

**CHARTER TOWNSHIP OF VAN BUREN BOARD OF TRUSTEES
FEBRUARY 19, 2019 WORK STUDY MEETING 4:00 P.M.
TENTATIVE AGENDA**

ROLL CALL:

Supervisor McNamara _____
Clerk Wright _____
Treasurer Budd _____
Trustee Frazier _____
Trustee Martin _____

Trustee Miller _____
Trustee White _____
Engineer Potter _____
Attorney McCauley _____
Secretary Beaudry _____

UNFINISHED BUSINESS:

NEW BUSINESS:

1. Discussion on the approval of Resolution 2019-05: Honoring Congressman John D. Dingell Jr.
2. Discussion on the reappointments of Carol Bird and Mark Laginess to the Downtown Development Authority with terms to expire March 9, 2023.
3. Discussion on the approval of the application of the Belleville Yacht Club for July 4, 2019 fireworks.
4. Discussion on the lease agreement with S.M.A.R.T. for a 2018 Eldorado Elite 290.
5. Discussion on General Ordinance #02-19-19(1) which is an Ordinance to establish the Construction Board of Appeals.
6. Discussion on the Revised 2019 Board of Trustees Meeting Schedule.
7. Discussion on the selection of Cross Renovations for the renovation of the Multi-Purpose Room and Recreation Desk and Waiting Area.
8. Discussion on Ordinance #02-19-19(2) which is an amendment of Article III (Fireworks Safety Act) of Chapter 46 (Fire Prevention and Protection) to amend Sec. 46-71.

PUBLIC COMMENT:

CLOSED SESSION:

ADJOURNMENT:

Charter Township of Van Buren

Agenda Item: _____

REQUEST FOR BOARD ACTION

WORK STUDY
DATE: 2/19/2019
BOARD MEETING
DATE: 2/19/2019

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

ITEM (SUBJECT)	Resolution 2019-5: Honoring Congressman John D. Dingell Jr.
DEPARTMENT	Board of Trustees
PRESENTER	Supervisor McNamara
PHONE NUMBER	734-699-8910
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)	

Agenda topic

ACTION REQUESTED	
To consider approval of Resolution 2019-5: Honoring Congressman John D. Dingell Jr.	
BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)	
Please see attached Resolution 2019-5: Honoring Congressman John D. Dingell Jr.	

BUDGET IMPLICATION	none
---------------------------	------

IMPLEMENTATION NEXT STEP	
---------------------------------	--


DEPARTMENT RECOMMENDATION	
----------------------------------	--

COMMITTEE/COMMISSION RECOMMENDATION	
--	--

ATTORNEY RECOMMENDATION	
--------------------------------	--

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

ADDITIONAL REMARKS	None
---------------------------	------

APPROVAL OF SUPERVISOR	
-------------------------------	---

Resolution: 2019-05
Honoring Congressman John D. Dingell Jr.

Whereas, John D. Dingell Jr. was born on July 18, 1926 in Colorado Springs, Colorado; and

Whereas, John D. Dingell Jr. was a 2nd Lieutenant U.S. Army veteran in World War II; and

Whereas, John D. Dingell Jr. succeeded his father, John Dingell Sr. in representing the 15th District of Michigan in the United States House of Representatives, being elected as the youngest Member of the 84th Congress in 1955; and

Whereas, John D. Dingell Jr. dedicated his entire life to public service and became the longest tenured Congressman in United States history serving a total of 59 years and 22 days; and

Whereas, the popular Congressman won 30 elections by an average margin of 73 percent; and

Whereas, in John D. Dingell Jr.'s distinguished career he Chaired and served on many prominent committees; cosponsored legislation creating the U.S. Commission on Civil Rights; cosponsored the bill creating Medicare; and authored the National Environmental Policy Act;

Whereas, John D. Dingell Jr. was a devoted husband to Deborah, his wife of 38 years; and a loving father to his four children Christopher, John, Jeanne and Jennifer.

Whereas, John D. Dingell Jr. loved his country and lived a life of distinguished service until his passing on February 7, 2019; and now

Therefore, be it resolved that the Van Buren Township Board of Trustees honors the remarkable life of John D. Dingell Jr.

Reggie Miller, Trustee

Sharry Budd, Treasurer

Leon Wright, Clerk

Kevin McNamara, Supervisor

Kevin Martin, Trustee

Sherry Frazier, Trustee

Paul White, Trustee

Charter Township of Van Buren

Consent Agenda Feb. 19, 2019

WORK STUDY: Feb 19, 2019

BOARD MEETING: Feb 19, 2019

REQUEST FOR BOARD ACTION

New Business

Unfinished Business

X

Consent Agenda

Public Hearing

ITEM (SUBJECT)	Consider the reappointments Carol Bird and Mark Laginess to the Downtown Development Authority, terms to expire March 9, 2023
DEPARTMENT	DDA
PRESENTER	Supervisor Kevin McNamara
PHONE NUMBER	734-699-8910
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)	

Agenda topic

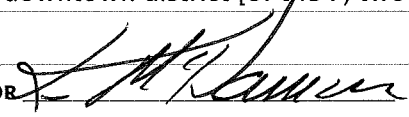
ACTION REQUESTED	
Approve the reappointments of Carol Bird and Mark Laginess to the Downtown Development Authority, terms to expire March 9, 2023	
BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)	

Carol Bird and Mark Laginess have devoted their energy and efforts for a number of years (19 and 14 years respectively) to the DDA and their terms of office will expire on March 9, 2019. They are loyal members and take their responsibility seriously which becomes obvious by a 93% attendance rate for Ms. Bird and a 90% attendance rate of Mr. Laginess over the last 168 meetings. The DDA Board is pro-active with a strong emphasis on the vitality and health of the businesses of the District and Van Buren as a whole. The service of Ms. Bird and Mr. Laginess has been instrumental in the many accomplishments of the DDA. Ms. Bird and Mr. Laginess have both indicated their strong desire to continue serving as members of the DDA.

Over the years, the Downtown Development Authority (DDA) has been able to undertake many projects that would not have been accomplished without the vision of the Township Board and the passion of the DDA Board. While projects are district specific, they reflect on the entire township and set the tone of our community. Some of the recent projects include securing grant funding to assist with the addition of a shared use path and bridge widening over I-94 which includes pedestrian lighting, township logo signage and landscape installation, conversion of the Belleville road streetlights to LED and the Belleville Road PlaceMaking Initiative. As you know, the DDA has had many past successes of which Ms. Bird and Mr. Laginess have been part of, such; as the installation of the emergency warning sirens that are located in the district, the traffic signalization project, renovations to the Developmental Services Department, reconfiguration of the Belleville/Ecorse intersection, the decorative fencing along the Belle Harbor Subdivision, public safety upgrades, fire station construction, partnered with Van Buren for a portion of the roof repair at Township Hall and continued collaboration with the City of Belleville DDA in advertising, sculptures and their October Booville Events.

On the radar for the DDA in the foreseeable future is the completion of the Belleville Road PlaceMaking Initiative and I-94 pedestrian overpass, continued collaborative efforts with Public Safety, continued sidewalk installation and rights-of-way acquisition where possible, increased marketing and social media presence and our newest project of working in conjunction with the Township for the redevelopment of Quirk Park which will include a community splash pad.

The reappointment of Ms. Bird and Mr. Laginess remains consistent and compliant with the requirements of the DDA Act. Ms. Bird serves as a business representative of the district and Mr. Laginess serves as one of the three member at large positions. It is respectfully requests that the Township Board approve their reappointments. Thank you for your consideration in this request.

BUDGET IMPLICATION	None. Non Compensated Board of Directors	
IMPLEMENTATION NEXT STEP	Notify applicants of reappointment.	
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	DDA Act: "an authority shall be under control of a board consisting of the Chief executive officer of the municipality and not less than 8 or more than 12 members [DDA has Township Supervisor and 10 members]. Not less than a majority of the members shall be persons having an interest in property [DDA has 7] located downtown district....Not less than 1 of the members' shall be a resident of the downtown district [of the 7, two members live in the district]."	
APPROVAL OF SUPERVISOR		

Charter Township of Van Buren

Agenda Item: _____

REQUEST FOR BOARD ACTION

WORK STUDY

DATE: 2/19/2019

BOARD MEETING

DATE: 2/19/2019

Consent Agenda _____

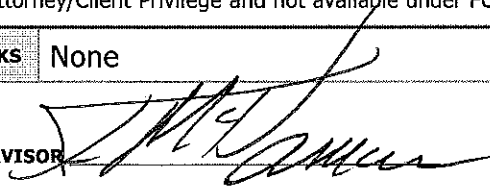
New Business X

Unfinished Business _____

Public Hearing _____

ITEM (SUBJECT)	BYC Application for Fireworks
DEPARTMENT	Supervisor
PRESENTER	Supervisor McNamara
PHONE NUMBER	734-699-8910
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)	

Agenda topic

ACTION REQUESTED	
To consider approval of application from BYC for fireworks on July 4.	
BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)	
If the Board of Trustees approves the application, the BYC must submit approval to the MDNR.	
BUDGET IMPLICATION	
IMPLEMENTATION NEXT STEP	
DEPARTMENT RECOMMENDATION	
COMMITTEE/COMMISSION RECOMMENDATION	
ATTORNEY RECOMMENDATION	
(May be subject to Attorney/Client Privilege and not available under FOIA)	
ADDITIONAL REMARKS	None
APPROVAL OF SUPERVISOR	

2019 Application for Fireworks Other Than Consumer or Low Impact

**FOR USE BY LEGISLATIVE BODY
OF CITY, VILLAGE OR TOWNSHIP
BOARD ONLY**

DATE PERMIT(S) EXPIRE:

Authority: 2011 PA 256	The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD 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 Legislative Body of City, Village or Township Board.	DATE PERMIT(S) EXPIRE:
------------------------	---	------------------------

TYPE OF PERMIT(S) (Select all applicable boxes)

<input type="checkbox"/> Agricultural or Wildlife Fireworks	<input checked="" type="checkbox"/> Articles Pyrotechnic	<input checked="" type="checkbox"/> Display Fireworks
<input type="checkbox"/> Public Display	<input type="checkbox"/> Private Display	
<input type="checkbox"/> Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes		

NAME OF APPLICANT Belleville Yacht Club	ADDRESS OF APPLICANT 831 E. Huron River, Belleville, MI	AGE OF APPLICANT 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
--	--	---

NAME OF PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER Joshua Edwards	ADDRESS PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER 49224 Peninsular Drive, Belleville, MI 48111
--	--

IF A NON-RESIDENT APPLICANT (LIST NAME OF MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)	ADDRESS (MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)	TELEPHONE NUMBER
---	--	------------------

NAME OF PYROTECHNIC OPERATOR Joshua Edwards	ADDRESS OF PYROTECHNIC OPERATOR 49224 Peninsular Drive, Belleville, MI 48111	AGE OF PYROTECHNIC OPERATOR 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
--	---	--

NO. YEARS EXPERIENCE 5	NO. DISPLAYS 7	WHERE Belleville, MI
---------------------------	-------------------	-------------------------

NAME OF ASSISTANT Matt Copeland	ADDRESS OF ASSISTANT 562 Thornhill Ct, Belleville, MI	AGE OF ASSISTANT 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
------------------------------------	--	---

NAME OF OTHER ASSISTANT Thomas Wright	ADDRESS OF OTHER ASSISTANT 49080 Peninsular Dr, Belleville, MI	AGE OF OTHER ASSISTANT 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
--	---	---

EXACT LOCATION OF PROPOSED DISPLAY
 On Belleville lake, directly behind 831 E. Huron River Drive. The GPS location of 42.214983, -83.472396.

DATE OF PROPOSED DISPLAY 7-4-2019 Rain date of 7-5-2019	TIME OF PROPOSED DISPLAY 10:00 PM
---	---

MANNER AND PLACE OF STORAGE, SUBJECT TO APPROVAL OF LOCAL FIRE AUTHORITIES, IN ACCORDANCE WITH NFPA 1123, 1124 & 1125 AND OTHER STATE OR FEDERAL REGULATIONS. PROVIDE PROOF OF PROPER LICENSING OR PERMITTING BY STATE OR FEDERAL GOVERNMENT
 Any fireworks requiring magazine storage would be kept at ACE Pyro and be delivered the day of the show.

AMOUNT OF BOND OR INSURANCE (TO BE SET BY LOCAL GOVERNMENT)	NAME OF BONDING CORPORATION OR INSURANCE COMPANY
---	--

ADDRESS OF BONDING CORPORATION OR INSURANCE COMPANY

NUMBER OF FIREWORKS	KIND OF FIREWORKS TO BE DISPLAYED (Please provide additional pages as needed)
60	3 inch mortars
35	4 inch mortars
20	5 inch mortars
60	2.5 inch salutes
30	1.3g display cakes
	Various 1.4g common commercial fireworks (non-regulated)
20	Fans or Slices (Articles of Pyrotechnics 1.4g)
60	Comets (Articles of Pyrotechnics 1.4g)
60	Mines (Articles of Pyrotechnics 1.4g)
3	Lance Displays (Articles of Pyrotechnics 1.4g)

SIGNATURE OF APPLICANT 	DATE 7-10-2019
----------------------------	-------------------

Instructions for Application for Fireworks Other Than Consumer or Low Impact

Applications shall be submitted to the legislative body of a city, village or township board. A permit may be issued as a result of official action by the legislative body. A permit shall be valid only for use within the limits of the jurisdiction of the legislative body of a city, village or township board.

1. Type of Permit – check all boxes that may apply to the type of permit needed. You may select several permit types depending on your fireworks display. You may check with your legislative body of a city, village or township board for assistance when making your selection. Please review the following definitions to determine which type of permit to select:
 - Agricultural or Wildlife Fireworks – devices distributed to farmers, ranchers, and growers through a wildlife management program administered by the US Department of Interior or Michigan DNR.
 - Articles Pyrotechnic – 1.4G fireworks for professional use only that is classified as UN0431 or UN0432.
 - Display Fireworks – 1.3G fireworks for professional use only
 - Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes – devices with a combination of chemical elements or compounds capable of burning independently of the oxygen of the atmosphere and designed and intended to produce an audible, visual, mechanical or thermal effect for pest or animal control.
 - Public Display – a fireworks display that is open to all persons for viewing.
 - Private Display – a fireworks display that is not open to the general public for viewing.
2. Name of applicant – list the name of the applicant. The applicant may be a person representing an organization, group, firm or corporation, or self. If the applicant is also the operator, enter the same name in the operator's section.
3. Address of applicant – complete the address of the applicant; include the street address, city, state and zip code.
4. Name of person or resident agent representing corporation, LLC, DBA or other – list the name of the person or resident agent that represents the corporation, LLC, DBA or other.
5. Address of person or resident agent that represents the corporation, LLC, DBA or other – list the address of the person or resident agent representing the corporation, LLC, DBA or other.
6. Non-resident applicant – list the name of the non-resident applicant. A non-resident applicant shall appoint a Michigan attorney or Michigan resident agent in writing to be the applicant's legal representative upon whom all service of process in any action or proceeding may be served.
7. Name of pyrotechnic operator – list the name of the pyrotechnic operator. The pyrotechnic operator is the person in charge of the display. The legislative body of a city, village or township board shall rule on the competency and qualifications of the operator before granting a permit and may require an affidavit from the applicant as to the operator's experience, former pyrotechnic accidents, criminal record, sobriety, etc.
8. Address of pyrotechnic operator – list the address of the pyrotechnic operator; include the street address, city, state and zip code.
9. Age of the pyrotechnic operator – list the age of the pyrotechnic operator; the operator must be 18 years of age or older.
10. Name of assistant – list the name of the assistant to the pyrotechnic operator;
11. Address of assistant – list the address of the assistant; include the street address, city, state and zip code. If there is more than one assistant, please list additional assistants on a separate sheet and include the address and age of those additional assistants.
12. Age of assistant – list the age of the assistant to the pyrotechnic operator; the assistant must be 18 years or older.
13. Name of other assistant – list the name of other assistant to the pyrotechnic operator
14. Age of other assistant – list the age of the assistant to the pyrotechnic operator; the assistant must be 18 years or older.
15. Exact location of proposed display – list the address of the exact location of the proposed fireworks display.
16. Date of proposed display – indicate the date of the proposed fireworks display; only one display date can be used per application.
17. Time of proposed display – indicate the time of the proposed fireworks display.
18. Manner and place of storage - indicate the manner and place of storage within the legislative body of a city, village or township board of fireworks that are ready for display, just prior to the display in the area of exhibition. The legislative body of a city, village or township board shall obtain approval from the local fire authorities of the manner and place of storage before any permit is issued.

19. Amount of bond or insurance - the issuing legislative body of a city, village or township board shall set the amount of and proof of bond or insurance for the protection of the public to satisfy claims for damages to property or personal injuries arising out of any act or omission on the part of the person, firm or corporation, or any agent or employee of the applicant. The applicant shall assure the bond or insurance required is provided.
20. Name of bonding corporation or insurance company – provide the name of the bonding corporation or insurance company for which the bond was issued through.
21. Address of bonding corporation or insurance company – list the address of the bonding corporation or insurance company; include the street address, city, state and zip code.
22. Number of fireworks and kind of fireworks to be displayed– indicate the total amount of fireworks proposed for the display or use and a description of the type of fireworks for display; such as 10 aerial bombs, 30 aerial rocket bursts, etc.
23. The application is valid for the calendar year in which the application was received and permit was issued.
24. Permit fees shall be established by the legislative body of a city, village or township board and shall be submitted to and retained by legislative body of a city, village or township board.
25. Permitting will be in compliance with the Michigan Fireworks Safety Act, PA 256 of 2011, MCL 28.466, Section 16.
26. **Mail the application to the legislative body of a city, village or township board within the location jurisdiction of the display.** DO NOT mail the application to the Bureau of Fire Services (BFS). If mailed to the BFS, it will be returned to the sender.

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-163-50-1G-01478
Chief, Federal Explosives Licensing Center (FELC)	<i>Christopher R. Keers</i>	Expiration Date	July 1, 2021

Name
MICHIGAN FIREWORKS CLUB INC

Premises Address (Changes? Notify the FELC at least 10 days before the move.)
**49224 PENINSULAR DRIVE
BELLEVILLE, MI 48111-**

Type of License or Permit
50-MANUFACTURER OF EXPLOSIVES

Purchasing Certification Statement
The licensee or permittee named above shall use a copy of this license or permit to assist a transferor of explosives to verify the identity and the licensed 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.)
MICHIGAN FIREWORKS CLUB INC
49224 PENINSULAR DRIVE
BELLEVILLE, MI 48111-

[Signature]

Licensee/Permittee Responsible Person Signature
JOSHUA K. EDWARDS
Printed Name
7-3-18
Date

PRESIDENT

Position/Title

ATF Form 5400.14/5400.15 Part I
Revised October 2011

Previous Edition is Obsolete **MICHIGAN FIREWORKS CLUB INC-49224 PENINSULAR DRIVE-48111-48111-163-50-10-01478-July 1, 2021-50-MANUFACTURER OF EXPLOSIVES**

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: **MICHIGAN FIREWORKS CLUB INC**
Business Name:
License/Permit Number: **4-MI-163-50-1G-01478**
License/Permit Type: **50-MANUFACTURER OF EXPLOSIVES**
Expiration: **July 1, 2021**
Please Note: Not Valid for the Sale or Other Disposition of Explosives.



NOTICE OF CLEARANCE

for individuals transporting, shipping, receiving, or possessing explosive materials.

ISSUED TO: MICHIGAN FIREWORKS CLUB INC

Federal Explosives license/permit no.: 4-MI-163-50-1G-01478

NOTICE DATE: 06/19/2018

Expiration Date: July 1, 2021

EXPIRATION DATE: This Notice expires when superseded by a newer Notice which will list all current responsible persons and employee possessors, or when the license or permit expires - whichever comes first.

Explosives License/Permit Type: 50-MANUFACTURER OF EXPLOSIVES

- 1 **WARNING.** Only those individuals listed below as RESPONSIBLE PERSONS and EMPLOYEE POSSESSORS with a background clearance status of "CLEARED" or "PENDING" are authorized to transport, ship, receive, or possess explosive materials in the course of employment with you.
- 2 **"DENIED" STATUS.** If an employee possessor has a background clearance status of "DENIED", you MUST take immediate steps to remove the employee from a position requiring the transporting, shipping, receiving, or possessing of explosive materials. Also, if the employee has been listed as a person authorized to accept delivery of explosive materials, you MUST remove the employee from such list and immediately, and in no event later than the second business day after such change, notify distributors of such change, as stated in 27 CFR 555.33(a).
- 3 **CHANGE IN RESPONSIBLE PERSONS.** You MUST report any change in responsible persons to the Chief, Federal Explosives Licensing Center, within 30 days of the change and new responsible persons MUST include "appropriate identifying information" as defined in 27 CFR 555.11. Fingerprints and photos are NOT required, however they will be required upon renewal of the license or permit.
- 4 **CHANGE OF EMPLOYEES.** You MUST report any change of employee/possessors to the Chief, FELC, within 30 days. Reports relating to newly hired employees must be submitted on ATF Form 5400.28 for EACH employee.

Premises Address: 49224 PENINSULAR DRIVE BELLEVILLE, MI 48111
Mailing Address: MICHIGAN FIREWORKS CLUB INC 49224 PENINSULAR DRIVE BELLEVILLE, MI 48111

This 'Notice of Clearance' is provided to you as required by 18 U.S.C. 843(h) and MUST be retained as part of your permanent records and be made available for examination or inspection by ATF officers as required by 27 CFR 555.121. If you receive a Notice subsequent to this Notice, this Notice will no longer be valid.

In accordance with 27 CFR 555.33, Background Checks and Clearances, and 27 CFR 555.57, Change of Control, Change in Responsible Persons, and Change of Employees, ATF's Federal Explosives Licensing Center (FELC) has conducted background checks on the individual(s) you identified as a responsible person(s) and an employee/possessor(s) on your application, or reported after the issuance of your license/permit.

The following is a SUMMARY of the results of the background checks conducted on the individuals you reported as responsible persons and employee/possessors. ATF will be notifying ALL individuals listed on this document of their respective status by separate letter mailed to their residence address.

PLEASE BE ADVISED THAT IT IS UNLAWFUL FOR ANY PERSON REFLECTING A STATUS OF "DENIED" TO TRANSPORT, SHIP, RECEIVE, OR POSSESS EXPLOSIVE MATERIALS.

Please carefully review this Notice to ensure that all the information is accurate. If this Notice is incorrect, please return the Notice to the Chief, FELC, with a statement showing the nature of the error(s). The Chief, FELC, shall correct the error, and return a corrected Notice.

	continued
Number of RESPONSIBLE PERSON(S) : 1 Number of EMPLOYEE POSSESSOR(S): 2	
LAST NAME, First Name, Middle Name	LAST NAME, First Name, Middle Name
Clearance Status	Clearance Status
RESPONSIBLE PERSONS:	
0001 EDWARDS, JOSHUA K	1 Cleared
EMPLOYEE POSSESSORS:	
0001 EDWARDS, SHANNON MARIE	2 Cleared
0002 KENYON, ROBERT LEE	Cleared

4-3410-105-101-01 (11/18) Explosives Lic. Reg. 4, 2017 MICHIGAN FIREWORKS CLUB INC (FFL) - 49224 PENINSULAR DRIVE, BELLEVILLE, MI 48111



U.S. Department of Justice
 Bureau of Alcohol, Tobacco, Firearms and Explosives
 Federal Explosives Licensing Center
 244 Needy Road
 Martinsburg, West Virginia 25405

901090: CRR/FLS
 5400
 File Number: 4MI01478

06/19/2018

SUBJECT: RESPONSIBLE PERSON LETTER OF CLEARANCE for:

JOSHUA K EDWARDS

PRESIDENT 49224 PENINSULAR DRIVE
 (734)699-8899 BELLEVILLE, MI 48111

and is ONLY valid under the following Federal explosives license/permit:

4-MI-163-50-1G-01478 MICHIGAN FIREWORKS CLUB INC
 49224 PENINSULAR DRIVE
 BELLEVILLE, MI 48111

Dear JOSHUA EDWARDS:

You have been approved as a responsible person under the above-listed Federal explosive license or permit. You may lawfully direct the management or policies of the business or operations as they pertain to explosives. You may also lawfully transport, ship, receive or possess explosive materials incident to your duties as a responsible person. **This clearance is only valid under the license or permit referenced above.**

Sincerely,

Christopher R. Reeves

Christopher R. Reeves
 Chief, Federal Explosives Licensing Center (FELC)

FELC Customer Service. If you believe that information on your "Letter of Clearance" is incorrect, please return a COPY of the letter to the Chief, Federal Explosives Licensing Center (FELC), with a statement showing the nature of the error. The Chief, FELC, shall correct the error, and return an amended letter to you.

Mail: ATF
 Chief, FELC
 Attn.: LOC Correction
 244 Needy Road
 Martinsburg, West Virginia 25405

Fax: 1-304-616-4401
 Chief, FELC
 Attn.: LOC Correction

Call toll-free: 1-877-283-3352

WWW.ATF.GOV

JOSHUA K EDWARDS

Responsible Person Letter of Clearance for:



aces

Harmony Ln

Mattson

Harmony Ln

Bellefonte Boat Launch

ATM

BYG

N Edgemont St

Loza Ln


Wexford Ave

Wexford Ave

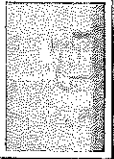
N Biggs St

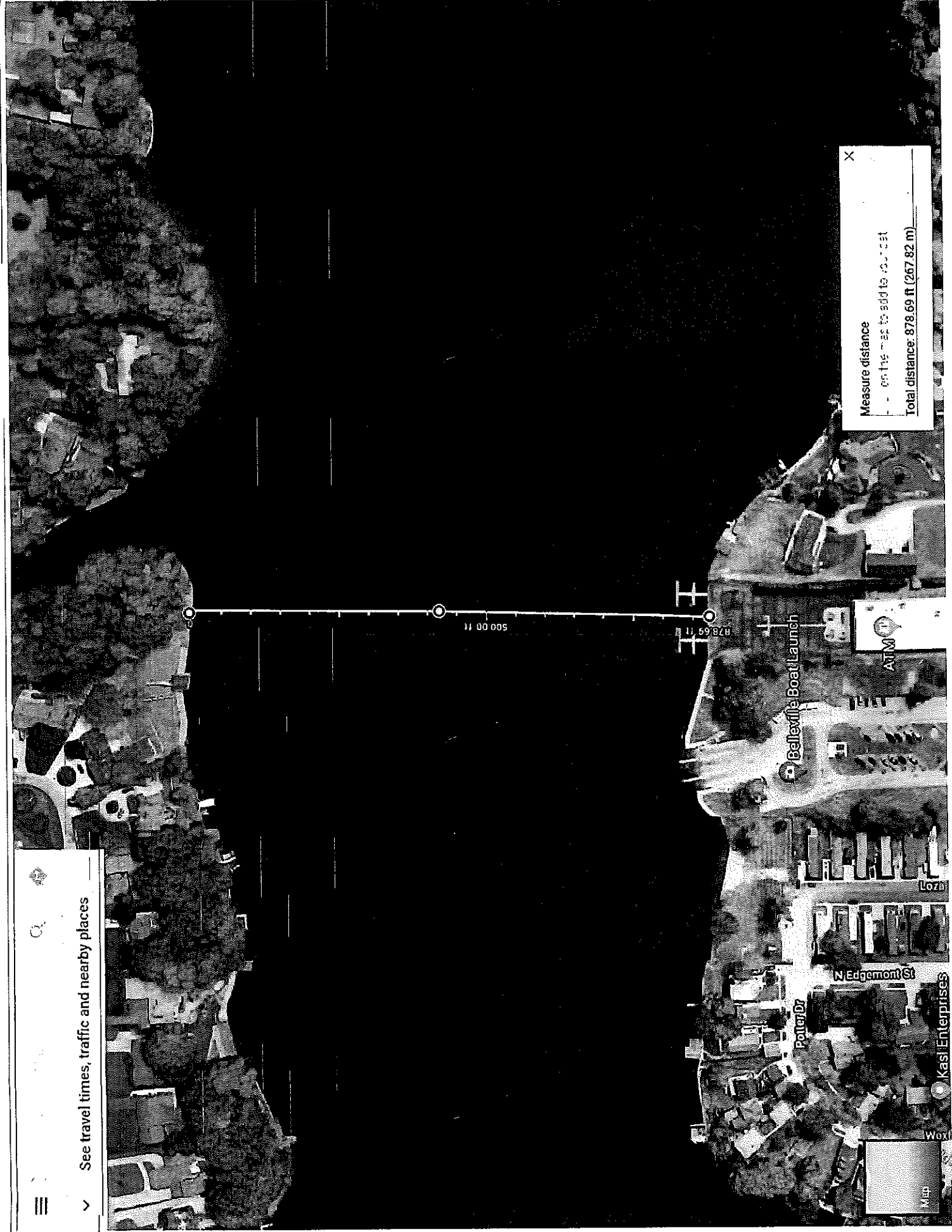
N Biggs St


X




Bellefonte Lake
Michigan 48111
42.214982, -83.472303









See travel times, traffic and nearby places

X
 Measure distance
 on the map to add to route
 Total distance: 878.69 ft (267.82 m)

ATM
 Belleville Boat Launch
 N Edgemont St
 Potter Dr
 Kasi Enterprises
 Work
 Med

500 00 ft

878.69 ft

200.00 ft

428.66 ft

Belleville Boat Launch

ATM

Loza Ln

Loza Ln

X
Measure distance
Click on the map to add to your path
Total distance: 428.66 ft (130.66 m)

BYG

Charter Township of Van Buren

Agenda Item: _____

REQUEST FOR BOARD ACTION

WORK STUDY

DATE: 2/19/2019

BOARD MEETING

DATE: 2/19/2019

Consent Agenda _____

New Business X

Unfinished Business _____

Public Hearing _____

ITEM (SUBJECT)	S.M.A.R.T Lease Agreement for a 2019 Eldorado Elite 290
DEPARTMENT	Seniors
PRESENTER	Director Lynette Jordan
PHONE NUMBER	734-699-8918
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)	

Agenda topic

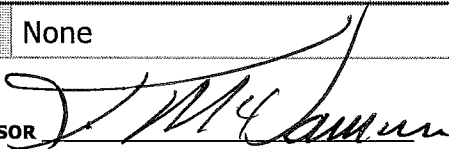
ACTION REQUESTED	
To consider lease agreement with S.M.A.R.T for a 2019 Eldorado Elite 290.	
BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)	
Please see attached S.M.A.R.T lease agreement.	

BUDGET IMPLICATION	
IMPLEMENTATION NEXT STEP	

DEPARTMENT RECOMMENDATION	Approval
COMMITTEE/COMMISSION RECOMMENDATION	

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

ADDITIONAL REMARKS	None
---------------------------	------

APPROVAL OF SUPERVISOR	
-------------------------------	---

49 U.S.C. § 5310

VEHICLE LEASE AGREEMENT

AGREEMENT BETWEEN SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION AND VAN BUREN TOWNSHIP

THIS AGREEMENT is made between the Suburban Mobility Authority for Regional Transportation (hereinafter "SMART"), an entity organized under the provisions of Act 204 of the Public Acts of 1967, as amended, whose address is 535 Griswold, Suite 600, Detroit, Michigan 48226, and Van Buren Township (hereinafter "Grantee"), a municipality, whose address is 46425 Tyler, Van Buren Township, MI 48111, for the use of grant funding for the leasing of vehicles from SMART provided by the Federal Transit Administration (hereinafter "FTA"), pursuant to 49 U.S.C. 5310 for formula grants for the enhanced mobility of seniors and individuals with disabilities (hereinafter "§5310"). SMART and Grantee are collectively referred to as the "Parties" herein.

WHEREAS, SMART, pursuant to the provisions of Act 204, has been vested with the authority to acquire, plan, construct, operate and maintain transportation systems and facilities within its jurisdiction; and

WHEREAS, Grantee is within SMART's jurisdiction and desires to manage and operate certain public transportation services for purposes consistent with §5310 and consistent with SMART's Program Management Plan;

WHEREAS, SMART is engaged in the trade or business of renting or leasing motor vehicles for a period greater than thirty (30) days, and Grantee is renting or leasing certain motor vehicles owned by SMART during the terms of this Agreement.

WHEREAS, the purpose of this Agreement is to state the responsibilities and obligations of Grantee and SMART, as well as the conditions for the Grantee's use of the §5310 Project Vehicles distributed by SMART;

NOW THEREFORE, the Parties agree as follows:

1. PROJECT VEHICLES

SMART shall lease to Grantee for Grantee's use a SMART vehicle as indicated in "Exhibit A" hereinafter referred to as "Project Vehicles," in accordance with the terms and conditions of this Agreement. SMART shall retain title to Project Vehicles. As a direct Recipient of §5310 funds, SMART is authorized to reassign and/or replace Project Vehicles as SMART deems necessary to achieve the desired outcome of §5310 grant funding. No Project

Vehicles shall be disposed of or reassigned without prior written approval by SMART. Project Vehicles are provided on an "As Is" basis.

2. THE PROJECT

Grantee shall undertake and complete the public transportation services of the Project as detailed in Grantee's Project Submittal which is attached as "**Exhibit B**" and incorporated into this Agreement, and in accordance with the terms and conditions of this Agreement. Grantee agrees to use Project Vehicles for the purposes and in the priority permitted in FTA Circular C 9070.1G as may be amended or updated, which include transportation for other federal programs or transferring Project Vehicles to another §5310 sub-recipient. Grantee agrees to provide management of all facets of the project, project assets and any staff (e.g. driver(s)), necessary for the efficient and safe operation of the transportation services provided. The Project is to be operated in compliance with the "Community Transit Manual" (as may be periodically amended and which is incorporated into this agreement) and incorporated by reference herein (confirmation of receipt attached as "**Exhibit C**"), FTA guidance, regulation and statute.

3. TERM OF THE AGREEMENT

This Agreement shall be effective from the time of signing and shall remain in effect as long as Project Vehicles are maintained by the Grantee. SMART shall have sole discretion to terminate this Agreement upon written notice to Grantee. Within 30 days of receipt of written notice, Grantee shall return all §5310 Project Vehicles.

4. REVIEW AND APPROVAL OF SUB-CONTRACTORS

The Grantee shall submit any proposal to subcontract any portion of the Project to SMART for its review and approval prior to the execution of the subcontract by the Grantee. Approval by SMART will not be construed to relieve the Grantee of any responsibility for the fulfillment of this Agreement. If Grantee leases the Project Vehicles to another entity it must do so consistent with the requirements of FTA Circular C 9070.1G as may be amended or updated, including, but not limited to, Chapter 6, §6.

5. INDEPENDENT CONTRACTOR

The Parties agree that Grantee is wholly independent in relation to the rights and responsibilities set forth in this Agreement. As such, Grantee retains the right to exercise full control and supervision over its employees and sub-contractors, if any.

6. RECORDS

Grantee shall keep accurate financial and operating records for the project for at least seven (7) years from the date of return or disposal of Project Vehicles. Such records shall include, but are not limited to: records of all expenses paid for its operations, records of the use

of its services (ridership), all accident reports, maintenance records, dispatch records, personnel records, and all other supporting documents pertaining to the project operation. SMART may request, and Grantee shall permit, SMART or its designee to review all records relating to the project either by formal audit or periodic administrative review.

7. SUBRECEPIENT REPORTING AND MONITORING

Pursuant to 2 CFR Part 200 (hereinafter "Super Circular") §200.331, Grantee agrees to complete all available information required by "Exhibit D" of this Agreement at the time of the Agreement's execution, and Grantee further agrees to supplement all additional information required by Exhibit D immediately as it becomes available following the execution of the Agreement. Exhibit D may be completed in one or more counterparts, each of which shall be deemed to be an original, but all of which taken together shall constitute one and the same document.

8. NON-DISCRIMINATION

Grantee shall not discriminate against any passenger because of race, color, sex, age, handicap, religion, ancestry, marital status, national origin, place of birth or sexual orientation. Grantee shall comply with the State of Michigan publication "Prohibition of Discrimination in State Contracts," the Civil Rights Act of 1964 (78 Stat. 241), and the Michigan Civil Rights Acts of 1976 (45 P.A. 1976).

The Grantee agrees that it will not discriminate based upon race, color, creed, national origin, sex, age, disability, height, weight, familial status, marital status, or sexual orientation, in accordance with the Title VI of the Civil Rights Act of 1964, section 303 of the Age Discrimination Act of 1975, section 202 of the Americans with Disabilities Act of 1990, 49 U.S.C. section 5332, the Michigan Elliot-Larsen Civil Rights Act, MCLA 37.2101 et seq., and SMART policy. The forgoing shall include, without limitation, employment upgrading, demotion, or transfer, recruitment advertising, layoff or termination, rates of pay or other forms of compensation and/or the selection of training, including apprenticeship.

Grantee shall comply with FTA Circular C 9070.1G, as may be amended or updated, with respect to all provisions on Civil Rights and discrimination including, but not limited to, Chapter VIII, §9.

Grantee shall require similar covenants on the part of any consultant and/or sub-contractor employed in the performance of this Agreement.

9. DRIVER TRAINING

All drivers of motor vehicles designed to transport sixteen or more passengers (including the driver) or of vehicles which have a gross combination weight rating of 26,001 pounds or more must have a CDL. Mechanics that drive the vehicles must also have a CDL. All drivers of vehicles must be properly licensed, including but not limited to a CDL or chauffeur license if necessary.

10. MAINTENANCE

Grantee is solely responsible for maintenance and shall maintain all Project Vehicles in good working condition for the Project Vehicles' full useful life, unless it is mutually determined that specific items are no longer feasible to maintain. Grantee agrees that it will not allow any Project Vehicle to be out of service for a period of time in excess of seven (7) days, unless this results from conditions beyond its control. Maintenance shall be carried out in accordance with specifications for the Project Vehicles as may be available either from the manufacturer or the maintenance procedures specified by SMART.

Upon Grantee's request, SMART, at its sole discretion, may provide all or any portion of the maintenance for a Project Vehicle. Maintenance services provided by SMART shall not relieve the Grantee of its duty to maintain all Project Vehicles in good working condition. SMART shall charge the Grantee only for actual maintenance work performed. The charge shall be reasonable, and shall be based upon SMART's costs to perform such work, which shall be the actual cost to SMART for parts used (without markup); if the Grantee does not receive SMART Community Credits, then Grantee is also responsible for SMART's labor costs based on the hourly wage of the employee(s) performing the work, together with a percentage of that rate for the fringe benefits SMART pays. The maintenance will be performed according to specifications for such Project Vehicles, as may be available either from the manufacturer or the maintenance procedures specified by SMART.

11. INSURANCE AND INDEMNIFICATION

Grantee shall provide insurance with the coverage, limits and conditions described below. Any and all insurance must be written with an insurer admitted and licensed in the State of Michigan and approved by SMART's Manager of Risk Management. Proposed insurance carriers should have a Best's rating of "A VI" or above, however, SMART reserves the right to accept or reject any proposed carrier. SMART must be provided with certificates of insurance prior to the Grantee's use of the Project Vehicle(s) and the effective date of said coverage, and must be provided a complete copy of the insurance policy(ies) within the thirty (30) days following their effective date.

Coverage must be primary and non-contributory and must provide a waiver of subrogation in favor of SMART. If the Grantee is self-insured, a certificate from the appropriate State agency must be furnished by such agency to SMART. If during the term of the contract, the insurance certificate or any required coverage expires or is otherwise modified, the Grantee is responsible for immediately providing a renewed certificate of insurance to SMART. The purchase of insurance coverage or furnishing the aforesaid certificate to SMART shall not be a satisfaction of the Grantee's indemnification of SMART.

Physical Damage

Grantee shall purchase vehicle physical damage insurance, including comprehensive and collision coverage, for the Project Vehicle(s) for the greater of actual cash value or book value of

the Project Vehicles. SMART shall be named as Loss Payee on the policy, and shall be provided with a minimum of 30 days prior written notice of cancellation. Grantee shall be responsible for the payment of any deductible and SMART will not be obligated to pay for repairs to the vehicle.

Vehicle Liability Coverage

Grantee shall purchase vehicle liability insurance for SMART owned vehicles, including \$5,000,000 per occurrence Bodily Injury/Property Damage (CSL is acceptable), and Michigan No-Fault protection. SMART shall be named as Additional Insured on the liability policy and shall be provided a minimum of 30 days prior written notice of cancellation.

Workers' Compensation

Grantee shall maintain statutory Workers' Compensation and \$500,000 Employer's Liability insurance for all employees, and shall require such insurance for all employees of any sub-contractors.

General Liability

Grantee shall maintain comprehensive general liability insurance with a limit not less than \$1,000,000, including contractual liability. Said policy shall name SMART as an Additional Insured.

Other State or Federally Funded Vehicles

Grantee shall maintain insurance on any vehicle not titled or registered to SMART, but for which \$5310 dollars are used to support the purchase of the non-SMART-owned vehicle, including vehicle liability with a limit not less than \$5,000,000 combined single limit. Said policy shall name SMART as an Additional Insured.

Indemnification

Notwithstanding any other provision in this Agreement, Grantee shall indemnify, defend and save harmless SMART, it's officers, agents, employees, attorneys and members of its Board of Directors from any and all claims, losses and damages, including costs and attorney fees occurring or resulting from any act or omission of the Grantee or its officers, agents, employees, subcontractors, successors and/or assigns arising out of or pursuant to this Agreement or related in any way to operation, maintenance, or possession of the Project Vehicle(s) without regard to the negligence of the Grantee.

12. PRIORITY

Each of the following documents are incorporated by reference into the Agreement. In the event and to the extent of any inconsistency between two or more documents which form part of the Agreement, those documents will be interpreted in the following order of priority:

FTA Circulars
The Agreement
Project Management Plan
Program of Projects
Community Transit Manual (as amended)
Grantee Project Submittal

13. GENERAL

This Agreement may be executed and delivered (including by facsimile transmission) in two or more counterparts, each of which when executed shall be deemed to be an original and all of which taken together shall constitute one and the same instrument. This Agreement constitutes the entire agreement between the parties and supersedes all previous understandings and agreements between the parties, whether oral or written. This Agreement may be modified by SMART at its sole discretion and written notice to Grantee.

The invalidity or unenforceability of any provisions of this Agreement shall not affect the validity or enforceability of any other provision of this Agreement, which shall remain in full force and effect.

Parties' failure to exercise or delay in exercising any right, power or privilege under this Agreement shall not operate as a waiver; nor shall any single or partial exercise of any right, power or privilege preclude any other or further exercise thereof.

The Parties agree that the responsibilities and benefits under this Agreement shall not be assigned unless such assignment is approved by SMART in advance in writing. This agreement does not and is not intended to confer any rights or remedies upon any person other than the parties.

Parties agree to follow all applicable State and Federal laws. This Agreement shall be governed by the laws of the State of Michigan.

The Parties acknowledge that they have read and understand this Agreement and that the signatories below have affixed their signatures and affirmed that they are authorized to execute this Agreement, for the purpose of binding their respective Principals. This Agreement shall become effective upon the date the Agreement is signed by both Parties.

**SUBURBAN MOBILITY AUTHORITY
FOR REGIONAL TRANSPORTATION**

VAN BUREN TOWNSHIP

By: John C. Hertel

By: _____

Its: General Manager

Its: _____

Date: _____

Date: _____

EXHIBIT A

SMART shall procure and provide, to Grantee and for Grantee's use, vehicle as indicated below:

<u>SMART No.</u>	<u>VIN No.</u>	<u>Manufacturer</u>
38102	1FDAF5GY1KEC6534	2019 Eldorado Elite 290

EXHIBIT B

PROJECT DESCRIPTION

Overall Project Description (Provide a descriptive narrative):

Service Area (Provide geographic boundaries):

Service Times (Provide days and hours of service):

Reservation Telephone
Number:

Eligible User Groups (Users eligible to use the service):

Fare Structure: (Cost to use service)

Service Mode (Describe the amount and type of vehicles available, and whether they are wheelchair lift-equipped):

Exhibit B



Suburban Mobility Authority for Regional Transportation

Buhl Building • 535 Griswold Street, Suite 600 • Detroit, MI 48226 • (313) 223-2100

Call For Projects

Fiscal Year 2014 and Fiscal Year 2015

FTA Section 5310: Enhanced Mobility of Seniors and Individuals with Disabilities

Call for Projects Submittal Due Date:
3:00pm, Eastern Standard Time, November 13, 2015

SUBMITTAL GROUP NAME: Charter Township of Van Buren
REPRESENTATIVE NAME: Lynette Jordan
STREET ADDRESS: 46425 Tyler
CITY, STATE, ZIP: Belleville, Mi 48111
PHONE: 734.699.8926 FAX 734.699.8502
EMAIL: ljordan@vanburen-mi.org

Table of Contents

Call for Projects Description..... 3

Application Deadline 4

Project Selection Criteria..... 5

Glossary..... 6

Application 8

Vehicle Inventory 14

Call for Projects Description

SMART, Suburban Mobility Authority for Regional Transportation, is announcing a call for projects for FTA Section 5310: Enhanced Mobility of Seniors and Individuals with Disabilities funds. The available funds are displayed in three categories below and are available only for transportation projects that serve seniors and individuals with disabilities. **The application deadline is Friday, November 13, 2015, no later than 3pm.**

Category of Funding	Funding Split %	Total Budget	Federal Share	Local/State "Match" Share	Anticipated "Match" Funding Source
"Traditional" 5310 Projects (Capital Only)	80/20	\$2,600,000	\$2,000,000	\$600,000	State
"Other" 5310 Projects (Former New Freedom Projects)					
"Other" 5310 Mobility Management	80/20	312,500	250,000	62,500	State
"Other" 5310 Operating	50/50	2,240,000	1,120,000	1,120,000	Local

Federal funds can be used to support up to 80 percent (80/20 match) for capital projects (including mobility management), and not more than 50 percent (50/50 match) of project costs for operating assistance. Applicants are required to provide the local share from sources other than U.S. Department of Transportation funds or farebox revenue.

Eligible applicants are state or local government authorities, nonprofit organizations, or operators of public transportation. Applications will be accepted for projects serving communities or portions of communities that are within the Detroit Urbanized Area excluding the City of Detroit. Only projects serving this area will be considered for funding. Eligible applicants may apply up to four times (once for each category) as each funding category requires a separate project application.

Eligible projects are those that meet the project selection criteria outlined on page 5 and in the Program Management Plan for Enhanced Mobility of Seniors and Individuals with Disabilities attached to this document.

Application Deadline

The deadline for application submittal is Friday, November 13, 2015 no later than 3:00pm.

Requirements for application submission:

- Applications can be mailed but must have a post mark for a date and time no later than **November 13, 2015 no later than 3:00pm.**
- Applications can be delivered in person to SMART's office located at 535 Griswold Street, Suite 600, Detroit, MI 48226. Applications must be received by SMART no later than **November 13, 2015 no later than 3:00pm.**
- Applications can be e-mailed; however the format must be either Microsoft Word or PDF. The email address is iholme@smartbus.org. E-mails must be sent before **November 13, 2015 no later than 3:00pm.**

If you have any questions about the application submittal, please contact Ian Holme by phone at (313) 223-2161 or via e-mail at (iholme@smartbus.org).

Additional Information

Information regarding the Section 5310 program as well as the region's approach to coordinated human services transportation can be found at:

<https://www.smartbus.org/About/Our-Organization/Coordinated-Human-Services-Transportation-Plan>

Project Selection Criteria

Projects applied for through Section 5310 will be selected through a review and selection process led by SMART staff, presented to the public, and approved by the SMART Board of Directors. More detail about the review process can be found in the Program Management Plan for Enhanced Mobility of Seniors and Individuals with Disabilities attached to this document.

Application Review and Evaluation

SMART reviews and evaluates all applications utilizing the following criteria:

1. Vehicles requested for replacement must meet the following replacement criteria (either by years and/or miles):

CAR-MINIVAN-MAXIVAN-VAN CONVERSION	4 YEARS OR 100,000 MILES
BUSES-CUTAWAY*- purchased prior to 1/1/08	5 YEARS OR 150,000 MILES
BUSES-CUTAWAY*- purchased on or after 1/1/08	7 YEARS OR 200,000 MILES
BUSES-MEDIUM DUTY*	7 YEARS OR 200,000 MILES
BUSES-MEDIUM/HEAVY DUTY*	10 YEARS OR 350,000 MILES

*all replacements are based on Altoona testing.
2. Financial commitment by the applicant (via a balanced operating budget submitted with the application) to assure operating funds are available.
3. Degree to which the organization is meeting the transportation needs of senior persons and individuals with disabilities.
4. Experience applicant has executing the type of transportation project listed in the application.
5. Number of years the agency has provided transportation services.
6. Number of projects the agency has carried out that are similar to the project listed.
7. Success rate at which previous projects met their goals and fulfilled a need.
8. Appropriateness of the quantity and type of vehicles, mobility management and/or operating assistance for meeting the special transportation needs of client population.
9. Endorsements provided by local units of government, transit operators, and social service agencies.
10. Documentation of local initiative, organization, fiscal resources and management capability, equipment inventory, proper maintenance procedures, and overall technical capacity.

SMART requests 5310 funding by project type from the RTA for sub-recipient projects before a Call for Projects is issued and Program of Projects is determined. Thus, the review and selection process is separate for each project category based on the amounts approved by the RTA. Although each applicant may apply for funding in more than one category, it is possible that awards could be made for one proposed activity and not another. Projects may be fully funded up to the dollar amount requested on the application, based on the review and evaluation described above and on the available funding in a given project category.

Glossary

Coordinated Human Services Transportation Plan (CHSTP)

This is a document that is required for any transit agency that wishes to receive FTA Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities funding from the Federal Transit Administration. The plan includes an assessment of available services, an assessment of transportation needs for individuals with disabilities and seniors, strategies to meet the identified needs and priorities for implementation.

Designated Recipient

An entity designated by the governor of a state, responsible local officials, and publicly owned operators of public transportation, to receive and apportion amounts under 49 U.S.C. 5336 to urbanized areas of 200,000 or more in population; or a state or regional authority, if the authority is responsible under the laws of a state for a capital project and for financing and directly providing public transportation.

Detroit Department of Transportation (DDOT)

This is a City of Detroit department that provides transit and paratransit services to its residents.

Detroit Transportation Corporation (DTC)

This is a City of Detroit department that provides transit services. DTC operates a fully automated fixed-guideway system that provides service on a 2.9-mile loop in the Detroit central business district. Their hours of service are: Monday-Thursday 6:30am to Midnight, Friday 6:30am to 2am, Saturday 9am to 2am, Sunday Noon to Midnight.

Direct Recipient

An entity that receives funding directly from the FTA.

Data Universal Numbering System (DUNS)

A DUNS number is required for any organization that applies for a grant from the federal government. It is a nine-digit identification number that provides a unique identification for single business entities.

Enhanced Mobility of Seniors and Individuals with Disabilities (FTA Section 5310)

This federal program provides formula funding to states and designated recipients to improve mobility for seniors and individuals with disabilities. Funds received from this program may be utilized for capital and operating expenses.

Federal Transit Administration (FTA)

This agency is the branch of the U.S. Department of Transportation responsible for administering federal transit programs.

Moving Ahead for Progress In the 21st Century (MAP-21)

President Obama signed this transportation legislation into law on July 6, 2012. Over \$105 billion was allotted to fund surface transportation programs for fiscal years 2013 and 2014. Congress has enacted several short-term extensions to this expiring law in order to devise a long-term transportation package that will reauthorize surface transportation programs.

New Freedom

President Bush announced the New Freedom Initiative on February 1, 2001, as part of a nationwide effort to remove barriers to community living for people with disabilities. The New Freedom Initiative is a comprehensive plan that represents an important step in working to ensure that all Americans have the opportunity to learn and develop skills, engage in productive work, make choices about their daily lives and participate fully in community life.

Regional Transit Authority (RTA)

This organization was created by Public Act No. 387 of 2012. Its purpose is to plan for and coordinate public transportation in Wayne, Oakland, Macomb and Washtenaw Counties and to deliver rapid transit in a region where none exists. It is the entity through which transit providers must apply for state and federal funds, and through which those funds are allocated to providers. The RTA is also responsible for developing a Regional Master Transit Plan to guide present and future service and is empowered to put funding questions on the ballot for public vote.

Suburban Mobility Authority for Regional Transportation (SMART)

A public agency providing transit services for communities within Macomb, Monroe, Oakland, and Wayne Counties. These communities support SMART's services with voter-approved financial assistance.

Urbanized Area (UZA)

Areas defined by the US Census Bureau as an area with a population over 200,000 and a density of at least 1,000 inhabitants per square mile.

Application

Enhanced Mobility of Seniors and Individuals with Disabilities

Section 5310: Catalog of Federal Domestic Award (CFDA): 20.513

Application Information- Please Read Carefully

Completed applications are due to SMART no later than **November 13, 2015 by 3:00pm.**

They can be mailed, faxed, hand delivered, or e-mailed.

Mailing Address: Attention: Mr. Ian Holme
 SMART
 535 Griswold, Suite 600
 Detroit, MI 48226

Fax: (248)244-9043

E-mail: iholme@smartbus.org

The 5310 program provides transportation services for seniors and individuals with disabilities. Only projects addressing these needs will be considered for funding. More information about the 5310 program can be found in the Federal Circular 9070.1G at the following web address:
[http://www.fta.dot.gov/documents/C9070_1G_FINAL_circular_4-20-15\(1\).pdf](http://www.fta.dot.gov/documents/C9070_1G_FINAL_circular_4-20-15(1).pdf)

The Federal Transit Administration (FTA) provides funds for this program and requires a match of 20 percent for capital expenses and 50 percent for operating expenses by the Applicant or another third party. Mobility management activities are classified as capital expenses.

Please note—the Michigan Department of Transportation (MDOT), at this time, will provide matching funds for the capital projects, but applicants will be responsible for providing the 50% match for operating projects. SMART will not provide your share of the local match in any event.

Funds available for this program are approximately \$3,395,000 divided into three categories. Funds from FY 2014 and FY 2015 will likely have to be spent by August 2019. This date is subject to change based on MDOT contract and actual award date, and will be confirmed when the Funding Contract and/or Vehicle contract(s) are executed with the award recipients.

The application is a fill-in form. Please enter your responses directly onto the form. Each cell will expand as needed. You can save the form for your own records, print it, mail it, FAX it or hand deliver it to SMART.

Please make sure your application is complete.

In order for a project to qualify for funding it must provide service in the Detroit Urbanized Area (a census defined boundary) excluding the City of Detroit. Any proposed project providing service outside of this area will not be considered for funding.

Questions can be submitted via e-mail (iholme@smartbus.org) or by phone (313) 223-2161.

**ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH
DISABILITIES
SECTION 5310 APPLICATION
APPLICANT INFORMATION**

LEGAL NAME OF APPLICANT ORGANIZATION Charter Township of Van Buren		DUNS NUMBER 05-7874174	
CONTACT PERSON Lynette Jordan			
ADDRESS 46425 Tyler	CITY Belleville	STATE Mi	ZIP 48111
TELEPHONE 734.699.8918		FAX 734.699.8502	
E-MAIL ADDRESS ljordan@vanburen-mi.org		WEBSITE vanburen-mi.org	

APPLICANT STATUS

- Private Non-profit Organization
- State or Local Government Body
- Operator of Public Transportation Service
- Private Operator of Public Transportation Services

Deadline to submit this application is **November 13, 2015 by 3:00 pm.**

Mailed applications must be postmarked before **November 13, 2015 by 3:00 pm** and sent to:

Ian Holme
SMART
535 Griswold, Suite 600
Detroit, MI 48226

- E-mailed applications must be sent **no later than 3:00pm on November 13, 2015.** E-mail address is iholme@smartbus.org
- Hand delivered applications must be received in SMART's offices **by 3:00 pm on November 13, 2015.** The SMART office is located in the Buhl Building at 535 Griswold, Suite 600, Detroit, MI 48226.

Project Summary- Enhanced Mobility of Seniors and Individuals with Disabilities (Section 5310)

(Complete a separate summary for each project.)

Project Name						
Charter Township of Van Buren Senior Transportation Program						
Category of Project (Please indicate only one category. If you are requesting funding for more than one category, you must complete a separate application for each category.)						
<u>"Traditional" 5310 Projects</u>						
<input checked="" type="checkbox"/> "Traditional" 5310 Capital						
<u>"Other" 5310 Projects (Former New Freedom Projects)</u>						
<input type="checkbox"/> "Other" 5310 Mobility Management <input type="checkbox"/> "Other" 5310 Operating						
Funding Split by Category	"Traditional" 5310 Capital		"Traditional" 5310 Mobility Management		"Other" 5310 Operating	
	Federal Share	State Share	Federal Share	State Share	Federal Share	Local Share
	80%	20%	80%	20%	50%	50%
<p>If requesting funds for a vehicle the pricing is as follows:</p> <p>Standard SMART 23ft. Bus: \$80,000 (Federal: \$64,000/State: \$16,000)</p> <p>Standard SMART Van: \$40,000 (Federal: \$32,000/State: \$8,000)</p> <p>MV-1: \$45,000 (Federal: \$36,000/State: \$9,000)</p> <p>Applicant is responsible for obtaining a quote to determine the estimated cost of any capital item that differs from those that are listed above.</p>						
What is the total Federal dollar amount requested for your project (Do not include match dollar amount)			Please provide the match dollar amount			
Federal 64,000			State 16,000			
Please identify the specific source(s) of the match funds that will be used for this project. If applying under the Capital or Mobility Management categories please list MDOT as the match source.						
MDOT						

Please describe the project. (What will these funds pay for?)

Replacement of Van Buren Township vehicle. Please see attached service description - Exhibit A.

How many projects that are similar to the one listed in this application has your agency carried out in the past?

None 1-3 4 or More

If you are requesting funds for a replacement or expansion vehicle please fill in the applicable information below for each vehicle:

SMART Vehicle Number: **N/A**

VIN Number:

1FDXE45S23HA20012

Expansion: Yes No

Number of Expansion Vehicles Requested (If Applicable):

If you are applying for a Capital item please select the activity below that best matches your project.

- | | |
|---|--|
| <input checked="" type="checkbox"/> Replacement or Expansion Vehicle | <input type="checkbox"/> Dispatch Systems |
| <input type="checkbox"/> Preventive Maintenance | <input type="checkbox"/> Support Facility Renovation or Construction |
| <input type="checkbox"/> Radios and Communication Equipment | <input type="checkbox"/> Office Equipment |
| <input type="checkbox"/> Computer Hardware and Software | <input type="checkbox"/> Other |
| <input type="checkbox"/> Transit-related Intelligent Transportation Systems (ITS) | |

How does this project relate to SMART's Coordinated Human Services Transportation Plan?

Van Buren Township is part of SMART Municipal Credit Program.

What are the needs the project addresses, and what are the project goals and objectives?

Please refer to attachment Exhibit A - service description

What type of coordination activities does your agency participate in? (i.e. Communication events, obtaining customer input, joint driver training programs, coordination of client rides etc.)

Van Buren Township coordinates all rides with senior or physically disabled residents.

Transportation Coordinator trains drivers. All drivers have a CDL and record miles, time, number of passengers and destination.

How do people learn about your program? What type of outreach do you conduct for this program?

Area agency on aging refers residents to our Center.

As well as newsletters, website, local papers, fliers, email, social media and word of mouth.

How do you define your program's effectiveness and what performance indicators are used?

Effectiveness- For many of our residents this is the only means of transportation, without this program it jeopardizes the health and wellness of our residents.

Performance- We generate a quarterly report directly to SMART that includes miles, time, number of passengers and destinations.

If this project falls under the "Other" 5310 funding category, explain how this proposed project/service goes beyond what is required by ADA

N/A

<p>What is the specific area to be served?</p> <p>Charter Township of Van Buren</p>
<p>If any of the following information has been reported to SMART at a prior date you may answer with "On file with SMART"</p>
<p>What is the total population of the area to be served?</p> <p>Population 29,000</p>
<p>What is the total number of seniors and individuals with disabilities in the area to be served?</p> <p>Roughly 4,350</p>
<p>What is the estimated number of seniors and/or individuals with disabilities to be served by this project?</p> <p>8200</p>
<p>What is the average vehicle mileage for the vehicles your agency uses to provide service to seniors and individuals with disabilities?</p> <p>83,950</p>
<p>What is the average vehicle age of the vehicles your agency uses to provide service to seniors and individuals with disabilities?</p> <p>2007</p>
<p>If your project provides rides or vouchers, please provide an estimated number of annual rides (one-way trips) to be provided as a result of this project.</p> <p>6,500</p>
<p>Please provide any additional comments</p> <p>Our 22 passenger bus is no longer dependable for transporting seniors and disabled individual for any significant difference. Being award this Bus through this grant will assist Van Buren Township in ensuring the safety and health and welfare of our residents.</p>
<p>Please provide supporting financial documentation. SMART may contact you at a later point to discuss additional financial information as your application is reviewed. Please refer to the attached Projected operating budget Exhibit B</p>

Vehicle Inventory

See NOTE	YEAR	LOANER (L) OR OWNED (O)	VEHICLE ID NO. (Chassis Serial Number)	LOCAL/SMART VEHICLE NUMBER	LIFT (Y OR N)	MILEAGE	IN SERVICE DATE
*	2007	L	1FBSS31L97DB25437	27107	Y	116,107	2/12/2008
*	2003	O	1FDXE45S23HA20012	S-25	Y	49058	2003
	2006	O	1FBSS31LX6DB18141	S-42	N	55432	2006
	2006	O	1FTSS34L76DA05660	C-41	Y	69117	2006
	2009	O	2FAFP71W86X135258	S-64	N	157704	2009
	2009	O	2FAHP71V69X131665	S-65	N	88439	2009

Note: Vehicles to be replaced in this application should be identified with an asterisk.

Exhibit A FY 2016

- The intent of this project is to provide transportation services to predetermined destinations, which include, but are not limited to, designated shopping centers and stores, day trips and travel to doctor's visits and hospitals.

Services are available to senior and /or disabled residents of Van Buren Township. Service is available Monday through Friday from 8:00 am to 5:00 pm as scheduling permits. Eligible users must be 50 years of age or older and /or physically disabled. There are no designated fares, however donations are encouraged and accepted. Users must call 24 hours in advance.

All service is on first come, first serve basis.

- The intent of the Recreation transportation program is to offer the children of the community the opportunity to travel to and from our Recreational Facility for programs as well as the ability to travel to locations within Wayne County such as Metro Parks and Comerica Park. Our Summer Camp program benefits due to the SMART Municipal Credit Contract. Most of the participants of the Get Up and Get Active, Day Camp, Tween Camp, as well as the Tots in the Park programs are able to participate because the transportation resource is available.
- The agency uses five vehicles, three passenger vans and one passenger, wheelchair accessible mini-bus and one wheelchair accessible van.

MUNICIPAL CREDIT and COMMUNITY CREDIT CONTRACT for FY - 2016

EXHIBIT B

PROJECT OPERATING BUDGET

Municipality: Van Buren Township
Contract Period: July 1, 2015- June 30, 2016
Account No: 02.481334

OPERATING EXPENSES:

Administrative Fee (10% max. of MC & CC funds)	2,834.80	
Driver Wages	43,596.29	
Fringe Benefits	12,250.00	
Gasoline & Lubricants	9,130.00	
Vehicle Insurance	20,542.43	
Parts, Maintenance Supplies		
Mechanic Wages		
Fringe Benefits		
Dispatch Wages		
Other (Specify)		
Sub-Total (Oper. Expenses)(Senior Center)		<u>88,353.52</u>

PURCHASED SERVICE:

Taxi Service		
Charter Service	20,000.00	
SMART Bus Tickets		
SMART Shuttle Service		
SMART Dial-A-Ride		
Other (Specify)		
Sub-Total (Purchased Service)		<u>20,000.00</u>

CAPITAL EQUIPMENT:

(Only list purchases to be made with Community Credits)

Computer Equipment		
Software		
Vehicle		
Maintenance Equipment		
Other (Specify)		
Sub-Total (Capital Equipment)		<u>0</u>

TOTAL EXPENSES

<u>(Operating Expenses, Purchased Service, and Capital Equipment):</u>		<u>108,353.52</u>
---	--	-------------------

MUNICIPAL CREDIT and COMMUNITY CREDIT CONTRACT
for FY - 2016

EXHIBIT B, continued (Page 2)

REVENUES:

Municipal Credit Funds	28,348.00
Community Credit Funds	_____
Specialized Services Funds	_____
General Funds	80,005.52
Farebox Revenue	_____
In-Kind Service	_____
Special Fares (Contracted Service)	_____
Other (Specify)	_____

TOTAL REVENUE: 108,353.52

(Note: TOTAL EXPENSES must equal TOTAL REVENUE)



Suburban Mobility Authority for Regional Transportation

Buhl Building • 535 Griswold Street, Suite 600 • Detroit, MI 48226 • (313) 223-2100

November 3, 2017

Dear Charter Township of Van Buren,

Congratulations! Van Buren Township has been sub-awarded FTA Section 5310 funding as a result of your application submitted in response to SMART's FY15-16 5310 Call for Projects.

Your agency will receive up to two vehicles.

Melissa Hightower, the SMART Ombudsperson for Wayne County, will present you with appropriate contract(s) to finalize the sub-award process. The contract will provide detailed sub-award information and requirements.

If you have any questions please contact Ian Holme at (313)223-2161 or iholme@smartbus.org

Sincerely,

Ian Holme

Grant Analyst



Suburban Mobility Authority for Regional Transportation

Buhl Building • 535 Griswold Street, Suite 600 • Detroit, MI 48226 • (313) 223-2100

July 22, 2016

Dear Ms. Jordan,

Congratulations! The Charter Township of Van Buren has been awarded one replacement bus in relation to the FTA Section 5310 grant application that was submitted under the "Traditional" 5310 Capital category.

SMART will now begin the procurement process for your vehicle. A contract will be sent to your agency by Melissa Hightower, the SMART Ombudsperson for Wayne County, to finalize the process before your vehicle is delivered.

If you have any questions please contact Ian Holme at (313)223-2161 or iholme@smartbus.org

Sincerely,

Ian Holme

EXHIBIT C

COMMUNITY TRANSIT MANUAL

ACKNOWLEDGEMENT OF RECEIPT OF COMMUNITY TRANSIT MANUAL AND
ALL REVISIONS AS OF OCTOBER 2018 TO MANUAL

I, _____, on behalf of the _____
acknowledge receipt of SMART'S COMMUNITY TRANSIT MANUAL and all revisions as of
JANURARY 2016. This manual, formerly known as the Community Partnership Program
Manual, was and is incorporated by reference in the Community Based Service Plan agreement
and other contracts between the Suburban Mobility Authority for Regional Transportation and
the agency/community and covering the operation of our local transportation program(s).

Signature of Community/Agency Representative

Date

EXHIBIT D

- 1) Subrecipient Name Charter Township of Van Buren
- 2) DUNS Number 05-7874174
- 3) Federal Award Identification Number (FAIN) MI-2016-018
- 4) Federal Award Date 07/21/16 & 09/13/17
- 5) Subaward - Start Date 07/21/16, End Date 09/30/20
- 6) Fed. Funds Obligated by this Action \$75,344
- 7) Total Amount of Federal Funds Obligated to Subrecipient \$156,944
- 8) Total Amount of Federal Award Committed \$0
- 9) Federal Award Project Description – One 29 Ft Bus, SMART project # 40010

- 10) Name of Fed Awarding Agency Federal Transit Administration
- 11) Name of Pass-Through Entity SMART
- 12) Contact Information for Pass-Through Awarding Official David Sabuda, Director of Finance
- 13) CFDA Number & Name 20.513-Enhanced Mobility of Seniors and Individuals with Disabilities
- 14) R&D? YES / NO-NO
- 15) Indirect Cost Rate for Federal Award N/A

SMART EEO COMPLIANCE REPORT A Form

COMMUNITY PARTNERSHIP FORM

Agency/Community Information

Program Type: Community Partnership Program (CPP) Specialized Service New Freedom JARC 5310

Name of Agency/Community:

Address:

City: State: Zip:

Agency/Community Data

1) Has your agency/community completed in excess of \$1,000,000 in DOT federally-funded contracts in the past year? Yes No

2) Does your agency/community employ over fifty (50) transit related employees? Yes No

If the answers to the previous two questions were both "Yes", Please forward your agency's/community's Affirmative Action plan to the address below:

Buhl Building
535 Griswold Street, Suite 600
Detroit, MI 48226
Attn: EEO Coordinator

Have all subcontractors been informed of their responsibility to file an EEO Compliance Report A form? Yes No N/A

Drug and Alcohol Testing Program Requirements

Does your agency/community have a DOT Drug and Alcohol testing program for safety sensitive employees? (Vehicle operators, dispatchers, mechanics and armed security) Yes No

Name of your Drug and Alcohol testing program manager:

Phone Number:

Email Address :

Please Proceed to Employment Data Section on Backside

SMART EEO COMPLIANCE REPORT A Form

COMMUNITY PARTNERSHIP FORM

Employment Data

Report all **Transit** related permanent, temporary, or part-time employees including apprentices and on-the-job trainees. Enter the appropriate figures in the boxes below relating to an employee's race and gender.

Job Classification	Total				Race														
					Non Minority		Minority												
	Employees	Male	Female	Minority	White		African American		Hispanic		Asian		Pacific Islander		American Indian		Multi Race		
					Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male
Officials/Manager																			
Professionals																			
Technicians																			
Sales Workers																			
Office and Clerical Staff																			
Skilled Crafts																			
Operators																			
Laborers																			
Service Workers																			
Journey Workers																			
Apprentices																			
Total																			

Certification

How was this information obtained? Visual Survey: Yes No Employment Records: Yes No

Name of authorizing official(Print):

Title:

Telephone:

Ext:

Email:

Signature:

Date:

Name of person completing report:

Title:

Telephone:

Ext:

Email:

Charter Township of Van Buren

Agenda Item: _____

REQUEST FOR BOARD ACTION

WORK STUDY MEETING DATE: 2/18/19

1ST READING: 2/19/19

2nd READING: 3/05/19

Consent Agenda _____

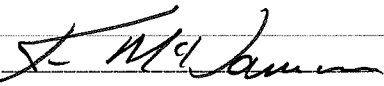
New Business _____

Unfinished Business _____

Public Hearing _____

ITEM (SUBJECT)	To consider approval of General Ordinance #02-19-19 which is an Ordinance to establish the Construction Board of Appeals.
DEPARTMENT	Planning & Economic Development
PRESENTER	Ron Akers, AICP – Director of Planning & Economic Development
PHONE NUMBER	734-699-8913
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)	N/A

Agenda topic

ACTION REQUESTED	To consider approval of General Ordinance #02-19-19 which is an Ordinance to establish the Construction Board of Appeals.
BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)	Please see attached letter.
BUDGET IMPLICATION	N/A
IMPLEMENTATION NEXT STEP	After 1 st and 2 nd reading the notice of adoption will be published in the newspaper.
DEPARTMENT RECOMMENDATION	Approval
COMMITTEE/COMMISSION RECOMMENDATION	N/A
ATTORNEY RECOMMENDATION	Proposed Ordinance was prepared by Township Attorney. (May be subject to Attorney/Client Privilege and not available under FOIA)
ADDITIONAL REMARKS	
APPROVAL OF SUPERVISOR	



Charter Township of Van Buren

BOARD OF TRUSTEES

SUPERVISOR Kevin McNamara	CLERK Leon Wright	TREASURER Sharry A. Budd	
TRUSTEE Sherry A. Frazier	TRUSTEE Kevin Martin	TRUSTEE Reggie Miller	TRUSTEE Paul D. White

February 13, 2019

Township Board of Trustees
Charter Township of Van Buren
46425 Tyler Road
Van Buren Township, MI 48111

RE: Proposed Construction Board of Appeals Ordinance

Honorable Trustees,

Among the many boards and commissions that have at the Township is the Construction Board of Appeals (CBA). The Township is required to have a CBA under the various Michigan Building Codes that the Township is responsible for administrating. The requirements in the code for number of members are relatively vague in order to allow for flexibility on the part of the municipality which is establishing the group. The provisions in the governing statute (Stille-Derossett-Hale Single State Construction Code Act, Act 230 of 1972) indicate that the CBA is required to be created and shall consist of not less than three (3) nor more than seven (7) members. The responsibilities of the CBA include to hear appeals of the decisions of the Building Official or to allow for variances from specific provisions of the building code.

The proposed ordinance is intended to provide a written clarification regarding the membership number and terms of the board members. If adopted it will provide clarification and a standard for these items which we did not have before. The Ordinance will allow for three (3) regular members and one (1) alternate member to be appointed by the Township Supervisor and confirmed by the Board of Trustees. This has been consistent with the prior number of individuals on the board in the past. The ordinance also sets these positions to three (3) year terms which will start on January 1. The remaining language in the proposed ordinance mirrors the state statutes in order to provide guidance in our ordinance regarding the responsibilities and rules of the CBA.

The primary intent of this proposed ordinance is to provide clarification and properly formalize the number of members of the CBA and the timeframe of their terms. Please feel free to contact me if you require any further information.

Thanks,

Ron Akers, AICP
Director of Planning and Economic Development
Charter Township of Van Buren

CHARTER TOWNSHIP OF VAN BUREN
County of Wayne, State of Michigan

Ordinance No.: _____
(Township Board Meeting Date)

The Charter Township of Van Buren hereby ordains that Section 18-4 to 18-30 of the Township General Code of Ordinances be amended as follows:

Section 18-4.-Creation.

The Construction Board of Appeals (hereinafter "Board") for the Township is hereby created consisting of three (3) members and one (1) alternate member.

Section 18-5. - Appointments.

The Township Supervisor, subject to the approval of the Township Board of Trustees, shall appoint the members of the construction board of appeals and designate the term of office for each member. In making appointment the Supervisor shall consider integrity, impartiality and knowledge of building construction.

Section 18-6. - Terms.

Members of the Board shall serve for three-year terms, provided that the persons first appointed shall serve for one-, two- and three-year terms so that at least one term will expire each year. Terms will start on January 1.

Section 18-7. - Appeals to the Board

If the enforcing agency of the Township refuses to grant an application for a building permit or makes any other decision pursuant or related to the Act or Township Building Code (Sec. 18-31), an interested person, or the person's authorized agent, may appeal in writing to the board of appeals. All such appeals shall be in writing, shall contain a detailed statement of the reasons why the appeal should be granted and shall be signed by the applicant or the applicant's authorized agent. The Township may provide a form for use in appeals if it chooses. All appeals shall be accompanied by a fee set by the Township. Applicants shall pay all expenses incurred by the Township in the appeal process, including, in part, inspection fees, engineering fees, attorney fees and all out of pocket expenses.

Section 18-8. - Hearings before the Board

The Board shall conduct a public hearing pursuant to MCL 15.261 *et seq.*, hear the appeal, and render and file its decision with a statement of reasons for the decision with the enforcing agency from whom the appeal was taken not more than thirty (30) days after submission of the appeal.

Section 18-9. - Variances.

After a public hearing, the Board may grant a specific variance to a substantive requirement of the Building Code if the literal application of the substantive requirement would result in an exceptional, practical difficulty to the applicant, and if both of the following requirements are satisfied: (a) the performance of the particular item or part of the building or structure with respect to which the variance is granted shall be adequate for its intended use and shall not substantially deviate from performance required by the code of that particular item or part for the health, safety and welfare of the public, and (b) the specific condition justifying the variance shall be neither so general nor recurrent in nature as to make an amendment of the code with respect to the condition reasonably practical or desirable. No variance shall be granted which is greater than the minimum variance required to alleviate the exceptional, practical difficulty.

Section 18-10. - Severability.

The various sentences, paragraphs, sections and clauses of this ordinance are declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the ordinance shall not be affected.

Section 18-11. - Repeal.

All regulatory provisions contained in other Township ordinances, which are inconsistent with the provisions of this ordinance, are hereby repealed.

Sections 18-12 to 18-30. - Reserved

Effective Date

This amendment shall become effective upon publication in a newspaper of general circulation within the Charter Township of Van Buren.

THIS ORDINANCE IS HEREBY DECLARED TO HAVE BEEN ADOPTED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF VAN BUREN, COUNTY OF WAYNE, STATE OF MICHIGAN, AT A REGULAR MEETING, CALLED AND HELD ON THE _____ day of _____, 2019.

YEAS (in favor of amendment): _____

NAYS (opposed to amendment): _____

ABSENT: _____

I hereby approve the foregoing Ordinance.

Kevin McNamara,
Supervisor, Charter Township of Van Buren

Leon Wright,
Clerk, Charter Township of Van Buren

Adopted: _____

Published: _____

Effective: _____

Charter Township of Van Buren

Agenda Item: _____

Work Study Date: February 19, 2019
 Board Meeting Date: February 19, 2019

REQUEST FOR BOARD ACTION

Consent Agenda <input checked="" type="checkbox"/>	New Business	Unfinished Business	Public Hearing
ITEM (SUBJECT)	2019 Board Meeting Schedule		
DEPARTMENT	Board of Trustees		
PRESENTER			
PHONE NUMBER			
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)			

Agenda topic

ACTION REQUESTED:	
Approval of the Revised 2019 Board Meeting Schedule	
BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)	
<p>In accordance with the Meeting Conduct policy (Resolution 2018-07) Work Study Session occur the first and third Monday of each month and the Board of Trustees Meetings occur the first and third Tuesday of the month. If a holiday is scheduled on the first or third Monday the Work Study Session will occur on the day following the holiday (Tuesday). Please keep in mind an election may be called on May 7, 2019, August 6, 2019 and November 5, 2019. If an election is called both the Work Study Session and Board Meeting scheduled in the week of the Election will be cancelled. This schedule does not include the Budget Preparation Meetings. Posting of the Board Meeting Schedule is required PA 267 of 1976 as amended (Open Meetings Act), MCLA 41.72a (2) (3) and the Americans with Disabilities Act (ADA) under The proposed 2019 Board Meeting Schedule is attached.</p>	

BUDGET IMPLICATION	None
IMPLEMENTATION NEXT STEP	Post
DEPARTMENT RECOMMENDATION	Approval
COMMITTEE/COMMISSION RECOMMENDATION	None Required
ATTORNEY RECOMMENDATION	None Required
(May be subject to Attorney/Client Privilege and not available under FOIA)	
ADDITIONAL REMARKS	
APPROVAL OF SUPERVISOR	<u>Daniel Selman</u>

Charter Township of Van Buren
46425 Tyler-Van Buren Township, Michigan 48111
Board of Trustees
2019 Work Study and Regular Board Meeting Dates
(Revised)

Board Meetings are held the 1st and 3rd Tuesdays of each month at 7:00 p.m. in the Board Room, at Township Hall. Work Study Meetings are held on Monday at 4:00 p.m. in the Sheldon Room preceding the Tuesday Board Meeting. In accordance with the Board Meeting Conduct Policy Resolution 2018-07.

If any other Election is called, scheduled meetings may be cancelled and notice of cancellation will be posted accordingly. If a Holiday occurs on a Monday the Work Study Session has been moved to Tuesday.

B/M	Tuesday, January 1, 2019 (Canceled)		
W/S	Monday, January 14, 2019	W/S	Monday, July 15, 2019
B/M	Tuesday, January 15, 2019	B/M	Tuesday, July 16, 2019
W/S	Monday, February 4, 2019	W/S	Monday, August 5, 2019
B/M	Tuesday, February 5, 2019	B/M	Tuesday, August 6, 2019
W/S	Tuesday, February 19, 2019*	W/S	Monday, August 19, 2019
B/M	Tuesday, February 19, 2019	B/M	Tuesday, August 20, 2019
W/S	Monday, March 4, 2019	W/S	Tuesday, September 3, 2019*
B/M	Tuesday, March 5, 2019	B/M	Tuesday, September 3, 2019
W/S	Monday, March 18, 2019	W/S	Monday, September 16, 2019
B/M	Tuesday, March 19, 2019	B/M	Tuesday, September 17, 2019
W/S	Monday, April 15, 2019	W/S	Monday, September 30, 2019
B/M	Tuesday, April 16, 2019	B/M	Tuesday, October 1, 2019
W/S	Monday, May 6, 2019	W/S	Monday, October 14, 2019
B/M	Tuesday, May 7, 2019	B/M	Tuesday, October 15, 2019
W/S	Monday, May 20, 2019	W/S	Monday, November 4, 2019
B/M	Tuesday, May 21, 2019	B/M	Tuesday, November 5, 2019
W/S	Monday, June 3, 2019	W/S	Monday, November 18, 2019
B/M	Tuesday, June 4, 2019	B/M	Tuesday, November 19, 2019
W/S	Monday, June 17, 2019	W/S	Monday, December 2, 2019
B/M	Tuesday, June 18, 2019	B/M	Tuesday, December 3, 2019
W/S	Monday, July 1, 2019	W/S	Monday, December 16, 2019
B/M	Tuesday, July 2, 2019	B/M	Tuesday, December 17, 2019

*Presidents Day (February), *Labor Day (September)

In compliance with the Americans with Disabilities Act, reasonable accommodations will be made available with advance notice.

For more information, please call the Clerk's Office at 734.699.8909.
Adopted by the Board of Trustees at its regular meeting of February 19, 2019.

Charter Township of Van Buren

REQUEST FOR BOARD ACTION

Agenda Item: _____

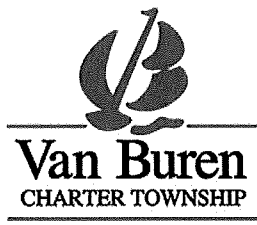
Work Study Date: 02, 19 19
 Board Meeting: 02, 19 19

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

ITEM (SUBJECT)	To approve the selection of Cross Renovations for the renovation of the Multi-Purpose Room and Recreation Desk and Waiting Area.
DEPARTMENT	Planning & Economic Development
PRESENTER(S)	Matthew R. Best, Director of Public Services
PHONE NUMBER	(734) 699-8913
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)	Staff from Cross Renovations

Agenda topic

ACTION REQUESTED	
To approve the selection of Cross Renovations to provide the renovation of the Multi-Purpose Room and Recreation Desk and Waiting Area. Building and Grounds recommends Cross Renovations in the amount of \$161,120.00 for a new dance studio, recreation front desk and waiting area per the Scope of Service. The expense will be paid with Building and Grounds Capital Outlay (Account #101-265-970-000.)	
BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)	
See attachments.	
BUDGET IMPLICATION	\$161,120.00 – Capital Outlay (B&G)
IMPLEMENTATION NEXT STEP	If approved, the project will be started.
DEPARTMENT RECOMMENDATION	Approval
COMMITTEE/COMMISSION RECOMMENDATION	
ATTORNEY RECOMMENDATION	
(May be subject to Attorney/Client Privilege and not available under FOIA)	
ADDITIONAL REMARKS	
APPROVAL OF SUPERVISOR	



MEMO

TO: Board of Trustees

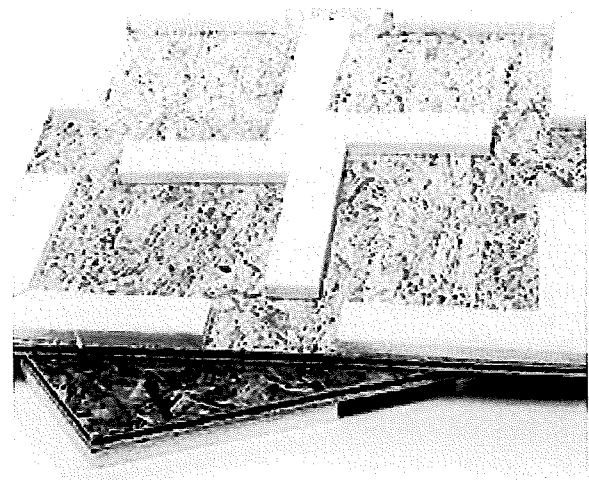
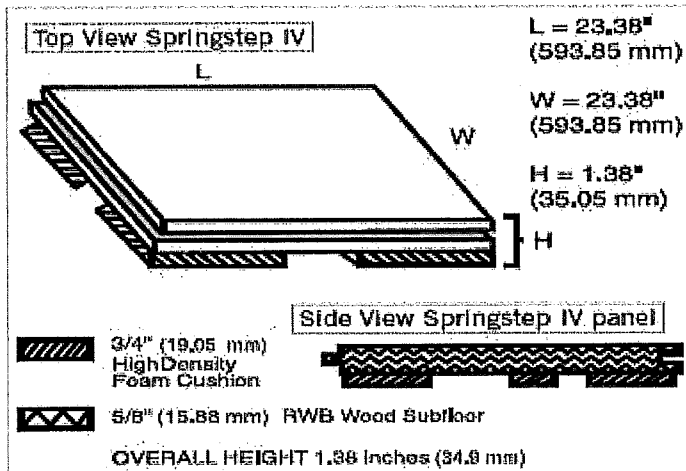
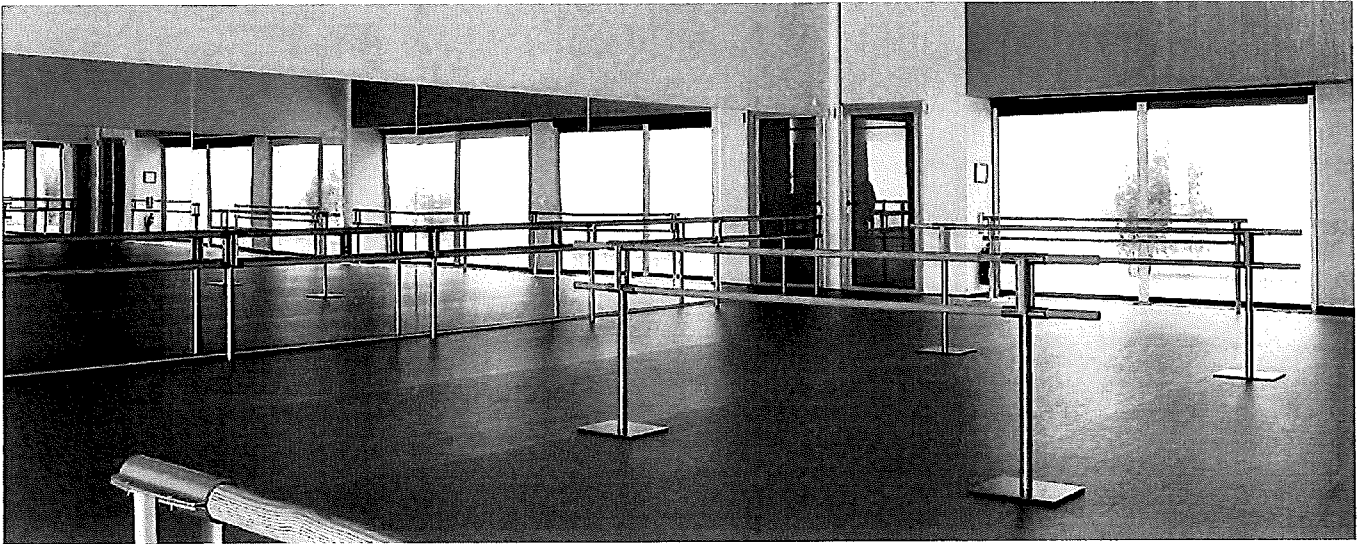
FROM: Matthew R. Best, M.S.
Director of Public Services

RE: Capital Improvements Plan – Dance Studio, Recreation Desk and Waiting Room Improvements

DATE: January 29, 2019

The Dance Studio, Recreation Desk and Waiting Room Improvements are part of the CIP Plus program approved by the Board in 2018. The funding for this project was approved by the Board in the 2019 Budget. Building and Grounds is recommending the Board approve the selection of Cross Renovations in the amount of \$161,120.00 for a new dance studio, recreation front desk and waiting area per the Scope of Service. This includes an additional cost for leveling the multi-purpose room floor and adding a built in display case to the lobby. This expense will be paid with Building and Grounds Capital Outlay (Account #101-265-970-000.)

This project will renovate the multipurpose room into a dance studio for Van Buren Township's very own Jitterbugs Dance Company, which provides dance classes for the Recreation Department. The project enlarges the waiting area in the Recreation Department, where parents currently sit on folding chairs and on the floor waiting for classes to finish. It will also renovate the Recreation Desk to allow better access for our residents to Recreation Services.





34133 Schoolcraft Road
Livonia, MI 48150
Office: (734) 286-2244
Fax: (734) 943-6212
www.crossrenovation.com

January 17th, 2019

Van Buren Township
ATTN: Matthew Best
Van Buren Township
46425 Tyler Rd.
Belleville, MI 48111

RE: Township Hall/Community Center Renovation
Van Buren Township,

Thank you for the opportunity to bid and submit our proposal for the Township Hall/Community Center Renovation mentioned project. We submitted a bid on September 26th 2018 for the following project and to date of January 17th 2019 there has been no price increases are base bid proposal which is \$140,500.00 is still valid along with any alternates that are excepted.

Sincerely,

Cross Renovation, Inc.

Michael Butcher
Vice President



Township Hall/Community Center Renovation

Predesign description of scope of work

September 2018

General comments:

- Scope description below is intended as an overview of the scope and may not expressly describe all supporting scope of work necessary to achieve the overall scope of work.
- Cut/patch all existing adjacent surfaces as necessary for scope indicated in this scope description.
- Protect all existing surfaces, furniture, and equipment to remain.
- Prepare all existing surfaces to receive the new finishes/millwork indicated in this scope description.
- Bids must be received by Van Buren Township by 12:00 p.m. on September 26, 2018.
- Bids must be in a sealed envelope and addressed to:

Matthew R. Best, M.S.
Director
Department of Public Services
Charter Township of Van Buren
46425 Tyler Road
Van Buren Township, MI 48111

Reception Desk 402 and Room 328

- Demolish existing reception desk, (2) closets, flooring and ceiling within reception room 402.
- Demolish existing finishes in room 328.
- Demolish wall between reception desk and room 328.
- Demolish door and frame to room 328 and infill open to match existing adjacent construction and finish.
- Provide new reception desk, in the area indicated on the sketch.
 - Solid surface transaction counters (standing height counter and an ADA height counter).
 - Solid surface work surface.
 - Plastic laminate finish on vertical surfaces of desk.
 - The final shape of the desk is subject to change per design meetings with Owner.
- Provide storage cabinets below work surface.
- Provide new flooring, wall base, wall finishes and suspended ceiling tile system (with gypsum board bulkhead above countertops) within area of new reception desk.
- Provide new LED lighting and revise location of mechanical supply and return grilles within new reception area.
- Provide power and data outlets within reception area.
- Install relocated window from dance studio into north wall of vestibule.

Storage Room 414 – convert to waiting area

- Demolish walls that defined existing location of drinking fountain.

- Reconfigure drinking fountain in its current location to accommodate new design. Reconfiguration will also include new gypsum board wall recess in current location.
 - Demolish north and east walls of room to open up the space to the existing lobby.
 - Demolish all finishes and suspended ceiling system within room 414.
 - Provide new resilient flooring, wall base, wall finishes, and acoustical lay-in ceiling system within the room.
 - Provide new LED lighting and revise location of mechanical supply and return grilles within room.
 - Provide fabric wrapped acoustic wall panels along perimeter of waiting area walls.
 - ALTERNATE: provide built-in solid surface bench along perimeter of room.
- Lobby 401**
- Provide temporary partition in corridor north of lobby.
 - Remove VCT flooring and replace with new resilient flooring (basis of design: 20 mil LVT flooring by Casabella Flooring, Renaissance Collection 2.0 & 3.0 series. This is typical for all rooms utilizing LCT).
 - Paint walls, doors and ceiling of the lobby room.
 - ALTERNATE: provide built-in display cabinet to replace the existing prefabricated (furniture) cabinet.

Dance Studio

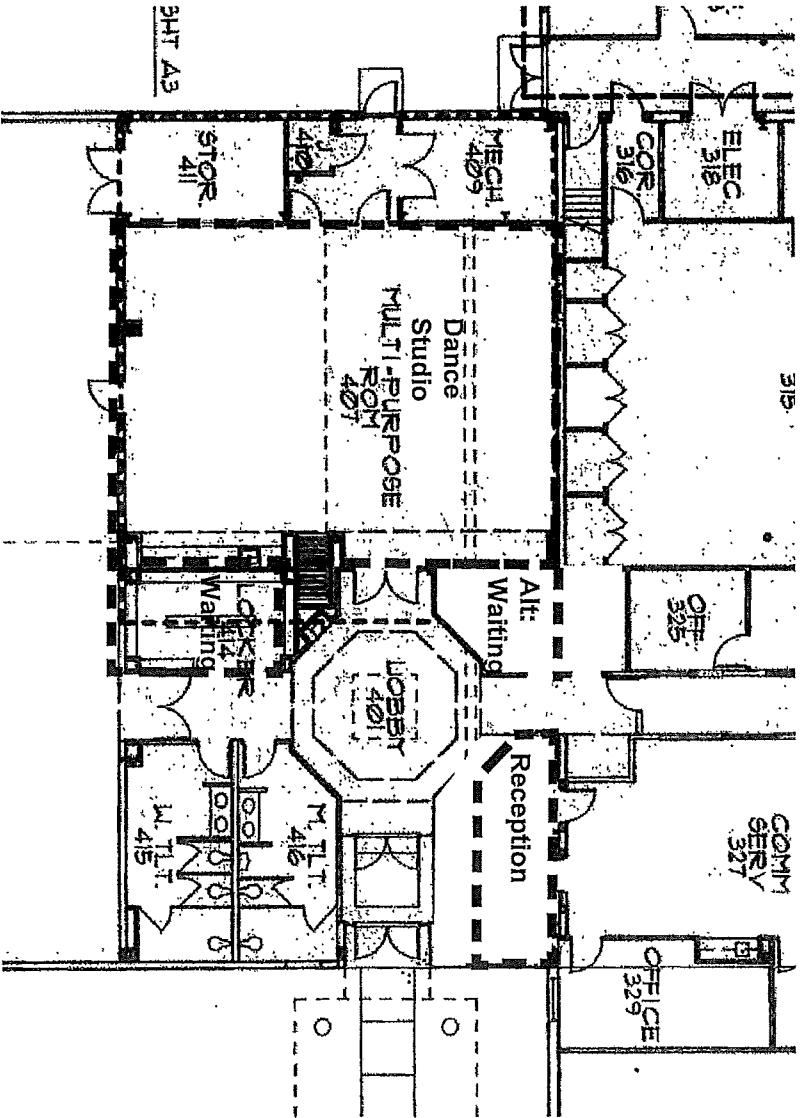
- Remove existing VCT flooring.
- Remove existing ceiling pads and replace with new pads.
- Remove and replace existing lighting with LED lighting.
- Remove existing mirror laminate panels.
- Remove existing dance rails.
- Remove existing windows along east wall and infill to match existing adjacent construction and finish.
- Remove built-in cabinetry in southeast corner of room. Patch adjacent surfaces.
- Provide new dance flooring system (basis of design: Marley Vinyl Flooring, with the Spring Step IV subflooring system and vented cove wall base).
- Adjust supports for existing operable partition to raise partition accordingly for new dance floor. Modify/reconfigure existing ceiling system as required for operable partition modification.
- Fur out south wall with gypsum board furring. Modify ceiling system as required to extend furring 6" above ceiling.
- Provide new storage closet at location of previous built-in cabinetry. Provide (3) double doors for closet. Paint all walls.
- Replace (2) door leafs along west side of room to accommodate dance floor elevation. Provide flooring transition at doors.
- Provide floor transition at existing gymnasium door and lobby door.
- Provide LCT flooring throughout room (beneath dance floor system).
- Paint all walls, doors and frames.
- Provide floor-to-7' tall continuous mirrors along north, west and south walls.
- Provide (2) continuous handrails along north, west and south walls.

- Clean operable partition panels.
- ALTERNATE: Provide self-leveling compound at areas of floor low points prior to installation of dance flooring system.

ALTERNATE: Office 406 – convert portion of office to be waiting area

- Provide new gypsum board wall that divides office into (2) spaces. Remaining north space will remain as office. Remaining south space will be new waiting area.
- Within new waiting area, demolish walls that separate lobby from new waiting area.
- Demolish north and east walls of room to open up the space to the existing lobby.
- Within existing office, cut/patch finishes as required for new gypsum board wall. Adjust location of lights and mechanical diffusers as required for new gypsum board wall.
- Provide new resilient flooring, wall base, wall finishes, and acoustical lay-in ceiling system within the waiting room.
- Provide new LED lighting and revise location of mechanical supply and return grilles within waiting room.
- Provide fabric wrapped acoustic wall panels along perimeter of waiting area walls.
- Provide built-in solid surface bench along perimeter of room.

PLAN-NEW



Township Hall/Community Center
Space & Needs Assessment
July 2018



Township Hall Multi-Purpose/Waiting Room Renovation - Van Buren Township
September 26, 2018

Firm	Bid
Cross Renovations	\$ 140,500
DeMarra	\$ 403,500
Aristeo	\$ 289,900

BWA DeMa 9/26/18 3:04 pm



34133 Schoolcraft Road
Livonia, MI 48150
Phone: (734) 286-2244
Fax: (734) 943-6212

Date: 09-26-18
Project Name: Township Hall/Community Center Renovation
Address:

Submitted To: Charter Township Of Van Buren
ATTN: Matthew R. Best

Cross Renovation, Inc. is pleased to offer the following quotation for your review and consideration on the above referenced project:

Scope of Work Base Bid

- Reception Desk 402 and Room 328
- Storage Room 414 - Convert To Waiting area
- lobby 401
- Dance Studio

Architectural & Engineering Fees- **\$41,112.00**

Alternate for storage room 414- convert to waiting area - **\$7,765.00**

Alternate for Lobby 401- **\$7,500.00**

Alternate for Dance Studio- **\$13,120.00**

Alternate: Office 406- Convert Portion of office to be waiting area- **\$24,030.00**

Exclusions:

Cross Renovation Inc. proposes to perform the above referenced scope of work for the lump sum total of: **\$140,500.00**

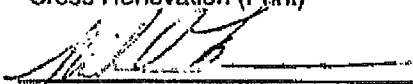
Payment Terms:

- Net 30

Acceptance

Mike Butcher

Cross Renovation (Print)



Cross Renovation (Signature)

09/26/18

Date

Customer (Print)

Customer (Signature)

Date



September 26, 2018

Charter Township of Van Buren
Mr. Matthew R. Best, M.S. Director
46425 Tyler Road
Van Buren Township, MI 48111

Re: Township Hall / Community Center Renovation
Aristeo # 5628

Mr. Best,

We are pleased to submit our proposal for the Township Hall / Community Center Renovation Project in Van Buren Township, MI. Our proposal is in strict accordance with the RFP documents provided by CCC.

LUMP SUM PRICE: \$ 289,900

Voluntary Alternate 1 : Waiting Room 405 - ADD: \$25,870

Voluntary Alternate 2 : Solid Surface Bench: Storage Room 414 – ADD: \$ 24,400

Voluntary Alternate 3 : Built-In Cabinet – ADD: \$2580

Voluntary Alternate 4 : Self-Leveling Compound – ADD: \$2350

We appreciate the opportunity to present this proposal and look forward to the next step in your selection process. Please contact me at 734-367-1563 or lsundberg@aristeo.com if you have questions during your review process.

Sincerely,

A handwritten signature in black ink that reads "Lukas Sundberg".

Lukas Sundberg
Field Engineer

ISO 9001 Certified

Township Hall / Community Center Renovation Bid Clarifications

1. Pricing is based on drawings and descriptions from the 'Township Hall/Community Center Space & Needs Assessment' dated July 2018, and the 'Township Hall/Community Center Renovation Predesign description of scope of work' document released Sept. 18, 2018.
2. Pricing is based on one mobilization. No phasing is required.
3. Pricing is subject to design as indicated in scope letter and drawings. Changes or further clarifications to the design or scope, once finalized, may affect pricing.
4. No overtime or premium shift time is included.
5. We assume free and clear access to all work.
6. No testing, handling, removal, or modification to any hazardous and or otherwise unidentifiable materials, is included. Due to the age of the facility – it is suspected that asbestos and/or lead may be present.
7. No costs are included for removal or disposal of any hidden and/or otherwise unforeseen obstructions or utilities not identified prior to the execution.
8. A payment and performance bond is included in proposal cost.
9. Building Permit is included in proposal cost.
10. Builder's Risk Insurance has been included in our proposal cost.



September 26, 2018

Mr. Matthew R. Best, M.S.
Director
Department of Public Services
Charter Township of Van Buren
46425 Tyler Road
Van Buren Township, MI 48111

Re.: Hall/Community Center Renovations
Van Buren Township, MI

Mr. Best,

We are pleased to provide you with the attached proposal for the above referenced project. We have evaluated the Predesign description of Scope of Work provided by FTC&H to us dated September, 2018 and offer this Design/Build proposal.

The project consists of the renovation to the existing Community Center Lobby and Dance Studio per the Scope of Work and the following assumptions:

- Architectural, Mechanical and Electrical engineering services by FTC&H.
- Investigations and/or Work outside of the designated areas of work is not included.
- Hazardous Abatement Surveys are not included in this proposal.
- Building code system upgrades other than those described in the Scope of Work are not included.
- Design of furniture and equipment is not included.
- The existing Mechanical system is assumed to have adequate capacity for the anticipated renovations.
 - We do not provide for any Fire Protection work.
 - Plumbing work is included to relocate the existing drinking fountain in its existing location, no additional plumbing work is anticipated.
 - Duct diffuser rework for supply and return grills is included, main and branch duct revisions are not included.
- The existing Electrical system is assumed to have adequate capacity's for the anticipated renovations.
 - We have assumed branch wiring, switching and controls will be reused and are in working order.
 - 31 new LED fixtures included in Base Bid.
- Fabric wrapped panels are included at 3' high at designated areas.
- LVT flooring is included for the entire Dance Studio.
- Dance flooring is included with Timestep flooring over Spring Step IV subflooring system or equal product. Maintenance systems and/or coatings would be by the Owner.

Novi Office:
45500 Grand River Ave.
Novi, MI 48374-1305
(tel): 248.348.8710
(fax): 248.348.6251

Detroit Office:
3031 W. Grand Blvd., #624
Detroit, MI 48202
(tel): 313.870.2800
(fax): 313.870.2810

Indications from the dance floor manufacturer indicate the existing floor slab must be level to install this product.

- This proposal includes the removal and providing new panels for the folding partition wall.
- The following allowances have been included in this proposal:
 - Building Permit \$ 3,800.00
 - Reception Desk \$ 22,500.00
- The following items are not included in this proposal:
 - Handling and/or disposal of Hazardous materials
 - Furniture, furnishings and equipment
 - Signage
 - Fire Alarm, Telephone/Data/Communication/Security
 - Shift and/or Premium time
 - Testing and Quality Control Inspections
 - Builders Risk Insurance
 - Construction utilities will be provided for our use

Base Bid Price: \$ 403,400.00

Alternates:

- | | |
|---|--------------|
| 1. Provide Built-in solid surface bench at perimeter of old Storage Rm 414: | TBD |
| 2. Provide Built-in Display Cabinet in Lobby 401: | TBD |
| (Alternates 1 and 2 need further definition to provide pricing) | |
| 3. Provide self-leveling concrete in Dance Studio: | \$ 22,000.00 |
| (Based on 670 sf of floor area at an average of 3") | |
| 4. Convert Office 406 to Waiting Area: | \$ 31,500.00 |

Please call if you have any questions, or require any additional information.

Sincerely,
DeMaria Building Company



Thomas C. Miner, P.E.
Director of Preconstruction

Cc:



September 26, 2018

Mr. Matthew R. Best, M.S.
Director
Department of Public Services
Charter Township of Van Buren
46425 Tyler Road
Van Buren Township, MI 48111

Re.: **Alternate Proposal**
Hall/Community Center Renovations
Van Buren Township, MI

Mr. Best,

We are pleased to provide you with this **Alternate proposal** for the above referenced project. We have evaluated the Predesign description of Scope of Work provided by FTC&H to us dated September, 2018 and offer a Construction Management approach in which DeMaria will hold the Design contract in order to provide a complete Design and Build project to Van Buren Township.

The project consists of a renovation to the existing Community Center Lobby and Dance Studio.

DeMaria Building Company will provide complete pre-construction/design services and complete project construction services. We offer a cost of work plus fees with a Guaranteed Maximum Price (GMP) established at a mutually agreeable timeframe. DeMaria and its Designer, FTC&H will work with Van Buren Township cooperatively and jointly to provide a successful project to meet determined budget and schedule goals.

The Preconstruction Services fee will be a not to exceed value. This fee will include:

- Design and Engineering
- Site Survey
- Schedule Analysis
- Evaluation of Phasing/Logistics
- Cost Estimates
- Bid Package Preparation/ Bidding and Awards
- Subcontractor and Supplier Evaluation
- Recommendation concerning Long Lead Items
- Establish a Guaranteed Maximum Price

Total Preconstruction:

\$ 52,000.00

If a GMP is established and Van Buren Township engages DeMaria to proceed with Construction, DeMaria will deduct \$ 8,000 of the Preconstruction Services fee to Van Buren Township. If Van Buren Township and DeMaria cannot establish a GMP at the end of

Novi Office:

45500 Grand River Ave.
Novi, MI 48374-1305
(tel): 248.348.8710
(fax): 248.348.6251

Detroit Office:

3031 W. Grand Blvd., #624
Detroit, MI 48202
(tel): 313.870.2800
(fax): 313.870.2810

Preconstruction, Van Buren Township may elect to end the agreement, the Design documents will be provided to Van Buren Township for their use and the Total Preconstruction Services fee will be paid to DeMaria.

Construction Services are based on a Preliminary schedule of a concurrent 12 weeks for the construction of the scope of work. Our fee for Construction Services will be a Guaranteed Value based on the current scope and schedule for the work.

Total Construction - Staff:	<u>\$ 72,250.00</u>
Total Construction – General Conditions	<u>\$ 18,260.00</u>

The Construction Manager's fee, based on the total cost of construction, will be 3.50%.

We would like to have an opportunity to meet with you to discuss this project approach at your convenience. We believe this offers Van Buren Township the most cost effective solution for this project. Please call if you have any questions, or require any additional information.

Sincerely,
DeMaria Building Company



Thomas C. Miner, P.E.
Director of Preconstruction

Charter Township of Van Buren


REQUEST FOR BOARD ACTION

Agenda Item: _____

WORK STUDY: FEBRUARY 19, 2019
1ST READING DATE: FEBRUARY 19, 2019
2ND READING DATE: MARCH 5, 2019

Consent Agenda	New Business X	Unfinished Business	Public Hearing
ITEM (SUBJECT)	First reading of Ordinance 02-19-19 (2) to discuss an approval of the amendment of Article III (Fireworks Safety Act) of Chapter 46 (Fire Prevention and Protection) to amend Sec. 46-71.		
DEPARTMENT	Police Department		
PRESENTER	Chief Jason Wright		
PHONE NUMBER	(734) 699-8930		
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)	Angela Mannarino		

Agenda topic

ACTION REQUESTED	First reading of Ordinance 02-19-19 (2) to discuss an approval of the amendment of Article III (Fireworks Safety Act) of Chapter 46 (Fire Prevention and Protection) to amend Sec. 46-71.
BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)	At the end of 2018, the State of Michigan amended MCL 28.457. This amendment tracks the amendments to the state statute by increasing the fine and reducing the number of days that consumer fireworks can be used.
BUDGET IMPLICATION	None anticipated
IMPLEMENTATION NEXT STEP	If approved, after the 1 st and 2 nd reading, a notice of adoption will be placed in the newspaper and the Ordinance will go into effect.
DEPARTMENT RECOMMENDATION	Approval
COMMITTEE/COMMISSION RECOMMENDATION	
ATTORNEY RECOMMENDATION	Approval (May be subject to Attorney/Client Privilege and not available under FOIA)
ADDITIONAL REMARKS	
APPROVAL OF SUPERVISOR	

Sec. 46-71. - Consumer fireworks.

No person shall ignite, discharge or use consumer fireworks in the township, except on the day preceding, the day of, or the day after a national holiday, only between the hours of 8:00 a.m. and 12:00 midnight, except on New Years' Day, when consumer fireworks may be discharged between the hours of 12:00 midnight and 1:00 a.m., following days after 11 AM and in accordance with the Michigan Fireworks Safety Act, Public Act 256 of 2011, as amended:

- (a) December 31 until 1 AM on January 1
- (b) The Saturday and Sunday immediately preceding Memorial Day until 11:45 PM on each of those days
- (c) June 29 to July 4 until 11:45 PM on each of those days
- (d) July 5, if that date is a Friday or Saturday, until 11:45 PM
- (e) The Saturday and Sunday immediately preceding Labor Day until 11:45 PM on each of those days.

Any person who violates this section shall be deemed responsible for a municipal civil infraction and assessed a civil fine of \$1,000.00 for each violation. For each violation, \$500.00 of the fine collected under this section shall be remitted to the Van Buren Township Department of Public Safety as the agency responsible for enforcing this section.

CHARTER TOWNSHIP OF VAN BUREN
County of Wayne, State of Michigan

Ordinance No.: _____
(Township Board Meeting Date)

At a regular meeting of the Township Board of the Charter Township of Van Buren, Wayne County, Michigan, held in the Van Buren Township Hall within the Township, on the _____ day of _____, 2019 at 7:00 p.m.

PRESENT: Trustees: _____

ABSENT: Trustee: _____

It was moved by Trustee _____ and supported by Trustee _____ the following Ordinance be adopted to amend Sec. 46-71 of Division 2 (Prohibitions) of Article III (Fireworks Safety Act) of Chapter 46 (Fire Prevention and Protection) to read as follows:

THE CHARTER TOWNSHIP OF VAN BUREN ("Township"), COUNTY OF WAYNE, MICHIGAN ORDAINS:

Sec. 46-71. - Consumer fireworks.

No person shall ignite, discharge or use consumer fireworks in the township, except on the following days after 11 AM and in accordance with the Michigan Fireworks Safety Act, Public Act 256 of 2011, as amended:

- (a) December 31 until 1 AM on January 1
- (b) The Saturday and Sunday immediately preceding Memorial Day until 11:45 PM on each of those days
- (c) June 29 to July 4 until 11:45 PM on each of those days
- (d) July 5, if that date is a Friday or Saturday, until 11:45 PM
- (e) The Saturday and Sunday immediately preceding Labor Day until 11:45 PM on each of those days.

Any person who violates this section shall be deemed responsible for a municipal civil infraction and assessed a civil fine of \$1,000.00 for each violation. For each violation, \$500.00 of the fine collected under this section shall be remitted to the Van Buren Township Department of Public Safety as the agency responsible for enforcing this section.

Effective Date

This amendment shall become effective upon publication in a newspaper of general circulation within the Charter Township of Van Buren.

THIS ORDINANCE IS HEREBY DECLARED TO HAVE BEEN ADOPTED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF VAN BUREN, COUNTY OF WAYNE, STATE OF MICHIGAN, AT A REGULAR MEETING, CALLED AND HELD ON THE _____ day of _____, 2019.

YEAS (in favor of amendment): _____

NAYS (opposed to amendment): _____

ABSENT: _____

I hereby approve the foregoing Ordinance.

Kevin McNamara,
Supervisor, Charter Township of Van Buren

Leon Wright,
Clerk, Charter Township of Van Buren