: _____
Checked By: _____

Drawing No.
SP-1



Shrub Planting NTS



Evergreen Tree Planting Detail IF REQUIRED NTS

NOTE: TREE SHALL BEAR SAME RELATION TO FINISH GRADE AS TO BORE TO PREVIOUSLY EXISTING GRADE.

NEW LANDSCAPING TABLE

TYPE	SYMBOL	SIZE	BOTANICAL	QUANTITY
SHRUB	⊙	30" HIGH MIN 4"-0" C/C	SPIREA SHRUB	65+/-
SERVICEBERRY	⊙	4" CAL. 7" CLEAR STEM MIN		3
DECIDUOUS ARMSTRONG MAPLE	⊙	B&B ROOT 3" CALIF. @ 25' C/C		3
EXISTING DECIDUOUS	⊙			16
EX. EVERGREEN TREE	⊙			14
EX. BUSH	⊙			11

RIGHT OF WAY FRONTAGE
1 TREE / 50 LINEAR FT OF FRONTAGE:

283/50 = 6 TREES PROVIDED 8 TREES
153/50 = 3 TREES PROVIDED 4 TREES

SECTION 3.d INTERIOR LANDSCAPING
5% OF ALL PAVED AREA EXCLUDING BUILDING AND SIDEWALK
PAVED AREA = 45,000 x .05 = 2250 SQ FT
MIN LANDSCAPE AREA = 350 SQ FT 2250/350 = 6 TREES PROVIDED 22 TREES AT 9700 SQ FT, NORTH AND EAST BUFFER

LOADING AREA LANDSCAPING
LOADING AND UNLOADING NOT VISIBLE FROM ROADS

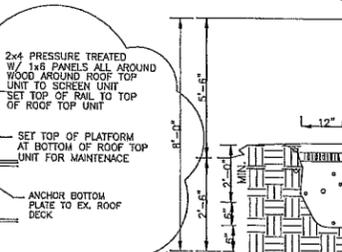
EXISTING SITE/LANDSCAPING PLAN

SCALE: 1" = 20'-0"
NO POLE LIGHTS ARE PROPOSED FOR THE SITE. ADDITIONAL TWO LIGHT WALL MOUNTED FIXTURES AND SHIELDED DOWN
ALL ROOF TOP UNITS WILL BE SHIELDED FROM GROUND LEVEL VIEW

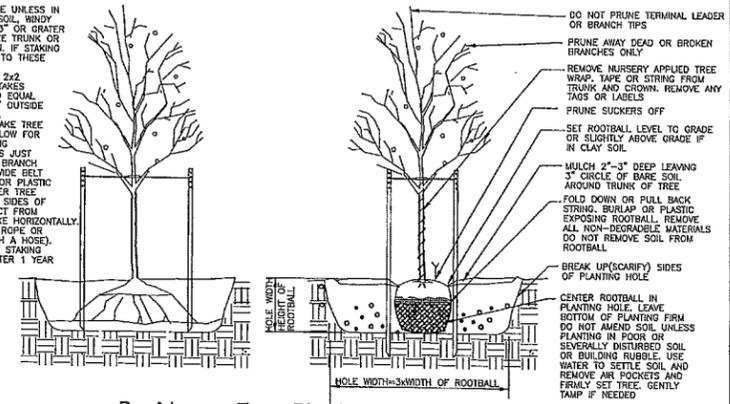
LANDSCAPING NOTES:

- ALL LANDSCAPED AREA (L.S. AREA) TOP SOIL TREES AND SHRUBS TO BE PROTECTED FROM EXTREME WEATHER CONDITIONS, BAD SOIL TO BE DISPOSED IN LEGAL MANNER.
- ALL NEW LANDSCAPED AREA (L.S. AREA) TO RECEIVE MIN. 4" TOP SOIL WITH SOD. PROVIDE FERTILIZER UNDER SOD, ALL PER TWP STANDARDS.
- ALL PLANT MATERIALS ARE TO BE FIRST QUALITY NURSERY STOCK, FREE FROM DISEASE OR OBJECTIONABLE DISFIGUREMENTS, AND PLANTED IN CONFORMANCE WITH SOUND NURSERY PRACTICE.
- ALL NEW TREES ARE TO BE STAKED WITH TWO 6 FT., CEDAR STAKES GUYED WITH HOSE COVERED WIRE.
- ALL PLANTING PITS ARE TO RECEIVE 3 AGRIFORM TABS (3-YEAR FERTILIZER) AT TIME OF PLANTING
- ALL PLANT MATERIALS ARE TO BE GUARANTEED FOR ONE YEAR TO BE IN HEALTHY AND VIGOROUS CONDITION. IT IS UNDERSTOOD THAT THE OWNER WILL PROVIDE ADEQUATE AND TIMELY CARE DURING THE GUARANTEE
- NEW LAWN AREAS TO BE "HYDRO-SEED" OR "SOD."

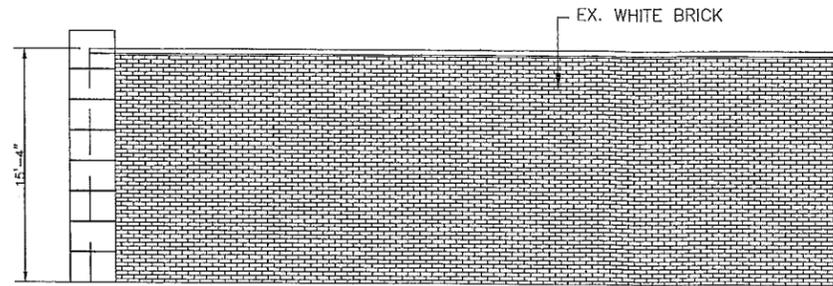
DUMPSTER ENCLOSURE GATE



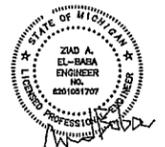
Deciduous Tree Planting NTS



Deciduous Tree Planting Detail

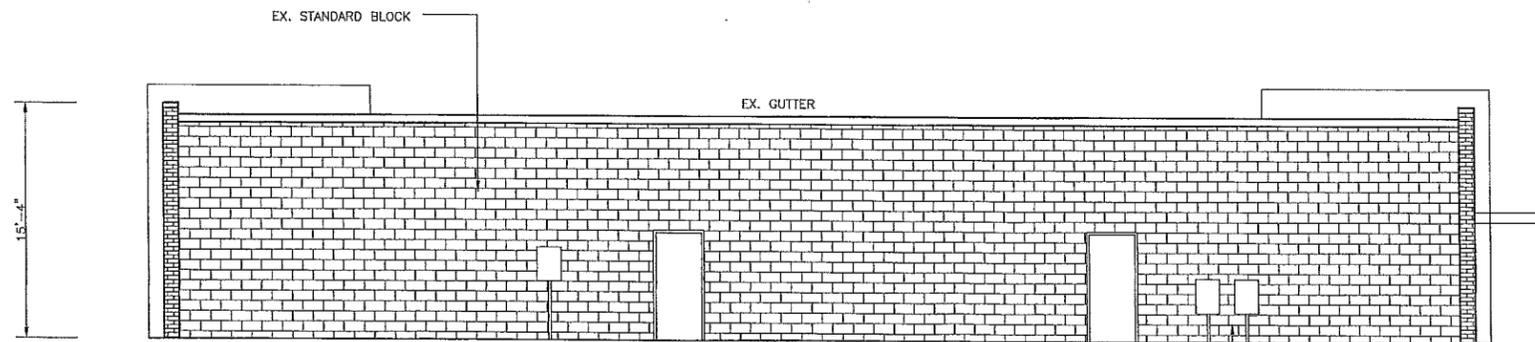


EXISTING SOUTH ELEVATION
SCALE: 1/8" = 1'-0"

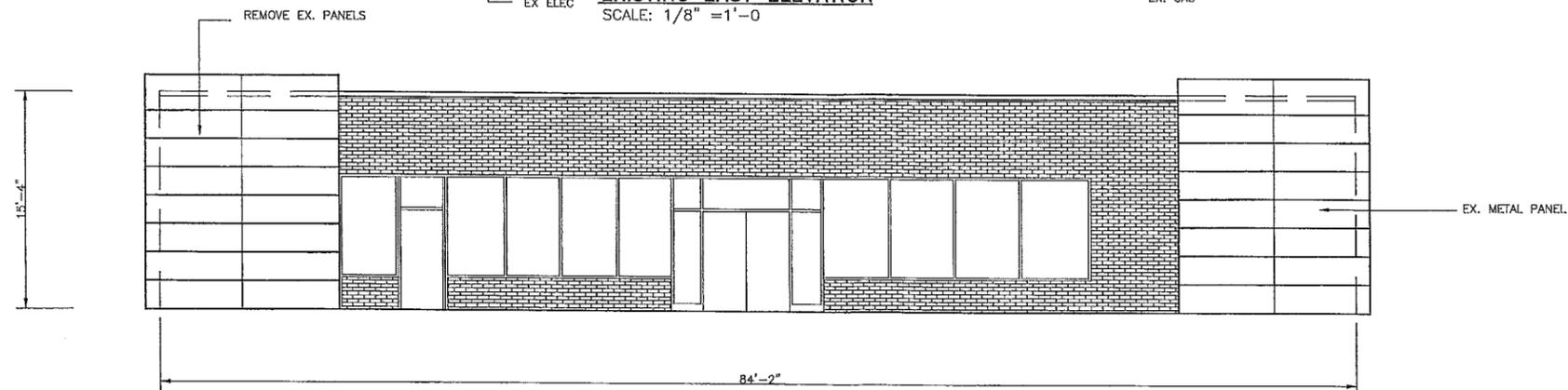


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EXISTING EAST ELEVATION
SCALE: 1/8" = 1'-0"



EXISTING WEST ELEVATION
SCALE: 1/8" = 1'-0"

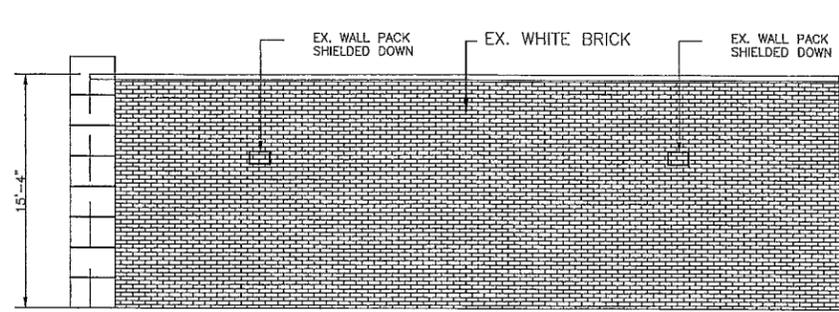
DATE	REV. NO.	ISSUED FOR
AUG.3.16		PERMIT
AUG.30.16		REVISIONS
OCT.31.16		REVISIONS

Project:
INTERIOR RENOVATIONS
11175 HAGGERTY
BELLEVILLE MI
OWNER
11175 HAGGERTY
BELLEVILLE MI

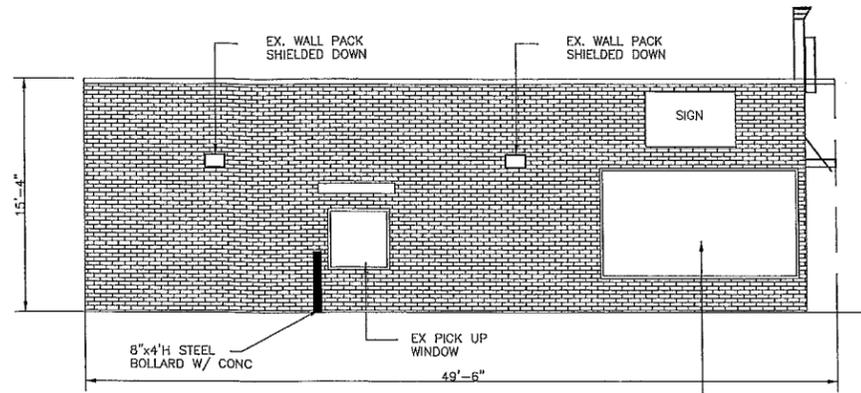
Drawing Title:
ELEVATIONS

Project Number	
Scale	AS NOTED
Date	
Drawn By	
Checked By	

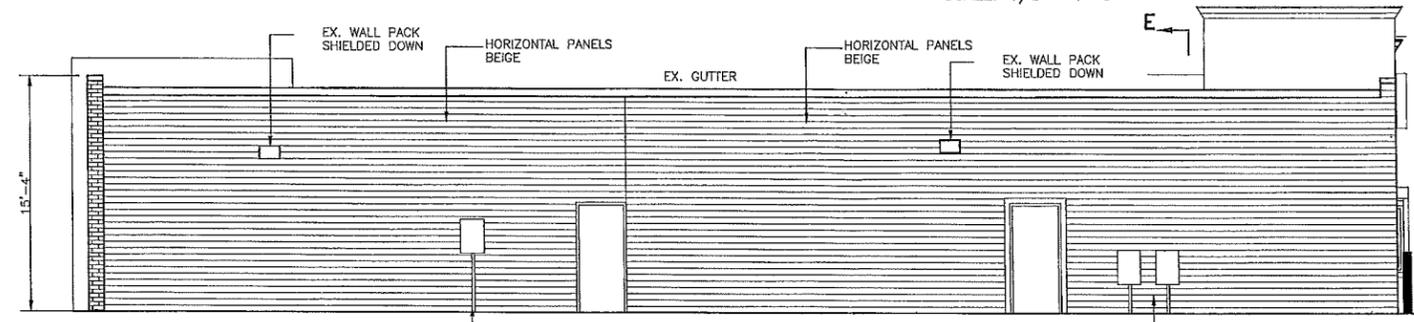
Drawing No.
A-01



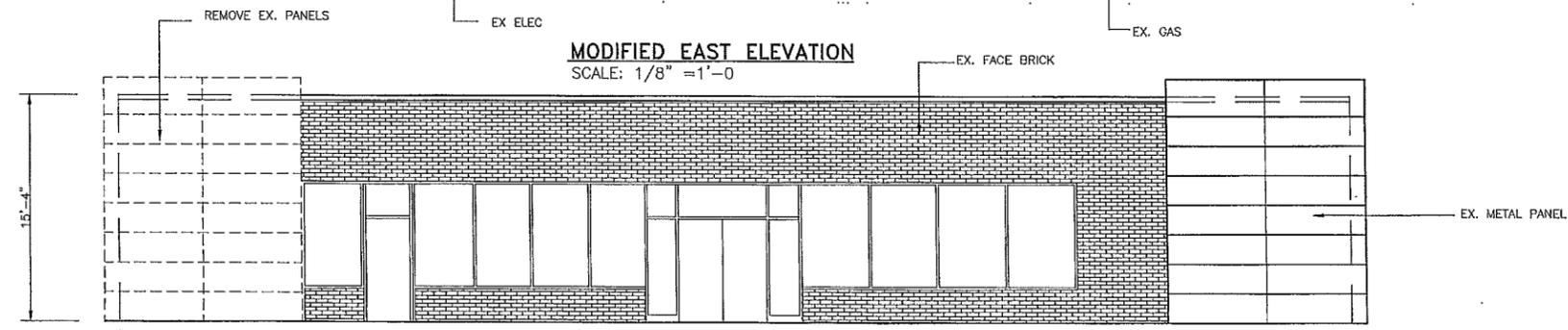
EXISTING SOUTH ELEVATION
SCALE: 1/8" = 1'-0"



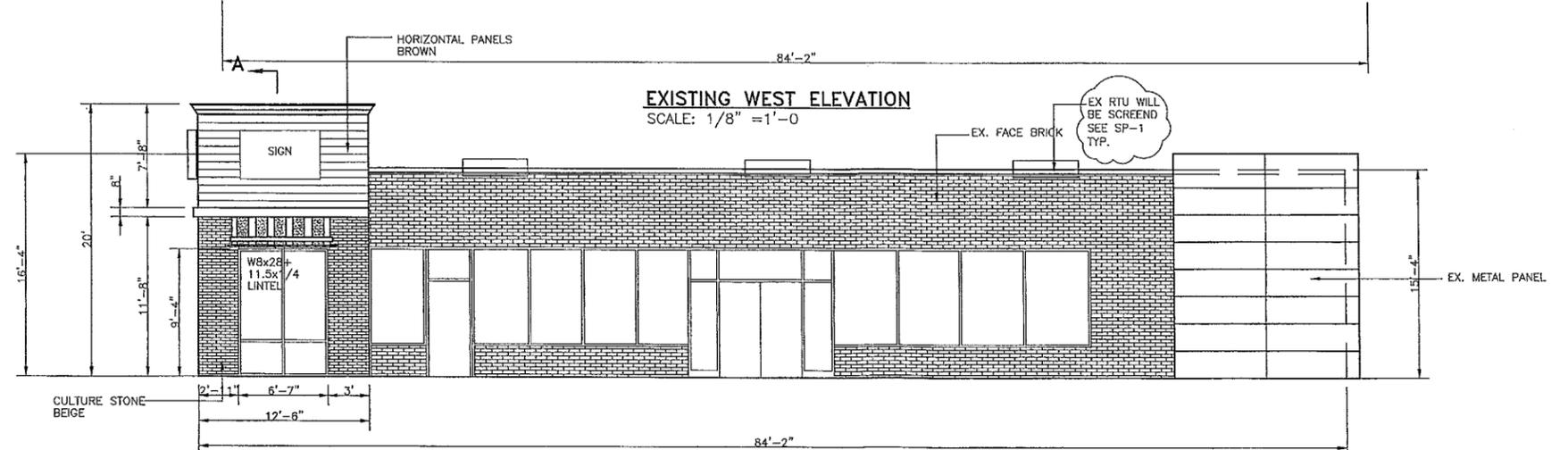
MODIFIED NORTH ELEVATION
SCALE: 1/8" = 1'-0"



MODIFIED EAST ELEVATION
SCALE: 1/8" = 1'-0"



EXISTING WEST ELEVATION
SCALE: 1/8" = 1'-0"



MODIFIED WEST ELEVATION
SCALE: 1/8" = 1'-0"



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674 GAUTHIER
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N8N3P8 CANADA
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DATE	REV. NO.	ISSUED FOR
AUG.3.16		PERMIT
AUG.30.16		REVISIONS
SEPT.28.16		SITE PLAN APPROVAL
SEPT.30.16		SITE PLAN APPROVAL
OCT.31.16		REVISIONS

Project:
INTERIOR RENOVATIONS
11175 HAGGERTY
BELLEVILLE MI
OWNER
11175 HAGGERTY
BELLEVILLE MI

Drawing Title:
ELEVATIONS

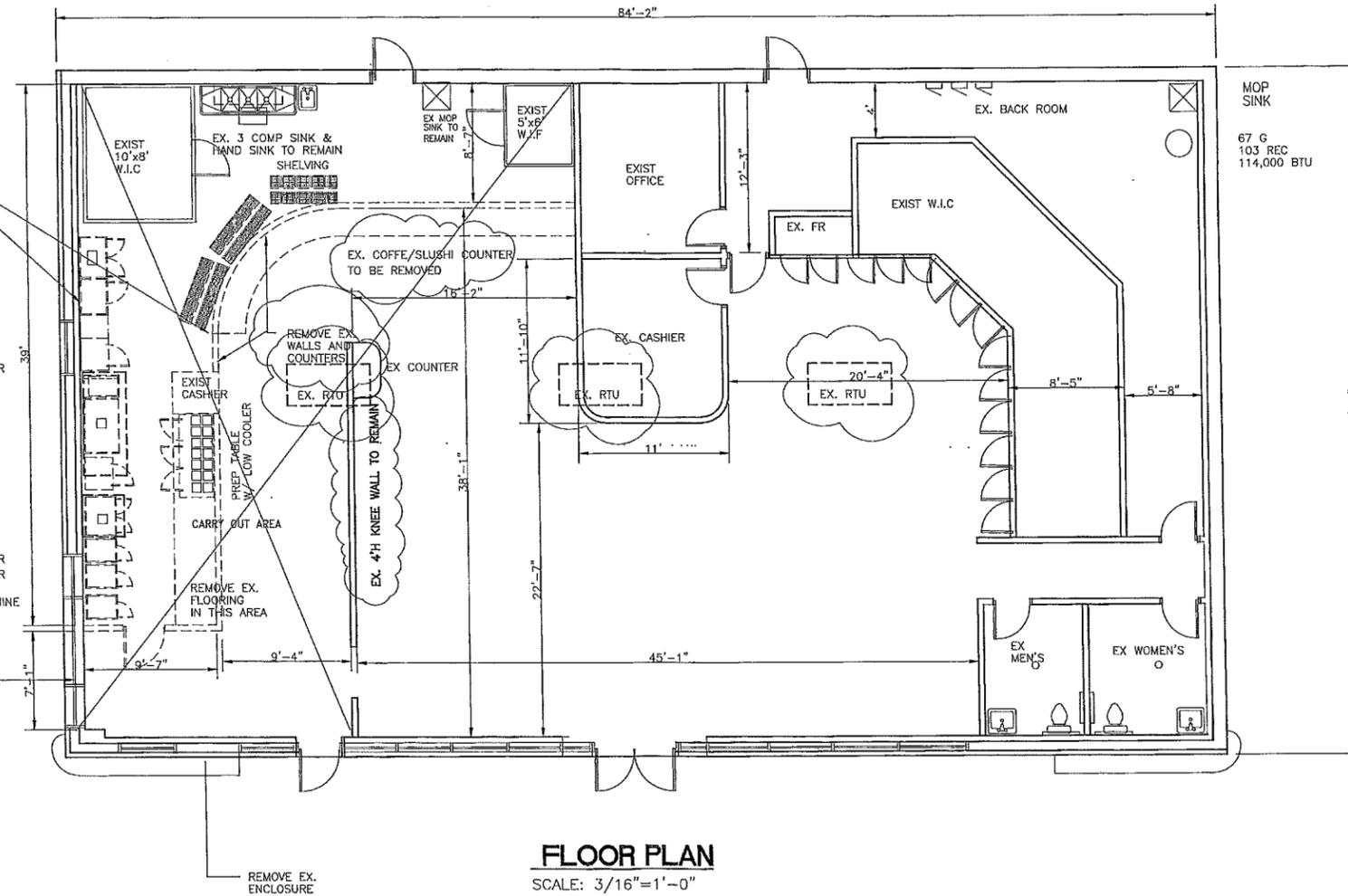
Project Number	
Scale	AS NOTED
Date	
Drawn By	
Checked By	

Drawing No.
A-02

REMOVE ALL LINE OF EQUIPMENTS AND COUNTERS

- COUNTER W/ SINK
- LOW FR SS TOP
- SS TABLE
- PREP TABLE W/ LOW COOLER
- FRYER
- GRILLE
- BREAD OVEN W/ HOOD
- BREAD PROOFER
- BREAD PROOFER
- LOW POP MACHINE

EXISTING WINDOW SPANDRAL FROM INSIDE



REMOVE EX. ENCLOSURE



**ZIAD EL-BABA
ENGINEERING**

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TECUMSEH ONTARIO
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DATE	REV. NO.	ISSUED FOR
AUG.3.16		PERMIT
AUG.30.16		REVISIONS
SEPT.28.16		SITE PLAN APPROVAL
SEPT.30.16		
OCT.31.16		REVISIONS

Project:
INTERIOR RENOVATIONS
11175 HAGGERTY
BELLEVILLE MI
OWNER
11175 HAGGERTY
BELLEVILLE MI

Drawing Title:
FLOOR PLAN

Project Number	
Scale	AS NOTED
Date	
Drawn By	
Checked By	

Drawing No.
D-01

10/28/2016

BALANCE SHEET FOR VAN BUREN TOWNSHIP
Period Ending 09/30/2016

GL Number	Description	Balance
Fund 101 - General Fund		
*** Assets ***		
101-000-001-000	Cash-General Fund	6,249,072.77
101-000-003-000	Certificate Of Deposit	2,945,000.00
101-000-004-000	Investment-Class MBIA	0.00
101-000-006-000	Cash - Economic Develop Corp	13,166.87
101-000-018-000	Petty Cash	950.00
101-000-028-000	Property Tax Receivable	0.00
101-000-030-000	PTA Late Filer - Receivable	2,945.00
101-000-040-000	Accounts Receivable	96,346.08
101-000-043-000	Accounts Receivable- Building / Planning	0.00
101-000-067-002	Due From Water & Sewer Fund	0.00
101-000-067-003	Due From Landfill Fund	0.00
101-000-067-004	Due From 911 Fund	0.00
101-000-067-005	Due From Delq. Tax & Trailer	0.00
101-000-067-006	Due From Current Tax Fund	0.00
101-000-067-007	Due From CDBG Fund	0.00
101-000-067-008	Due From Capital Improvement	0.00
101-000-067-009	Due From DDA	0.00
101-000-067-010	Due From French Landing Dam	0.00
101-000-067-011	Due From LDFA	0.00
101-000-067-014	Due From Museum Fund	0.00
101-000-067-015	Due From State Drug Forfeit	0.00
101-000-067-016	Due From Fed Drug Forfeit	0.00
101-000-067-019	Due From Payroll	2,000.00
101-000-073-000	Due From State Of Michigan	0.00
101-000-123-000	Pre-Paid Expense	300.00
	Total Assets	9,309,780.72

*** Liabilities ***

101-000-202-000	Accounts Payable	(35.85)
101-000-202-001	Construction Retainage	0.00
101-000-202-002	Accts Payable- Bemis Construct	0.00
101-000-214-002	Due To Water & Sewer Fund	0.00
101-000-214-003	Due To Landfill Fund	0.00
101-000-214-004	Due To Court Fund	0.00
101-000-214-007	Due To CDBG Fund	0.00
101-000-214-009	Due To DDA	1,163.98
101-000-214-010	Due To 911 Service Fund	0.00
101-000-214-011	Due To LDFA	0.00
101-000-214-014	Due To Museum Fund	0.00
101-000-214-015	Due To State Drug Forfeit	0.00
101-000-214-016	Due To Fed Drug Forfeit	0.00
101-000-222-000	Due To Wayne County	0.00
101-000-257-000	Accrued Wages & FICA Payable	0.00
101-000-260-000	MTT Accrued Liability	0.00
101-000-284-000	Cell Tower Customer Deposits	85,000.00
101-000-285-000	Customer Deposits Payable	2,239,516.96
101-000-286-000	Reimbursable Planning Fees	17,863.11
101-000-387-000	Unearned Revenue-Property Tax	0.00
101-000-388-000	Unearned Revenue - Cobblestone	38,700.00
101-000-389-000	Unavailable Revenue	2,906.00
101-000-389-001	Reserve For Accts Receivable	17,078.82
101-000-389-002	Reserve-Senior Bequest Fund	7,862.04
101-000-389-003	Restricted Cable PEG Fees	42,768.44
101-000-389-008	Reserve For FLD-Belleville	55,000.00
101-000-389-009	Reserve For French Landing Dam	162,500.10
	Total Liabilities	2,670,323.60

*** Fund Balance ***

101-000-390-000	Fund Balance	5,334,217.79
	Total Fund Balance	<u>5,334,217.79</u>
	Beginning Fund Balance	5,334,217.79
	Net of Revenues VS Expenditures	1,305,239.33
	Fund Balance Adjustments	0.00
	Ending Fund Balance	<u>6,639,457.12</u>
	Total Liabilities And Fund Balance	9,309,780.72

Fund 279 - CDBG Fund

*** Assets ***

279-000-001-000	Cash-CDBG Fund	(1,681.02)
279-000-067-001	Due From General Fund	0.00
279-000-067-002	Due From Water & Sewer Fund	0.00
279-000-079-000	Acct. Receivable Fed. Govt.	13,734.57
	Total Assets	<u>12,053.55</u>

*** Liabilities ***

279-000-202-000	Accounts Payable	0.00
279-000-214-001	Due To General Fund	0.00
279-000-214-002	Due To Water & Sewer Fund	0.00
279-000-285-000	Escrow Payments	4,971.63
279-000-389-000	Unavailable Revenue	13,734.57
279-000-389-001	Reserve-Rehab Housing	15,803.41
	Total Liabilities	<u>34,509.61</u>

*** Fund Balance ***

279-000-390-000	Fund Balance	(46,755.79)
	Total Fund Balance	<u>(46,755.79)</u>
	Beginning Fund Balance	(46,755.79)
	Net of Revenues VS Expenditures	24,299.73
	Fund Balance Adjustments	0.00
	Ending Fund Balance	<u>(22,456.06)</u>
	Total Liabilities And Fund Balance	12,053.55

Fund 592 - Water/Sewer Fund

*** Assets ***

592-000-001-000	Cash-Water/Sewer Fund	2,634,017.92
592-000-003-000	Certificate Of Deposit	5,378,431.82
592-000-003-001	Cert. Of Deposit - Restricted	17,822,640.40
592-000-004-000	Investment-Class MBIA	3,025,460.63
592-000-005-000	Restricted Asset-Excess 6 Mil	5,138,493.74
592-000-030-000	Delinquent Water Receivable	0.00
592-000-040-000	Accounts Receivable	170,022.79
592-000-040-001	Estimated Uncollectible A/R	0.00
592-000-041-000	Accounts Receivable Water Cust	1,589,509.65
592-000-047-000	Sewer Assessment Receivable	0.00
592-000-051-000	Property Tax Receivable	0.00
592-000-053-000	Unlied Sewer Assessments	1,164.25
592-000-067-001	Due From General Fund	0.00
592-000-067-006	Due From CTA	0.00
592-000-067-011	Due From LDFA	0.00
592-000-103-000	Debt Retirement Fund @ Way Cty	433,180.19
592-000-104-000	Funds @ Wayne County	13,064.87
592-000-110-000	Funds @ Wayne Cty Bond Reserve	491,692.73
592-000-123-000	Prepaid Expense	0.00
592-000-131-000	SHVUA Eq Basin	778,217.05
592-000-132-000	Land	57,293.79
592-000-133-000	SHVUA Sludge Storage Tank	316,378.90
592-000-133-001	SHVUA Sludge Tank Thickener	143,696.90
592-000-134-000	SHVUA Trenton Arm Project	509,652.88
592-000-134-001	SHVUA Trenton Arm Pumps	345,792.00
592-000-134-002	SHVUA Biodeck Mixers	0.00
592-000-136-000	Buildings	309,000.00
592-000-137-000	Accum. Depr. Buildings	(125,933.51)
592-000-138-000	Machinery & Equipment	621,293.43
592-000-139-000	Accum. Depr. Machinery & Equip	(517,781.70)
592-000-140-000	Meters	3,586,287.03
592-000-141-000	Accum. Depr. Meters	(2,455,866.44)

592-000-142-000	Water Connections	790,408.88
592-000-143-000	Accum. Depr. Water Connections	(506,049.59)
592-000-144-000	Sewer Connections	323,770.85
592-000-145-000	Accum. Depr. Sewer Connections	(166,646.80)
592-000-146-000	Office Equipment	209,296.35
592-000-147-000	Accum. Depr. Office Equipment	(171,539.47)
592-000-148-000	Vehicles	896,937.73
592-000-149-000	Accum. Depr. Vehicles	(662,872.06)
592-000-152-000	Water Mains	43,044,499.65
592-000-153-000	Accum. Depr. Water Mains	(17,550,593.00)
592-000-154-000	Sewer Mains	51,965,323.33
592-000-155-000	Accum. Depr. Sewer Mains	(21,040,318.60)
592-000-158-001	CIP-Water	26,969.60
592-000-158-002	CIP-Sewer	664,196.62
592-000-180-000	Deposits At MMRMA	107,390.00
	Total Assets	98,196,482.81

*** Liabilities ***

592-000-202-000	Accounts Payable	0.00
592-000-202-001	Retainage Payable	0.00
592-000-214-001	Due To General Fund	0.00
592-000-256-000	Accrued Interest Payable	84,995.26
592-000-257-000	Accrued Wages & FICA Payable	0.00
592-000-260-000	MTT Accrued Liability	0.00
592-000-264-000	Other Liabilities	0.00
592-000-284-000	Refunds Payable	1,225.34
592-000-285-000	Customer Deposits Payable	56,531.00
592-000-286-000	Advanced Engineering Fees	1,054,402.80
592-000-300-007	1998 SHV Expansion Bonds	1,820,780.00
592-000-300-008	2011 SHVUA SRF 5386-01	403,219.40
592-000-300-025	SRF Loan #5117-11	0.00
592-000-300-026	Downriver SRF Bonds	254,610.76
592-000-300-028	SRF Bond #11 5117-20	3,134.89
592-000-300-029	SRF Bond #13 5117	522.77
592-000-300-030	Series 1999 B Downriver	43,372.11

592-000-300-031	Series 1999 A Refunding Bonds	0.00
592-000-300-033	2006 SRF Loan-Eq Basin	6,869,339.00
592-000-300-034	Water Meter Loan - 2007	0.00
592-000-300-035	2005 Dr SRF Loan-Primary Tank	45,660.34
592-000-300-036	2007 Dr Fine Screen Rev Bond	54,750.60
592-000-300-037	2007 Dr Completion Bonds	78,258.93
592-000-300-038	2008 A Revenue Bond	143,327.33
592-000-300-039	2008 B Revenue Bond	163,745.92
592-000-300-040	2008 C Revenue Bond	54,983.93
592-000-300-041	2008 D Revenue Bond	55,143.58
592-000-300-042	2009 DWRF Water Bond	4,680,000.13
592-000-300-043	Dr Treatment Plant Improvement	217,905.82
592-000-300-044	SRF Bond #5419-01	150,962.27
592-000-300-045	SRF Bond #5420-01	0.00
592-000-340-000	MMRMA IBNR	14.00
592-000-343-000	Accrued Vac/Sick Payable	26,262.88
592-000-343-001	Comp Abs Due Within One Year	0.00
592-000-354-000	Cont.in Aid-Federal Grants	5,957,092.94
592-000-355-000	Cont. In Aid-Customer Connect.	14,288,028.89
592-000-356-000	Cont. In Aid-Meters & Others	2,456,592.46
592-000-357-000	Contributed Capital-Other	510,645.58
592-000-389-001	Unearned Revenue-Property Tax	0.00

Total Liabilities	-----	39,475,508.93
-------------------	-------	---------------

*** Fund Balance ***

592-000-390-000	Fund Balance	43,665,909.00
592-000-393-000	Reserve For Equip Replacement	418,650.00
592-000-393-001	Reserve For Meter Replacement	255,200.00
592-000-394-000	Reserve-Excess 6 Mill Tax Levy	15,155,977.72
592-000-394-001	Reserve-Water Capital Charges	101,320.78
592-000-394-002	Reserve-Sewer Capital Charges	252,717.44

Total Fund Balance	-----	59,849,774.94
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Beginning Fund Balance	59,849,774.94
Net of Revenues VS Expenditures	(1,128,801.06)
Fund Balance Adjustments	0.00
Ending Fund Balance	<u>58,720,973.88</u>
Total Liabilities And Fund Balance	98,196,482.81

10/28/2016

REVENUE AND EXPENDITURE REPORT FOR VAN BUREN TOWNSHIP
 PERIOD ENDING 09/30/2016

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	ACTIVITY FOR MONTH 09/30/2016	YTD BALANCE 09/30/2016	AVAILABLE BALANCE	% BDGT USED
Fund 101 - General Fund						
Revenues						
Dept 000						
101-000-403-000	Current Property Tax	805,000.00	167.49	815,547.02	(10,547.02)	101.31
101-000-417-000	Delinquent Per. Property Tax	3,500.00	0.00	7,558.68	(4,058.68)	215.96
101-000-428-000	Public Safety Revenue	3,530,000.00	732.80	3,593,060.26	(63,060.26)	101.79
101-000-445-000	Interest & Penalties	6,000.00	146.96	3,979.61	2,020.39	66.33
101-000-455-000	Trailer Fees	8,850.00	0.00	5,085.00	3,765.00	57.46
101-000-477-000	Building Permits	600,000.00	44,500.87	294,783.68	305,216.32	49.13
101-000-478-000	Electrical Permits	64,000.00	5,342.12	53,682.92	10,317.08	83.88
101-000-479-000	Heating Permits	53,000.00	3,520.00	43,428.00	9,572.00	81.94
101-000-480-000	Plumbing Permits	31,000.00	4,422.00	26,186.00	4,814.00	84.47
101-000-481-001	Water/Sewer Line Inspections	500.00	0.00	0.00	500.00	0.00
101-000-481-002	Permit Deposits	10,000.00	0.00	0.00	10,000.00	0.00
101-000-482-000	Tree Removal Permits	85,000.00	0.00	137,900.00	(52,900.00)	162.24
101-000-483-000	Other Non-Bus. Lic. & Permits	4,300.00	0.00	7,820.00	(3,520.00)	181.86
101-000-484-000	Charges For Services & Fees	37,000.00	0.00	12,201.01	24,798.99	32.98
101-000-485-001	Planning/Engineering - Revenue	0.00	3,300.00	39,158.03	(39,158.03)	100.00
101-000-486-000	Sales Other, Zoning Books/maps	100.00	75.00	380.00	(280.00)	380.00
101-000-574-001	Srs-Sales Tax Constitutional	2,275,000.00	0.00	1,062,267.00	1,212,733.00	46.69
101-000-575-000	State Shared Rev.-Liquor Lic.	13,000.00	0.00	13,796.20	(796.20)	106.12
101-000-576-000	State Of Mi - Metro Authority	12,150.00	0.00	13,785.46	(1,635.46)	113.46
101-000-577-000	State Of MI - EVIP	123,200.00	0.00	61,641.00	61,559.00	50.03
101-000-601-000	Dog Licenses	4,500.00	206.50	3,910.00	590.00	86.89
101-000-608-000	Property Tax Admin Fee	400,000.00	140,202.26	384,723.39	15,276.61	96.18
101-000-627-000	FOIA & Copying Svs	5,000.00	0.00	1,316.16	3,683.84	26.32
101-000-628-000	Fire Department	2,000.00	0.00	2,600.00	(600.00)	130.00
101-000-628-001	Fire Dept. - Plan Review	7,000.00	400.00	6,890.40	109.60	98.43
101-000-629-000	Police Department	50,000.00	2,212.70	23,838.18	26,161.82	47.68
101-000-629-001	Police Department - Admin Fees	2,000.00	100.00	970.00	1,030.00	48.50
101-000-629-002	Police Dept. - Sex Offend Reg.	1,500.00	50.00	800.00	700.00	53.33
101-000-629-003	Police-Belleville Dispatch	166,929.00	0.00	125,196.75	41,732.25	75.00
101-000-629-004	Police - Gun Range	10,000.00	0.00	2,800.00	7,200.00	28.00
101-000-631-000	Weeds	40,000.00	2,138.75	36,651.12	3,348.88	91.63
101-000-643-000	Cemetery Lot Use	12,000.00	4,750.00	19,560.00	(7,560.00)	163.00
101-000-651-000	Park Use & Admissions	35,000.00	6,339.00	42,085.00	(7,085.00)	120.24
101-000-651-001	Park Donations	0.00	0.00	1,000.00	(1,000.00)	100.00
101-000-652-000	EQ Tipping Fees	530,000.00	0.00	215,897.85	314,102.15	40.74

101-000-653-000	WM Cultural Donation	15,000.00	0.00	15,000.00	0.00	100.00
101-000-654-000	Lake Maintenance-STS	45,000.00	12,178.90	25,887.41	19,112.59	57.53
101-000-655-000	Fines & Costs	540,000.00	34,026.69	361,809.33	178,190.67	67.00
101-000-660-000	Cable TV Franchise Fees	330,000.00	0.00	176,703.00	153,297.00	53.55
101-000-661-000	Cable TV "PEG" Fees	30,000.00	0.00	7,778.37	22,221.63	25.93
101-000-662-000	Telecommunication	120,000.00	0.00	78,657.51	41,342.49	65.55
101-000-664-000	Interest Earned On Deposits	41,000.00	2,344.22	30,615.06	10,384.94	74.67
101-000-672-000	Special Assessments	205,000.00	106.44	195,968.74	9,031.26	95.59
101-000-673-000	Sale Of Fixed Assets	0.00	0.00	6,543.00	(6,543.00)	100.00
101-000-676-000	Administrative Fees, Water	621,225.00	51,768.75	465,918.75	155,306.25	75.00
101-000-686-000	Lot Splits/Address Changes	2,600.00	25.00	4,425.00	(1,825.00)	170.19
101-000-686-001	Wayne Co Tax Mapping Fee	1,400.00	(200.00)	1,100.00	300.00	78.57
101-000-686-002	PTA-Late Filing Fees	5,100.00	1,340.00	4,454.46	645.54	87.34
101-000-686-003	Tax Abatement App. Fees	4,000.00	0.00	0.00	4,000.00	0.00
101-000-687-000	Miscellaneous	120,000.00	230.00	38,662.14	81,337.86	32.22
101-000-688-000	Transfer From Landfill Fund	2,378,628.00	1,189,314.00	2,378,628.00	0.00	100.00
101-000-689-000	Transfer From 911 Fund	160,000.00	0.00	160,000.00	0.00	100.00
101-000-691-000	Recreation	60,000.00	6,011.00	37,895.89	22,104.11	63.16
101-000-691-001	Recreation Donations	1,200.00	0.00	0.00	1,200.00	0.00
101-000-691-002	Recreation Summer Camp	44,000.00	0.00	45,143.63	(1,143.63)	102.60
101-000-692-000	Senior Citizens Dept.	62,000.00	4,888.80	37,501.26	24,498.74	60.49
101-000-693-000	Senior Gift Shop	1,100.00	0.00	1,007.46	92.54	91.59
101-000-694-000	Senior Donations	3,000.00	0.00	5,002.24	(2,002.24)	166.74
101-000-699-000	Operating Transfers In	0.00	0.00	0.00	0.00	0.00
Total Dept 000		13,717,782.00	1,520,640.25	11,139,199.97	2,578,582.03	81.20
TOTAL Revenues		13,717,782.00	1,520,640.25	11,139,199.97	2,578,582.03	81.20
Expenditures						
Dept 000						
101-000-999-000	Operating Transfer Out	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
Dept 101-Township Board						
101-101-702-000	Township Board Salaries	61,404.00	5,117.00	40,936.00	20,468.00	66.67
101-101-719-000	Allocated Fringes	34,880.00	3,620.87	26,716.11	8,163.89	76.59
101-101-810-000	Memberships & Dues	13,000.00	0.00	5,819.50	7,180.50	44.77
101-101-860-000	Transportation	500.00	0.00	15.93	484.07	3.19
101-101-956-000	Other	50,000.00	674.56	53,962.72	(3,962.72)	107.93
101-101-957-000	Museum Contribution	40,000.00	0.00	40,000.00	0.00	100.00
101-101-958-000	Transfer, Retiree Health Care	100,000.00	0.00	100,000.00	0.00	100.00
Total Dept 101-Township Board		299,784.00	9,412.43	267,450.26	32,333.74	89.21
Dept 171-Supervisor Department						
101-171-702-000	Salary Of The Supervisor	81,491.00	6,244.52	58,074.04	23,416.96	71.26

101-171-703-000	Executive Assistant	45,919.00	4,072.69	33,592.48	12,326.52	73.16
101-171-703-001	DDA Reimbursement	0.00	0.00	0.00	0.00	0.00
101-171-705-000	HR Employee	0.00	0.00	0.00	0.00	0.00
101-171-706-000	Employee Wages	13,520.00	1,057.81	9,607.32	3,912.68	71.06
101-171-719-000	Allocated Fringes	37,500.00	2,326.40	27,236.64	10,263.36	72.63
101-171-810-000	Memberships & Dues	700.00	0.00	0.00	700.00	0.00
101-171-860-000	Transportation	1,800.00	0.00	442.95	1,357.05	24.61
101-171-861-000	Training	2,000.00	0.00	129.87	1,870.13	6.49
101-171-956-000	Other	2,000.00	254.99	1,057.02	942.98	52.85
101-171-970-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 171-Supervisor Department		184,930.00	13,956.41	130,140.32	54,789.68	70.37
Dept 191-Election Department						
101-191-705-000	Election Office Wages	80,000.00	(810.00)	46,633.03	33,366.97	58.29
101-191-719-000	Allocated Fringes	13,000.00	0.00	1,376.41	11,623.59	10.59
101-191-727-000	Office Supplies	24,500.00	2,576.68	47,620.97	(23,120.97)	194.37
101-191-727-004	Election Reimbursement	(16,717.00)	0.00	(4,385.72)	(12,331.28)	26.24
101-191-861-000	Training	1,500.00	0.00	(129.87)	1,629.87	(8.66)
101-191-900-000	Printing & Publishing	3,500.00	2.31	584.75	2,915.25	16.71
101-191-933-000	Equipment Maintenance	1,500.00	0.00	3,939.32	(2,439.32)	262.62
101-191-956-000	Other	0.00	0.00	0.00	0.00	0.00
101-191-970-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 191-Election Department		107,283.00	1,768.99	95,638.89	11,644.11	89.15
Dept 202-Independent Accounting/audit						
101-202-801-000	Independent Accounting/Audit	52,000.00	0.00	51,695.00	305.00	99.41
Total Dept 202-Independent Accounting/audit		52,000.00	0.00	51,695.00	305.00	99.41
Dept 210-Attorney Fees						
101-210-801-000	Attorney Fees	270,000.00	8,297.18	128,549.77	141,450.23	47.61
Total Dept 210-Attorney Fees		270,000.00	8,297.18	128,549.77	141,450.23	47.61
Dept 215-Clerk Department						
101-215-702-000	Salary Of The Clerk	78,700.00	6,030.66	56,085.15	22,614.85	71.26
101-215-703-000	Salary Of The Deputy Clerk	66,896.00	5,126.14	46,292.51	20,603.49	69.20
101-215-704-000	Admin Asst/Benefits Coord Wage	48,720.00	3,733.34	34,492.66	14,227.34	70.80
101-215-705-000	Employees Wages	116,017.00	10,009.87	92,927.40	23,089.60	80.10
101-215-705-001	DDA Wage/Fringe Reimb	(9,559.00)	0.00	(9,559.00)	0.00	100.00
101-215-719-000	Allocated Fringes	146,000.00	14,119.56	117,660.36	28,339.64	80.59
101-215-810-000	Memberships & Dues	800.00	50.00	870.00	(70.00)	108.75
101-215-860-000	Transportation	3,000.00	292.16	1,730.75	1,269.25	57.69
101-215-861-000	Training	6,000.00	0.00	6,148.09	(148.09)	102.47
101-215-956-000	Other	1,500.00	104.33	975.06	524.94	65.00
101-215-970-000	Capital Outlay	0.00	2,617.24	2,617.24	(2,617.24)	100.00
Total Dept 215-Clerk Department		458,074.00	42,083.30	350,240.22	107,833.78	76.46

Dept 228-IT Department

101-228-702-000	It Director	69,519.00	5,327.12	49,530.48	19,988.52	71.25
101-228-702-001	DDA Reimbursement	(2,840.00)	0.00	(2,840.00)	0.00	100.00
101-228-703-000	Public Safety IT Coordinator	58,397.00	4,474.86	41,605.96	16,791.04	71.25
101-228-704-000	GIS Technician Salary	52,780.00	4,044.44	37,606.14	15,173.86	71.25
101-228-719-000	Allocated Fringes	78,840.00	5,959.00	57,158.88	21,681.12	72.50
101-228-810-000	Memberships & Dues	100.00	0.00	100.00	0.00	100.00
101-228-816-000	GIS Technology	11,500.00	0.00	9,118.00	2,382.00	79.29
101-228-817-000	Technology	43,000.00	1,535.58	27,957.46	15,042.54	65.02
101-228-860-000	Transportation	150.00	0.00	11.88	138.12	7.92
101-228-861-000	Training	1,500.00	0.00	183.00	1,317.00	12.20
101-228-939-000	Computer Maintenance	47,500.00	497.25	17,054.11	30,445.89	35.90
101-228-939-001	DDA Reimb-Computer Maintenance	(2,500.00)	0.00	(2,500.00)	0.00	100.00
101-228-956-000	Other	1,800.00	236.34	2,056.14	(256.14)	114.23
101-228-970-000	Capital Outlay	56,690.00	1,000.00	42,765.00	13,925.00	75.44
101-228-970-001	MMRMA Reimbursement	(46,190.00)	0.00	(46,190.00)	0.00	100.00
Total Dept 228-IT Department		370,246.00	23,074.59	233,617.05	136,628.95	63.10

Dept 247-Assessing Department

101-247-703-000	Assessing Wages	64,828.00	4,967.66	46,190.45	18,637.55	71.25
101-247-705-000	Employee Wages	49,870.00	2,352.44	28,201.00	21,669.00	56.55
101-247-706-000	Board Of Review	3,000.00	0.00	1,800.00	1,200.00	60.00
101-247-719-000	Allocated Fringes	41,386.00	3,442.00	33,810.68	7,575.32	81.70
101-247-727-000	Office Supplies	1,200.00	0.00	276.07	923.93	23.01
101-247-810-000	Memberships & Dues	900.00	0.00	810.00	90.00	90.00
101-247-818-000	Wayne County Fees	0.00	0.00	0.00	0.00	0.00
101-247-818-001	Wayne County Mapping Fees	5,000.00	0.00	0.00	5,000.00	0.00
101-247-818-002	DDA Parcel Maintenance Reimb	(17,176.00)	0.00	(17,177.00)	1.00	100.01
101-247-819-000	Contracted Services	50,000.00	3,333.00	29,039.44	20,960.56	58.08
101-247-860-000	Transportation	800.00	445.02	558.21	241.79	69.78
101-247-861-000	Training	1,500.00	125.95	2,003.89	(503.89)	133.59
101-247-956-000	Other	200.00	0.00	128.99	71.01	64.50
101-247-970-000	Capital Outlay	1,250.00	1,194.07	1,194.07	55.93	95.53
Total Dept 247-Assessing Department		202,758.00	15,860.14	126,835.80	75,922.20	62.56

Dept 248-General Office

101-248-727-000	Office Supplies	21,500.00	564.87	12,071.24	9,428.76	56.15
101-248-728-000	Postage	30,000.00	69.80	16,687.24	13,312.76	55.62
101-248-819-000	Contracted Services	5,500.00	604.52	5,248.52	251.48	95.43
101-248-900-000	Printing & Publishing	4,500.00	256.25	3,473.06	1,026.94	77.18
101-248-933-000	Equipment Maintenance	2,750.00	0.00	1,373.63	1,376.37	49.95
101-248-940-000	Equipment Rental	6,000.00	0.00	3,129.39	2,870.61	52.16
101-248-956-000	Other	3,500.00	397.48	2,240.15	1,259.85	64.00
101-248-970-000	Capital Outlay	0.00	14,176.00	14,176.00	(14,176.00)	100.00
101-248-999-000	Handling Fees	14,000.00	1,260.10	9,562.90	4,437.10	68.31
Total Dept 248-General Office		87,750.00	17,329.02	67,962.13	19,787.87	77.45

Dept 253-Treasurer Department

101-253-702-000	Salary Of The Treasurer	80,200.00	6,145.60	57,154.09	23,045.91	71.26
101-253-703-000	Salary Deputy Treasurer	75,853.00	5,812.50	54,043.64	21,809.36	71.25
101-253-703-001	DDA Reimbursement	(8,690.00)	0.00	(8,690.00)	0.00	100.00
101-253-703-002	SHVUA Reimbursement	(20,000.00)	(10,000.00)	(20,000.00)	0.00	100.00
101-253-703-003	LDFA Reimbursement	(4,000.00)	0.00	(4,000.00)	0.00	100.00
101-253-703-004	Water/Sewer Reimbursement	(5,000.00)	0.00	(5,000.00)	0.00	100.00
101-253-705-000	Employees Wages	60,300.00	4,713.51	42,409.22	17,890.78	70.33
101-253-719-000	Allocated Fringes	115,000.00	6,690.15	83,273.39	31,726.61	72.41
101-253-810-000	Memberships & Dues	1,300.00	285.00	1,034.00	266.00	79.54
101-253-817-000	Tax Roll Preparation	5,000.00	0.00	2,579.36	2,420.64	51.59
101-253-860-000	Transportation	500.00	203.58	244.08	255.92	48.82
101-253-861-000	Training	2,000.00	370.24	1,100.24	899.76	55.01
101-253-956-000	Other	2,000.00	0.00	448.60	1,551.40	22.43
101-253-970-000	Capital Outlay	3,500.00	0.00	0.00	3,500.00	0.00
Total Dept 253-Treasurer Department		307,963.00	14,220.58	204,596.62	103,366.38	66.44

Dept 265-Building & Grounds

101-265-703-000	B&G Maintenance Super.	57,693.00	5,277.47	41,963.22	15,729.78	72.74
101-265-706-000	Maintenance Wages	320,000.00	23,972.72	224,192.40	95,807.60	70.06
101-265-706-001	DDA Rebate	(33,313.00)	0.00	(33,313.00)	0.00	100.00
101-265-707-000	Overtime Wages	48,000.00	2,585.42	28,434.12	19,565.88	59.24
101-265-719-000	Allocated Fringes	175,000.00	17,233.71	158,070.02	16,929.98	90.33
101-265-740-000	Operating Supplies	55,000.00	6,866.12	41,937.21	13,062.79	76.25
101-265-819-000	Contracted Services	85,000.00	7,568.00	69,004.20	15,995.80	81.18
101-265-850-000	Telephone	45,000.00	5,150.95	45,612.59	(612.59)	101.36
101-265-860-000	Transportation	13,000.00	575.40	3,329.32	9,670.68	25.61
101-265-861-000	Training	2,000.00	0.00	95.00	1,905.00	4.75
101-265-920-000	Utilities	97,000.00	7,030.04	54,728.81	42,271.19	56.42
101-265-931-000	Building Maintenance	60,000.00	10,066.20	43,471.94	16,528.06	72.45
101-265-932-000	Maintenance-Belleville Museum	0.00	0.00	352.09	(352.09)	100.00
101-265-933-000	Equipment Maintenance	25,000.00	1,549.57	18,051.60	6,948.40	72.21
101-265-956-000	Other	0.00	70.00	471.06	(471.06)	100.00
101-265-970-000	Capital Outlay	575,000.00	8,347.92	332,636.21	242,363.79	57.85
101-265-970-001	DDA Reimbursement	(100,000.00)	(100,000.00)	(100,000.00)	0.00	100.00
101-265-970-002	Water/Sewer Reimbursement	(150,000.00)	(150,000.00)	(150,000.00)	0.00	100.00
101-265-970-003	MMRMA Reimbursement	(25,000.00)	0.00	(25,000.00)	0.00	100.00
101-265-970-004	Civic Fund Reimbursement	0.00	0.00	0.00	0.00	0.00
Total Dept 265-Building & Grounds		1,249,380.00	(153,706.48)	754,036.79	495,343.21	60.35

Dept 276-Cemetery

101-276-706-000	Cemetery Wages	5,000.00	1,500.15	5,016.81	(16.81)	100.34
101-276-719-000	Allocated Fringes	825.00	111.54	372.42	452.58	45.14
101-276-932-000	Cemetery Maintenance	12,000.00	1,780.00	12,907.00	(907.00)	107.56
101-276-940-000	Equipment Rentals	1,400.00	0.00	0.00	1,400.00	0.00

101-276-970-000	Capital Outlay	0.00	0.00	6,653.00	(6,653.00)	100.00
101-276-970-001	Capital Outlay Reimbursement	0.00	0.00	0.00	0.00	0.00
101-276-970-004	Civic Fund Reimbursement	0.00	0.00	(7,630.00)	7,630.00	100.00
Total Dept 276-Cemetery		19,225.00	3,391.69	17,319.23	1,905.77	90.09

Dept 301-Police Department

101-301-702-000	Salary Public Safety Dir.	99,932.00	7,657.62	71,202.37	28,729.63	71.25
101-301-703-000	Salary Public Safety Dep. Dir.	76,125.00	5,833.34	54,239.66	21,885.34	71.25
101-301-705-000	Office Wages	70,446.00	5,208.10	48,438.17	22,007.83	68.76
101-301-706-000	Police Wages-Full Time	2,900,000.00	192,180.74	1,984,675.36	915,324.64	68.44
101-301-707-000	Police Wages-Overtime	235,000.00	21,326.07	184,493.96	50,506.04	78.51
101-301-719-000	Allocated Fringes	1,479,600.00	120,176.43	1,152,358.04	327,241.96	77.88
101-301-727-000	Office Supplies	7,500.00	677.98	5,687.60	1,812.40	75.83
101-301-740-000	Film/Photo/Batteries	7,000.00	0.00	1,528.32	5,471.68	21.83
101-301-741-000	Uniforms & Equipment	40,000.00	884.94	21,416.66	18,583.34	53.54
101-301-743-000	Supplies-Other	15,000.00	446.03	2,354.67	12,645.33	15.70
101-301-744-000	Gun Range	10,000.00	23.96	22,380.87	(12,380.87)	223.81
101-301-745-000	Special Operations Team	8,250.00	795.59	6,808.89	1,441.11	82.53
101-301-750-000	Crime Prevention	4,000.00	0.00	0.00	4,000.00	0.00
101-301-810-000	Memberships & Dues	3,000.00	100.00	1,995.00	1,005.00	66.50
101-301-819-000	Contracted Services	103,000.00	4,766.41	61,851.78	41,148.22	60.05
101-301-850-000	Pagers & Cellular Phones	15,000.00	919.27	8,177.22	6,822.78	54.51
101-301-860-000	Vehicle Maintenance	72,500.00	6,680.13	34,142.63	38,357.37	47.09
101-301-860-001	Fuel	115,000.00	9,692.19	48,981.30	66,018.70	42.59
101-301-860-002	Tires	7,200.00	0.00	3,149.66	4,050.34	43.75
101-301-860-004	Car Washes	7,100.00	0.00	2,582.25	4,517.75	36.37
101-301-861-000	Training Expense	30,000.00	3,063.06	21,859.35	8,140.65	72.86
101-301-861-001	M-Coles Training	7,500.00	1,580.00	4,580.00	2,920.00	61.07
101-301-861-002	M-Coles Training Reimbursement	(8,000.00)	0.00	(4,025.20)	(3,974.80)	50.32
101-301-862-000	Detention Supplies	9,700.00	712.25	5,693.29	4,006.71	58.69
101-301-865-000	Marine Division	10,000.00	10.26	603.45	9,396.55	6.03
101-301-933-000	Equipment Maintenance	5,500.00	191.95	3,954.09	1,545.91	71.89
101-301-956-000	Other	8,000.00	114.04	3,445.56	4,554.44	43.07
101-301-957-000	Consortium Purchases	0.00	0.00	0.00	0.00	0.00
101-301-958-000	Technology Purchases	40,000.00	3,618.00	34,267.77	5,732.23	85.67
101-301-970-000	Capital Outlay	62,000.00	23,948.38	60,536.74	1,463.26	97.64
101-301-970-001	DDA Reimbursement	0.00	0.00	0.00	0.00	0.00
101-301-970-002	Civic Fund Reimbursement	0.00	0.00	(28,448.38)	28,448.38	100.00
101-301-970-003	CDBG Reimbursement	0.00	0.00	0.00	0.00	0.00
Total Dept 301-Police Department		5,440,353.00	410,606.74	3,818,931.08	1,621,421.92	70.20

Dept 325-Dispatch

101-325-705-000	Dispatch Wages	498,352.00	34,053.60	328,866.65	169,485.35	65.99
101-325-707-000	Overtime Wages	56,617.00	1,000.02	55,595.35	1,021.65	98.20
101-325-719-000	Allocated Fringes	230,000.00	16,474.20	153,510.49	76,489.51	66.74
101-325-740-000	Supplies	2,500.00	0.00	326.25	2,173.75	13.05

101-325-741-000	Uniforms & Equipment	2,500.00	307.94	2,220.48	279.52	88.82
101-325-819-000	Contracted Services	4,100.00	0.00	0.00	4,100.00	0.00
101-325-861-000	Training Expense	5,500.00	0.00	2,150.67	3,349.33	39.10
101-325-933-000	Equipment Maintenance	2,000.00	929.25	1,431.63	568.37	71.58
101-325-956-000	Other	1,600.00	55.18	1,137.18	462.82	71.07
101-325-969-000	Dispatch Equipment E-911	0.00	0.00	0.00	0.00	0.00
101-325-970-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 325-Dispatch		803,169.00	52,820.19	545,238.70	257,930.30	67.89
Dept 329-Ordinance Enforcement						
101-329-706-000	Ordinance/Animal Control Wages	91,350.00	3,372.69	60,958.58	30,391.42	66.73
101-329-719-000	Allocated Fringes	55,620.00	6,572.89	53,113.31	2,506.69	95.49
101-329-740-000	Supplies	5,000.00	201.32	1,555.28	3,444.72	31.11
101-329-741-000	Uniforms & Equipment	2,000.00	19.99	(207.97)	2,207.97	(10.40)
101-329-810-000	Membership & Dues	1,000.00	0.00	120.00	880.00	12.00
101-329-819-000	Contracted Services	33,500.00	2,841.75	11,745.25	21,754.75	35.06
101-329-860-000	Transportation	4,000.00	45.53	2,347.14	1,652.86	58.68
101-329-861-000	Training	1,500.00	20.00	538.97	961.03	35.93
101-329-970-000	Capital Outlay	33,000.00	0.00	29,113.56	3,886.44	88.22
Total Dept 329-Ordinance Enforcement		226,970.00	13,074.17	159,284.12	67,685.88	70.18
Dept 336-Fire Department						
101-336-702-000	Fire Chief Wages	81,200.00	6,222.22	57,855.65	23,344.35	71.25
101-336-703-000	Fire Marshal Wages	49,800.00	4,286.78	34,648.44	15,151.56	69.58
101-336-705-000	Fire Inspector Wages	25,000.00	2,197.85	16,545.39	8,454.61	66.18
101-336-706-000	Firefighter Wages-On Call	910,000.00	64,613.95	599,997.19	310,002.81	65.93
101-336-719-000	Allocated Fringes	158,000.00	11,659.44	105,256.82	52,743.18	66.62
101-336-740-000	Operating Supplies	12,500.00	973.44	5,928.23	6,571.77	47.43
101-336-741-000	Uniforms & Equipment	65,000.00	6,992.10	26,854.91	38,145.09	41.32
101-336-750-000	Fire Prevention	6,000.00	1,712.51	1,993.87	4,006.13	33.23
101-336-810-000	Memberships & Dues	7,000.00	0.00	6,309.31	690.69	90.13
101-336-819-000	Contracted Services	22,000.00	0.00	4,593.50	17,406.50	20.88
101-336-850-000	Telephone	10,000.00	625.46	5,375.30	4,624.70	53.75
101-336-860-000	Transportation	85,000.00	7,816.16	66,522.16	18,477.84	78.26
101-336-860-001	Fuel	35,000.00	1,499.41	10,197.66	24,802.34	29.14
101-336-860-004	Car Washes	400.00	0.00	190.50	209.50	47.63
101-336-861-000	Training Expense	35,000.00	3,801.90	26,242.70	8,757.30	74.98
101-336-920-000	Utilities	50,000.00	3,229.55	32,100.57	17,899.43	64.20
101-336-931-000	Building Maintenance	6,500.00	0.00	3,319.93	3,180.07	51.08
101-336-933-000	Equipment Maintenance	25,000.00	4,244.63	11,350.37	13,649.63	45.40
101-336-956-000	Other	18,000.00	150.00	3,850.08	14,149.92	21.39
101-336-956-002	MERV Cart Donation	0.00	0.00	0.00	0.00	0.00
101-336-970-000	Capital Outlay	40,000.00	2,025.00	10,240.94	29,759.06	25.60
101-336-970-001	FEMA Grant	0.00	(3,780.95)	0.00	0.00	0.00
101-336-970-002	FEMA Grant-Communities	0.00	(118,229.00)	(118,229.00)	118,229.00	100.00
101-336-970-003	Civic Fund Reimbursement	0.00	(10,000.00)	(10,000.00)	10,000.00	100.00

Total Dept 336-Fire Department		1,641,400.00	(9,959.55)	901,144.52	740,255.48	54.90
Dept 370-Building/Planning Dept.						
101-370-702-000	Salary-Dir Plan & Econ Dev	71,050.00	5,444.44	50,140.89	20,909.11	70.57
101-370-702-003	LDFA Reimbursement	(4,000.00)	0.00	(4,000.00)	0.00	100.00
101-370-703-000	Salary-Dep Dir Plan & Econ Dev	62,930.00	4,822.22	44,838.10	18,091.90	71.25
101-370-703-005	CDBG Reimbursement	(7,944.00)	0.00	0.00	(7,944.00)	0.00
101-370-705-000	Office Wages	122,480.00	11,580.66	79,239.41	43,240.59	64.70
101-370-706-000	Inspector Wages	114,420.00	7,178.37	75,374.46	39,045.54	65.88
101-370-719-000	Allocated Fringes	186,900.00	13,300.52	132,072.72	54,827.28	70.66
101-370-740-000	Operating Supplies	7,500.00	1,035.06	5,244.01	2,255.99	69.92
101-370-810-000	Memberships & Dues	24,000.00	70.00	21,286.68	2,713.32	88.69
101-370-818-000	Commissions	6,500.00	702.03	3,992.60	2,507.40	61.42
101-370-819-000	Contracted Services	151,000.00	12,554.94	62,550.58	88,449.42	41.42
101-370-820-000	Engineers	15,000.00	0.00	1,120.00	13,880.00	7.47
101-370-820-001	Engineers - FEMA Map Amend	0.00	0.00	0.00	0.00	0.00
101-370-821-000	Consultants	70,000.00	2,612.92	24,393.10	45,606.90	34.85
101-370-822-000	Master Plan	1,000.00	0.00	0.00	1,000.00	0.00
101-370-823-000	Zoning Ordinances-Codify	18,000.00	1,908.36	8,427.86	9,572.14	46.82
101-370-824-000	NPDES Permit	1,000.00	0.00	0.00	1,000.00	0.00
101-370-860-000	Transportation	7,200.00	2,062.57	3,776.40	3,423.60	52.45
101-370-861-000	Training	5,000.00	980.60	2,666.35	2,333.65	53.33
101-370-900-000	Printing & Publishing	3,000.00	72.50	565.00	2,435.00	18.83
101-370-956-000	Other	3,000.00	116.04	2,677.55	322.45	89.25
101-370-970-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 370-Building/Planning Dept.		858,036.00	64,441.23	514,365.71	343,670.29	59.95
Dept 446-Public Services						
101-446-830-000	Dust Prevention Services	20,000.00	10,000.00	21,500.00	(1,500.00)	107.50
Total Dept 446-Public Services		20,000.00	10,000.00	21,500.00	(1,500.00)	107.50
Dept 450-Public Services						
101-450-926-000	Street Lighting	220,000.00	987.50	133,352.68	86,647.32	60.61
Total Dept 450-Public Services		220,000.00	987.50	133,352.68	86,647.32	60.61
Dept 691-Recreation Dept						
101-691-702-000	Director Parks & Recreation	61,753.00	4,732.04	43,997.24	17,755.76	71.25
101-691-703-000	Deputy Dir Parks & Recreation	46,360.00	3,552.50	33,031.94	13,328.06	71.25
101-691-705-000	Recreation Wages	118,000.00	7,996.96	82,989.26	35,010.74	70.33
101-691-719-000	Allocated Fringes	113,400.00	7,583.99	89,629.14	23,770.86	79.04
101-691-740-000	Operating Supplies	3,000.00	202.44	2,245.89	754.11	74.86
101-691-742-000	Program Expense	37,500.00	3,975.69	21,804.12	15,695.88	58.14
101-691-742-001	Program Exp-Summer Camp	40,000.00	19,548.08	30,257.20	9,742.80	75.64
101-691-810-000	Memberships & Dues	800.00	(330.00)	735.00	65.00	91.88
101-691-818-000	Recreation Commission	600.00	0.00	133.74	466.26	22.29
101-691-860-000	Transportation	1,000.00	0.00	0.00	1,000.00	0.00

101-691-861-000	Training	500.00	0.00	0.00	500.00	0.00
101-691-900-000	Printing & Publishing	4,500.00	0.00	1,934.40	2,565.60	42.99
101-691-920-000	Utilities	2,500.00	139.66	1,344.07	1,155.93	53.76
101-691-933-000	Equipment Maintenance	2,000.00	350.91	1,740.40	259.60	87.02
101-691-956-000	Other	1,400.00	0.00	736.00	664.00	52.57
101-691-970-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 691-Recreation Dept		433,313.00	47,752.27	310,578.40	122,734.60	71.68
Dept 692-Seniors Dept						
101-692-702-000	Senior Director Wages	50,435.00	3,864.76	35,933.13	14,501.87	71.25
101-692-702-005	CDBG Reimbursement	(13,900.00)	0.00	0.00	(13,900.00)	0.00
101-692-703-000	Senior Coordinator Salary	35,000.00	2,682.00	24,620.76	10,379.24	70.35
101-692-705-000	Employee Wages	42,000.00	3,997.62	35,709.68	6,290.32	85.02
101-692-705-001	Senior Alliance Grant	(8,276.00)	(786.00)	(3,864.00)	(4,412.00)	46.69
101-692-719-000	Allocated Fringes	48,500.00	4,137.34	40,403.52	8,096.48	83.31
101-692-740-000	Operating Supplies	2,000.00	175.72	1,277.13	722.87	63.86
101-692-742-000	Program Expense	21,000.00	1,294.87	14,244.84	6,755.16	67.83
101-692-743-000	Trips Expense	10,000.00	228.78	2,634.08	7,365.92	26.34
101-692-810-000	Memberships & Dues	500.00	0.00	641.00	(141.00)	128.20
101-692-819-000	Contracted Services	2,530.00	0.00	2,160.00	370.00	85.38
101-692-860-000	Transportation	25,000.00	1,550.71	12,485.17	12,514.83	49.94
101-692-860-001	Transportation Rebate	(13,000.00)	(448.40)	(12,113.20)	(886.80)	93.18
101-692-861-000	Training	2,000.00	350.00	460.00	1,540.00	23.00
101-692-900-000	Printing & Publishing	1,200.00	0.00	987.00	213.00	82.25
101-692-933-000	Equipment Maintenance	3,000.00	1,819.96	3,648.37	(648.37)	121.61
101-692-956-000	Other	5,000.00	516.38	6,314.94	(1,314.94)	126.30
101-692-970-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 692-Seniors Dept		212,989.00	19,383.74	165,542.42	47,446.58	77.72
Dept 715-Cable Dept						
101-715-702-000	Cable Director Salary	45,675.00	3,500.00	32,543.77	13,131.23	71.25
101-715-706-000	Employee Wages	30,000.00	875.45	10,722.54	19,277.46	35.74
101-715-719-000	Allocated Fringes	15,000.00	1,085.69	10,139.21	4,860.79	67.59
101-715-740-000	Operating Supplies	8,000.00	288.25	1,470.76	6,529.24	18.38
101-715-810-000	Memberships And Dues	400.00	0.00	0.00	400.00	0.00
101-715-819-000	Contracted Services	1,500.00	0.00	0.00	1,500.00	0.00
101-715-860-000	Transportation	300.00	0.00	0.00	300.00	0.00
101-715-861-000	Training	2,500.00	0.00	0.00	2,500.00	0.00
101-715-933-000	Equipment Maintenance	4,000.00	350.91	701.82	3,298.18	17.55
101-715-956-000	Other	300.00	0.00	0.00	300.00	0.00
101-715-970-000	Capital Outlay	25,000.00	0.00	8,938.00	16,062.00	35.75
Total Dept 715-Cable Dept		132,675.00	6,100.30	64,516.10	68,158.90	48.63
Dept 718-Park & Lake Dept						
101-718-706-000	Park Wages	70,466.00	4,848.48	34,979.86	35,486.14	49.64
101-718-719-000	Allocated Fringes	5,488.00	370.91	2,675.95	2,812.05	48.76

101-718-740-000	Operating Supplies	6,000.00	498.36	3,876.04	2,123.96	64.60
101-718-810-000	Membership And Dues	0.00	0.00	0.00	0.00	0.00
101-718-819-000	Contracted Services	18,000.00	0.00	14,262.00	3,738.00	79.23
101-718-819-001	Concert Series Donations	(4,000.00)	0.00	0.00	(4,000.00)	0.00
101-718-819-002	Fireworks Donations	(5,200.00)	0.00	(13,000.00)	7,800.00	250.00
101-718-850-000	Telephone	2,200.00	211.37	2,075.63	124.37	94.35
101-718-860-000	Transportation	5,000.00	756.12	5,220.83	(220.83)	104.42
101-718-861-000	Training	500.00	0.00	0.00	500.00	0.00
101-718-900-000	Printing & Publishing	3,000.00	0.00	1,043.20	1,956.80	34.77
101-718-920-000	Utilities	19,000.00	674.46	7,521.14	11,478.86	39.58
101-718-931-000	Building Maintenance	0.00	0.00	0.00	0.00	0.00
101-718-933-000	Equipment Maintenance	0.00	350.91	701.82	(701.82)	100.00
101-718-940-000	Rentals	0.00	0.00	0.00	0.00	0.00
101-718-956-000	Other	800.00	(200.00)	469.00	331.00	58.63
101-718-958-000	Environmental Grant Project	2,500.00	0.00	0.00	2,500.00	0.00
101-718-958-001	Environ Grant Project Proceeds	(2,500.00)	0.00	0.00	(2,500.00)	0.00
101-718-959-000	Achieve Grant Expenses	0.00	0.00	0.00	0.00	0.00
101-718-959-001	Achieve Grant Proceeds	0.00	0.00	0.00	0.00	0.00
101-718-970-000	Capital Outlay	41,136.00	0.00	7,955.95	33,180.05	19.34
101-718-970-001	MMRMA Reimbursement	(41,136.00)	0.00	(41,136.00)	0.00	100.00
101-718-970-002	Reimbursement	0.00	0.00	0.00	0.00	0.00
101-718-973-000	Wayne Co Park Millage Project	15,000.00	0.00	0.00	15,000.00	0.00
101-718-973-001	Wayne Co Park Millage Grant	(15,000.00)	0.00	0.00	(15,000.00)	0.00
Total Dept 718-Park & Lake Dept		121,254.00	7,510.61	26,645.42	94,608.58	21.97
Dept 719-French Landing Dam						
101-719-819-000	Contracted Services-Dam	2,200.00	0.00	0.00	2,200.00	0.00
Total Dept 719-French Landing Dam		2,200.00	0.00	0.00	2,200.00	0.00
Dept 900-Insurance						
101-900-719-000	Retiree & Cobra Benefits	330,000.00	28,478.09	286,963.90	43,036.10	86.96
101-900-720-000	Workers' Compensation	65,000.00	0.00	50,087.00	14,913.00	77.06
101-900-721-000	UIA Benefits Paid	2,000.00	0.00	0.00	2,000.00	0.00
101-900-910-000	Insurance & Bonds	440,000.00	0.00	407,728.51	32,271.49	92.67
Total Dept 900-Insurance		837,000.00	28,478.09	744,779.41	92,220.59	88.98
TOTAL Expenditures		14,558,752.00	646,883.14	9,833,960.64	4,724,791.36	67.55
Fund 101 - General Fund:						
TOTAL REVENUES		13,717,782.00	1,520,640.25	11,139,199.97	2,578,582.03	81.20
TOTAL EXPENDITURES		14,558,752.00	646,883.14	9,833,960.64	4,724,791.36	67.55
NET OF REVENUES & EXPENDITURES		(840,970.00)	873,757.11	1,305,239.33	(2,146,209.33)	155.21

Fund 279 - CDBG Fund

Revenues

Dept 000

279-000-541-000	Rehab Admin Revenue	7,945.00	0.00	2,238.75	5,706.25	28.18
279-000-541-001	Rehab Housing Revenue	0.00	0.00	48,731.92	(48,731.92)	100.00
279-000-541-002	Building Demolition Revenue	0.00	0.00	50,013.93	(50,013.93)	100.00
279-000-541-003	Senior Citizen Services Revenue	8,992.00	0.00	0.00	8,992.00	0.00
279-000-541-004	Neighborhood Improvements Rev	125,023.00	0.00	0.00	125,023.00	0.00
279-000-541-007	Beck Ball Field Improvements	0.00	0.00	0.00	0.00	0.00
279-000-541-009	Youth Services	8,992.00	8,992.00	8,992.00	0.00	100.00
279-000-541-013	Planning	7,945.00	0.00	0.00	7,945.00	0.00
279-000-541-015	Sidewalks	0.00	0.00	0.00	0.00	0.00
279-000-664-000	Interest	0.00	0.00	23.02	(23.02)	100.00
279-000-688-000	Transfer From General Fund	0.00	0.00	0.00	0.00	0.00
Total Dept 000		158,897.00	8,992.00	109,999.62	48,897.38	69.23

TOTAL Revenues

158,897.00 8,992.00 109,999.62 48,897.38 69.23

Expenditures

Dept 370-Building/Planning Dept.

279-370-941-000	Building Demolition	0.00	0.00	0.00	0.00	0.00
279-370-941-001	Demo #1-40617 Robbe Rd.	0.00	0.00	0.00	0.00	0.00
279-370-941-002	Demo #2-41761 Van Born Rd.	0.00	0.00	0.00	0.00	0.00
279-370-941-003	Demo #3-50901 S. I-94 Svs Dr.	0.00	0.00	3,800.00	(3,800.00)	100.00
279-370-941-004	Demo #004-48320 Martz Rd.	0.00	0.00	0.00	0.00	0.00
279-370-941-005	Demo #005-12945 Martinsville Rd.	0.00	0.00	0.00	0.00	0.00
279-370-941-006	Demo #6-16620 Haggerty Rd.	0.00	0.00	0.00	0.00	0.00
279-370-941-007	Demo #7-930 Sumpter Rd.	0.00	0.00	9,310.00	(9,310.00)	100.00
279-370-941-008	Demo #8-49421 W. Huron River Dr.	0.00	0.00	0.00	0.00	0.00
279-370-941-009	Demo #9-1050 Savage	0.00	0.00	0.00	0.00	0.00
279-370-941-010	Demo #10	0.00	0.00	0.00	0.00	0.00
279-370-955-000	Sidewalks	0.00	0.00	0.00	0.00	0.00
279-370-970-000	Beck Ball Field Improvements	0.00	6,447.50	9,180.00	(9,180.00)	100.00
Total Dept 370-Building/Planning Dept.		0.00	6,447.50	22,290.00	(22,290.00)	100.00

Dept 691-Recreation Dept

279-691-740-000	Youth Services	8,992.00	0.00	11,299.39	(2,307.39)	125.66
279-691-970-000	Neighborhood Improvements	125,023.00	0.00	0.00	125,023.00	0.00
Total Dept 691-Recreation Dept		134,015.00	0.00	11,299.39	122,715.61	8.43

Dept 692-Seniors Dept

279-692-971-000	Senior Citizen Services	8,992.00	0.00	0.00	8,992.00	0.00
Total Dept 692-Seniors Dept		8,992.00	0.00	0.00	8,992.00	0.00

Dept 801-Planning						
279-801-821-000	Planning	7,945.00	237.00	4,898.00	3,047.00	61.65
Total Dept 801-Planning		7,945.00	237.00	4,898.00	3,047.00	61.65
Dept 822-Rehab						
279-822-819-000	Rehab Housing-Budget Only	0.00	0.00	0.00	0.00	0.00
279-822-819-197	Rehab #197-47151 Lauren Ct	0.00	0.00	0.00	0.00	0.00
279-822-819-202	Rehab #202-14080 Lenmoore	0.00	0.00	0.00	0.00	0.00
279-822-819-203	Rehab #203-10864 Quirk	0.00	0.00	14,000.00	(14,000.00)	100.00
279-822-819-204	Rehab #204-6144 Western	0.00	0.00	0.00	0.00	0.00
279-822-819-205	Rehab #205-47063 Ayres.	0.00	0.00	17,135.00	(17,135.00)	100.00
279-822-819-206	Rehab #206-8250 Hannan	0.00	0.00	14,710.00	(14,710.00)	100.00
279-822-950-000	Rehab Admin Expenditures	7,945.00	0.00	1,367.50	6,577.50	17.21
279-822-970-000	Rehab Housing	0.00	0.00	0.00	0.00	0.00
Total Dept 822-Rehab		7,945.00	0.00	47,212.50	(39,267.50)	594.24
TOTAL Expenditures		158,897.00	6,684.50	85,699.89	73,197.11	53.93
Fund 279 - CDBG Fund:						
TOTAL REVENUES		158,897.00	8,992.00	109,999.62	48,897.38	69.23
TOTAL EXPENDITURES		158,897.00	6,684.50	85,699.89	73,197.11	53.93
NET OF REVENUES & EXPENDITURES		0.00	2,307.50	24,299.73	(24,299.73)	100.00

Fund 592 - Water/Sewer Fund

Revenues

Dept 536-Water Department

592-536-477-000	Tap Fees	25,000.00	21,047.38	62,913.31	(37,913.31)	251.65
592-536-478-000	Hydrant Rental Permits	8,000.00	0.00	3,440.00	4,560.00	43.00
592-536-608-000	Water Meter Charges	502,449.00	53,564.39	303,259.54	199,189.46	60.36
592-536-609-000	Construction Administration	5,000.00	0.00	7,114.64	(2,114.64)	142.29
592-536-626-000	Finals, Turn On/Off, Other	25,000.00	1,310.00	21,540.00	3,460.00	86.16
592-536-627-000	Inspection Fees	3,000.00	875.00	3,800.00	(800.00)	126.67
592-536-643-001	Water Sales	3,157,285.00	525,667.73	2,051,940.95	1,105,344.05	64.99
592-536-650-000	Meter/Materials Sales	30,000.00	5,867.80	27,426.25	2,573.75	91.42
592-536-662-000	Late Penalties	50,000.00	9,226.14	49,566.81	433.19	99.13
592-536-664-000	Interest Income	300,000.00	16,649.46	175,988.50	124,011.50	58.66
592-536-693-000	Sale Of Fixed Assets	0.00	0.00	0.00	0.00	0.00
592-536-694-000	Miscellaneous Revenue	30,000.00	266.12	31,966.97	(1,966.97)	106.56
Total Dept 536-Water Department		4,135,734.00	634,474.02	2,738,956.97	1,396,777.03	66.23

Dept 537-Sewer Department

592-537-411-000	Sewer Assessments	50.00	0.00	209.00	(159.00)	418.00
592-537-477-000	Tap Fees	100,000.00	50,591.26	179,155.47	(79,155.47)	179.16
592-537-607-000	Debt Service	400.00	9.75	(6,029.86)	6,429.86	(1,507.47)
592-537-608-000	Sewer Maintenance Charges	712,050.00	77,891.04	424,870.23	287,179.77	59.67
592-537-626-000	Finals, Turn On/Off, Other	0.00	0.00	0.00	0.00	0.00
592-537-643-001	Sewage Disposal	3,061,722.00	499,809.71	1,910,105.95	1,151,616.05	62.39
592-537-643-002	Non-Res. User Fees	67,262.00	17,207.14	46,927.52	20,334.48	69.77
592-537-662-000	Late Penalties	50,000.00	8,608.35	48,512.34	1,487.66	97.02
592-537-694-000	Miscellaneous Revenue	5,000.00	49.31	5,699.30	(699.30)	113.99
592-537-695-000	Contribution From DDA	0.00	0.00	0.00	0.00	0.00
Total Dept 537-Sewer Department		3,996,484.00	654,166.56	2,609,449.95	1,387,034.05	65.29

Dept 538-W/S Tax Levy

592-538-403-000	Property Tax	0.00	0.00	237.77	(237.77)	100.00
592-538-417-000	Delq Personal Property	0.00	0.00	74.60	(74.60)	100.00
592-538-445-000	Interest/Penalty Del Pers Prop	0.00	1.74	276.06	(276.06)	100.00
592-538-607-000	Debt Service	0.00	0.00	0.00	0.00	0.00
592-538-694-000	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
Total Dept 538-W/S Tax Levy		0.00	1.74	588.43	(588.43)	100.00

TOTAL Revenues

8,132,218.00	1,288,642.32	5,348,995.35	2,783,222.65	65.78
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Expenditures

Dept 536-Water Department

592-536-702-000	Salary-Director	73,116.00	5,526.14	51,383.23	21,732.77	70.28
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592-536-703-000	Salary-Superintendent	58,693.00	4,420.92	41,106.67	17,586.33	70.04
592-536-704-000	Salary - Deputy Treasurer	5,000.00	0.00	5,000.00	0.00	100.00
592-536-705-000	Wages-Office	141,000.00	10,669.78	95,905.49	45,094.51	68.02
592-536-706-000	Wages-Field Operations	407,760.00	31,337.20	292,126.58	115,633.42	71.64
592-536-707-000	Wages - Field Ops Overtime	101,954.00	7,205.76	69,275.19	32,678.81	67.95
592-536-719-000	Allocated Fringes	434,000.00	34,644.41	309,740.51	124,259.49	71.37
592-536-719-001	Fringes-Retiree/Cobra	160,000.00	1,968.04	18,294.06	141,705.94	11.43
592-536-719-002	Compensated Absences	3,000.00	0.00	0.00	3,000.00	0.00
592-536-720-000	Workers Comp	40,000.00	0.00	33,391.00	6,609.00	83.48
592-536-721-000	UIA Benefits Paid	0.00	0.00	0.00	0.00	0.00
592-536-727-000	Office Supplies	4,500.00	349.55	3,021.23	1,478.77	67.14
592-536-728-000	Postage	25,000.00	0.00	17,725.00	7,275.00	70.90
592-536-740-000	Operating Supplies	75,000.00	7,324.36	54,380.16	20,619.84	72.51
592-536-741-000	Uniforms	5,000.00	319.48	2,080.19	2,919.81	41.60
592-536-751-000	Gas & Diesel Fuel	35,000.00	2,846.40	14,067.75	20,932.25	40.19
592-536-801-001	Accounting & Auditing	35,000.00	0.00	31,752.00	3,248.00	90.72
592-536-801-002	Attorney	110,000.00	3,350.80	50,942.76	59,057.24	46.31
592-536-802-000	Administrative Fee	621,225.00	51,768.75	465,918.75	155,306.25	75.00
592-536-810-000	Membership & Dues	3,000.00	1,125.00	2,038.00	962.00	67.93
592-536-816-000	GIS Implementation	0.00	0.00	0.00	0.00	0.00
592-536-818-000	Commissions	1,000.00	0.00	280.50	719.50	28.05
592-536-819-000	Contracted Services	120,000.00	16,161.53	58,891.08	61,108.92	49.08
592-536-820-000	Engineering Fees	45,000.00	2,080.00	12,703.30	32,296.70	28.23
592-536-860-000	Transportation	300.00	0.00	0.00	300.00	0.00
592-536-861-000	Training	5,000.00	0.00	3,957.00	1,043.00	79.14
592-536-900-000	Printing & Publishing	2,500.00	0.00	2,505.50	(5.50)	100.22
592-536-910-000	Insurance & Bonds	175,000.00	0.00	168,252.49	6,747.51	96.14
592-536-920-000	Utilities	90,000.00	3,929.00	49,282.79	40,717.21	54.76
592-536-927-000	Water Purchases	2,610,538.00	236,453.38	1,289,704.77	1,320,833.23	49.40
592-536-931-000	Building Maintenance	3,000.00	1,276.00	2,694.00	306.00	89.80
592-536-931-001	Building Mainte - Water Tower	20,000.00	0.00	0.00	20,000.00	0.00
592-536-932-000	Vehicle Maintenance	15,000.00	730.94	15,443.25	(443.25)	102.96
592-536-933-000	Equipment Maintenance	10,000.00	441.94	9,358.03	641.97	93.58
592-536-936-000	Water System Repair	0.00	0.00	0.00	0.00	0.00
592-536-937-000	Office Equipment Maint	5,000.00	511.71	2,404.12	2,595.88	48.08
592-536-940-000	Rental	500.00	0.00	536.50	(36.50)	107.30
592-536-956-000	Other	10,000.00	483.00	1,400.74	8,599.26	14.01
592-536-968-000	Depreciation	2,250,000.00	0.00	1,131,262.81	1,118,737.19	50.28
592-536-969-000	Asset Contribution to Governmental	0.00	0.00	0.00	0.00	0.00
592-536-970-000	Wtr Capital Outlay-Veh & Equip	0.00	0.00	0.00	0.00	0.00
592-536-970-001	Capital Outlay-System Improve	0.00	0.00	2,329.60	(2,329.60)	100.00
592-536-970-002	Capital Outlay-Off Equip/Comp	0.00	0.00	0.00	0.00	0.00
592-536-970-003	Capital Outlay-Metering System	100,000.00	0.00	83,730.00	16,270.00	83.73
592-536-970-004	Capital Outlay-Facilities Impr	150,000.00	150,000.00	150,000.00	0.00	100.00
592-536-990-000	Water Meter Loan Interest	0.00	0.00	0.00	0.00	0.00
592-536-995-000	Interest Expense	0.00	62,250.00	67,836.16	(67,836.16)	100.00

592-536-996-000	Handling Fees	0.00	301.67	5,073.32	(5,073.32)	100.00
Total Dept 536-Water Department		7,951,086.00	637,475.76	4,615,794.53	3,335,291.47	58.05
Dept 537-Sewer Department						
592-537-740-000	Operating Supplies	0.00	0.00	0.00	0.00	0.00
592-537-924-000	Sewage Treatment	2,204,800.00	156,574.43	1,315,252.28	889,547.72	59.65
592-537-925-000	Infiltration	103,000.00	18,210.00	83,472.00	19,528.00	81.04
592-537-930-000	Maintenance - Lift Station	25,000.00	9,904.93	125,948.87	(100,948.87)	503.80
592-537-931-001	Maintenance- Eq Basin	25,000.00	0.00	54,835.50	(29,835.50)	219.34
592-537-931-002	Maintenance - Sanitary Lines	0.00	0.00	0.00	0.00	0.00
592-537-970-000	Capital Outlay	400,000.00	0.00	10,612.00	389,388.00	2.65
592-537-970-001	Capital Outlay - Ecorse Rd.	0.00	0.00	0.00	0.00	0.00
592-537-970-002	Capital Outlay - Eq Basin	60,000.00	0.00	0.00	60,000.00	0.00
592-537-970-003	Capital-Sewer Clean/Relline	350,000.00	47,570.97	53,472.19	296,527.81	15.28
592-537-970-004	Capital Outlay - Lift Station	0.00	0.00	0.00	0.00	0.00
592-537-995-000	Interest Expense	0.00	100,686.75	218,409.04	(218,409.04)	100.00
592-537-996-000	Excess Downriver Bond Interest	0.00	0.00	0.00	0.00	0.00
Total Dept 537-Sewer Department		3,167,800.00	332,947.08	1,862,001.88	1,305,798.12	58.78
TOTAL Expenditures		11,118,886.00	970,422.84	6,477,796.41	4,641,089.59	58.26
Fund 592 - Water/Sewer Fund:						
TOTAL REVENUES		8,132,218.00	1,288,642.32	5,348,995.35	2,783,222.65	65.78
TOTAL EXPENDITURES		11,118,886.00	970,422.84	6,477,796.41	4,641,089.59	58.26
NET OF REVENUES & EXPENDITURES		(2,986,668.00)	318,219.48	(1,128,801.06)	(1,857,866.94)	37.79
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		22,008,897.00	2,818,274.57	16,598,194.94	5,410,702.06	75.42
TOTAL EXPENDITURES - ALL FUNDS		25,836,535.00	1,623,990.48	16,397,456.94	9,439,078.06	63.47
NET OF REVENUES & EXPENDITURES		(3,827,638.00)	1,194,284.09	200,738.00	(4,028,376.00)	5.24