

**CHARTER TOWNSHIP OF ORION**  
**CHARTER TOWNSHIP OF ORION BOARD OF TRUSTEES AGENDA**  
**MONDAY, NOVEMBER 21, 2022 - 7:00 PM**  
**ORION TOWNSHIP MUNICIPAL COMPLEX BOARD ROOM**  
**2323 JOSLYN RD.**  
**LAKE ORION, MICHIGAN 48360**

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1. CALL TO ORDER	
2. INVOCATION AND PLEDGE	
3. CITIZEN OF THE MONTH	
4. APPROVAL OF BILLS	2
5. PUBLIC COMMENT (3 minutes or less) *Board does not respond during public comment	
6. APPROVAL OF AGENDA	
7. CONSENT AGENDA	
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10. PUBLIC COMMENT (3 minutes or less) *Board does not respond during public comment	
11. BOARD MEMBER COMMENT	
12. ADJOURNMENT	

*In the spirit of compliance with the Americans with Disabilities Act, individuals with a disability should feel free to contact Penny S. Shults, Clerk, at (248) 391-0304, ext. 4001, at least seventy-two hours in advance of the meeting to request accommodations.*

**11/21/2022**

## **INVOICES**

### **Total Checks**

Non Board Bills	10/31/2022	\$57,477.37
Non Board Bills	11/2/2022	\$470,561.79
Non Board Bills	11/7/2022	\$35,924.94
Board Bills	11/21/2022	\$2,673,548.05

<b>Total Invoices</b>		<b>\$3,237,512.15</b>
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<b>Void #136670</b>	Reissued	<b>(\$529,166.55)</b>
<b>Void #133679</b>	Reissued	<b>(\$44.80)</b>

<b>Total Invoice Disbursements</b>		<b>\$2,708,300.80</b>
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## **PAYROLL**

### **Total Gross**

Fire Holiday Pay	11/10/2022	\$52,356.64
Regular Pay	11/11/2022	\$245,203.67
Monthly POC Firefighters	11/17/2022	\$6,504.33
FICA Expenses		\$22,776.81
Benefit Expenses		\$167,709.45

<b>Total Payroll Disbursements</b>		<b>\$494,550.90</b>
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<b>Grand Total Disbursements</b>	<b>\$3,202,851.70</b>
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**Due to the conversion to the Pooled Cash Fund, total disbursements include refunds from deposits, bonds & escrows which are not expenses to the township. The payroll check register shows deductions that are not expenses to the township.**

Prepared by Melissa Bardecki, AP/Payroll Administrator



**CHARTER TOWNSHIP OF ORION BOARD OF TRUSTEES  
MINUTES, REGULAR MEETING, TUESDAY NOVEMBER 1, 2022**

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**1. CALL TO ORDER.** The Charter Township of Orion Board of Trustees held a regular meeting on Tuesday, November 1, 2022, at the Orion Township Municipal Complex Board Room, 2323 Joslyn Road, Lake Orion, MI 48360 at 7:00 p.m.

**BOARD MEMBERS PRESENT:** Chris Barnett, Penny Shults, Donni Steele, Mike Flood, Kim Urbanowski and Brian Birney.

**BOARD MEMBERS ABSENT:** Julia Dalrymple

**2. INVOCATION AND PLEDGE.** Clerk Penny Shults gave the invocation. All rose for the Pledge of Allegiance.

**3. APPROVAL OF BILLS.** Moved by Treasurer Steele, to authorize payment of the bills in the amount of \$ 1,064,989.55 and payrolls of \$ 275,254.47. Total disbursement of funds in the amount of \$ 1,340,244.02 as presented. AYES: Steele, Birney, Flood, Urbanowski, Barnett, Shults. ABSENT: Dalrymple NAYS: None MOTION CARRIED

**4. PUBLIC COMMENT.** Public comment was heard.

**5. APPROVAL OF AGENDA.** Supervisor Barnett added to agenda presentation from Orion. Events. Also added closed session after board members comment and before adjournment to discuss labor negotiations. Treasurer Steele moved 6D and 6J to pending. Trustee Flood added Village Permit Reports to reports. Moved by Trustee Flood, seconded by Trustee Birney to approve the agenda as amended. MOTION CARRIED

**6. PRESENTATION.** Was heard by Brian Major and James Jenkins from Orion.Events

**7. CONSENT AGENDA.**

**A. Minutes - Regular Meeting, October 17, 2022.** Approve as presented.

**B. Minutes – Budget Workshop, October 17,2022.** Approve as corrected.

**C. Peddlers/Solicitors License Application – Roger Brodeur, Lake Orion Lions Club.** Approve Roger Brodeur’s application and issue a solicitor’s license under Ordinance No. 95.

**D. Third Quarter 2022 Treasury Report.** Receive and file.

**E. PC-22-39 Hudson Square PUD, Set Joint Public Hearing Date.** Receive and file Board notice regarding proposed joint public hearing for PC-22-39, Hudson Square PUD on November 16,2022.

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**F. Schedule Public Hearing for 2023 CDBG Annual Application.** Schedule public hearing on the CDBG 2023 allocation for Monday, December 5, 2022.

**G. Authorize Purchase of Vault Restrooms – Camp Agawam & Polly Ann Trail.** Authorize the purchase of two vault restroom units to be installed at Camp Agawam and on the Polly Ann Trailway, at a total cost of \$89,5000.00.

**H. Schedule Budget Work Session.** Schedule Budget Workshop with Board of Trustees for November 21, 2022, at 5:30 p.m. in the Board Room at the Township Municipal Complex and authorize the Clerk to post as an open meeting.

Moved by Trustee Mike Flood, seconded by Trustee Urbanowski, to approve the Consent Agenda as amended. AYES: Urbanowski, Barnett, Shults, Steele, Birney, Flood.  
ABSENT: Dalrymple NAYS: None. MOTION CARRIED

**8. PENDING**

**A. First Reading, PC-22-35, Township Initiated Text Amendment to Zoning Ord. #78, Article XXX, Section 30.09, Performance Guarantees.** Moved by Trustee Urbanowski, seconded by Trustee Flood to approve the first reading of the Amendments to the Orion Township's Zoning Ordinance 78, Section 30.09 ("Performance Guarantee", PC-22-35) and direct the Township Clerk to publish said Ordinance in the accordance with State law, with the second reading of said Ordinance Amendment to be scheduled for December 5, 2022, and further approve the Building Department's related Fee Schedule dated October 21, 2022, and OHM Performance Guarantee Estimate dated October 24, 2022, for 4555 Giddings Road. Second Reading to be held on December 5, 2022. AYES: Barnett, Shults, Steele, Birney, Flood, Urbanowski. ABSENT: Dalrymple NAYS: None MOTION CARRIED

**B. LS-22-08, Pankau Request for a Different Private Road Standard.** Moved by Clerk Shults, seconded by Trustee Flood to approve the request for a different standard for roadway width and length for a private road to be 28.83 feet wide and 660 feet long for application LS-22-08 Pankau Boundary Adjustment, based on finding that a different standard is more appropriate for this request. AYES: Shults, Steele, Birney, Flood, Urbanowski, Barnett. ABSENT: Dalrymple NAYS: None MOTION CARRIED

**C. Consent Judgement and Brett Property.** Moved by Clerk Shults, seconded by Trustee Flood to authorize the modification of the Consent Judgement between Brett Property (Parcel 09-02-126-021) and the Charter Township of Orion by the Township Attorney. AYES: Steele, Birney, Flood, Urbanowski, Barnett, Shults. ABSENT: Dalrymple NAYS: None MOTION CARRIED.



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MINUTES, REGULAR MEETING, TUESDAY NOVEMBER 1, 2022**

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**D. Tuition Reimbursement – Tandem Graves.** Moved by Clerk Shults, seconded by Trustee Flood to authorize modification to Tuition Policy for this employee and calendar year only to allow for \$5,760.00 reimbursement. Authorize Tandem Graves to take the Applied Marketing Strategies course and approve reimbursement in an amount not to exceed \$960.00, contingent upon all requirements as listed in the Tuition Reimbursement Policy. AYES: Birney, Flood, Urbanowski, Barnett, Shults. ABSENT: Dalrymple NAYS: Steele MOTION CARRIED

**E. Purchase 2021 Dodge Ram – Building Department.** Moved by Clerk Shults, seconded by Trustee Birney to approve the township supervisor to execute the contract to purchase the 2021 Dodge Ram lease. AYES: Flood, Urbanowski, Barnett, Shults, Steele, Birney. ABSENT: Dalrymple. NAYS: None MOTION CARRIED

**9. REPORTS**

**A. Police/Fire Reports.** Moved by Trustee Birney, seconded by Trustee Urbanowski to receive and file the reports as presented. MOTION CARRIED

**B. Financial Reports.** Moved by Clerk Shults, seconded by Flood to receive and file as presented. MOTION CARRIED

**C. Building Department 3<sup>rd</sup> Quarter 2022 Report and Village Permits.** Moved by Trustee Flood, seconded by Trustee Urbanowski to receive and file as presented. AYES: Steele, Birney, Flood, Urbanowski, Barnett, Shults. ABSENT: Dalrymple NAYS: None MOTION CARRIED

**10. PUBLIC COMMENT.** Public Comment was not heard.

**11. BOARD MEMBER COMMENTS.** Board member comments were heard.

**12. CLOSED EXECUTIVE SESSION – Discuss Labor Union Negotiations for the Fire Department with Deanna Calloway from Human Resources.** Moved by Trustee Flood, seconded by Trustee Birney. AYES: Flood, Urbanowski, Barnett, Shults, Steele, Birney. ABSENT: Dalrymple NAYS: None MOTION CARRIED

The Board was in Closed Executive Session from 8:07 p.m. to 9:02 p.m.

**Collective Bargaining Agreement between the Charter Township of Orion and the International Association of Fire Fighters Local 5342.** Moved by Trustee Flood, seconded by Trustee Birney to approve the Nov 1, 2022 draft of the collective bargaining agreement between the Charter Township of Orion and the International Association of Fire Fighters Local 5342, conditioned upon the Township Supervisor and Labor Counsel negotiating a signing bonus,

**CHARTER TOWNSHIP OF ORION BOARD OF TRUSTEES**  
**MINUTES, REGULAR MEETING, TUESDAY NOVEMBER 1, 2022**

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finalizing any minor non-finical terms and upon notification of the IAFF union ratification of the collective bargaining agreement. AYAS: Barnett, Shults, Steele, Birney, Flood, Urbanowski  
ABSENT: Dalrymple NAYS: None MOTION CARRIED

**13. ADJOURNMENT.** Moved by Trustee Flood seconded by Urbanowski to adjourn.  
MOTION CARRIED The meeting was adjourned at 9.04 p.m.

Transcription: Lynnae Smith

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Penny S. Shults, Clerk  
Charter Township of Orion

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Chris Barnett, Supervisor



# Charter Township of Orion

2323 Joslyn Rd., Lake Orion MI 48360  
www.oriontownship.org

Phone: (248) 391-0304

## Agenda Item Summary

**To:** Board of Trustees  
**From:** Chris Barnett, Supervisor  
**Meeting Date:** November 21, 2022  
**Memo Date:** November 2, 2022  
**Subject:** Parks & Paths Advisory Committee: Resignation & Appointment

☒ Consent ☐ Pending

### REQUESTS

The request is to accept the resignation of Jerry Richards from the Parks & Paths Advisory Committee and appoint Joanne Purdon to the vacated position.

### REASON

We received notice from Jerry Richards that he is resigning from the Parks & Paths Advisory Committee. Jerry was appointed to the Safety Path Advisory Committee in 2013, and when the Safety Path and Parks & Recreation committees were combined into the Parks & Paths Advisory Committee, he continued to serve.

We have also received an application to serve on this Committee from Joanne Purdon. Her application is attached.

### PROCESS

The Township Supervisor has reviewed Joanne Purdon's application to serve on the Parks & Paths Advisory Committee and recommends her appointment.

### RECOMMENDATION (MOTION)

Accept the resignation of Jerry Richards with regret, and appoint Joanne Purdon to fill the vacancy on the Parks & Paths Advisory Committee for a term expiring 12-31-2023.

Attachment (Board only)



## Agenda Item Summary

**To:** Board of Trustees  
**From:** Penny Shults, Township Clerk  
**Meeting Date:** November 21, 2022  
**Memo Date:** November 2, 2022  
**Subject:** Christ the Redeemer Catholic Church - Parish Outreach Project

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☒ Consent ☐ Pending

### REQUEST

Attached is a request from Charity Coordinators at Christ the Redeemer Catholic Church, regarding a parish wide outreach project scheduled for December 3, 2022.

### REASON

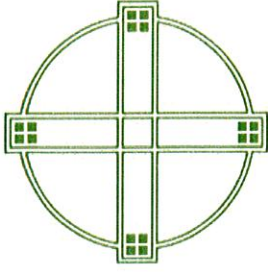
Parishioners from Christ the Redeemer will be visiting several local subdivisions to collect donated food/hygiene items for the Catholic Community Response Team. Flyers will be distributed the week prior, notifying residents of the collection and requesting their support.

### PROCESS

Click or tap here to enter text.

### RECOMMENDATION (MOTION)

Board action would be to approve the parish outreach project on December 3, 2022.



**Christ the Redeemer Catholic Church**  
*Iglesia Católica Cristo el Redentor*  
2700 Waldon Road • Lake Orion MI 48360  
248-391-1621 • Fax 248-391-3412  
ctredeemer.org

October 31, 2022

Penny Schultz, Clerk  
2525 Joslyn Rd.  
Lake Orion, MI 48360

Dear Penny or Township Staff:

This letter is a request to be put on the agenda for the township meeting.

Christ the Redeemer Catholic Church has organized a parish wide outreach on Saturday, December 3rd. Over 300 of our parishioners will be going into the community helping others by working on projects to help the community including: wrapping gifts to donate to local non-profits, writing letters to our troops (Operation Gratitude) and bagging candy.

Collecting food/hygiene items for Catholic Community Response Team is one project. We will be collecting from several local subdivisions; Keatington, Keatington Cedars, Rolling Meadows, Creekside, Orion Oaks, Forest Springs, Millcrest, Mill Creek, Keatington Meadows and the Preserves. There will be groups collecting throughout the day, with the project concluding by 4:00 p.m.

Flyers will be distributed the week before alerting residents of the collection and asking for their support. A copy of the flyer is attached.

Thank you for your support in this important project. Feel free to contact us if you have any questions.

*Karen & Lisa*

*Karen Swietlik & Lisa Pratt*

*Evangelical Charity Coordinators*

*(248) 391-1621 ext. 117*



# St. Nicholas Project

## December 3, 2022

As we celebrate the Feast of St. Nicholas in this season of giving, we ask you to help in serving our community.

PLEASE CONSIDER

DONATING:

LAUNDRY SOAP-42 OZ. OR LESS, DISH SOAP, SHAMPOO AND CONDITIONER, SHAVING CREAM AND RAZORS, DEODORANT, FEMININE PRODUCTS, BAR SOAP, TOOTHPASTE, TOOTHBRUSHES AND TOILET PAPER.

We invite you to worship with us.

Christmas Mass Schedule:

Christmas Eve, 4 & 10 pm

Christmas Morning, 11 am

Regular Weekend Masses:

Saturday, 5pm

Sunday, 9 & 11 am

Christ the Redeemer Catholic Church

2700 Waldon Rd., Lake Orion

248-391-1621

Place your donations in a bag and leave on your porch by 8am, Saturday, December 3. Bags will be picked up that day before 4pm.

If your items are not picked up, call us and let us know your address and we will pick them up on Monday.





## Agenda Item Summary

**To:** Board of Trustees  
**From:** Chris Barnett, Township Supervisor  
**Meeting Date:** November 21, 2022  
**Memo Date:** November 17, 2022  
**Subject:** Completion of Road Improvements with Wixom Anthony, LLC.

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☒ Consent ☐ Pending

### REQUEST

The request is to approve the Agreement for Completion of Road Improvements with Wixom Anthony, LLC.

### REASON

Esys, the developer of this project, has an approved Site Plan with the Township, which includes improvements to Brown Road (including a turn lane). The Road Commission for Oakland County (RCOC) intends to undertake the road improvements shown on the Site Plan within five years.

### PROCESS

Under the Agreement, Esys will provide \$300,000 (the amount agreed upon by RCOC to be sufficient to cover the cost of the improvement) to be held in escrow by the Township. The Township will release the funds to RCOC once RCOC provides notice that it will begin the road improvements. RCOC will forward an agreement to the Township closer to the time it plans to undertake the improvements. RCOC has five years to complete the improvements, with a possible one-year extension. Should RCOC not complete the improvements, the escrowed funds will be returned to the Developer, the Developer will provide a performance guarantee following Township Ordinances, and the Developer will have two years to complete the improvements. Should neither RCOC nor the Developer complete the improvements, the Township has the option to use the escrowed/performance guarantee funds to complete the improvements.

### RECOMMENDATION (MOTION)

The recommended motion is:

"I move to approve the Agreement for Completion of Road Improvements with Wixom Anthony, LLC, and authorize the Township Supervisor to execute same."



## Agenda Item Summary

**To:** Board of Trustees  
**From:** Chris Barnett, Township Supervisor  
**Meeting Date:** November 21, 2022  
**Memo Date:** November 17, 2022  
**Subject:** Hire Full Time Director of Public Services, William Basigkow

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☒ Consent ☐ Pending

### REQUEST

To approve the hiring of William Basigkow as full-time Director of Public Services with full benefits.

### REASON

It is the recommendation of the Township Supervisor, Chief of Staff, and Human Resources to hire William Basigkow as full time Director of Public Services.

### PROCESS

The interview and selection process were completed by the Township Supervisor, Chief of Staff and Human Resources.

### RECOMMENDATION (MOTION)

Authorize the hiring of William Basigkow as full time Director of Public Services effective November 22, 2022 with full benefits and an annual salary of \$93,000.



## Agenda Item Summary

**To:** Board of Trustees  
**From:** Chris Barnett, Township Supervisor  
**Meeting Date:** November 21, 2022  
**Memo Date:** November 16, 2022  
**Subject:** Environmental Resources Committee Resignation

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☒ Consent ☐ Pending

### REQUEST

Accept, with regret, the resignation of Harold Flood from the Environmental Resources Committee.

### REASON

The Township received notice that the following Committee member resigned:

- Environmental Resources Committee: Harold Flood, Alternate

### PROCESS

Filling of the vacancy will be brought to the Board at a future meeting.

### RECOMMENDATION (MOTION)

The recommended motion is:

"I move to accept, with regret, the resignation of Harold Flood from the Environmental Resources Committee and direct the Supervisor to send a letter of appreciation; and authorize seeking a replacement by advertising and posting the vacancy."



## Agenda Item Summary

**To:** Board of Trustees  
**From:** Chris Barnett, Township Supervisor  
**Meeting Date:** November 21, 2022  
**Memo Date:** November 17, 2022  
**Subject:** Award Bids - Professional Consulting Services

☒ Consent ☐ Pending

### REQUEST

The request is to award bids for Civil Engineering Consulting Services, Economic Development Consultant Services, and General Legal and Prosecution Services.

### REASON

At its August 15, 2022 Regular meeting, the Board of Trustees authorized publishing requests for proposals for five professional consulting services: Economic Development Consulting Services, Engineering Services, General Legal and Prosecution Services, Auditing Services, Planning and Zoning Services, and Electrical, Mechanical, and Plumbing Inspectors. The bid for Auditing Services was awarded at the October 17, 2022 meeting. Responses for the Trade Inspectors are due to the Township November 28, 2022 at 2:00 p.m., and the Township is scheduling interviews with firms for Planning and Zoning services.

### PROCESS

RFPs were published on August 19, 2022 and bids were opened on September 22, 2022. The following bids were received and considered fully responsive for Economic Development, Engineering, and General Legal and Prosecution services:

#### Economic Development Consultant Services:

- Strategic Communications Solutions (SCS): SCS is the Township's current consultant for Economic Development Consultant Services. Their proposal maintains the current \$4,000 monthly retainer for services.
- Crude Intelligence Group (CIG): CIG is a New Mexico based Economic Development consulting group. Their proposal was for a \$6,000 monthly retainer.

It is recommended the Township award the bid for Economic Development Consulting Services to SCS, maintaining the \$4,000 monthly retainer as proposed.

#### Civil Engineering Consultant Services:

- OHM Advisors: OHM Advisors is the Township's current consultant for Engineering Services. Their proposal maintains their current rate structure. This structure includes design engineering and construction fees between 5-10% of construction costs, and hourly rates for frequently used staff ranging from \$103.00 - \$185.00 depending on the staff used for the requested services.
- DLZ: DLZ is a national firm with local offices in Waterford, MI, whose local clients include the City of Rochester, Independence Township, and Waterford Township, among others. Their proposed hourly rates schedules ranges from \$86.00 - \$195.00 depending on the task and staff assigned.
- Fishbeck: Fishbeck has offices in Novi, Macomb Township, Detroit, and Ann Arbor, with recent work completed for Van Buren Township, Canton Township, Farmington Hills, Troy, and Rochester. Their hourly rate schedule for the Township's primary services range from \$100.00 - \$170.00.



It is recommended the Township award the bid for Civil Engineering Consultant Services to OHM Advisors, maintaining the current rate structure as proposed.

## General Legal and Prosecution Services:

- Foster Swift Collins & Smith PC (Foster Swift): Foster Swift is a full-service law firm with offices in Southfield, Detroit, Lansing, Grand Rapids, Holland, and St. Joes. Municipal References provided by Foster Swift include the City of Brighton, Holly Township, Canton Township, and Unadilla Township. Their proposed hourly rate structure is as follows: \$250/hour for General Counsel; \$225/hour for Prosecution; \$300/hour for Labor & Employment; and \$250/hour for Litigation (non-prosecution related).
- Shifman Fournier, PLC: Shifman Fournier is based on Bingham Farms, with comparable clients including Canton Township, Waterford Township, and the City of Royal Oak. Their proposal is only for Labor and Employment Law services. Their proposed fee structure is \$185/hour.
- Giarmarco, Mullins, & Horton, P.C. (GMH): GMH is based in Troy with comparable clients including Redford Township, Bloomfield Township, and the City of Saginaw. Their proposed rate structure includes of \$5,000 monthly retainer for prosecution and code enforcement hearings, and a \$135/ hour hourly rate structure for all attorney for all other services.
- The Kelly Firm: The Kelly Firm is the Township's current consultant for General Legal and Prosecution Services. The Kelly Firm proposes maintaining its current hourly rate structure, which ranges from \$135/hour for Associates to \$165/hour for Senior Partner. They do propose increasing the monthly retainer for prosecution services by \$500 for a total monthly prosecution retainer of \$5,500.

It is recommended the Township award the bid for General Legal and Prosecution services to the Kelly Firm, following the proposed rate structure.

## RECOMMENDATION (MOTION)

The recommended motion is:

"I move to award the bid for Economic Development Consultant Services to Strategic Communication Solutions; Civil Engineering Consultant Services to OHM Advisors; and General Legal and Prosecution Consultant Services to the Kelly Firm; and authorize the Township Supervisor to execute any necessary agreements with the selected consultants."



# Charter Township of Orion

2323 Joslyn Rd., Lake Orion MI 48360  
www.oriontownship.org

Phone: (248) 391-0304

## REQUEST FOR PROPOSALS ECONOMIC DEVELOPMENT CONSULTANT SERVICES

Opening Date: Friday, September 22, 2022 – 12:00 p.m.

Bidder	Cost Proposal	Notes
SCS	\$4,000/month retainer	
Crude Intelligence Group	\$6,000/month	

Opening Witnessed By:

Date Bids Opened:

9. 22 22




September 20, 2022

The Charter Township of Orion  
Clerk's Office  
2323 Joslyn Road  
Lake Orion, Michigan 48360  
Attn: Clerk Shults

**RE: RFP Economic Development Services  
Strategic Communication Solutions**

Dear Clerk Shults,

Pursuant to the August 19, 2022 RFP, I am pleased to submit this response on behalf of Strategic Communication Solutions (SCS) and for the opportunity to be of continued service to the community. Since late 2014, SCS has served on the economic development team and as advisor to Orion Township on other matters of real estate.

We are very proud of our accomplishments thus far especially in terms of the formation, ratification and implementation of the Corridor Improvement Authority and the resultant new investment in place, under construction and planned. SCS is clearly entrenched in relationships with landowners, realtors, brokers and developers who are active in the area both inside and outside of the CIA district. We are confident that together, the team of Orion Township leadership & SCS will achieve the goals and meet the thresholds set forth in the approved plan.

Further, we know the community will continue to be recognized as a model for economic development by the MEDC, Oakland County, the University of Michigan and other agencies as we stay on this track, although much work is left to be done.

Thank you for your consideration in this regard and for the opportunity for SCS to continue as an advisor to the Orion Township leadership.

Sincerely,  
**Strategic Communication Solutions**

A handwritten signature in black ink, appearing to read 'G. Roberts', is written over a horizontal line.

Gary D. Roberts AIA, Architect and Senior Consultant

cc. Robert Law, President



**CHARTER TOWNSHIP OF ORION**

**Sealed Bid Form – Economic Development Consultant Services**

**Requested by the Supervisors Office**

**Bid Opening: Thursday, September 22, 2022 at 12:00 p.m.**

The undersigned hereby declares that they have carefully examined the instructions and specifications as listed in the Request for Proposals. The undersigned declares the prices set forth in this proposal do cover all the requirements listed in the RFP "Economic Development Consultant Services."

It is understood and agreed that all proposal pricing shall remain in effect for at least 90-days from the date of the bid opening to allow for the award of the bid, and that the prices bid will remain firm through invoice.

**The Charter Township of Orion reserves the right to split or abstract any or all bid proposals and award multiple contracts from the same quotation, based on price, availability and service, when in its judgment it best serves the Charter Township of Orion.**

*-Attach bid sheet*

**BIDDER**

Company Name: Strategic Communication Solutions, Inc.

Address: 9864 E. Grand River Ave #110-299, Brighton MI 48116

Telephone No.: 734.604.4628 Fax No.: \_\_\_\_\_

Email address of contact person: groberts.us@gmail.com

Authorized Signature:  Date: 9-15-22

Printed or typed name of authorized agent: Melena Cummings

Title of authorized agent: Compliance Manager





**September 20, 2022**

**SCS Economic Development Services Proposal.** *(responses in RFP numbered order)*

**#2 Narrative**

Experience, expertise and relationships remain the core components of a successful economic development professional. Gary D. Roberts, the SCS Senior Consultant assigned to Orion Township has over 38 years of industry experience in real estate development. As a Licensed Architect with emphasis on site planning and who also maintains a Real Estate Sales License, brings his relevant experience and expertise to the community.

SCS understands the needs and constraints of business and industry in terms of capital improvements for new locations, expansion, and retention matters. The ability to navigate the requisite incentives, infrastructure and zoning, entitlement and architectural phases of a project brings value to both the prospective client and the township administration.

SCS has and continues to work hand in hand with Orion Township administration and other consultants on the current CIA project and has done so from inception, through co-authorship, ratification by outside agencies and now to ongoing administrative and real estate sales matters. In fact, SCS views the charge of assisting in every way possible, in achieving the objective of the \$338,000,000 of constructed value threshold of new development in place in the District over the 20 year projection as its highest priority. Balancing multiple complex issues of buyer, seller and community expectations are core economic development issues that SCS clearly and uniquely understands. Leveraging its expertise and solid relationships with industry professionals is key in this regard. SCS maintains direct relationships with current and potential stakeholders of the CIA District. Currently SCS is following a pipeline, conservatively, of nearly \$195,000,000 of new investment in place, in discussion and / or planning and feel strongly about our ability to play an integral role in promotion and strategic guidance going forward to fulfill our collective objective.



Beyond being firmly entrenched in matters of the CIA District development, SCS is also actively engaged in promoting projects outside of the defined CIA District limits. Leveraging opportunities created by the GM plant expansion in terms of commercial and supplier prospects and broader real estate platform opportunities of the larger Gingellville Overlay is being actively supported. Additional industrial sites along the M24 corridor are achieving a new focus. SCS promotes appropriate new investment in the community at every opportunity through broker and developer relationships, promoting and attending applicable pre-app process and other “sales” support.

SCS has attended nearly every CIA board meeting and has played a part in drafting the Annual Report and providing other supporting documentation issued by the Authority for internal use and compliance with State and outside agency requirements.

SCS attends most Oakland County Economic Development meetings on behalf of Orion Township and maintains solid relationships with county leadership. Additionally, SCS attends many of the State of Michigan and MEDC training courses geared to Best Practice community development initiatives. SCS attends a minimum of one Orion Township Board meeting a month so as to stay ahead of and be up to date on hot topics and issues related to economic development and community / general public matters.

The Redevelopment Ready Community’s (RRC) program is nearing completion of the next level of MEDC recognition after our “Engaged” status. SCS assisted Chief Timko and Director Girling through drafting documents and outlines required for components of the process. SCS attended several sessions and provided review and input on the recent new Master Plan initiative which is integral to the RRC process.

Although not specifically retained to do so, SCS will continue, through its internal resources, to provide input and insight on matters of government relations and political relationships.



### #3 In-House Services:

1. Comprehensive Economic Development services:
  - a. Maintaining relationships with relevant stakeholders including Oakland County, MEDC, U of M, land owners, real estate brokers, real estate development professionals, outside planners and civil engineers.
  - b. Maintaining and advising on market “pulse” and new best practices in commercial and residential opportunity options for and within the Orion Township submarket.
  - c. Consultation on community promotional components and events including forms of digital and print media, sign design, attendance at trade shows and other economic development forums.
  - d. Business retention strategies.
2. Supporting grant and development incentive strategies and documentation.
3. Expertise in Corridor Improvement Authorities (CIA) and ACT 381 TIF (Brownfield) planning.
4. Zoning, planning and technical Land Use consultation.
5. Redevelopment Ready Communities “Best Practice” certification.
6. Architectural and Real Estate Licenses for planning and land use considerations.
7. Established relationships with elected and appointed government officials.

### #4 Comparable Assignments:

1. **Orion Township, Mi.** Planned, coauthored, entitled and ongoing management support to date of established Orion Township Corridor Improvement Authority. Additionally, SCS has completed various assignments as determined by the Supervisors office.  
Reference: Supervisor Chris Barnett
2. **St. Clair County, Mi.** For more than 10 years, SCS has represented St. Clair County in comprehensive services including economic development, government relations



and lobbying. This work includes supporting the County EDA in relationships with brokers, developers, and various issues in economic Development. (See attached St. Clair County report for information on project specific activities)

Reference: Jeff Bohm, Chairman St. Clair County Board of Commissioners  
200 Grand River Ave, Port Huron, Mi. 48060  
810.874.6554 (mobile)

3. **Northville Township, Mi.** Northville Township is a past comprehensive services client of SCS. Consultant Gary Roberts maintains his role as the lead Economic Development Consultant to the community facilitating the sales and development of township owned properties, the Legacy Park planning initiative, Northville Hospital demolition and planned Essential Services facility owners' representative.

Reference: Todd Mutchler, Northville Township Manager & Director of Public Safety  
44405 Six Mile, Northville Mi. 48168  
248.207.6558 (mobile)

4. **Michigan International Technology Center Redevelopment Authority (MITCRA).**

Gary Roberts is the principal planner and development coordinator on a Five Mile Road Corridor redevelopment initiative, (similar to the OT CIA initiative), repurposing 800 acres of former prison property owned primarily by Northville and Plymouth Township, the City of Detroit, the Michigan Land Bank and private developers. Developed marketing plan, wrote MEDC Site readiness grant and developed new website [www.mitc-usa.org](http://www.mitc-usa.org). This relationship spans more than 10 years from inception and continues to date.

Reference: Plymouth Township Supervisor Kurt L Heise, Chairman MITCRA.  
9955 N. Haggerty Road  
Plymouth Mi. 48170  
734.354.3201 (office)





**#5 Sample Reports, The following sample reports or partial work products are attached.**

1. SCS 2021 Report to Orion Township
2. St. Clair County June 2022 summary email to Chairman Bohm
3. Northville Township committee correspondence
4. MITC Area plan and recent grant narrative for NT Finance Director

**#6 Resumes of Gary D. Roberts & Robert Law are attached**

**#7 Conflict of Interest**

No SCS consultant has any conflict of interest or equity position in any Orion Township Property.

**#8 Communication:**

Gary Roberts is available by cell phone for voice or text at any time. (734.604.4628)

Personal email: [groberts.us@gmail.com](mailto:groberts.us@gmail.com)

In addition to any invited or required meetings, SCS maintains routine and regular correspondence with various Orion Township executive and staff personnel.

**#9 Compensation:**

SCS proposes to continue its services to Orion Township on a monthly retainer fee basis at of \$4,000.00 per month. This fee will cover all requisite meetings and work product. Any required travel outside of the metropolitan Detroit area would be reimbursable on an at cost basis. In the event a "outside consultant" or specialty materials beyond traditional office supplies may be required; these costs would similarly be reimbursed at cost and only with prior township approval.



**#10 Additional information:** Beyond the services outlined above, SCS believes there is opportunity to support other new or refined initiatives. Such ideas will be provided at no additional cost and include:

- SCS has expertise in Historic Preservation which will be applicable in a Gingellville themed pocket park or display and has already provided an outline of conceptual ideas.
- A draft of the ever-changing industrial site availability inventory is completed for possible publication on the township website. SCS is seeking owner / broker final permissions to make the assembled information public.
- Designing updated BIZ marketing materials.
- Defining and developing a planned business retention program.
- SCS is available to assist Orion Township leadership and staff as a part of the team as requested.



**Sample Reports and work product correspondence.**



## 2021 Report for Orion Township

Report Submitted: February 2022

Objective: To promote and implement comprehensive economic development strategies on behalf of Orion Township. Principally among these initiatives is meeting the objectives of the Corridor Improvement Authority (CIA) and associated reimbursement through Tax Increment Finance (TIF) over the projected time period. Additionally SCS maintains a focus on general community promotion through direct advocacy, building active relationships with key stakeholders, prospects, real estate sales entities and participating in promotional opportunities.

Overall and across all markets, timing variance continued to be an issue in terms of starting planned projects in 2021 in many asset classes including hotels, largely pandemic related. Office vacancy in Oakland County now tops 18% and retail development is running at a net loss of space, meaning more was demolished than built. However, large scale industrial and higher density housing projects continue to have strong momentum in 2021. SCS is constantly engaged with planners, builders and developers seeking opportunity within these trends to advance the position of Orion Township in terms of new investment.

### *Economic Development and Strategic Initiative Activity*

#### Summary Highlights of Primary Activities:

1. Developed strategy for new broker and developer involvement and assisted in assembling team for continued pursuit of “Orion Corner” (Georgia, Estes, Huston). Currently Letters of Intent are submitted to each land owner for consideration by a reputable developer. While a significant delta remains between offer and asking process, the location is considered highly desirable and SCS continues to market the advantages of the redevelopment concept. SCS remains clear of homeowner contact or direct involvement in pricing. Because of the current ownership structure, this may be the most challenging of all BIZ properties. Emphasis here on finding new opportunities is imperative to meet projection goals.
2. Similarly SCS presented an area within the BIZ zone off Baldwin, to another reputable developer/ contractor for consideration. Following a personal introduction to the Supervisor, this developer is in pursuit of a land assembly for a new development.
3. Review and input to Planning Consultant on 2021 Master Plan revisions. SCS had a number of suggestions for that initiative primarily relating to the area around the





current BIZ .

4. Prepared several draft documents for contribution to the MEDC Redevelopment Ready Community (RRC) OT initiative. OT currently has “engaged” status and the MEDC. Essentially this process was brought to the point whereby the adoption of the new Master Plan is key. Assisting Planning / Zoning Director and Deputy Supervisor pursuant to the next level of Certification.
5. SCS attends or monitors various Board and Commission activities for the purpose for the purpose of maintaining a handle on the pulse of the community to telegraph to prospects for new investment in the community.
6. SCS prepared and delivered a PR presentation to the Orion Chamber of Commerce which evolved into a on line presentation on Orion On -TV for the purpose of updating residents and prospective business on the history and activities of the CIA. The program has been aired many times with good feedback.
7. Although generally slowed field activity in 2021, Grand Management has broken ground on a five building, 13 acre mixed use project on Brown. The Brown Road Corridor planning and real estate matters continue to be a focus. The new car wash was completed in 2021. Two other projects in the District including the self storage project and Contour Development behind Checkers have SPA and we believe construction start is eminent. The Hyatt House hotel developers report nearing completion of their delayed financing and anticipate Summer 2022 start. At least one other major project along Baldwin has had multiple pre app meetings and SPA submittals appears to also be eminent. Ongoing discussion with multiple developers and current land owners relative to land assembly and zoning options. SCS is maintaining a pipeline estimate of active projects. This item is an ongoing activity and will be so for the foreseeable future.
8. Following the initial SCS showing of the Jack Warren property to Pulte has been very successful in the construction and sales of their Breckenridge townhouse project which is expected to be completely sold out in 2022. Now estimated total constructed value near \$40,000,000 min. (about 12% of the total CIA investment requirement over 20 years alone)
9. Initially achieving (now maintaining) 5 star community rating by University of Michigan e-cities initiative.
10. Assisting in coordination of CIA administrative process including draft preparation of the narrative portion of the requisite report to the state. Collaboration with Deputy Supervisor on document filing.
11. Direct marketing (inside and outside the CIA District) and business attraction



activities with multiple potential developers, broker meetings and correspondence with the goal of CIA promotional opportunities.

12. Assisting and maintenance of relationships with Oakland County Economic Development and State of Michigan (MEDC) relationships on behalf of OT. Attending MEDC on line meetings.

#### **Corridor Improvement Authority (CIA) District Summary Status:**

The TIF calculation contemplated by the CIA, approved by the Orion Township Board of Trustees in May of 2016 estimates the requirement of approximately \$338,000,000 of constructed new investment (including inflationary increases) within the District limits in 20 years from the date thereof. At the end of 2021, projects including Aldi, Menards, Baldwin Square, La -Z-Boy, Hyatt House, Car Wash, Pulte's Breckenridge condominiums, an industrial self-storage product and Contour Development and a 8000 SF retail building are built, under construction or reasonably committed. The tax collected payable towards debt in 2020 was \$199,961. (Kim Boesl). This amount is below the projected 2021 revenue by \$179,255 in the original plan due to timing variance. Some variance will be offset partially by the BOT reduction of interest rate to market going forward and anticipated increases based on projects now under construction.

Obviously the level of current activity is not a measure of the future and SCS intends to maintain focus on meeting the projected goals of the CIA and community promotion. While it is difficult to predict how long it will take to move all of these projects to the tax rolls, proactively working toward that end is imperative. A host of factors can influence real estate projects but from our perspective, we anticipate that Orion Township will realize significant additional progress in 2022.

Respectfully Submitted,

Gary D. Roberts AIA

Senior Consultant, Strategic Communication Solutions

# Legacy Park Committee

## Meeting Notes

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Jason Rhines (Chair)  
Roger Lundberg  
Bob Belaire, PE  
Jennifer Frey – not present  
Mark Gasche  
Ashley Peper  
Diana Chirillo (secretary)  
Peter Wayne - not present

Gary Roberts (Consultant)  
Wendy Hillman (Director of Finance) Not Present  
Todd Mutchler (Township Manager)

1. **INTRODUCTION OF GUEST SPEAKER** - none

2. **COMMENTS REGARDING PRIOR MEETING NOTES/MISC**

3. **SUBCOMMITTEE REPORTS:**

**FUNDRAISING**

Members: Jason Rhines (Interim Chair), Peter Wayne (not present), Diana Chirillo (Secretary), Mark Gasche, Gary Roberts - audit

Duties: Sponsorships, grants and other funding opportunities

No updates – see “Other Member Comments” for some fundraising related discussion.

**DEMOLITION, ENVIRONMENTAL & DUE CARE**

Members: Bob Belaire (Chair), Gary Roberts

Duties: Demolition, Environmental and Due Care of the Legacy Park Property

**DEMOLITION:**

Report from Bob Belaire

Site Security –

Portable solar-powered security towers placed around the site. Have motion detectors that trigger a camera, sound an alarm, activate strobe lights and call the Township Police. Data



working, and police calls have been made.

Two new gates have been installed at the property.

A jobsite trailer is on the property and will be connected to electricity shortly.

The jobsite trailer is the check-in site for anyone entering the property and will provide information about and enforce safety protocols.

#### Demolition progress –

Temporary water lines are operating to Buildings 14 & 17. There is a double-value to protect Township water quality. Showed photos of Building 14 cleared of brush, taped off, and an on-site generator.

Ordered demolition of the portion of Building 3 affected by the fire is next, then N, L, O, M. Lots of activity and progress on the site right now.

#### Salvage and Repurpose Building 14 –

Update from Gary Roberts

Sam Ashley (construction manager for public safety project) toured Building 14. It contains “martini” style concrete support columns indicating the block walls with ACM are not load bearing and can all be removed. Noted there had not been much weathering or water damage. There is about 14,250 sq ft of floor space on a single level. Basement was not accessible during the tour, but a partial basement exists and may be usable.

Gary Roberts recommendation for Building 14:

- 1 Demolition team clean out all ACM as planned.
- 2 After that is complete and cleared, do an assessment of the structure and evaluate whether to proceed with salvaging it. Keeping structure could offset costs – possibly 50-60%
- 3 Initial discussions with Township about possibly getting a “credit” for what the demolition of this building would have cost and directing that instead toward restoration of the roof or other preservation work.

#### Discussion of Building 14

All positive comments regarding attempt to salvage and reclaim this building. It would add character to the site, considered a “green” solution, location of the building would be near some possible parking and well situated in the park.

Gary Roberts suggested next steps for Building 14:

Get a measured drawing of the existing building so they can see it on paper.

Consider directing F&V to take a more methodical approach to removing asbestos mastic near the window frames to minimize structural damage.

All abatement activity at Building 14 needs to occur while the contractor is actively working at that location. Not practical to stop for any reason and come back to do more work (like the windows) later.

McDowell purchase order approved by the Township Board for work on the dump sites.  
Awaiting a schedule from McDowell and hope to have a game plan by next LPC meeting.

INFRASTRUCTURE: (water tower, on-site water pipes, other utilities)  
No updates

#### **CONCEPTUAL MAP SCHEMATIC DESIGN GROUP**

Members: Roger Lundberg, Jennifer Frey, Bob Belaire, Gary Roberts

Duties: Create and maintain a map to visualize zone by use type and to plot existing and potential features for planning purposes as part of the Master Plan revision process.

No updates

#### **PARK DEVELOPMENT**

Members: Mark Gasche (Chair), Diana Chirillo (Secretary), Roger Lundberg, Jennifer Frey, Ashley Peper, Gary Roberts-as needed

Duties: Start with 2012 Stantec Master Plan and revise according to: feasibility and public interests

Municipal Complex Location

Asked if the location for the Municipal Complex is final. Some of the draft Trail Plan traverses that location.

Nothing is final right now. Gary Roberts mentioned Sam Ashley was out at the site, and comments it is a very good spot and has a narrow wooded front area off Seven Mile.

Mark will relay this information to the Trail Development team.

Question about whether "borrow pit" for Schostak is in the possible Municipal Complex area. Answer: It appears the borrow pit is not in that area but will confirm.

The municipal complex will be close to the road (Traditions Dr W of Cooper Standard).

#### **4. ANY OTHER MEMBER COMMENTS**

Ashley:

Mentions benefits of a buffer line of vegetation between Seven Mile and the Municipal complex. Will keep the quiet feel for the neighbors. Had other more central locations for a police station in the township been considered? Jason notes much of the township owned property is more remote.

Diana:

Mentions summer is a good time to view other nearby parks to get ideas and take notes. Nearby Heritage Park in Farmington Hills is a great park as well as a new Innovation Hills in Rochester Hills.

Notes that the Park Development subcommittee citizen members, including Jeff Oles, worked on a brainstorming spreadsheet of park amenities and revenue generating features. Ashley created and is managing the document in a shared Google Docs space. Will forward to interested LPC members. This was created in part to help Mark with any

working space. Per Jason's suggestion, can also add list of local volunteer groups that may be willing to do a variety of community work to benefit Legacy Park.

Mark:

Mentions the upcoming survey may include a segment where participants can work with a "budget" when selecting their ideas and preferences for park amenities. This process has not started, so no details right now. Parks and Recreation Department or other in-house departments can work to determine the "budgets" general not specific.

The State of Michigan has a new grant specifically for park development called a "Spark Grant." There will be three funding cycles, and they have lowered the bar for requirements compared to past grants for parks. Any work from the grants must be completed by 2026, so we are going to investigate these grants for Legacy Park, or even other parks in Northville.

[Link to Spark grant, FYI: <https://www.michigan.gov/dnr/buy-and-apply/grants/rec/sparkgrants> ]

Roger:

Public notice has been sent regarding bonds for the municipal construction project.

Roger talked to people at the Northville Community Foundation. They run Maybury Farm. They are looking to expand and could be a local non-profit that could work with the LPC and the Township to fundraise for Legacy Park.

Bob & Gary: no other updates

## 5. MANAGER AND SUPPORT STAFF REPORTS:

Wendy Hillman:

Not present - No update

Manager Todd Mutchler:

Met with Jim Bella, president of the Ford Foundation. He is aware of Legacy Park and thinks it's a great project. He provided some ideas and advice on other Foundations and charitable groups that may be looking to fund parks. Mentions that a Ford or GM foundation are likely too large to work with a project like Legacy Park. The below is information from the meeting with Jim Bella.

1. Ralph C. Wilson Foundation. Notes they are looking for a Park Project Lead in SE Michigan. This signals that contributing to parks is high on their list.
2. Fred and Barbara Erb Foundation. They are looking to spend-down, and have a might have a priority for "park preservation" with an emphasis on lakes, rivers and streams
3. The Bosch Foundation – a local company in Livonia.
4. Manager Mutchler mentioned that "Cities Reimagined" is a think-tank like organization that "gets you in the club" [FYI: <https://www.citiesreimagined.com/> ]
5. Strawberry Energy. A company that makes solar powered benches and other creative

## 6. CHAIR SUMMARY

## 7. ATTENTION ITEMS

Invite Renee to future LPC meetings

Fundraising Sub-Committee will work to propose corporate sponsorship/individual donation guidelines, and present that to the Park Development Sub-Committee for comments





## **Gary Roberts**

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**Subject:** FW: Update St Clair County 6.22.22

>

**Subject:** Update

### **Blue Water Convention Center**

After almost a year, the \$1M check has arrived and the County has plans to use it to enhance the BWCC. It was greatly appreciated by all and I think we can close this project out. SCS

### **Airport**

We have made contact with Senator Peters office and had 2 Zoom meetings. Might be time for another Zoom call will wait to hear back from Kevin if there is anything new.

Congresswoman Lisa McClair was recently came out to visit the airport and suggested two approaches:

1) She was going to try to get some money (\$5M was mentioned) to clear some obstructions regarding the crosswinds runway.

2) She needs more information but would like to find a way to keep it open.

She requested that Katie get with her Washington aid and provide certain needed information before moving on regarding issue #2. Katie is in the process of gathering the needed information. More to come on this.

### **Child Care**

I have been in touch with Jeff and he referred me to Josh Chapman, CEO of the YMCA. He does not need any help just yet—working through the process. We are on standby should he get bogged down.

### **City of St. Clair**

Similar to Child Care—the City is working through the process, building as many points as possible to get the needed loans. I attended the meeting and was told that they will follow the process to which we will assist.

### **26 Mile Corridor**

I am on the mailing list and in touch with David Struck of the Metropolitan Planning Commission. There is a Public Forum on June 29 at 6PM at the Harvest Event Center. I plan on attending to get a feel of where we are going and what the public input might be. According to Jeff and David, we are too early to get involved, but we will be needed on this.



October, 14, 2021

Michigan Economic Developmnt Corporation  
300 N. Washington Square  
Lansing, Michigan 48913

ATTN: Ms. Beth Colosimo, Senior Project Manager  
Business Operations and Customer Support

RE: MITC Final Site Readiness Grant Report

Dear Ms. Colosimo,

On behalf of the Michigan International Technology Center Redevelopment Authority (MITCRA) I would like to thank the MEDC and you personally for facilitating our receipt and use of the MEDC Site Readiness grant for marketing support of our project. This marketing initiative has proven to be a highly effective in making our industrial / tech site availability known to prospective users and real estate professionals.

The following is a summary of the **tasks and deliverables completed** by the MITC under this grant.

1. Initial Brand positioning (w/ public engagement)
2. Logo and Brand platform design
3. Content Development
4. New Website design, development and implementation. MITC-USA.org
5. SEO
6. Print collateral content and design
7. Brochure and site insert designs
8. Brochure cover and insert printing
9. Email campaign "template"
10. Site signage ( two types )
11. PR
12. Dry mounted maps for presentation.

Collectively these deliverables have facilitated a real estate market "presence" for the MITC project well above the nominal amount which previously existed. In turn, developer inquiry resulting in Purchase agreements and or actual land closing have occurred. Specifically of the

roughly 510 net buildable acres available **Hillside Investments**, a Michigan firm has acquired and has nearly completed a new business / industrial park development called Ridge 5, about 60 buildable acres, with lots served by new road and utilities to serve as platforms for new business construction. That development alone will support more than 600,000 SF of new construction with building are for employment opportunity of at least a 1000 new jobs. The Southfield based developer **REDICO** is under contract for an additional 117 acres in a planning and engineering approval phase. A company out of Raleigh, NC called **Brookwood Capital Partners** is planning and evaluating a 103 acre multi-building light industrial project. **Schafer Development** in Farmington Hills is also evaluating a mixed use project in the MITC redevelopment zone. Each of these industrial related developers, among other current prospects, are the MTC target market in terms of their ability to create smaller lots or parcels ready for new investment working in concert with MITC and direct project users and prospects.

Clearly the above referenced marketing deliverables are highly valuable tools for use by economic development and sales teams supporting the MITCRA. These teams include Planning, elected and appointed officials from Northville Township, Plymouth Township, Wayne County and other stakeholders working diligently to help MITC succeed as a regional initiative. In total MITC has land area to support at least \$650,000,000 in new investment in facilities that can create 9000 new jobs.

MITCRA Board directed that the MEDC Site Readiness grant funds be used creatively but efficiently to achieve maximum leverage of the funds available. During the grant cycle which ended August 29,2021, MITCRA spent \$99,170 total of the \$100,000 grant award. All vendors have been paid.

The MITCRA is entirely confident that the Site Readiness grant has had and will continue to have meaningful long term positive impact the overall initiative. Thank you again for the generous support of the MEDC and should you have any question concerning our use of the grant funds, please contact me.

Sincerely Yours,

Gary D. Roberts AIA  
MITC Planning Consultant

**Subject:**

FW: MDOT road engineering grant narrative

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**From:** Gary Roberts <groberts.us@gmail.com>

**Sent:** Wednesday, August 24, 2022 2:52 PM

**To:** 'Wendy Hillman' <whillman@twp.northville.mi.us>

**Cc:** 'Bob Belair P.E.' <bbelair@twp.northville.mi.us>

**Subject:** MDOT road engineering grant narrative ..advise on draft

The Michigan International Technology Center Redevelopment Authority (MITCRA) was formed as a new government entity for the purpose of facilitating the redevelopment of primarily former prison properties along Five Mile Road between Beck and Napier roads in Northville and Plymouth Townships. Representatives of both communities and the President of Schoolcraft Community College make up the five member MITCRA board. Principally, the MITCRA provides oversight to the design and construction of new roadways, underground infrastructure and environmental remediation, if any, so as to create suitable "platforms" for new investment, employment and development. This work is being accomplished through appropriation / grants, local funding and Tax Increment Finance (TIF) options.

The proposed use of this *MDOT Grant name* is to complete the road engineering of Five Mile Road from a point just west of Ridge Road to the western project limits at Napier Road. Specifically, this engineering will include the design of an upgraded rail road crossing, an evaluation of the roadway bridge which crosses the Johnson Creek and the complete removal and replacement of the road surface west of the bridge, about one mile. This work will obviate the currently poor condition of existing two lane Five Mile Road in this area by use of a new concrete three lane, all weather roadway suitable for commercial traffic. This work shall additionally include engineering detail of incidental components of the requisite R.O.W. work such as road drainage and storm water management issues, utility crossings and encroachments and driveway connections.

At the conclusion of this proposed final engineering phase, the entire MITCRA road project area would achieve "shovel ready" status entitled such that the next phase of bidding and construction could commence as soon as possible thereafter. Additional detail about the MITC project can be found on our website [www.mitc-use.org](http://www.mitc-use.org)

Gary D. Roberts AIA  
MITC Planning Consultant





**MITC**  
Michigan International  
Technology Center

SITE	AVAILABILITY	TOWNSHIP	SITE	AVAILABILITY	TOWNSHIP
1	SOLD: Village At Northville	Northville	9	84.8 Acres +/- (Gross)	Northville
2	SOLD: Zhongding Group	Northville	10	190 Acres +/- (Gross)	Plymouth
3	6.8 Acres +/-	Northville	11	9 Lots, 3-45 Acres +/-	Plymouth
4	4.4 Acres +/-	Northville	12	3 Acres +/-	Plymouth
5	3.7 Acres +/-	Northville	13	66,000 SF Flex/Tech	Plymouth
6	7 Acres +/-*	Northville	14	Adient: 103 Acres +/-	Plymouth
7	15 Acres +/- (Net)*	Northville	15	9 Lots, 3-20 Acres +/-	Plymouth
8	24 Acres +/- (Net)*	Northville	*Sites 6, 7 and 8 Combined: 68 Acres +/- (Gross)		

Join the dozens of  
premier engineer  
and technology firms  
in the region's  
central corridor.

MITC-USA.ORG



## Gary D. Roberts, AIA



**Specialty Areas**  
Economic Development  
Historic Preservation  
Strategic Planning

Gary Roberts brings experience and expertise of real estate and economic development to SCS. His experience will allow SCS to expand our knowledge base in the intricacies and relationships involved in the economic development process, supporting local municipalities. His hands on experience in all aspects of planning and real estate development bring a unique perspective to economic development. Additionally, Roberts has significant expertise in various forms of TIF projects and local Historic District operations giving SCS insight in to the partnership between the community and the private sector and how they can work together to create a vibrant place for people to live, work and play.

Prior to joining SCS, Roberts spent thirty-one years with the DeMattia Group, one of southeast Michigan's premier real estate developers. During his tenure at the DeMattia, Roberts held a variety of technical and executive level positions such as Vice President of Design, Vice President of Development, Executive Vice President, and President and Chief Executive. He is a licensed architect in the state of Michigan, receiving his Architectural degree from Lawrence Technological University.

As a dedicated community member, he serves as Chairman of the Board of Commissioners of the Franklin Village Historic District, a Board member and advisor to the Kreger Community Center and a member multiple civic organizations. He is also a former Member of the Board of Directors for the Tri-County area Boy Scouts of America.

## Robert C. Law



**PRESIDENT**

**Specialty Areas**  
Economic Development  
Technology  
Transportation  
Health Care  
Local Government

Robert C. Law has a broad based background that has established him as one of the outstanding governmental experts in Michigan. His unique blend of private sector and governmental experience is unparalleled in Michigan. He is especially well qualified in working with clients that have not only been successful but have also added great value to the citizens of the State of Michigan. His work in stimulating economic development and job creation is well established, notably his efforts in creating a "High Tech" economy base before it was fashionable to do so. He attended the University of Detroit, majoring in Economic and Finance, graduating Magna Cum Laude. He also graduated with honors from Wayne State University Law School.

Mr. Law started his career as an attorney in private practice serving as a Public Administrator for the State of Michigan and as a Special Assistant Attorney General. Mr. Law started and served as a managing partner of his law firm that grew into one of the premier corporate, technology and government law firms in metro Detroit region.

He has had an accomplished career in state and federal government and politics. In his mid-twenties, Mr. Law served in the Michigan Legislature. In his first year, his peers voted him as the outstanding freshman legislator. As a freshman, he was appointed a member of the Appropriations Committee and served on the Transportation and General Government Subcommittees.

Mr. Law left the legislature to take the position of Executive Assistant for Policy and Legislation to the Governor. In this position, Mr. Law played a primary role in passing legislation to reform Workers Compensation and Unemployment Compensation statutes. These reforms were responsible for greatly improving the business climate in Michigan. Mr. Law also helped develop major programs to spur the development of technology and new jobs. He was an architect of legislation that is the basis of Michigan's current life sciences and technology programs including the Michigan Strategic Fund and the Michigan Economic Development Corporation (MEDC).

Mr. Law has also become an outstanding advocate for many Michigan based private companies and public institutions in Washington D.C. His expertise in working on federal policy and financial issues has been a great benefit to many clients.

**Cost Proposal**

Identify the specific rates for services and meeting attendance as outlined in the scope of work. Complete the cost fields below based on the fee schedule proposed. *The proposal document must clearly detail the services to be covered by the fees listed.*

Description	Fee/Rate
<input checked="" type="checkbox"/> Retainer Fee (monthly)	\$ 4000.00 (unchanged)
<input type="checkbox"/> Hourly Rate (by item, attach additional sheets if needed)	
	\$
	\$
	\$
	\$
	\$
	\$

**SUBMISSION CHECKLIST**

The following submission requirements are included in the proposal:

- ☒ **Cover Letter Introduction of the firm.**
- ☒ **Brief Narrative that discusses firm's approach to the scope of work.**
- ☒ **Full scope of in-house services available.**
- ☒ **References for three communities that receive similar services.**
- ☒ **Sample reports or studies provided to other governmental entities similar to the Township's scope of work, authored by the Township's representative.**
- ☒ **Resumes for those who will be assigned to work with the Township.**
- ☒ **Identified potential conflict(s) of interest.**
- ☒ **Details on methods of communication with Township representatives.**
- ☒ **Details on cost and staffing proposal.**
- ☒ **Proposal Qualification Form.**
- ☒ **Certified Iran Economic Sanctions Act Compliance Affidavit**

**PROPOSAL QUALIFICATION FORM**

This form, filled in and with requested attachments, shall be submitted by the bidder and received with the Request for Proposal. Failure to submit this completed form with your proposal response may be considered grounds for the rejection of any proposal.

1. Name of Organization: Strategic Communication Solutions, Inc.

2. Type of Organization  
(Corporation, Partnership, LLC, etc.) Corporation

3. Date of Organization/Incorporation 05/22/2008

4. List three projects of similar size and nature, along with contact person and contact information. **Attach examples of work.**

a. ORION TOWNSHIP CORRIDOR IMPROVEMENT AUTHORITY

b. MICHIGAN INTERNATIONAL TECHNOLOGY CENTER - PLYMOUTH/NORTHVILLE TWP'S

c. NORTHVILLE TOWNSHIP PLANNING & ECONOMIC DEVELOPMENT CONSULTANT

5. Has the organization ever failed to complete any contract? If yes, list the details on a separate attachment. ☒ NO ☐ YES

6. The organization agrees to maintain all licenses required by the State of Michigan during the contract? ☐ NO ☒ YES

7. The organization agrees to maintain all required insurances during the contract? ☐ NO ☒ YES

8. The organization will comply with all State and Federal laws applicable to any services provided? ☐ NO ☒ YES

9. Does the organization have any conflicts(s) of interest to disclose? If yes, please provide details on the manner in which said conflict(s) of interest will be rectified if the contract is awarded. ☒ NO ☐ YES

10. Consultant will maintain a strong working relationship with the Township? ☐ NO ☒ YES

11. Consultant will receive written consent from the Township prior to proceeding with a project? ☐ NO ☒ YES

12. Monthly status sheets/reports will be provided to the Township? ☐ NO ☒ YES

13. List the name and contact information for the Point of Contact who will be assigned to this contract.

GARY D. ROBERTS  
Point of Contact

734.604.4628  
Contact Number

Effective April 1, 2013, all Bids and/or Proposals received by public entities in the State of Michigan must comply with the Iran Economic Sanctions Act, Act 517 of 2012. As a condition to compliance with the Act, the following certification must be submitted with the Bid.

The undersigned, the owner or authorized officer of Strategic Communication Solutions, Inc. (the "Bidder"), pursuant to the requirements of the Iran Economic Sanctions Act, Act 517 of 2012, hereby certifies under civil penalty for false certification, that the Bidder is not an "Iran Linked Business", as defined in the Act, and is eligible to submit a Bid.

BIDDER:

[Signature]

By:

Melena Cummings Its: Compliance Manager

State of Michigan )

) ss

County of WAYNE )

This instrument was acknowledged before me on the 15<sup>th</sup> day of September, 2022 by

MELENA CUMMINGS

[Signature]

, Notary Public

WAYNE, County, Michigan

My Commission Expires: April 29<sup>th</sup> 2026 Acting in the

County of: WAYNE

JESSICA McDONALD  
Notary Public - State of Michigan  
County of Wayne  
My Commission Expires Apr 29, 2026  
Acting in the County of Wayne







# Charter Township of Orion

2323 Joslyn Rd., Lake Orion MI 48360  
www.oriontownship.org

Phone: (248) 391-0304

## REQUEST FOR PROPOSALS CIVIL ENGINEERING CONSULTANT SERVICES

Opening Date: Friday, September 22, 2022 – 12:00 p.m.

Bidder	Cost Proposal	Notes
OHm Advisors	pages 87-89	
DLZ	Pg. 69-71	
fishbeck	Section 6	

Opening Witnessed By:

Date Bids Opened:

9.22.22




Proposal for Charter Township of Orion

# **CIVIL ENGINEERING CONSULTANT SERVICES**



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**Proposal Due Date**  
Thursday, September 22, 2022

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September 22, 2022

Charter Township of Orion  
Samantha Timko, Chief of Staff  
Clerk's Office  
2323 Joslyn Road  
Lake Orion, MI 48360

**Re: RFP – Civil Engineering Consultant Services**

Dear Ms. Timko,

The Charter Township of Orion continues to be an amazing community in southeast Michigan, and statewide. OHM Advisors is proud to have served the Charter Township of Orion as the township engineer. We would be honored for the opportunity to do so through 2025 and beyond. We have a proven track record of working closely with the Township staff to create infrastructure solutions that meet or exceed expectations. By re-selecting the OHM Advisors team, the Charter Township of Orion will continue to receive the following direct benefits:

- ▼ **Proactive, innovative thinking** – Like Orion Township, OHM has been a leader in implementing new technologies to help communities reach their goals. Our work on autonomous vehicles, storm water utilities, and smart water and sewer tools, to name a few, will help communities face the challenges of tomorrow. We are constantly trying to evolve and look for better ways to provide infrastructure solutions for communities.
- ▼ **Established local office** – OHM Advisors has been living our mission of Advancing Communities since 1962. Our local office is located in the City of Auburn Hills and is less than 3 miles to the Township's southern border and is approximately 8 miles away from Township Hall. Our close proximity enables us to provide quick response in emergency and un-planned situations.
- ▼ **Resource capabilities assurance** – OHM Advisors employs over 620 professionals. All services will be completed in-house.




## OHM Advisors®

- ▼ **Solid expertise** – OHM Advisors' team members have the necessary expertise and qualifications. We assign the right engineer with the proper expertise and experience to meet the requirements of each project, such as Susan Knepper for water system operations issues, and Steve Dearing for traffic related projects.
- ▼ **No potential conflict of interest** – OHM Advisors' commitment to serving only public sector clients in this market eliminates any possible conflict of interest.
- ▼ **Personal Service** – To streamline your communication, I will continue to serve as the primary contact for the Township. I will assure open communication and direct accessibility to all other key personnel.
- ▼ **Trusted advisors** – We will continue to work as hard as we can to be your trusted advisor in helping the Township achieve its goals. We have a proven record of finding creative ways to help the Township be successful.

On a personal level, having the opportunity to service my hometown has been a highlight of my career and something that I am deeply passionate about. I assure you that our team will work tirelessly to continue to be your trusted advisor. We are proud of the work we have accomplished over the last contract period, completing award winning projects like the E. Clarkston Road Pathway, but we do not take for granted our continued opportunity to serve the Township. We hope to be able to continue our relationship with the Charter Township of Orion.

Sincerely,  
OHM Advisors



James Stevens, PE  
*Principal In Charge*

COMMUNITY IS AT THE CENTER OF EVERYTHING WE DO



## Who We Are

OHM ADVISORS

We are a team of over 620 people from different backgrounds in 18 different cities across Michigan, Ohio, Indiana, Kentucky, and Tennessee, striving to use our combined expertise and talents to continually advance the communities we serve. Our work spans across the public and private sectors—including municipalities, state and federal agencies, Fortune 100 companies, developers, schools, universities, and more.

As a growing firm with full-service capabilities under one roof, we're listed on ENR's list of Top 500 Design Firms and recognized for our contributions to our industry. But it's not awards or personal gain that drives us. It's a passion for making a difference through innovative, people-focused problem solving, design and ideas that drive whole communities forward—today, and well into the future.

18  
LOCATIONS  
THROUGHOUT  
MI, OH, IN, & TN

620+  
EXPERTS OF  
DIVERSE BACKGROUNDS  
& TALENTS

10  
COLLABORATIVE  
DISCIPLINES

# Our Services

## AREAS OF EXPERTISE



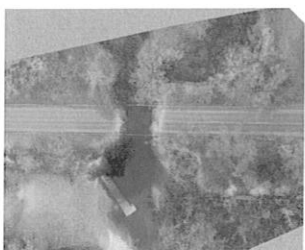
### Architecture ▾

- Complete Architectural Design Services
- Site & Facility Evaluation
- Facility Master Planning
- Space Planning & Programming
- Interior Design
- Sustainable Design



### Construction Engineering ▾

- Construction Design
- Construction Engineering & Inspection
- Project Administration & Closeout



### GIS & Innovative Technologies ▾

- Mobile GIS
- Software Solutions
- System Analysis
- System Design & Implementation
- Innovative Technologies



### Landscape Architecture & Urban Design ▾

- Public Park Space & Master Plans
- Streetscapes
- Trails & Greenways
- Green Infrastructure
- Branding, Wayfinding & Signage
- Visualization & Graphics
- Site Design



### Mechanical, Electrical & Plumbing Engineering ▾

- Heating, Ventilation & Air Conditioning
- Plumbing
- Lighting & Controls
- Power Distribution
- Safety & Security



### Municipal Engineering ▾

- Community Engineering
- Infrastructure Assessment & Planning
- Funding Assistance
- Design & Implementation



### Planning ▾

- Public Engagement & Facilitation
- Economic Development Planning
- City & Regional Planning
- Land Development, Zoning & Entitlements
- Transportation Planning
- Codes & Standards



### Surveying ▾

- Road Design Surveys
- ALTA/NSPS Land Title Surveys
- Boundary Surveys
- Topographical Surveys
- Hydrographical Surveys
- Right-of-way Surveys
- As-built Surveys
- Stock Pile Volumetric Surveys
- Construction Layout



### Transportation ▾

- Traffic Engineering
- Transportation Planning
- Roadway & Highway Design
- Bridge Engineering & Diverse Structures
- Multi-modal Transportation Engineering



### Water ▾

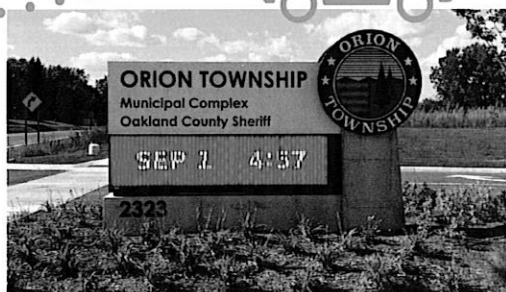
- Stormwater Management
- Drinking Water
- Wastewater
- Asset Management
- Ecological Services

- 1) The firm shall have an established local office prior to the date of this RFP, within thirty (30) miles of Orion Township Hall (2323 Joslyn Road, Lake Orion, MI 48360) that is staffed with personnel who will provide civil engineering services to the Township.

Our office in Auburn Hills will be the contract office. From our address at 2365 Pontiac Road, we are approximately 8 miles (a little under 15 minutes) away from Township Hall.



8 Miles Away!



- 2) The firm shall demonstrate that an adequate number of professionals are employed in the various fields required to complete the amount of work and the type of work contemplated in this RFP. With the exception of geotechnical/sub-surface investigation services, the firm shall perform all duties listed in the Scope of Work section of this RFP without the use of subconsultants.

## OHM FIRMWIDE IN-HOUSE EXPERTS

ARCHITECTURE & INTERIOR DESIGN	27
CONSTRUCTION ENGINEERING (TECHNICIANS AND MANAGERS)	132
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LANDSCAPE ARCHITECTURE & URBAN DESIGN	23
MECHANICAL, ELECTRICAL & PLUMBING ENGINEERING	10
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- 3) The firm shall employ a minimum of 5 licensed professional engineers registered in the State of MI.

LICENSED ENGINEERS  
FIRMWIDE 152

LICENSED ENGINEERS  
IN MICHIGAN 110



- 4) The firm shall employ at least 1 licensed professional surveyor who shall be registered in the State of MI.

LICENSED SURVEYORS  
FIRMWIDE 9

LICENSED SURVEYORS  
IN MICHIGAN 6



- 5) The firm shall employ a minimum of 10 construction technicians.

CONSTRUCTION  
TECHNICIANS  
FIRMWIDE 111

CONSTRUCTION  
TECHNICIANS IN  
MICHIGAN 95





Below is a list of all our MDOT prequalifications. ✓ Indicates MDOT prequalification desired by the Township.

Construction Engineering	Design	Design, continued
Assistance	✓ Bridges	Traffic: Signing- Freeway
Bridges & Ancillary Structures	Bridges: Load Rating	Traffic: Signing- NonFreeway
Roadway	Bridges: Safety Inspection	✓ Traffic: Work Zone Maintenance of Traffic
Roadway- Local Agency Program	Bridges: Scoping	Traffic: Work Zone Mobility & Safety
Construction Inspection	Buildings	✓ Utilities: Municipal
Bridge Painting	✓ Hydraulics I & II	✓ Utilities: Pump Stations
✓ Bridges & Ancillary Structures	✓ Roadway	Landscape Architecture
✓ HMA Pavement	Roadway: Intermediate	Project Development Studies
✓ Roadway	Roadway: Complex	Surveying
✓ Traffic & Safety	✓ Traffic: Capacity & Geometrics Analysis	✓ Construction Staking
Construction Services	Traffic: ITS Design & System Manager	✓ Hydraulics
Office Technician	✓ Traffic: Pavement Markings	✓ Right of Way
Construction Testing	✓ Traffic: Safety Studies	✓ Road Design
Aggregates	✓ Traffic: Signal	Structure
Concrete	Traffic: Signal Operations	Environmental
Density	Traffic: Signal Operations-Complex	Wetland Assessment

- 7) The firm shall have at a minimum, ESRI® ArcGIS® Desktop, version 10.3 or higher and ArcGIS® Online. The firm shall also have AutoCAD® 2016 or higher to include AutoCAD® Map 3D software packages for record drawing preparation and GIS updates.

✓	ESRI®	✓	AUTOCAD® (2016 OR HIGHER)	✓	ARCGIS® DESKTOP (10.3 OR HIGHER)	✓	ARCGIS® ONLINE
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- 8) The firm shall employ at least three (3) people certified in administering Part 91, Soil Erosion and Sedimentation Control, of the Natural Resources and Environmental Protection Act as enforced by the Michigan Department of Environment, Great Lakes, and Energy - Water Bureau (because the Charter Township of Orion is a Municipal Enforcing Agency, a firm that only presents a certified Storm Water Operator will not meet this requirement). At least two (2) of these individuals shall be located in the local office to provide for efficient inspections and follow up, as outlined in Item 1 above.



OHM Advisors has 29 employees certified in administering Part 91, Soil Erosion and Sedimentation Control. The 6 individuals below are located in our Auburn Hills office to provide efficient inspections and follow up, as outlined above. Copies of their active certifications can be found in Section 3, after the resumes.

- Mark Landis, PE
- Jennifer Lawrence
- Andrew Rudder
- James Pontek
- Paul Wilkerson
- Joseph Lehman, PE



### COMPARABLE TOWNSHIPS

In addition to the 40+ Michigan municipal clients we serve, from cities to villages, below is a snapshot highlighting our experience with townships similar in size and services. From as-needed assistance to full, in-house services, we work across a range of requests to fulfill each of our client's community needs.

TOWNSHIP	TRAFFIC ENGINEERING SERVICES	ROUNDABOUT DESIGN / REVIEW	NON-MOTORIZED FACILITIES	CAPITAL IMPROVEMENT PLANNING	OTHER FUNDING/GRANT ADMIN.	UTILITY MASTER PLAN	SEWER INFLOW ADMIN.	DEVELOPMENT ANALYSIS	CONSTRUCTION PLAN REVIEW	DWRF/SRF PROJECT PLAN	GPS/GIS MAPPING	UTILITY DESIGN	UTILITY APPURTENANCE DESIGN/STUDY	ROAD DESIGN	COMMUNITY PLANNING & STUDY	ASSET MANAGEMENT	PAVEMENT MANAGEMENT	TREATMENT FACILITY SERVICES	ROW / EASEMENT ACQUISITION	LARGE DIAMETER PIPE DESIGN (>16")	PHASE II STORM WATER COMPLIANCE	MUNICIPAL FACILITY SITE PLAN	OTHER SERVICES
<b>CHESTERFIELD</b> MITCH O'CONNOR, TWP ENGINEER 586-949-0400				•			•			•	•		•	•		•	•	•					
<b>NORTHVILLE</b> BOB BELAIR, DPS DIRECTOR 248-662-0495		•	•	•	•	•	•	•	•		•	•		•		•		•			•	•	
<b>ORION</b> CHRIS BARNETT, TWP SUPERVISOR, 248-391-0304	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•			•	•	•	•	•	
<b>PLYMOUTH</b> KURT HEISE, TWP SUPERVISOR 734-354-3204				•				•			•		•									•	
<b>SCIO</b> WILL HATHAWAY, TWP SUPERVISOR 734-369-9400	•	•	•	•	•	•		•	•	•	•	•					•	•	•			•	
<b>SUPERIOR</b> KEN SCHWARTZ, TWP SUPERVISOR 734-480-6099		•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
<b>YPSILANTI</b> BRENDA STUMBO, TWP SUPERVISOR 734-544-3640	•	•	•	•		•	•				•		•	•			•	•	•	•	•	•	•



## OTHER MICHIGAN MUNICIPAL CLIENTS WE SERVE

CLIENT	POPULATION
City of Ann Arbor	114,024
City of Auburn Hills	19,837
City of Battle Creek	52,347
City of Bay City	34,424
Canton Township	90,173
City of Dearborn	98,153
City of Detroit	672,795
City of Dexter	3,495
City of Farmington	10,423
City of Farmington Hills	82,111
City of Fenton	11,571
City of Kalamazoo	74,262
City of Lincoln Park	44,008
City of Livonia	100,545
City of Midland	41,685
City of Mt Pleasant	26,313
City of Northville	6,459
City of Novi	55,224
City of Oak Park	29,793
City of Owosso	14,784

CLIENT	POPULATION
City of Rochester Hills	68,825
City of Romulus	31,500
City of Royal Oak	57,326
City of Saginaw	51,508
City of Southfield	78,296
City of Troy	79,481
City of Westland	86,602
City of Ypsilanti	22,362
City of Zilwaukee	1,630
Augusta Township	4,813
Bridgewater Township	1,646
Dexter Township	5,248
Freedom Township	1,562
Groveland Township	6,150
Milan Township	1,670
Northfield Township	8,245
Raisin Township	6,705
Village of Chesaning	2,338
Village of Milford	6,300
Village of Pinckney	2,141



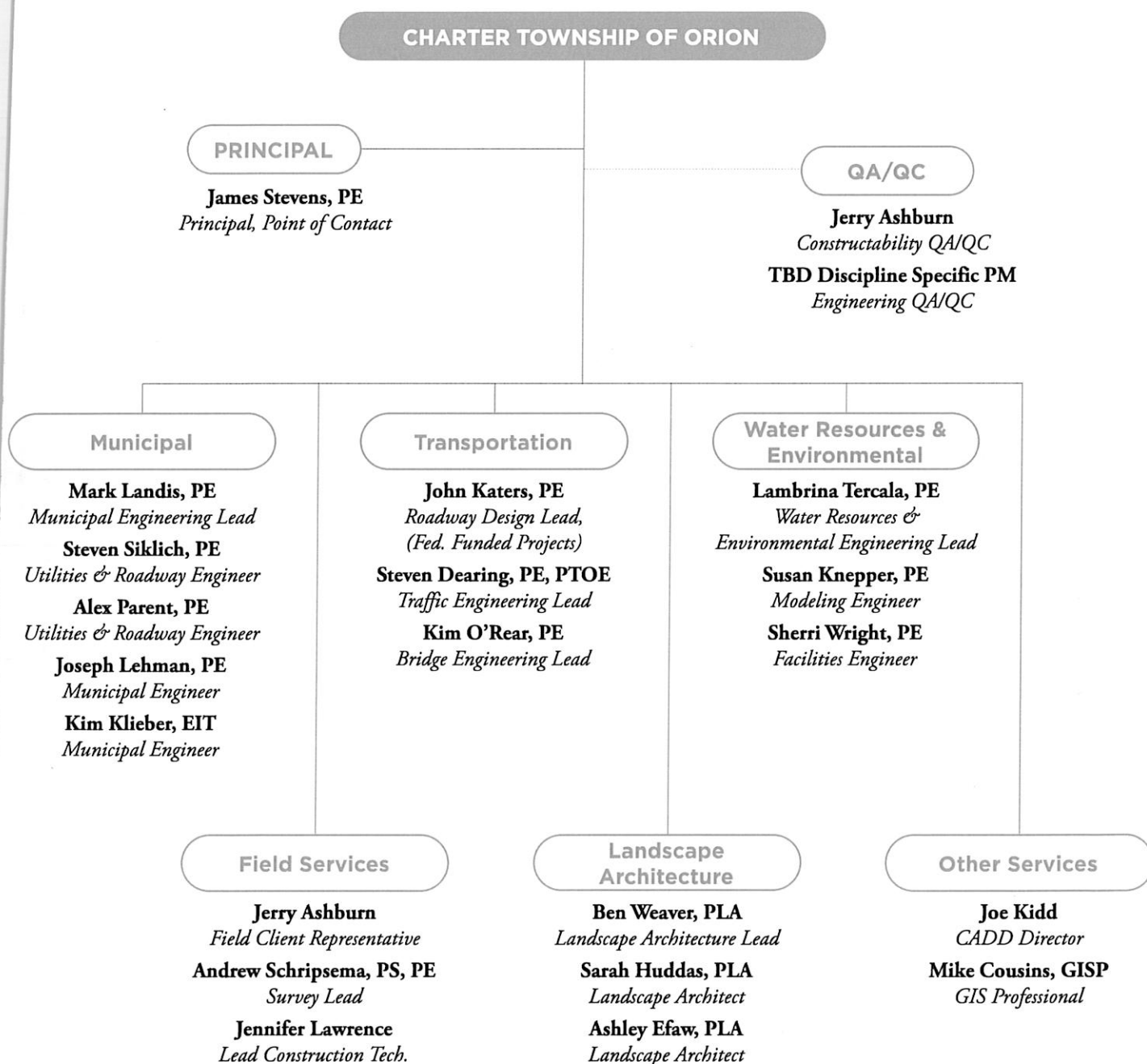




# Your Project Team

## ORGANIZATION CHART

OHM Advisors attests to the fact that the key personnel provided within this proposal have adequate availability to provide the services as outlined in this document. In addition to the key staff that will support the project directly, we have over 620 professionals firm-wide to provide as-needed support to our clients.



## Jim Stevens, PE

PRINCIPAL IN CHARGE, POINT OF CONTACT



### Education

- Bachelor of Science in Civil Engineering, University of Detroit Mercy, 1999

### Professional Registration

- Professional Engineer;
- MI, 2003, #50534

### Experience

With OHM since 1999  
2 years prior experience

### Certifications

- Soil Erosion and Sediment Control Act Administrator, 2000

### Professional Affiliations

- State of Michigan Board of Professional Engineers 2013-2020
- Southeast Michigan Water and Sewer Utilities Association (SMWSUA) Past President

### Background

Jim Stevens is the Vice President of Engineering. He also serves as Principal-in-Charge serving some of OHM Advisors' municipal clients. He is responsible for overseeing the operations of the Municipal, Environmental & Water Resources, Site Design, CADD, and GIS disciplines within OHM. He has worked extensively with cities, townships, road commissions, and drain commissions. He attends board meetings, planning commission meetings, and public meetings, to represent our team and offer municipal clients engineering services for these occasions.

Jim's responsibilities include the supervision of discipline directors, principals, project managers, and field client reps. These teams provide a full range of architecture, engineering, and planning services to local communities. His responsibility also includes the supervision of private development processes of local communities, including plan reviews and construction inspection.

### Select Relevant Experience

#### **General Engineering Services (Orion Township, MI) 1999-Ongoing**

Principal in Charge and lead contact for general engineering services. Jim has worked in several roles within this community, starting as a graduate engineer, to project engineer, project manager, client representative, and now serves as Principal in Charge. He and his team have worked on over 30 miles of pathways including retaining walls, boardwalks, and bridges. Our team has prepared water main and sanitary sewer system capital improvement plans, projects have included I&I studies, rehabilitation and lining projects, main extensions, booster pump stations, and water storage tanks. Our team has also completed park development plans and projects that have included soccer fields, baseball fields, parking, amphitheater, etc. Work also includes plan review and construction observation services for private development projects and provides engineering representation at all planning commission meetings. Jim works with all departments within the community from parks and recreation, water and sewer, to the building department, as well as the clerks and supervisor's offices.

#### **General Engineering Services (City of Oak Park, MI) 1999-Ongoing**

Jim worked as a co-op and engineering technician at the City of Oak Park prior to his employment at OHM Advisors. He currently serves as principal-in-charge. He and his team are responsible for such services as major roads design and construction services, water system analysis and support, and a variety of other miscellaneous services in support of the City's Engineering department.

#### **Scripps Road Paving (Orion Township, MI) 2021-2022**

Jim served as Principal-in-Charge for paving of ¼ mile of Scripps Road. Scripps Road was an existing gravel road that was paved in order to accommodate the new Township Municipal Complex. This project included significant fill, over 8' at its peak, in order to accommodate the

## Select Relevant Experience Continued

45mph design speed as determined by RCOC. This project also required an EGLE wetlands permit and mitigation to facility new road elevation. Coordination with the adjacent property owner was also required in order to secure easements to facilitate the road construction. Due to the significant elevation changes of the new roadway, water main relocation was also required.

**Clarkston Road Regional Pathway (Orion Township, MI) 2018-2022**

Principal-in-Charge responsible for the design and construction of approximately 1 mile of non-motorize trail that will connect the Paint Creek Train and the Polly Ann Trail. This project was listed as key project to the completion of the State's Iron Belle Trail initiative. This project was partially funded by both a Transportation Alternative Program and MDNR Trust Fund Grant. This project include extensive easement acquisition along a Natural Beauty Road. This \$2.5 million trail project included extensive boardwalks to navigate steep slopes as well as 80' span pedestrian bridge to cross the Paint Creek. Combined with the other Clarkston Road pathway phases, the combined project won the State APWA Award from Transportation Projects between \$5million-\$25million.

**M-24/Silverbell Emergency Sewer Repair (Orion Township, MI) 2021-2022**

Principal in Charge for design and construction to repair a section of 15" sewer that was corroded under Silverbell Road. The Township identified the problem through their routine maintenance activities. Significant portion of the ductile iron sewer corroded to nothing. OHM facilitated securing all entitlements, such as permitting, easements, and utility relocation to complete this sewer repair. The repair included coordination between RCOC, MDOT, and OCWRC. The project included directional drill of a new 15" sewer main, parallel to the failed pipe, and two new manholes to facilitate the new connections to the existing main both upstream and downstream.

**General Engineering Services (City of Auburn Hills, MI) 2008-2018**

Jim served as Principal in Charge for general engineering services, responsible for such services as the annual pavement maintenance, rehabilitation, and reconstruction programs. Work has included the development of capital improvement programs, water main and sanitary sewer system models, analysis, and reports. Securing and administering non-traditional funding, such as federal road funding, SRF funding, S2 Grants, and EECDBG funding. Our team prepares traffic and geometric studies, which included the completion of a citywide traffic model. Our team provides reports and construction observation services for all private development projects within the City. Jim has represented OHM Advisors and City in all facets of public meetings and presentations.

**Public Projects Engineering Services (City of Novi, MI) 2007-2018**

Jim worked as Project Manager and Principal-in-Charge for the City of Novi on various public projects for the City of Novi. He currently serves as principal-in-charge. He and his team are responsible for such services road design and construction services, pathway design and constructions services, water and sewer system design, construction services, analysis and support, and a variety of other miscellaneous services in support of the City's Engineering department.

**Downtown Rehab, Amphitheater and Splash Pad (Auburn Hills, MI) 2018-2019**

This \$5 million downtown project included roadway, parking, pedestrian upgrades and reconstruction in the City's downtown. The project also included the addition of modern roundabout to replace a traditional 4-way stop intersection. This project also included the additional of an amphitheater and splash pad along with a pedestrian plaza along Squirrel Court. The project expanded on the City's commitment to provide an active downtown with amenities for all users.



## Jerry Ashburn

CONSTRUCTABILITY QAQC, FIELD CLIENT REPRESENTATIVE



### Experience

With OHM since 1998  
19 Years prior experience

### Professional Certification(s)

- OSHA, 30-Hour Construction Safety
- American Red Cross, CPR/AED
- OSHA, Confined Space Entry Training
- MDOT HMA Pavement
- PASER Training
- ACEC of Michigan, Construction Safety
- MDOT, Office Manager
- APAM Asphalt Pavement Workshop
- Aggregate Presentation, Edward C Levy Co
- APAM LAM Workshop
- JETT Pump & Valve, Control Valve Basics
- MI Concrete Paving Association, Annual Concrete Workshop
- ISCO Fusion Academy, HDPE Pipe, Fabrication and Fusion

### Background

As Field Client Representative with OHM Advisors' construction department, Jerry Ashburn is responsible for maintaining project scopes, budgets and quality of work while fostering positive relations with the business owners and residents affected by the ongoing work. He is also responsible for correctly interpreting engineering drawings, authorizing changes from the approved plans, communicating changes to clients and regulatory agencies, and administering the terms of the construction contracts. Jerry is the Field Client Representative from the preconstruction meeting through to final closeout.

Jerry is familiar with reviewing construction materials in the field for acceptance, and is qualified to ensure compliance with plans and specifications. He ensures that daily inspection reports relay clear and concise information to others associated with the project. Jerry reviews daily inspection reports with the as-built descriptions as well as the records of quantities used in relationship to the project and files these records daily as the Field Client Representative. He has been in charge of overall budget tracking, change order and quantity disputes, contract modifications, monthly estimate production, and negotiations with construction company representatives as the project engineer.

Currently, Jerry provides construction management services for municipal development projects, major and local road projects, and utility improvement projects for several municipalities in Southeast Michigan, including the City of Auburn Hills, Orion Township, and City of Rochester Hills. He has excellent client communications and contractor coordination experience. Jerry also provides constructability reviews, CA/CE and technical assistance to OHM Advisors' design departments.

### Select Relevant Experience

#### Charter Township of Orion

- Silverbell Emergency Sewer Repair
- Scripps Road Paving
- Booster Pump Station
- Klais Road Water Main Extension
- Water Storage Tank

#### City of Auburn Hills

- 2022 Paving Program
- Amphitheater & Splashpad
- Taylor Road Extension
- Five Points & Corporate SAD
- University Drive Streetscape
- Hillfield, Rex Boulevard & Old Adams Road Water Main
- University Drive Rehabilitation



## Mark Landis, PE

### MUNICIPAL ENGINEERING LEAD



#### Education

- Bachelor of Science in Civil Engineering, Michigan State University, 1992

#### Professional Registration(s)

- Professional Engineer
- MI, 1996, #42629

#### Experience

With OHM since 2016  
23 years prior experience

#### Professional Certification(s)

- EGLE, Storm Water Operator Training 2018
- EGLE, Part 91 SESC Plan Review and Preparation
- Troxler, Nuclear Gauge
- Density Testing Training
- MCA, Level 1 Concrete Field Testing
- MDOT, Inspector Field Manager Training

#### Professional Affiliation(s)

- American Public Works Association

#### Professional Development

- Northern Concrete Pipe Presentation
- Copperhead tracing wire Presentation
- EGLE PFAS Presentation
- MISS DIG Presentation
- Trench Master I – Efficiency Trench Box Training
- Thompson Pump School Training
- PSMJ, Resources, Inc. Project Management Boot Camp

#### Background

As a Project Manager and Senior Municipal Engineer in OHM Advisors' Municipal Services Group, Mark Landis's responsibilities include general municipal consultation, engineering analysis, design, and contract preparation and administration for a wide array of civil and municipal improvement projects. Mark works on projects from start to finish, including preparing construction plans, contract documents, and detailed specifications as well as assisting with the bidding and construction phases. Mark has a wide variety of civil engineering experience from all aspects including municipal engineering, private development, flood protection, and specialized construction. His municipal experience includes water distribution, sanitary and storm sewers, roads and streets, special assessment districts, grant applications, permits, construction specifications and bid packages. Mark's private development experience includes small and big box commercial developments and numerous residential developments in southeast Michigan. His flood protection experience was gained while working with the USACE to redesign levees and floodgates in the greater New Orleans area post hurricane Katrina. Mark also has extensive specialized construction experience with the design and management of sewer bypass pumping and dewatering projects.

Mark is currently working with Orion Township and other local municipalities. He coordinates with Township staff, developers, contractors, and various agencies to plan, design, and implement projects. Mark also represents OHM at Orion Township Planning Commission meetings on a regular basis and manages the SESC program.

#### Select Relevant Experience

##### **Clarkston Road Regional Pathway (Orion Township, MI) 2018-2022**

Prepared applications and secured grants include TAP Grant (\$1.6), MNRTF Grant (\$300k), and Iron Belle Grant (\$25k). Project involved ~1 mile of ADA 10' wide pathway, 14' wide wooden boardwalk over wetlands and a 14' wide x 400' long pedestrian bridge over the Paint Creek. Pathway involved coordination with SEMCOG, MDOT and MDNR for a proposed connection between Polly Ann Trail and Paint Creek Trail, both of which are components of the governor's Iron Belle Trail.

##### **Orion Center Trailhead Parking Lot (Orion Township, MI) 2021**

Prepared design plans and specs for paving of the existing Polly Ann Trailhead parking lot located behind the Orion Center.

##### **Wildwood Pathway (Orion Township, MI) 2019**

Project was in coordination with Orion Township Parks & Recreation. Project included design of ADA compliant pathway leading from the parking lot/concession area down to the Amphitheater stage. Also included design of a concrete pad viewing area for disabled spectators.

##### **Water System Improvements (Orion Township, MI) 2016**

Prepared design plans and specs for completing two vital water main loops in the Township near Englewood Road and M-24. Project included close coordination with local businesses and boring under EGLE regulated wetlands.

## Steven Siklich, PE

UTILITIES & ROADWAY ENGINEER



### Background

Steve is a Project Manager in OHM Advisor's Municipal Services Group with 20 years of experience in study, design, and construction phases of municipal infrastructure and utility improvement projects including grant management, pathways, roads, pump stations, force mains, streambank and shoreline restoration, and multidisciplinary projects. Steve also has extensive experience with wastewater collection system investigation and rehabilitation, and odor and corrosion control evaluations and treatments for wastewater systems totaling more than 500 miles of small and large diameter sanitary sewer and trunklines, thousands of manholes, and over 100 miles of small and large diameter sanitary sewer rehabilitation.

### Select Relevant Experience

#### Education

- Master of Business Administration, Oakland University, 2009
- Bachelor of Science in Civil Engineering, Michigan State University, 2005

#### Professional Registration(s)

Professional Engineer:

- MI, 2011, #57842
- OH, 2012, #77626

#### Experience

With OHM since 2017  
15 years prior experience

#### Professional Certification(s)

- NASSCO, PACP, MACP, LACP
- OSHA, Confined Space Training
- American Red Cross, First Aid/CPR/AED
- Michigan Transportation Asset Management Council, PASER Training

#### Professional Affiliation(s)

- MWEA
- WEF

#### Infrastructure Projects (Orion Township, MI) 2018-Ongoing

Project Manager. Oversee design and construction of various township infrastructure projects including sanitary sewer condition assessment and pipe rehab, water main installation, existing pump station rehabilitation, and emergency sewer repair projects.

#### General Engineering Services (Chesterfield Twp, MI) 2018-Ongoing

Steve serves as a project manager and client representative for general engineering services, responsible for such services as water main replacement, sanitary sewer construction, and a shoreline and habitat restoration project at Brandenburg Park.

#### Holland Water Main (Orion Township, MI) 2022

Project Manager. Oversee design and construction services for the installation of new water main on Holland and Semloh. The project included approximately 1,000 feet of new 8" main.

#### Maurice DeMuynck Anchor Bay Pump Station (Chesterfield Twp, MI) 2021-2022

Project Manager. Oversee the evaluation and recommendations for a large stormwater pumping facility assessment & CIP. The facility includes a multi-level building structure, an underground stormwater collection chamber and wet well, four 450-horsepower pumps, two diesel motors, two electric motors, and associated electrical and HVAC building components.

#### Clay-Ira Interceptor Assessment and Rehabilitation (Clay Township, MI) 2019-2021

Project Manager. The project provided assessment, recommendations, and rehabilitation to the interceptor system, located along M-29 off Anchor Bay. The project covered approximately 25,000 feet of 27" to 30" interceptor, 99 manholes, approximately 2.4 miles of 16" force main, and a three lift stations. Wastewater sampling and H<sub>2</sub>S monitoring was also performed to evaluate and implement long term preventative maintenance strategies for the system.

#### 23 Mile Road Emergency Water Main Repair (Chesterfield Twp, MI) 2020

Project Manager. Oversees the design and construction of an emergency 20" water main repair via open cut and directional drill methods under the Fish Creek drain.

## Alex Parent, PE

UTILITIES & ROADWAY ENGINEER



### Background

Alex Parent is an engineer that has accumulated design experience in both public road and municipal utility projects in his time with OHM. The projects include a fair amount of road rehabilitation and reconstruction projects, with a large focus on MDOT LAP. His experience in rehabilitation projects consists of various pavement repair techniques, localized drainage options, and traffic safety upgrades. His reconstruction experience includes an assortment of geometric layouts, full-scale drainage improvements, and a variety of water main installation techniques. Experience he has gained in the field, paired with his technical background, allows him to see numerous engineering solutions that can be offered.

### Select Relevant Experience

#### Education

- Bachelor of Science in Civil Engineering, Michigan State University, 2014
- Bachelor of Science in Landscape Architecture, Michigan State University, 2013

#### Professional Registration

- Professional Engineer
- MI, #68837, 2019

#### Experience

- With OHM since 2013
- All experience with OHM

#### Certifications

- OSHA 10-hour Outreach
- APNGA, Radiation Safety and Nuclear Gauge Safety
- Hazmat certification
- MDOT Density Technician

#### Software Experience

- AutoCAD Civil 3D
- MicroStation
- Adobe Creative Suite
- Trimble Sketchup

#### **Scripps Road Paving (Orion Township, MI) 2021-2022**

Project Engineer for the re-design and paving of an arterial gravel roadway owned by the Road Commission within Orion Township. The approximately one-quarter of a mile newly constructed roadway included significant fill operations, curb and gutter installation, a drainage system incorporating adjacent wetlands, and water main replacement. The project included substantial coordination with the Road Commission, EGLE, and the Contractor. The paving of the road allowed the adjacent Township Hall occupants and visitors to have an additional clean passage into and out of the site. Plans and specifications were designed in accordance with MDOT standards and Orion Township standards in 2021 for construction in 2022.

#### **Clarkston Road Regional Pathway (Orion Township, MI) 2018-2022**

Project Engineer for the construction of one mile of pathway in Orion Township connecting two major pathways in Oakland County. The Paint Creek and Polly Ann Trails were always seen as a difficult connection to make, but due to significant grant funding from multiple resources the project was able to take shape. The project is also part of the Iron Belle Trail network which is a state directive to connect Belle Isle in Southeast Michigan to Iron Mountain in the Upper Peninsula. Significant energy was placed into right-of-way and easement acquisition as well as wetland mitigation by use of boardwalk and bridge (almost a quarter mile). The plans and specifications were designed in accordance with MDOT standards and were bid out in early 2020.

#### **Auburn Road Reconstruction & Streetscape (Rochester Hills, MI) 2018**

Project Engineer for the development of ten alley sections and associated private property improvements that supplemented a one-half mile downtown streetscape implementation in the City of Rochester Hills. Each alley was approximately 300' long and adjacent to a business and residence which created unique right-of-way and communication challenges. The project also featured a significant amount of coordination with the main streetscape project and other areas the City desired to develop. The plans and specifications were designed in accordance with City standards and were bid out in late 2018.

## Joseph Lehman, PE

MUNICIPAL ENGINEER



### Education

- Bachelor of Science in Civil Engineering, Lawrence Technological University 2017

### Professional Registration

- Professional Engineer, MI, 2021, #6201310053

### Experience

With OHM since 2017  
5 years prior experience

### Certifications

- EGLE, Storm Water Operator Training 2018
- EGLE, Part 91 SESC Plan Review and Preparation Certification 2018
- MTATC, PASER Training 2017-2022

### Professional Affiliations

- American Public Works Association, Young Professionals
- American Water Works Association

### Professional Development

- OCWRC Channel Protection Volume Control Training, Presenter
- American Concrete Pipe Association, Resiliency and Durability
- American Disabilities Act, Pathway/Sidewalk Design Training
- OSHA, Confined Space Training

### Background

Joe is a project engineer in OHM Advisor's Municipal Services Group with five years of experience in study, review, design, and inspection of infrastructure and site development. Joe has extensive knowledge of the local and state stormwater and Soil Erosion and Sedimentation Control (SESC) requirements and is able to advise, design, and enforce these requirements both during the design and construction processes. He has worked on several different grant program projects which have helped secure roughly \$5,000,000 dollars in funding for pathway and parks projects within his first five years at OHM. His responsibilities include detailed engineering and site plan review for new developments, design of municipal projects including pathway, roadway, utilities, and park projects, and construction administration in the form of contract document procurement, permit application and obtainment, and site project close-out processes. Joe has a wide variety of local, state, and federally funded projects that provide a vast array of possibilities regarding project finances.

### Select Relevant Experience

#### **Clarkston Road Regional Pathway (Orion Township, MI) 2018-2022**

Project Engineer. Provided concept designs, grant/permit application, obtainment, and reimbursement (TAP and DNR), and SESC inspection for roughly a mile of pathway located east of M-24 on E. Clarkston Rd. The project was part of the Iron Belle Trail. About a third of the mile of pathway was boardwalk with a single-span bridge that crosses Paint Creek and connects to the Paint Creek Trail. The project was the third phase of the Clarkston Road Pathway project which was awarded the APWA Project of the Year in the category of Transportation for \$5 Million to \$25 Million.

#### **Independence Safe Routes to School Program (Independence Township, MI) Ongoing**

Project Engineer. Designed 6 miles of sidewalk and pathway throughout the Clarkston Community School District to form multiple connections between existing sidewalk and pathway facilities to provide a greater network of interconnected pedestrian routes to schools in this district. Project included a multitude of different design requirements and considerations as well as coordination with multiple enforcement entities including the Michigan Department of Transportation (MDOT), the Road Commission for Oakland County (RCOC), the Michigan Department of Environment, Great Lakes, and Energy (EGLE), the Michigan Fitness Foundation (MFF), and the Oakland County Water Resource Commission (OCWRC).

#### **Friendship Park Tennis Courts (Orion Township, MI) Ongoing**

Project Engineer. Designed brand new tennis and pickleball court facilities at Friendship Park in Orion Township Michigan. Responsibilities included design and understanding of the American Tennis Association's (ATA) rules and guidelines for court dimensions and surface material. Incorporated nationally preferred court separation and color scheme criteria. Obtained right-of-way permit from RCOC to reconstruct the paved approach at the entrance to the gravel parking lot adjacent the new tennis courts. Provided all specifications, contract documents, continued construction administrative support and contractor coordination. The project included unique design constraints including potentially contaminated soils underneath a clay cap in the location of the proposed courts.



## Kim Klieber, EIT

### MUNICIPAL ENGINEER



#### Education

Bachelor of Science in Civil Engineering, Lawrence Technological University, 2014

#### Experience

With OHM since 2015  
All experience with OHM

#### Professional Development

- Pressure Pipe Rehabilitation, Lanzo Technologies
- Southeastern ASCE CYM Branch Student Liaison for Lawrence Technological University
- Crystalline Concrete Waterproofing, Xypex Chemical

#### Software Experience

- AutoCAD 2011
- ArcMap 10.3.1

#### Background

Kimberly Klieber is an Engineer in Training working in OHM Advisors' Municipal group. Her experience includes site plan and detailed engineering reviews, interacting with clients on a day-to-day basis, completing design work and project estimates, as well as writing a variety of reports including: review letters, proposals, project scopes, and grant applications. Day-to-day interactions with clients include: discussing plan reviews, attending project meetings, assisting with concerns and challenges, and helping with both site and in-house projects throughout all project stages. Kim has become well-versed in helping to guide MDOT Local Agency Projects through the newly formulated NEPA and Right of Way certification processes by coordinating the necessary clearances for projects as part of early phase work. Kim has worked to develop internal processes to help ensure that required supporting documentation is acquired and submitted to MDOT well in advance of the Grade Inspection meetings.

#### Select Relevant Experience

##### **General Engineering Services (Orion Township, MI) Ongoing**

Assistant Engineer for the Township of Orion. Reviews a portion of all site plans proposed for compliance with the Township's Ordinances as well as state rules and regulations. Attends staff review meetings for site projects along interaction with the client on a day-to-day basis to address any concerns the Township may have.

##### **Safe Routes to School Grant Project (Orion Township, MI) 2022**

Engineer responsible for coordination with all nine Orion Township Elementary and Middle Schools to complete required surveys to be eligible for said grant. Additionally, responsible for completing the application for the Township of Orion.

##### **2020 & 2021 DWRP Water Main Replacement (Livonia, MI) 2022**

Engineer responsible for coordination with internal project team to complete all permits, contract book components, and engineering plans. Attended all progress meetings both internally and with the client/contractor during the construction. Assisted in resolution of field issues and construction concerns as they arose.

##### **LCWA, Country Club Annex Water Main Replacement Project with Bus Yard Loop and US-23 Crossings (Livingston County, MI) Ongoing**

Engineer responsible for coordination with internal project team to complete permits, contract book components, and engineering plans. Attended all progress meetings both internally and with the client. Assisted in limits of proposed easements for connections through private property and through MDOT Right-of-Way.

##### **NEPA Submittals (Various Clients, MI) 2020-2022**

Engineer is well-versed in helping to guide MDOT Local Agency Projects through the newly formulated NEPA and Right of Way certification processes by coordinating the necessary clearances for projects as part of early phase work. Kim has worked to develop internal processes to help ensure that required supporting documentation is acquired and submitted to MDOT well in advance of the Grade Inspection meetings. Submittals have been completed for projects in Ypsilanti, Romulus, Orion Township, Novi, and Livonia.

## John Katers, PE

ROADWAY DESIGN LEAD (FEDERALLY FUNDED PROJECTS)



### Education

- Bachelor of Science in Civil Engineering, 2000, University of Michigan

### Professional Registration(s)

- Professional Engineer
- MI, 2004, #51770

### Experience

With OHM since 2001  
1 Year prior experience

### Background

Mr. Katers leads a team that designs roadway, bridge, and traffic projects for municipalities, counties, and the Michigan Department of Transportation (MDOT). His experience ranges from local 3R rehabilitations to major reconstructions. His completed projects include some of the most complex in Michigan. He has vast experience in providing detailed and site-specific roundabout and road design, with the goal of providing a safe and efficient facility. He has vast experience in public communication and stakeholder collaboration.

### Select Relevant Experience

#### **RCOC East Avon Road at Dequindre Road Roundabout and Bridge over the Clinton River (Oakland County, MI) 2019-2021**

Project Manager responsible for the design at Avon Road and Dequindre Road as a modern multi-lane roundabout with a 30,000 ADT and the replacement of the bridge carrying the Clinton River under Avon Road. The bridge for Avon Road is 40 feet from the edge of the roundabout inscribed circle, which is wide enough to accommodate the proposed roundabout geometry, plus pedestrian facilities on each side of Avon Road. OHM developed aesthetic / placemaking design for this roundabout and a concept for the planned roundabout to the east. The project included replacement of a 20-inch water main and 2-inch sanitary sewer force main. Since the project resides in a floodplain, we designed a compensating cut basin with detention, sheet pile walls to protect against erosion from the Clinton River, all applicable permitting, ROW acquisition assistance, and utility coordination. The project was constructed in advance of Great Lakes Water Authority's 96 inch water main and roadway replacement just east of this project.

#### **RCOC, Baldwin Road Reconstruction Phases 1 & 2 (Oakland County, MI) 2021**

Project Manager responsible for all aspects of the design to reconstruct and widen Baldwin Road from Morgan Road to 300 feet north of Waldon Road, with the construction of five modern multi-lane roundabouts. The corridor reconstruction will include segments of a full-width boulevard with crossovers, a narrow boulevard, and a five-lane section. There are several complex components of the project including: over 100 right-of-way acquisitions, a profile with cut and/or fill sections up to 15 feet, replacement of the Brown Drain culvert, stormwater management features, multiple MOT phases, stormwater management, public and private utility relocations.

#### **WCRC, Baker Road Intersections (Washtenaw County, MI) 2018**

Project Manager responsible for all aspects of this MDOT LAP project. This project involves reconstructing two intersections (one stop control, one signal) each as modern roundabouts. The project is 0.30 miles in length and includes the addition of sidewalk, drainage improvements, green infrastructure, and street lighting.

## Stephen Dearing, PE, PTOE

TRAFFIC ENGINEERING LEAD



### Background

As OHM's Senior Technical Leader for Traffic Engineering, Mr. Dearing is responsible for all aspects of offering transportation planning and traffic engineering services. He has led the technical efforts on traffic impact studies, crash analyses, capacity analyses, parking and pedestrian studies, roadway conversion and road diet studies, traffic signal designs, traffic signal optimization, freeway and non-freeway signing, maintenance of traffic planning and design efforts and pedestrian issues. Steve has performed quality reviews of some of OHM's most complex MDOT and local projects and offers his wealth of experience in oversight of each project deliverable.

### Select Relevant Experience

#### Education

Bachelor of Science in  
Civil Engineering, 1976,  
University of Michigan

#### Professional Registration(s)

Professional Engineer,  
MI, 1981, #28487

Professional Traffic Operations  
Engineer, 2004

#### Experience

With OHM since 2000  
4 Years prior experience

#### **RCOC Intersection Studies (Oakland County, MI) 2021-Ongoing**

QA/QC Engineer for the study of 13 intersections throughout the county. This study included a safety and operational review and provided recommended alternatives ranging from cost effective minor enhancements to proposed intersection reconstruction to construct a roundabout. The intersections selected for analysis were driven by resident and local official input and the project included local community engagement.

#### **Brown / Baldwin / Joslyn Traffic Study (Orion Twp., MI) 2019-2021**

QA/QC Reviewer for a study of 32 intersections in vicinity of I-75 interchanges with Baldwin and with Joslyn Roads for operational improvements.

#### **RCOC Intersection Operational and Safety Reviews (Oakland County, MI) 2018-2019**

Traffic QC Engineer responsible to review the evaluations of 12 intersections throughout the county for safety and operational improvements. Range of options considered included intersection control changes, geometric changes, realignments as needed and reconfiguring the intersections as roundabouts.

#### **Lower Town Mobility Study (Ann Arbor, MI) 2021**

QA/QC Engineer for the comprehensive review of the Lower Town area of northern Ann Arbor. The study encompasses planning for a reasonable balance for the mobility needs of all users. The transportation network will need to be evaluated from the perspective of personal mobility, rather than merely for vehicles. Components include multi-modal data collection, a comprehensive crash analysis, a Road Safety Audit of all the major streets in the study area, existing condition and travel demand modeling and a vigorous public involvement process.

#### **Signal Optimization and Sign Design (Battle Creek, MI) 2021**

QA/QC Engineer responsible for traffic signal upgrades for 21 intersections including full modernization design for 7 intersections in Battle Creek. Signal optimization is also included for 38 intersections along the Dickman, Columbia, Michigan/Capital/Division, and M-311 corridors. Additional work items include maintenance of traffic, utility compilation, survey, subsurface utility exploration, traffic data collection and soil borings.

## Kim O'Rear, PE

### BRIDGE ENGINEERING LEAD



#### Education

- Bachelor of Science in Civil Engineering, 1995, Michigan Technological University

#### Professional Registration(s)

- Professional Engineer
- MI, 1999, # 45717

#### Experience

- With OHM since 2002
- 8 Years prior experience

#### Professional Certification(s)

- 2015 MDOT Bridge Inspection Calibration
- Fracture Critical Inspection Techniques for Steel Bridges, Federal Highway Administration, National Highway Institute, Course 130078
- Element-Level Bridge Inspection Training, MDOT
- Bridge Inspection Non-Destructive Testing, Federal Highway Administration, National Highway Institute

#### Background

Ms. O'Rear is the Manager of the Structure Group at MDOT and has responsible for the design of bridges and highways and load ratings of bridges for MDOT at the Project Manager and Project Engineer levels. She has both overseen and prepared the design and analysis of existing and proposed superstructures and substructures, construction quantities and engineering cost estimates. Ms. O'Rear has also completed numerous bridge scoping and bridge inspection projects for MDOT and local agencies. She has been managing project for many years for MDOT and local agencies. She has been involved in projects that utilize innovative materials, involve pedestrian access, include aesthetic treatments, and require vertical clearance and horizontal alignment adjustments. Ms. O'Rear thinks outside the box to provide innovative solutions to challenges in a project.

#### Select Relevant Experience

##### **MDOT, Design Assistance for Local Agency Program Bridge Program; 12 assignments, (Various Locations Statewide, MI) 2019-2021**

Assistant Project Manager and Reviewer for projects that consists of the review of the Bridge Program documents developed by local agencies or their consultants. Twelve assignments over the 2-year period were completed. Services include assisting the LAP Bridge Unit Staff by performing various duties related to ensuring the federal/state eligibility of projects and pay items. The work includes reviewing preliminary plans, specifications and estimates for conformance with the program application and current design guides, scheduling and conducting the preliminary plan review (grade inspection) meeting and reviewing and packaging the final project submittal package prior to MDOT acceptance for advertising the project. One assignment included review of a project with extensive sanitary sewer items which made up well over 50% of the project.

##### **WCRC, Bridge Replacement and Preventative Maintenance (Washtenaw County, MI) 2019-2020**

Project Manager for this project to replace Dennison Road over Saline River and provide repair to the Mast and Bridge Roads over Huron River. The existing three span structure on Dennison Road will be replaced with a single span concrete bulb-tee beam bridge on concrete abutments with deep foundations. The work on Mast and Bridge roads includes deck patching, sidewalk repairs, epoxy overlay, guardrail replacement and substructure repairs. Work on Dennison and Bridge will be completed under a detour, while work on Mast will be completed part-width utilize temporary traffic signals. In addition, there is a historical site at the Dennison Road site which will require an archaeologist to perform field investigation to determine if there will be impacts to the site. Project deliverable for this project funded through the Local Bridge Program include construction plans, special provisions and construction cost estimates.

##### **LCRC, Routine Bridge Inspections (Livingston County, MI) 2006-Ongoing**

Project Manager and Qualified Team Leader for multiple four-year contract to cover the inspection of approximately 100 bridges in conformance with FHWA and MDOT requirements. In additional scour analysis and load ratings have also been completed as required.



## Lambrina Tercala, PE

### WATER RESOURCES & ENVIRONMENTAL ENGINEERING LEAD



#### Background

Lambrina is the Director of OHM Advisor's Environmental and Water Resources Group (EWRG). As the Director, she oversees a team of more than fifty (50) professionals and is responsible for overall client satisfaction for the projects performed by the group. Lambrina has twenty years of professional experience, in the areas of system management and detailed design for water and wastewater treatment and conveyance. In her technical career, she has served in engineering roles for various water and wastewater projects, as well as several years with a core focus on pre-treatment programs for industrial clients and building and utility decommissioning and demolition. Her areas of discipline focus include project funding procurement, facility design, capital program planning, and water/wastewater distribution, pumping, storage, and treatment.

#### Select Relevant Experience

##### **DUWA System Management (Downriver Area, MI) 2017-Ongoing**

Supporting the newly formed Authority as a System Manager. The Authority is composed of 13 Downriver community representatives. The System Manager is responsible for oversight and administration of the 225 MGD (influent flow rate) treatment plant and 60+ miles of collection system (includes wet weather tunnel). The System Manager supports a private Contract Operator who is responsible for the day-to-day operations of the system.

##### **GLWA Imlay Station Energy Management: Freeze Protection Pump Installation (Imlay, MI) 2021-Ongoing**

Engineer of Record and Engineering project manager for design-build project delivery of Energy Management: Freeze Protection Pump Installation project at the GLWA Imlay Pump Station (PS). The intent of this project is to provide a right-sized (replacement) pumping unit to assist with reservoir water turnover. A smaller pump was needed to serve a decreased demand to customers to west of station, reduce operational complexity of an oversized (existing) pump, and to improve on reservoir water age. Major design features involved selective demolition, process mechanical design, structural supports, electrical switchgear and VFD, equipment heating and cooling, and improvements to limited stairways and catwalks.

##### **Water Tower and Valve Vault Modification (Northville Twp., MI) 2021-Ongoing**

Project manager to multi-discipline team for design and bidding of a 0.5 MG elevated tank and two new flow and pressure control valve vaults. Construction cost is anticipated to be \$6M. The Township is constructing the system to reduce their peak hour water rate to save on wholesale water costs.

##### **Sanitary Pump Station Odor Control (Scio Township, MI) 2016-2018**

As project manager and lead engineer, Lambrina completed technical analysis of liquid-phase odor control options to assess best present worth value for permanent installation. Oxygen injection was determined to be best value. To accommodate the design, special land and building planning was necessary to accommodate a building expansion for the new process and electrical components. Design won 2019 MWEA SE Michigan's Quality of Life Award and the Quality of Life Merit Award at the Michigan Section.

#### Education

Bachelor of Science in Engineering – Civil and Environmental, University of Michigan, 2002

#### Professional Registration

Professional Engineer; MI, 2008, #6201055210

#### Experience

With OHM since 2014  
2 years prior experience

#### Certifications

OSHA Confined Space Entry Training – Entrant, Attendant, & Supervisor, 2015  
OSHA 29 CFR 1926, 30 Hour Training, 2006  
Michigan Department of Environmental Quality, Michigan SARA Title III Program, Tier Two Workshop  
OSHA 29 CFR 1910.120, 40 Hour Training, 2003

#### Professional Development

Pressure Pipe Rehabilitation, Lanzo Technologies, attended 12/07/2016

#### Professional Affiliations

American Society of Civil Engineers – SE Michigan Environmental Chair  
Michigan Water Environment Association

## Susan Knepper, PE

### MODELING ENGINEER



#### Education

- Bachelor of Science in Environmental Engineering, University of Florida, 2013

#### Professional Registration

Professional Engineer;

- MI, 2017 #65127

Engineer in Training;

- FL, 2013

#### Experience

With OHM since 2016

3 years prior experience

#### Professional Affiliations

- AWWA, MI Chapter, Abstract Committee Vice Chair
- GLWA, Analytical Work Group Participant

#### Accolades / Awards

- American Water Works Association, MI Chapter, Young Professional of the Year, 2021

#### Water Modeling Software Systems

- InfoWater Pro
- InfoWater
- EPANET
- ArcGIS and ArcGIS Pro
- InfoSurge

#### Background

Susan Knepper is an environmental engineer in the Environmental and Water Resources Group at OHM Advisors (OHM). Her water resources experience includes hydraulic modeling, hydraulic calculations, water system optimization studies, asset management, condition assessment, site plan reviews and design, emergency and CIP planning of water systems, stage data corrections, and flow data corrections.

Susan is an OHM QA/QC person for their water reliability study (WRS) projects and is very familiar with the water systems and operations of numerous GLWA customers. She is the operational and technical engineer for the North Oakland County Water Authority (NOCWA), which involves emergency planning with the use of hydraulic modeling. Susan enjoys understanding the client's needs and point of view and offering appropriate recommendations and solutions. She attends the GLWA Analytical Work Group (AWG) outreach meetings in order to be up-to-date and informed on GLWA projects and charges that may impact her clients.

#### Select Relevant Experience

##### **Combined Water Reliability Study, General Plan, and Asset Management Plan Update (Orion Township, MI) 2020**

Susan served as the primary engineer for the Township's Water Master Plan Update which included updating the Township's existing hydraulic model of their water system. She analyzed Orion's water system components and demands to determine the adequacy of the system to meet present and future demands. She identified areas within the system that had fire protection, pressure, or infrastructure problems and offered recommendations to improve the observed deficiencies.

##### **NOCWA, General Engineering Services (Oakland County, MI) Ongoing**

Susan is the primary engineer for the North Oakland County Water Authority (NOCWA). She provides on-going analysis of demands and operations of the four NOCWA community members. She coordinates development of the yearly operation plan with the NOCWA Operations Committee and provides emergency response analysis and modeling. Operational updates and technical expertise are provided at the NOCWA board meetings on an as-needed basis. Susan communicates directly with GLWA on projects that will impact NOCWA communities. During GLWA contract negotiations and yearly rollouts of GLWA charges, she performs the analysis to show the financial impact to each community under current operations and proposed operations.

##### **General Engineering Services (Auburn Hills & Orion Township, MI) Ongoing**

Serving as the primary water distribution engineer, Susan assists the City of Auburn Hills and Orion Township with various engineering and construction related tasks. Susan is the main water modeler for both Auburn Hills and Orion Township and thoroughly understands their system operations. She helps solve low pressure, low available flow, water tower, and/or pump station issues for each community through water modeling, SCADA, and direct conversations with their operators. In addition, she's helped perform site plan and engineering reviews for residential, commercial, and industrial developments within the communities.

**Sherri Wright, PE**

FACILITIES ENGINEER

**Background**

Sherri Wright has experience specializing in the analysis, development, design, and construction of infrastructure facilities for municipalities. She is a project manager responsible for report writing, contract document preparation and owner/agency liaison services during the design of wastewater collection/treatment facilities and water distribution/treatment facilities. Sherri provides construction contract administration and contractor liaison services during construction of these projects and writes performance certifications after completion.

**Select Relevant Experience****GM, Ultium 3 Battery Facility Improvements (Delta Twp., MI) Ongoing**

Lead process engineer assisting the Township with sanitary infrastructure improvements to serve the proposed battery plant being constructed in the Township. The project consists of a new submersible sanitary lift station, improvements at the existing General Motors pump station (to accept the flows) and a 700,000 gallon equalization basin to control flows to the sanitary collection system.

**Friendship Park Booster Pump and Restroom Facility (Orion Twp., MI) 2014**

Due to the increased development in the northwest corner of Orion Township, the need for a booster pump facility was identified. Sherri was the lead designer for the station that was constructed on the Township's Friendship Park property. The booster station was designed to serve the dual purposes of a water utility building and a public restroom with two unisex restrooms to accommodate the northern soccer fields in the park.

**Water Storage Evaluation & Design (Orion Twp., MI) 2012**

Project engineer during the evaluation of alternatives for the 2.5 MG storage facility and lead design engineer during the design and construction of the elevated composite tank and control vault. Worked with Owner, MDEQ and GLWA/DWSD during the structure design to coordinate improvements amongst entities.

**Oakland Arm Interceptor Phase 1 Repair Program, Contract 2, Installation of Flow Control Measures, OMID (Oakland Co., MI) 2010-2011**

Lead Technical Engineer for the design efforts of Control Structure No. 7 which will serve as a temporary bypass pump station rated for a capacity of 90 cfs (40,450 gpm) to control the level within the upstream 9'-6" diameter interceptor to allow for the repair work to proceed. Temporary odor control facilities, 300 horsepower submersible pumps, related pipe work and valves, electrical and mechanical ventilation was provided for the station.

**Jackson Road Pump Station Upgrades (Scio Twp., MI) 2009**

Project Engineer/Manager responsible for the design and coordination efforts for the pump station upgrades. Miscellaneous upgrades included piping, valves, gates, bypass pumping and a complete replacement of the electrical systems was provided.

**Stage 2 Disinfection Byproduct Monitoring/Sampling Plan (Orion Twp., MI) 2009**

Project Engineer for the coordination of the sampling efforts associated with the S2DBPR monitoring plan. The project consisted of one year of sampling and preparation of a sampling report upon completion.

**Education**

Bachelor of Science in  
Environmental Engineering,  
Michigan Technological  
University, 1987

**Professional Registration**

Professional Engineer;  
MI, 1992, #38293

**Experience**

With OHM since 2007  
9 years prior experience

**Certifications**

Certified Construction  
Contract Administrator,  
2010 (CCCA)  
Certified Construction  
Specifier, 1994 (CSI)  
Construction Document  
Technologist, 1993 (CSI)

**Professional Affiliations**

American Water Works  
Association  
Water Environment  
Federation



## Andrew Schripsema, PS, PE

SURVEY LEAD



### Education

- BS in Land Surveying, Michigan Technological University, 2000
- BS in Civil Engineering, Michigan Technological University, 2000

### Professional Registration(s)

- Professional Surveyor
  - MI, 2008, #55483
- Professional Engineer
  - MI, 2005, #52605

### Experience

With OHM since 2007  
7 Years prior experience

### Professional Certification(s)

- FAA, IDLE Level 3 Training for Circulars: AC 150/5300-16A, AC 150/5300-17C, AC 150/5300-18B (Certification #: FAA IDLE 20141023-307, 2014)

### Background

Andy has been involved in all parts of road and bridge projects from design through construction. Even when performing office functions, Mr. Schripsema knows what the field crews need to perform efficiently. Mr. Schripsema's experience includes performing calculations for construction staking as well as providing construction staking. He can provide revised grading plans for specific areas and easily compute and present earthwork quantities. Andy understands the need to respond immediately to any request on construction projects. As Office Support, Andy provides office calculations as well as generates any reports/documentation requested. He is proficient in Microstation Power GEOPAK and other software.

### Select Relevant Experience

#### **Huron Street Mill and Overlay (Milford, MI) 2021**

Lead Surveyor for the mill and overlay on four side streets north of East Huron Street. OHM completed all utility work at the River Street intersection, and later paved River Street. Work also included completing the approach to the water treatment plant.

#### **Water Storage Implementation (Canton, MI) 2017**

Project Surveyor responsible for oversight the design survey and construction staking required for site/civil design services associated with \$12M of water system improvements for Canton (\$398k design services) that includes the installation of a new 2.5 million gallon (MG) ground level storage tank and a new 18 million gallon per day (MGD) booster station south of the DWSD Joy Road Reservoir facility near Joy and Morton Taylor Road (Parcel 71-006-99-0009-0000), plus adjacent property enhancements to facilitate access to the land locked site, ±800 feet of 24-inch water main installation connecting the new facilities to the existing transmission system, and modifications to existing control vaults to allow for greater distribution system control and functionality. Site/civil design services include off site improvements that include the reconfiguration and construction of 80 space parking lot, new storm water management system including sediment forebay and detention basin with permanent water pool, plus site lighting and landscaping. Water storage facility site improvements include new parking area access drive, and storm water management system with multiple rain gardens.

#### **RCOC, Baldwin Road Reconstruction Phases 1 & 2 (Oakland County, MI) 2021**

Project Surveyor responsible for the design survey for water main replacement and preparation of the required MDOT LAP Bid Documents. The replacement of over 2 miles of 16-inch water main accounted for \$2 million of the total \$30 million construction costs. The water main planning had to be coordinated with the new roadway geometry including five roundabouts and substantial grade changes. The water main location was also coordinated with new storm sewer system, culvert replacement, wetland impacts, traffic signals, ROW acquisition, building removals, utility relocations, lighting, and complex construction staging. An EGLE water supply permit was also obtained for both Phase I and Phase II.



## Jennifer Lawrence

### HEAD CONSTRUCTION TECHNICIAN



#### Background

Jennifer Lawrence has more than 24 years of experience in the construction industry, with 16 years at OHM in the civil construction industry. She has run road projects from a simple mill and fill to complete reconstructs with underground utility upgrades and new installation. Jennifer has also overseen installation of a range of storm sewer, sanitary sewer and water main inspections from simple repair programs to complete new system installations of both commercial and in-house projects. As a Field Engineering Technician she's been involved with projects for the Michigan Department of Transportation (MDOT). Besides years of underground and road experience, Jennifer also has years of experience as a Soil Erosion Sedimentation Control (SESC) inspector.

#### Education

BS in Construction Management, Lawrence Technological University, 2009

#### Experience

With OHM since 2006  
Years prior experience

#### Professional Certification(s)

ACI Concrete Field Testing Technician, Level 1  
MCA Concrete Construction Inspector  
MDOT Density Michigan Certified Aggregate Technician, Level 1  
Michigan Certified HMA Laboratory Technician, Level 1  
EGLE, SESC Comprehensive Part 91  
EGLE, Storm Water Management Operator-Construction Site  
MDOT, Material Acceptance Process Training  
OSHA, 30 Hour Construction Outreach  
OSHA, Confined Spaces Training  
Nuclear Gauge Safety, Troxler  
MDOT HMA Paving Operations  
Materials Acceptance Process  
APAM LRW Workshop

#### Select Relevant Experience

##### **SESC Inspections (Orion Township, MI) Ongoing**

SESC Field Inspector - inspection of all commercial and new construction subdivisions for soil erosion sedimentation control compliance. The program includes, but not limited to, monthly site inspection or after a rain event, generation, distribution and follow up inspection reports and issuing Notice of Violation for non-compliance. Jennifer works closely with the developer/contractor to ensure the job sites stay in compliance.

##### **Auburn Hills Franchise Utility Program (Auburn Hills, MI) Ongoing**

Project Manager/Inspector - Tired of franchise utilities encroaching into their utility easements, the City of Auburn Hills now has all franchise utilities pull permits for underground work within the city's limits including private property, County and State roads, especially projects requiring horizontal directional drilling. Jennifer oversees the field aspect of the program scheduling preconstruction meetings, modifying running lines as needed, inspection of utility and road crossings, and final close out of the permit.

##### **University Drive Rehabilitation (Auburn Hills, MI) 2014**

Construction Technician Project consists of concrete pavement repairs on University Drive between Cross Creek and N. Squirrel Road. This project was administered following MDOT local agency program requirements, as this project has received federal funding.

##### **Section 12 Meadowvale Water Main Replacement (Southfield, MI) 2016**

Construction Technician for the proposed water main and paving improvements. The planned improvements consisted of replacing the entire water main system, including the pipes, hydrants, valves, and services, as well as replacing sections of concrete within the area impacted by the water main project, and areas of failed pavement.

## Ben Weaver, PLA

### LANDSCAPE ARCHITECTURE LEAD



#### Education

- Masters of Landscape Architecture, The Ohio State University, 2003
- Bachelor of Science in Horticulture, Michigan State University, 1999

#### Professional Registration(s)

- Registered Landscape Architect
- MI, 2012, #3901001575

#### Experience

With OHM since 20106  
13 Years prior experience

#### Background

Inspired by the natural environment, Ben is a passionate designer with an extensive background in all areas of Landscape Architecture and Project Management. He is a creative problem solver with an expansive skill set working in the municipal, industrial, commercial, health care and residential sectors. He is a licensed Landscape Architect in the State of Michigan.

#### Select Relevant Experience

##### **Baldwin Road Streetscape (Orion Township, MI) 2021**

Landscape Architect; The Township of Orion, as a part of a greater Baldwin Road reconstruction project, decided to implement an overarching streetscape design along the Township's central corridor. Ben was a part of the design team for phase 1 and currently performs ongoing field reviews and inspections for both phases 1, 2, and 3.

##### **Auburn Road Streetscape & Plaza Design (Rochester Hills, MI) 2020**

Lead Landscape Architect; In addition to the reconstruction of this one-half mile roadway the City of Rochester Hills is incorporating a new streetscape plan to encourage new growth and development of the area. The streetscape planning includes decorative concrete paving rain gardens incorporated within street side plantings, a new neighborhood plaza, customized decorative fencing, ornamental plantings, and unique gateway features. Ben was responsible for landscape planning and design oversight and coordination, construction document development, public engagement, and quality assurance services.

##### **Downtown Rehabilitation & Riverside Park Amphitheater (Auburn Hills, MI) 2019**

Landscape Architect; The City of Auburn Hills hired OHM to evaluate its downtown sector in order to enhance the functionality and improve the safety of the corridor while also adding a destination element to the adjacent Riverside Park. Ben was the lead designer for the aesthetic streetscape improvements and the final amphitheater layout. His tasks also included construction documentation and generation of landscape specifications.

##### **Rogell Drive Streetscape Improvements, (Detroit Metro Airport, Romulus, MI) 2018**

Lead Landscape Architect; In conjunction with the Rogell Drive roadway realignment project, the Wayne County Airport Authority wished to create a focal centerpiece for visitors coming to and from Detroit Metro Airport, including large scale planting arrangements, unique landforms, architectural screening elements, and a custom gateway feature. Ben led the development of the landscaping design including development of plans, specifications, quantities, and quality assurance services.

##### **Coolidge Road Bridge Enhancements (Oak Park, MI) 2019**

Landscape Architect; The appearance of the Coolidge Road overpass of I-696 was in decline so the City of Oak Park reached out to OHM to develop a unique branding element for the City. This feature would include decorative fencing, ornamental signage, and incorporation of the City's theme elements (acorns and oak leaves). As a part of the design team, Ben was responsible for the development of plans and specifications and provided quality assurance services upon request.

## Ashley Efaw, PLA

### LANDSCAPE ARCHITECT



#### Background

Ashley is passionate about using landscape to shape communities, parks, and site areas into living, working, and inviting spaces. Her primary responsibilities include creating graphics and renderings for projects, schematic design, design development, construction documents, and general project management.

#### Select Relevant Experience

##### **Jordan Road Pocket Park (Orion Township, MI)**

Project Manager; provided design and oversight of pocket park and custom dragon playground from concept through construction. The park was designed around a large sculptural dragon play structure with mounding and other landscape features to create a sense of place and enhance the playground experience.

##### **Nine Mile Pocket Parks (Oak Park, MI) 2019**

Project Lead; provided design development, bidding assistance, and construction administrative services for two pocket parks at Sherman St. and Seneca St.

##### **Baldwin Road Streetscape (Orion Township, MI) 2021**

As a part of a greater Baldwin Road reconstruction project, the township decided to implement an overarching streetscape design along the central corridor. Ashley led the streetscape design of Phases 1- 3.

#### Education

Bachelor of Science in  
Landscape Architecture,  
The Ohio State University,  
2014

#### Professional Registration(s)

Professional Landscape  
Architect  
OH, 2021, #2101568

#### Experience

With OHM since 2013

## Sarah Huddas, PLA

### LANDSCAPE ARCHITECT



#### Background

Sarah Huddas is a landscape architect with OHM Advisors. She has over 13 years of experience and is actively engaged in each phase of the design process. Her passion for landscape architecture allows her to design inspiring outdoor experiences for people that encourage connections not only with nature, but also with each other.

#### Select Relevant Experience

##### **Roosevelt Park Improvements (Detroit, MI) 2021-2022**

Landscape Architect. This historic park sits adjacent to the Michigan Central Station. Project goals included revitalization of the space to make it a welcoming park for all to gather, and included flex use options for multiple user-groups. Project role included assisting team with inventory and analysis, participating in concept design and development exploration, attendance at internal, client-led, and public engagement meetings.

##### **Auburn Road Streetscape & Plaza Design (Rochester Hills, MI) 2020**

Landscape Architect. Worked closely with the city to develop a streetscape design along a half-mile corridor of Auburn Road. Streetscape treatments were intended to promote safety of the neighborhood through a pedestrian focused design, while also unifying the identity of this neighborhood. Rain gardens along the corridor increased the sustainability of this area by capturing and cleaning stormwater. Other elements such as a plaza space with splash pad, park space, wayfinding and gateway elements complete the aesthetic of the proposed corridor.

#### Education

Bachelor of Landscape  
Architecture, (BLA)  
Michigan State University,  
2009

#### Professional Registration(s)

Professional Landscape  
Architect  
MI, 2021 #3901001817

#### Experience

With OHM since 2016  
Prior experience

## Mike Cousins, GISP

GIS PROFESSIONAL



### Education

- Bachelor of Science in Geography with a Specialization in Spatial Information Processing, Michigan State University, 2007

### Experience

With OHM since 2014  
8 Years prior experience

### Professional Certification(s)

- OSHA, Confined Space Entry
- Geographic Information Systems Professional (GISP), GIS Certification Institute, 2012, #29470
- Esri ArcGIS Desktop Certified Professional 19-001, 2019
- Former GIS/LIS Technologist, ASPRS, 2009

### Professional Affiliation(s)

- Improving Michigan's Access to Geographic Information Networks (IMAGIN)
- Michigan Communities Association of Mapping Professionals (MiCAMP), Member, 2014-Present
- Urban and Regional Information Systems Association (URISA), Member, 2012-Present

### Background

Michael Cousins has over 16 years of experience in consulting with a primary focus on GIS, project management, and asset management. Michael is the team's lead technical GIS expert and has a strong work ethic with the ability to address complex problems and design technical solutions. Michael specializes in the areas of GIS, asset management, augmented & virtual reality (AR/VR) applications, environmental planning and assessment, and floodplain management. With his experience in GIS and planning, his development concentrations range from data model design to asset management. The popularity and near necessity of GIS technology within municipal government and public organizations has driven his desire to understand the spatial and attribute components to public assets, such as utilities and natural features, along with asset management.

As the firm's practice leader for GIS, Michael is responsible for managing and overseeing all GIS tasks within each discipline. This includes the mentoring and training of all staff members spread throughout each of our regional offices. Michael's team currently consists of a team of 11 dedicated GIS staff members. Due to the increased demand for data spatial accuracy and integrity, Michael's focus has also been on the integration and usage of GPS & mobile platforms. Incorporating GPS and GIS together creates an enterprise solution for data collection, analysis, and presentation.

### Select Relevant Experience

#### **GIS Services & Support (Orion Twp., MI) 2014-Ongoing**

As the GIS consultant for the Township, Michael has worked with the Township to redevelop all their GIS needs. OHM GIS is responsible for updating and maintaining all their GIS data custom ArcGIS Online applications, licensing, et al. Michael has implemented several new routine maintenance field applications to assist and track all work being performed in the field. With software and hardware ever evolving, we have ramped up the usage of high-precision data collection utilizing the latest tools available.

#### **DPW Asset Locating (Novi, MI) 2020-2021**

Assisted with the management of the field data collection and GIS data management of horizontal stormwater, sanitary, and water infrastructure assets across the entire City of Novi. Data collection is being completed using Eos-GNSS Positions Systems and ArcGIS Online. Over 43,000 structures in total are to be GPSed and delivered to the City of Novi for integration into their GIS. Operations Dashboards are being used by internal and external project managers to ensure the project is on-time and on-budget.

#### **SEMCOG, Infrastructure AMP Development Assistance (Southeast MI) 2019-Ongoing**

GIS Lead - SEMCOG acquired the assistance of OHM Advisors as part of a region-wide Infrastructure Asset Management planning project. The purpose of this project is to assist SEMCOG in developing the southeast Michigan infrastructure asset management program across all infrastructure owners. Michael is leading OHM's GIS effort with this project as he seeks to collect and analyze the region's utility networks. Several key components of this project include community outreach, collection of municipalities GIS, standardizing data, analyzing data from a regional perspective, and reporting of the results back to the Region and State.



## Joe Kidd

CADD DIRECTOR



### Background

Joseph Kidd brings the “no-nonsense” structure of process and procedure acquired while training and serving in the US Air Force field of Engineering Technology. Joseph is now serving as the Director of the CADD group at OHM Advisors. He is involved with virtually every project that OHM Advisors completes. His responsibilities are many including:

- Managing Internal Training
- Provide Technical Support for All AutoCAD products
- CADD Production
- CADD Standards
- Assist Clients
- IT Support
- Concentrated Support to the OHM Advisors Survey & GIS Groups

### Select Relevant Experience

#### **2020 & 2021 DWRF Water Main Replacement (Livonia, MI) 2022**

Coordinated the standards and production of plans for approximately 42,000 feet of water main replacement in three sections of Livonia using both trenchless and open cut technology.

#### **MDOT, Gordie Howe International Bridge (Detroit, MI) 2020**

Coordinated a team of engineers and technicians to reconstruct corridors and 3D models of freeway ramps and roadway for generating material quantities. This included providing technical support and building custom assemblies for complicated sections of roadway.

#### **YCUA, Trunkline Water Infrastructure Improvements (Washtenaw Co., MI) 2019**

Coordinated the standards and production of plans for trunkline water main through downtown Ypsilanti. Provided technical support on use of Civil 3D, best practices for sheet setup across three phases and use of pipe networks on water main layout.

#### **Water Storage Implementation (Canton, MI) 2017**

CADD Designer responsible for base plan preparation, technical advisor for site design using Civil 3D and coordinator for multi-discipline standards and collaboration. The project was to design a new ground level water storage tank, booster station and control vault improvements.

#### **Downtown Farmington Streetscape & Utility Improvements (Farmington, MI) 2013**

Lead CADD Designer responsible for preparing construction drawings. This project included streetscape improvements and ADA enhancements along Grove Street, Warner Street, and Oakland Avenue.

#### **YCUA & WCRC, Water Main and Paving Improvements (Washtenaw Co., MI) 2012**

Worked as CADD Coordinator monitoring standards, process, schedule and budget with a team of technicians.

### Education

Engineering Technology,  
United States Air Force,  
1998  
Schoolcraft Community  
College AutoCAD / Manual  
Drafting, 1996

### Experience

With OHM since 1998  
10 Years prior experience

### Professional Certification(s)

Autodesk Certified  
Professional, Civil 3D  
Civil 3D, Sterling Systems  
Microstation v8i (select  
series 2)  
Autocad Map, Sterling  
Systems  
Land Development  
Desktop Civil series,  
Sterling Systems

### Professional Affiliation(s)

Autodesk Users Group  
International



### 3. PROJECT TEAM | EGLE SESC Part 91 Certificates



STATE OF MICHIGAN  
DEPARTMENT OF ENVIRONMENTAL QUALITY  
LANSING



C. HEIDI GRETHNER  
DIRECTOR

May 8, 2018

Mark A. Landis  
7876 Academy Court  
Waterford, MI 48329

Your examination for the Soil Erosion and Sedimentation (SESC) Plan Review and Design (PRD) Training has been graded. Issuance of a certificate of completion of training is based on a passing score of 70%. Your examination results follow.

SESC PLAN REVIEW AND DESIGN 95 %

Congratulations on behalf of the Director of the Michigan Department of Environmental Quality.

Your certificate number is SE/C 02532. Please retain the certificate below as your record of training completion.

Please note that this certificate is valid until 7/1/2023.

If you have any questions about the examination results, please call Bruce Lack at (517) 284-5486.

STATE OF MICHIGAN  
DEPARTMENT OF ENVIRONMENTAL QUALITY  
This is to certify that  
Mark A. Landis  
is qualified under the statute governing Soil Erosion and Sedimentation Control Training to perform duties under the following classification:  
**SESC PLAN REVIEW AND DESIGN**  
CERTIFICATE NO. SE/C 02532 EXPIRES 7/1/2023  
Issued by the Director of the Department of Environmental Quality  
Under Authority of Act 451 P.A. 1994, Part 91 as amended

CONSTITUTION HALL • 525 WEST ALLEGAN STREET • P.O. BOX 30473 • LANSING, MICHIGAN 48909-7973  
Michigan.gov/EGLE • 800-662-9278



STATE OF MICHIGAN  
DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY  
LANSING



LIESL EICHLER CLARK  
DIRECTOR

July 23, 2020

Jennifer M. Lawrence  
32712 McConnell Court  
Warren, MI 48092

Your certificate of training for the Soil Erosion and Sedimentation (SESC) Plan Review and Design (PRD) has been renewed.

Congratulations on behalf of the Director of the Michigan Department of Environment, Great Lakes, and Energy.

Your certificate number is SE/C 01501. Please keep the certificate below as your record of training completion.

Please note that this certificate is valid until 7/1/2025. If you have any questions about this renewal, please call Alyssa Sarver at (517) 881-1371.

STATE OF MICHIGAN  
DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY  
This is to certify that  
Jennifer M. Lawrence  
is qualified under the statute governing Soil Erosion and Sedimentation Control Training to perform duties under the following classification:  
**SESC PLAN REVIEW AND DESIGN**  
CERTIFICATE NO. SE/C 01501 EXPIRES 7/1/2025  
Issued by the Director of the Department of Environment, Great Lakes, and Energy  
Under Authority of Act 451 P.A. 1994, Part 91 as amended

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STATE OF MICHIGAN  
DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY  
LANSING



LIESL EICHLER CLARK  
DIRECTOR

September 6, 2022

Joseph D. Lehman

Your replacement Soil Erosion and Sedimentation (SESC) Plan Review & Design (PRD) Training is printed below.

Your certificate number is 02524. Please retain the certificate below as your record of training completion. Please note that this certificate is valid until 7/1/2023.

If you have questions regarding your certification or need to update your mailing address or employer information, please contact Alyssa Sarver at SarverA@Michigan.gov or 517-881-1371.

STATE OF MICHIGAN  
DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY  
This is to certify that  
Joseph D. Lehman  
is qualified under the statute governing Soil Erosion and Sedimentation Control Training to perform duties under the following classification:  
**SESC PLAN REVIEW AND DESIGN**  
CERTIFICATE NO. 02524 EXPIRES 7/1/2023  
Issued by the Director of the Department of Environment, Great Lakes, and Energy  
Under Authority of Act 451 P.A. 1994, Part 91 as amended

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STATE OF MICHIGAN  
DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY  
LANSING



LIESL EICHLER CLARK  
DIRECTOR

July 8, 2020

James E. Pontek  
8188 Smiley Avenue  
Shelby Twp. Michigan 48316

Your certificate of training for the Soil Erosion and Sedimentation (SESC) Plan Review and Design (PRD) has been renewed.

Congratulations on behalf of the Director of the Michigan Department of Environment, Great Lakes, and Energy.

Your certificate number is SE/C 01740. Please retain the certificate below as your record of training completion.

Please note that this certificate is valid until 7/1/2025. If you have any questions about this renewal, please call Alyssa Sarver at (517) 881-1371.

STATE OF MICHIGAN  
DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY  
This is to certify that  
James E. Pontek  
is qualified under the statute governing Soil Erosion and Sedimentation Control Training to perform duties under the following classification:  
**SESC PLAN REVIEW AND DESIGN**  
CERTIFICATE NO. SE/C 01740 EXPIRES 7/1/2025  
Issued by the Director of the Department of Environment, Great Lakes, and Energy  
Under Authority of Act 451 P.A. 1994, Part 91 as amended

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Michigan.gov/EGLE • 800-662-9278

### 3. PROJECT TEAM | EGLE SESC Part 91 Certificates

EGLE  
Water Resources Division  
Michigan Department of Environment, Great Lakes, and Energy  
PO Box 30458  
Lansing, Michigan 48909-7558



GRETCHEN WHITMER  
GOVERNOR

Paul W. Wilkerson  
52047 Copper Creek  
Chesterfield, MI 48047

STATE OF MICHIGAN  
DEPARTMENT OF  
ENVIRONMENT, GREAT LAKES, AND ENERGY  
LANSING

EGLE  
LIESL EICHLER CLARK  
DIRECTOR

March 28, 2022

Your certificate of training for the Soil Erosion and Sedimentation (SESC) Plan Review and Design (PRD) has been renewed.

Congratulations on behalf of the Director of the Michigan Department of Environment, Great Lakes, and Energy.

Your certificate number is SE/C 02160. Please keep the certificate below as your record of training completion.

Please note that this certificate is valid until 7/1/2027. If you have any questions about this renewal, please contact Alyssa Sarver at (517) 881-1371 or SarverA@Michigan.gov.

STATE OF MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY	
This is to certify that	
Paul W. Wilkerson	
is qualified under the statute governing Soil Erosion and Sedimentation Control Training to perform duties under the following classification:	
SESC PLAN REVIEW AND DESIGN	
CERTIFICATE NO. SE/C 02160	EXPIRES 7/1/2027
Issued by the Director of the Department of Environment, Great Lakes, and Energy Under Authority of Act 451 P.A. 1994, Part 91 as amended	

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Michigan.gov/EGLE • 800-662-9278

EGLE

MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY  
WATER RESOURCES DIVISION

SESC PLAN REVIEW & DESIGN  
(COMPREHENSIVE) RECERTIFICATION  
By authority of 1994 PA 451 as amended.

This form must be completed to remain certified.  
Forms sent in after July 1 will not be accepted.

For Cashier's Use Only	Hot Key SESC
Accounting Template 761WRDSESCR	

Please complete and email this form to Alyssa Sarver at SarverA@Michigan.gov

CERTIFIED OPERATOR INFORMATION		
Name (Last, First, Middle Initial): Rudder, Andrew, P	CSW Operator Number: C-17878	SESC PRD Number: SE/C 02304
Home Mailing Address: 30605 Dover Ave	E-mail Address: andrew.rudder@ohm-advisors.com	Primary Phone No.: (586) 530-0233
City: Warren	State: MI	Zip Code: 48088
EMPLOYER INFORMATION		
Name of Employer: OHM Advisors		
Address: 34000 Plymouth Rd	City, State, Zip Code: Livonia, MI 48150	
ONLINE TRAINING CERTIFICATION		
Check the boxes to certify that the items below have been completed:		
<input checked="" type="checkbox"/> Review Part 91 and Part 91 Rules at <a href="https://www.michigan.gov/egle/0,9429,7-135-3311_4113-365526--00.html">https://www.michigan.gov/egle/0,9429,7-135-3311_4113-365526--00.html</a>		
<input checked="" type="checkbox"/> Review the Construction Storm Water/SESC Inspector Training Manual at <a href="https://www.michigan.gov/egle/0,9429,7-135-3311_4113-81197--00.html">https://www.michigan.gov/egle/0,9429,7-135-3311_4113-81197--00.html</a>		
<input checked="" type="checkbox"/> Watch the Construction Storm Water/SESC Inspector Training Video at <a href="https://www.youtube.com/watch?v=B9Gx3NjUkSY&amp;feature=youtu.be">https://www.youtube.com/watch?v=B9Gx3NjUkSY&amp;feature=youtu.be</a>		
CERTIFIED OPERATOR SIGNATURE (ELECTRONIC SIGNATURES ARE ACCEPTABLE)		
Signature: <i>Andrew Rudder</i>		Date: 3/16/22

The fee is \$95

TO PAY BY CREDIT CARD

Visit:

<https://www.thepayplace.com/mi/deq/otcu>

COMPLETE AND EMAIL THIS FORM TO:

[SarverA@Michigan.gov](mailto:SarverA@Michigan.gov)

TO PAY BY CHECK

Mail Completed Form and Renewal Fee of \$95 to:

(Make check payable to: State of Michigan)

Department of Environment, Great Lakes, and Energy  
Cashier's Office - WRD  
MDOT Accounting Service Center  
PO Box 30657  
Lansing, Michigan 48909-8157

EGLE Environmental Assistance Center  
Phone: 800-662-9278

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Michigan.gov/EGLE  
EQP9239a (Rev. 12/2020)

*\*Andrew Rudder has renewed his certification, but has not yet received the actual cert in the mail. Above is proof of renewal from EGLE.*

### SCOPE OF WORK APPROACH

#### Client & Scope Understanding

The Charter Township of Orion is seeking qualified firms to provide professional engineering services to assist the Township with civil engineering review, design and construction engineering services on water, sanitary sewer, storm sewer, roadway, and traffic and pathway related projects as they are developed by the Township. OHM Advisors is a multi-faceted firm that provide experts in multiple disciplines.

Providing professional architecture, engineering and planning services to municipalities is what OHM Advisors does best. Over our history, we have assisted cities, villages, townships, counties, and other public agencies in meeting their infrastructure needs. We provide municipal engineering services to a wide range of communities throughout Michigan, as noted in Section 2, Comparable Municipalities. Our project examples demonstrate our success providing services similar to those that Orion Township is currently seeking.

#### Our Goal

OHM Advisors strives to be a Trusted Advisor with all the communities we serve. Our goal is to do more than provide engineering assistance on projects. Helping to Advance Communities starts with understanding individual community goals. We strive to gain a multi-dimensional understanding of each of our client communities through continuous communication with various departments within a municipality. Bringing together Township personnel with OHM Advisors' technical experts allows us to recommend infrastructure improvements that meet community wide needs. OHM Advisors strives to provide the right fix at the right time.

Team personnel will be available to the Township to meet your needs as required. James Stevens, PE, will serve as OHM Advisors Principal in Charge for all Township services and will be the single point of contact for all services requested throughout the duration of the contract. Jim will be supported by a solid and experienced team of professionals providing expertise in the various facets of engineering services desired by the Township.

Our talented team possesses a variety of technical experience ready to be applied in Orion Township.

Behind the OHM Advisors' team offered in the proposal, is a depth of talent unmatched by firms of our size. These individuals can tackle the routine engineering issues that the Township faces and work within the budgets agreed upon prior to starting our work. Our specialized service to communities like Orion Township has given OHM Advisors staff a distinct sensitivity to the concerns and issues local officials and municipal staff encounter on a daily basis. We are knowledgeable and innovative in our approach to problem solving.

Each project performed for Orion Township, whether it be a site plan review, infrastructure improvement, or a study, will be assigned a specific team of specialized individuals based upon the needs of the particular project. Team members assigned to each project will be available throughout the life of the project to attend meetings, provide project updates, and coordinate with project stakeholders as required. Our team will consistently meet with applicable Township departments and consultants to review specific concerns.

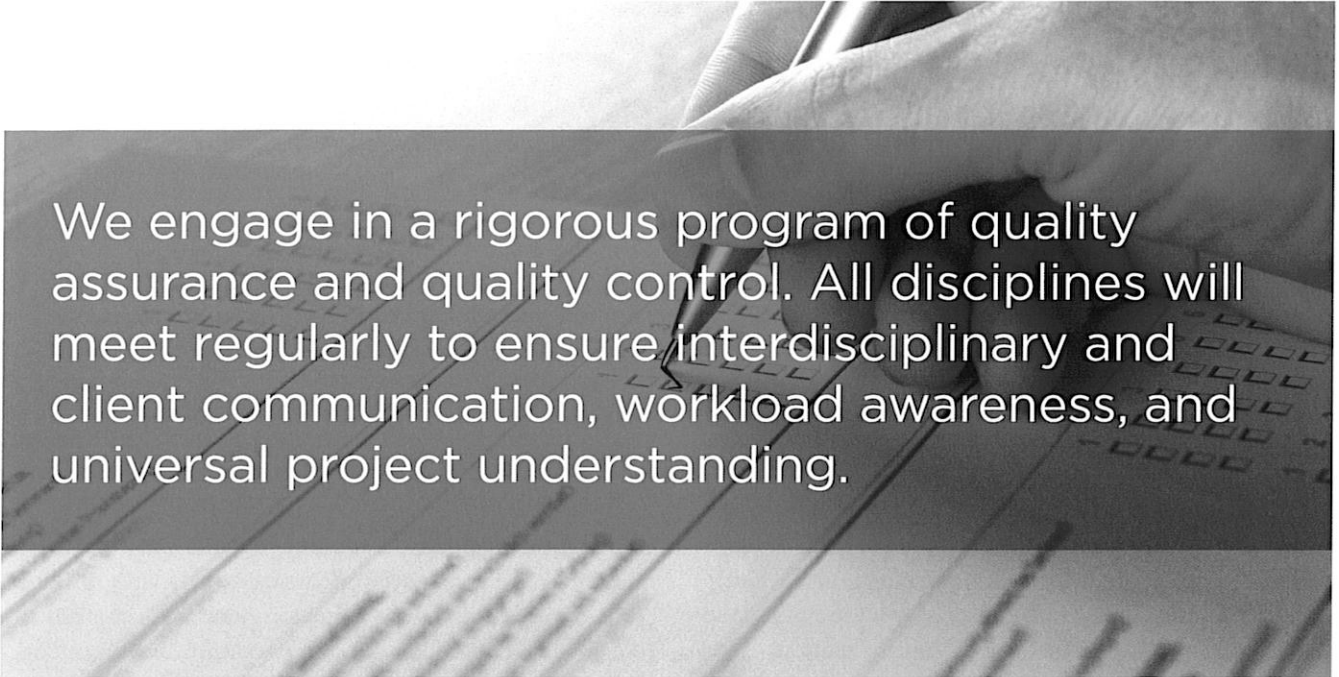
#### Client Service Philosophy

At OHM Advisors, we recognize that providing the proper level of service to our clients, in addition to providing advice that will avoid problems and minimize costs, are the keys to successful relationships. We will work very closely with and in support of Township officials as your trusted advisor. As our references can tell you, we maintain prompt and open communication and staff accessibility. We have chosen references that are similar in size and service scope to that of Orion Township. OHM Advisors can work closely with the Township staff to assist in day-to-day operations requiring technical input, preparing grant or permit applications, and assisting in interfacing with other governmental agencies.

#### Engineering QA/QC

OHM Advisors has been dedicated to providing quality engineering services for 60 years. This dedication has been recognized as an important factor in many of our long-term client relationships. The objective of our quality control program is to exceed client expectations by involving our technical advisors which include multi-discipline engineers with the knowledge and experience needed to advance your community. With this objective





We engage in a rigorous program of quality assurance and quality control. All disciplines will meet regularly to ensure interdisciplinary and client communication, workload awareness, and universal project understanding.

in mind, our design services QA/QC program contains the following elements:

- Principal in Charge Involvement
- Project Management System
- Cost Control
- Project Schedule
- Ongoing Checking Procedures
- Quality Assurance Reviews

Our disciplines meet regularly to ensure inter-disciplinary and client communication, workload awareness, and universal project understanding. Additionally, we utilize a process of in-house quality assurance reviews that aid in the accuracy of our documents.

Our approach is one of integrated design review, where each consultant/discipline reviews the documents for interrelationships and interdependencies to make sure the documents are coordinated thoroughly. Each project will be reviewed in detail by other staff, and sometimes outside peer review consultants, to help assure the clarity of our documents.

### Cost Control

Controlling project costs from conception to construction must always be at the forefront of the design and engineering team's thought process. We know the importance of designing projects that are highly constructible, which

minimizes unnecessary expenses from being included in the construction cost. Value engineering as an action is a viable means of cost reduction, typically through scope reduction, but we believe that proper design and detailing is the most effective tool to control schedule and cost.

### Project Schedule

We are experienced with using the Critical Path Method (CPM) to ensure that projects are completed on time and within budget. At the onset of a project, a schedule will be generated based on project objectives and target deadlines. This detailed schedule will map out the stages of the project and will show critical weekly events for the design and document phases.

### Referenced Projects

The following pages will demonstrate our teams experience in meeting the scope of services listed in the RFP. We have categorized this work experience in three general categories of Municipal Engineering, Transportation Engineering, and Water Resources & Environmental. Each category has several representative projects that demonstrate our team's experience in meeting the requirements of the RFP. Although, we have listed a specific team in this proposal to serve the Township on a day-to-day basis, all of our firm's experts are available to the Township as the project needs arise. We pride ourselves on having the horsepower and expertise of a national firm, but the flexibility and responsiveness of a small local firm.

### MUNICIPAL ENGINEERING

With beginnings as a municipal engineering firm, our very first clients at OHM Advisors were local governments with needs like yours—improving community health and safety, securing funding for infrastructure enhancements, and solving complex problems that impact future generations. As we've grown into the community advancement firm we are today—with architects, engineers, planners and more—our municipal engineering group is still uniquely focused on local communities and public works, and finding innovative solutions to those clients' challenges.

Our municipal team's first goal is to understand the vision for your community. We want to know where you've been and where you want to go, then join you on the journey as your trusted advisor. We're experts in whole-community development and finding you the resources you need to get the job done. From your project's inception to its built environment, you'll be supported by a team that is passionate about your community's advancement.

#### Community/General Engineering

Our team of local experts provides general consulting engineering services according to your community's specific needs. From as-needed assistance to in-house services, we bring expert knowledge of local issues unique to your region in working across a range of requests. Our services include infrastructure-related needs assessments and special studies for roads, water and sanitary sewer utilities, stormwater management, bridges, parks, traffic, corridors, and more. We'll also assist you with a comprehensive community development vision including site plan reviews, engineering standards and ordinance development, stakeholder and public engagement processes, strategic planning and construction engineering.

#### Infrastructure Assessment & Planning

We understand that strong infrastructure makes stronger communities, and that it's a challenge for municipal and local governments to manage constant infrastructure improvement demands. Our experienced team will assist you with efforts such as pavement management and maintenance programming, and sewer condition assessment and planning. We can also help you create a vision plan for the future that includes realistic capital improvement goals and a strategy to achieve them.

#### Funding & Economic Development Assistance

Our multidisciplinary team understands the challenges municipal and local governments face today with funding cutbacks at higher levels of government and the need to find investment dollars for infrastructure improvements and other important goals. We've helped many clients draw up asset management plans and determine special assessment districts—and, with our expert knowledge of funding initiatives and strategies, helped identify and navigate complicated grant and loan funding applications and administration to obtain needed funds for municipal projects.

#### Design & Implementation

For 60 years, OHM Advisors' award-winning design team has been offering communities holistic, innovative thinking that spans the architecture, engineering, and planning spheres. We'll help you with designs and their implementation across an array of projects such as non-motorized pathways and sidewalks, water/sewer/stormwater and roadway installation and rehabilitation, drainage issues, soil erosion and sedimentation control, and recreational facilities and park development.

#### Expertise:

- Process/Plan Review
- Standards, Ordinance Development
- Stakeholder/Public Engagement
- Construction Engineering
- Strategic Planning
- Capital Improvement Planning
- Road Design, Reconstruction, Resurfacing & Rehabilitation
- Pavement Maintenance Plans
- Sidewalks & Safe Routes to School
- Pathways, Trails, & Boardwalks
- Sanitary Sewer Design, Replacement & Rehab
- Storm Sewer Design, Replacement & Rehab
- Water Main Design, Replacement & Rehab





# Auburn Road Rehab & Water Main; Opdyke to Churchill and Cherryland to Adams

AUBURN HILLS, MICHIGAN

The project consisted of milling and overlaying Auburn Road with four inches of asphalt from Opdyke Road to Churchill Road and from Cherryland Street to Adams Road. Deteriorated curb and gutter was replaced, shoulders were rehabilitated, localized areas of base repair and subgrade undercutting with edge drain were completed and drainage structures were repaired over the entire project length. Additionally, pedestrian ramp upgrades were performed at the side street intersections.

With the planned road work along Auburn Road, the City also took the opportunity to upgrade the water main in the area in conjunction with the project. This joint effort limited the work to a single disruption and brought cost savings to the City on restoration, traffic control, and mobilization. The existing 12-inch asbestos cement water mains along this route were identified for replacement/upsized in the City's water reliability study. The new 16-inch ductile-iron water main brings stability to the area's utilities by supplying increased pressures and fire protection along the corridor. The new water main location required removal and replacement of sections of the roadway, which was done in conjunction with the planned road work.

OHM assisted the City in obtaining approximately \$1.3 million in federal funds (STPU) to rehabilitate the roadway. With the federal funding, the project had to be administered through the Michigan Department of Transportation (MDOT) Local Agency Programs Unit.



## COMPLETION

Design  
8.2019 - 6.2020

Construction  
02.2021 - 10.2021

## COST

Design  
\$275,000

Construction  
\$5,400,000

## CLIENT INFORMATION

City of Auburn Hills  
Ron Melchert,  
Director of Public Works  
1500 Brown Road  
Auburn Hills, MI 48326  
248.391.3777

## SERVICES PROVIDED

Construction Engineering  
Funding

## PARTICIPATING STAFF

**J. Ashburn:** Field Client Rep, **A. Parent:** Engineer, **J. Katers:** Roundabout Engineer, **S. Dearing:** Traffic Engineer, **S. Knepper:** Water Engineer, **A. Schripsema:** Surveyor, **B. Weaver:** Landscape Architect, **J. Kidd:** CADD



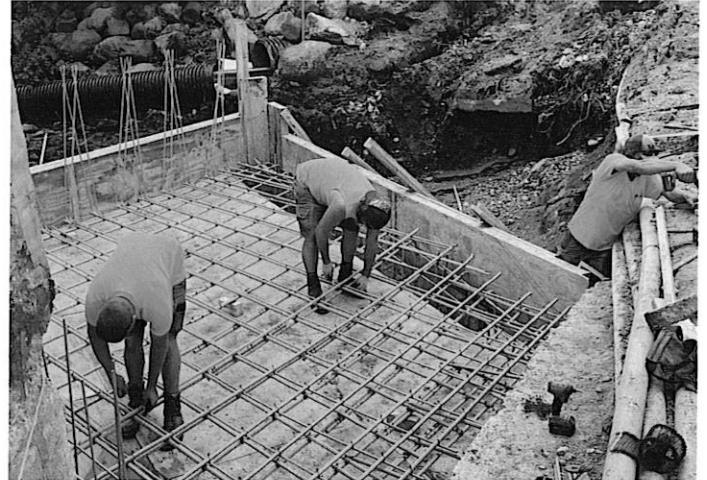
# Huron Street Reconstruction & Water Main Improvements

MILFORD, MICHIGAN

Huron Street was a road in the Village of Milford that long needed attention and repair. With no stormwater drainage and undersized water main utilities, it was selected for the 2021-2022 construction season. The project consisted of a stormwater drainage analysis and the design of not only the road but a storm sewer system as well. The overall project includes approximately 1,500 linear feet of storm sewer installation, the replacement of approximately 1,500 linear feet of 4-inch water main (upsized to 8-inch water main), and 0.28 miles of road reconstruction. The road reconstruction portion of the project includes curb and gutter installation, sidewalk ramp upgrades, sidewalk installation, and placement of asphalt pavement, as well as signage upgrades, pavement markings, and restoration.

In addition, the project includes approximately 5,900 square yards of asphalt preservation overlay on surrounding neighborhood streets, the placement of 0.07 miles of asphalt road over an existing gravel base, and approximately 280 square yards of driveway approach replacement for the village's wastewater treatment plant.

During construction, additional work was added to the scope of the project including repairing a sagging portion of sanitary sewer pipe as well as additional road paving and drainage improvements on surrounding neighborhood streets. OHM, the Village, and the contractor worked together to address these additional unforeseen items.



## COMPLETION

### Design

020 - 04.2021

### Construction

021 - 09.2022 (expected)

## COST

### Design

\$79,900

### Construction + CE

\$1,634,000

## CONTACT INFORMATION

Village of Milford

Karll,  
Public Services Director

Atlantic Street,  
Milford MI 48381

584.1515

## SERVICES PROVIDED

Municipal Engineering  
Utilities  
Roadway Design  
Stormwater System  
Sidewalks

## PARTICIPATING STAFF

**Chrisema:** *Surveyor*

# Gregory Road Water Main

ORION TOWNSHIP, MICHIGAN



OHM Advisors performed the design engineering and construction services for this water main project that consisted over 1 mile of 12 water main pipe along Gregory Road. This water main completed loop in the Township’s water system to provide reliability of the customers in this area. This project was also completed in coordination with a residential development in the area called Gregory Meadows as they were rehabbing a significant portion of Gregory Road in which the water main was adjacent to. Significant amounts of the direction drilling method was utilized in order save mature trees that existing along the corridor. The entire project was completed from start of design to in-service water main in less than 8 months. OHM advisors secured all permits, including EGLE Water Main, RCOC right-of-way, and Orion Twp. SESC.

<b>COMPLETION</b>	<b>COST</b>
Design	Design
04.2018 - 06.2018	\$46,000
CE	CE
06.2018 - 12.2018	\$103,000
Construction	Construction
06.2018 - 10.2018	\$1,200,000
<b>CLIENT INFORMATION</b>	<b>SERVICES PROVIDED</b>
Orion Township	Design Engineering
Jeff Stout,	Construction Services
Director of Public Services	
2323 Joslyn Road	
Lake Orion, MI 48360	
248.391.0304	
<b>PARTICIPATING STAFF</b>	
<i>J. Stevens: Principal, J. Ashburn: Field Client Rep,</i>	
<i>K. Klieber: Engineer, S. Knepper: Water Engineer, A.</i>	
<i>Schripsema: Surveyor, J. Lawrence: SESC, J. Kidd: CADE</i>	

## 9 Mile Road Sanitary Sewer

NOVI, MICHIGAN

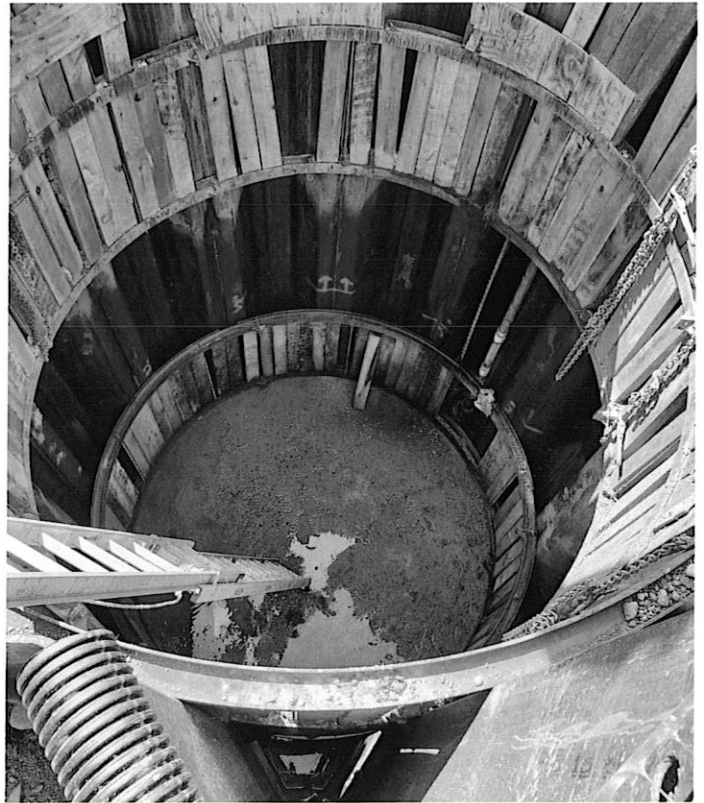
OHM Advisors performed contract administration and construction engineering for a gravity sanitary sewer project along Nine Mile Road in the City of Novi, that was previously designed by OHM in 2018. This gravity sanitary sewer alleviates operational issues related to pump hydraulics from two existing upstream sanitary pump stations.

The project includes over 7,000 feet of 12-inch and 8-inch gravity sanitary sewer installation, up to 30 feet deep via trenchless guided pilot tube and traditional open cut methods, as well as construction of 31 manholes and installation of sanitary service leads to properties along the route. The project corridor is a designated natural beauty road with many mature trees and natural features. In addition, the groundwater table along most of the route is above the pipe and considerable dewatering in targeted areas was necessary to install the sewer.

The guided pilot tube method is a trenchless installation technique that utilizes specialized equipment for horizontal pipe jacking along the designed alignment, with a clay carrier pipe. Line and grade of the pilot tube is established using a theodolite sensor and camera to display the head orientation as the tube is advanced through the soil, allowing this method to maintain an accurate alignment through the soil. An additional feature of the guided pilot tube method is the ability for the pipe to be installed with up to 8 feet of groundwater above the pipe. This feature has been beneficial to the Nine Mile Road Sanitary Sewer project due to the deep sewer installation and high groundwater table existing at the site.

In order to successfully dewater this project a combination of deep wells and well points are connected to a header pipe that discharges to an existing drainage network that flows to the north toward 10 Mile Road. The dewatering effort was a substantial portion of this project and required permitting with EGLE under Part 327.

Communication with residents along the project route was a key component of this project. There are existing residential wells adjacent to the proposed sewer alignment and dewatering operation, therefore contingency plans were in place for temporary water service in the unlikely situation that they may be necessary. In addition, a full road closure was in effect due to the area required for construction activities near and in the roadway, and only local traffic was accommodated



within the project zone. The project required permit and review from Oakland County Water Resources Commission, Wayne County Department of Public Services, Michigan Department of Environmental, Great Lakes, and Energy, and the Road Commission for Oakland County.

### COMPLETION

Design  
10.2018

Construction  
09.2020

### COST

Design  
\$216,264

Construction  
\$5,853,167

### CLIENT INFORMATION

City of Novi

Ben Croy,  
Water and Sewer Sr Manager

26300 Lee Begole Drive  
Novi, MI 48375

248.735.5635

### SERVICES PROVIDED

Construction Administration  
Construction Engineering  
Survey  
Wastewater Engineering

### PARTICIPATING STAFF

**J. Stevens: Principal, A. Schripsema: Surveyor, J. Kidd: CADD**



# Novi Sanitary Sewer Pipe & Manhole Rehabilitation

NOVI, MICHIGAN

In 2018, OHM Advisors assisted the City of Novi with an analysis of its sanitary sewer system as a part of the Stormwater, Asset Management, and Wastewater (SAW) Grant provided by the Department of Environment, Great Lakes, and Energy (EGLE). The analysis included televising a majority of the sanitary sewer pipes and about half of the manholes within the study area. The study area included GPS locating and condition assessment of approximately 450,000 feet of 6"-18" sanitary sewer and 1,300 structures throughout the City.

The condition of the pipes and manholes was assessed through review of the inspection videos and record drawings. Based on in-depth condition assessment and deterioration forecasting, a phased capital improvement plan was created containing rehabilitation recommendations and estimated costs for both sanitary sewer pipe and manholes identified as needing repair. The most urgent areas to rehabilitate were included in this initial phase.

With the capital improvement plan in place, OHM Advisors assisted the City of Novi with the preparation of contract documents for bidding and providing full-time construction engineering, administration and observation services in order to complete the recommended rehabilitation for Phase 1.

## Manholes:

- 180 structures - minor/major point repairs, partial & full depth rebuilds, and adjustments
- 390 vft of structure lining
- 350 gallons of structure and pipe connection grouting

## Sewer:

- 90 feet of 8"-10" open cut point repairs over multiple locations
- 125 each of 8"-12" pipe joint grouting
- 85 each of 8"-12" sewer spot liners
- 8,200 feet 8"-12" full-length CIPP liners
- Miscellaneous lateral connection grouting and repair

Associated work also included traffic control measures, business and resident notification, bypass pumping, pavement and sidewalk repairs, tree removals and/or protection, cleaning and surface preparation efforts, and surface restoration for impacted commercial and residential properties.



## COMPLETION

### Design

05.2019 - 12.2019

### Construction

09.2020 - 12.2020

## COST

### Design

\$41,550

### Construction

\$1,100,000

## CLIENT INFORMATION

City of Novi

Ben Croy,  
Water & Sewer Manager

45175 W. Ten Mile Road  
Novi, MI 48375-3024

248.735.5635

## SERVICES PROVIDED

Wastewater Engineering

## PARTICIPATING STAFF

**S. Siklich:** Project Manager, **L. Tercala:** Process Engineer, **M. Cousins:** GIS



# Auburn Hills Stormwater Asset Management Plan

AUBURN HILLS, MICHIGAN

The City of Auburn Hill's stormwater collection system consists of over 900,000 lineal feet of storm sewer pipe and approximately 3,200 manholes (although a lack of system mapping makes these figures lower than actual). The system discharges to the Clinton River through a system of tributaries and OCWRC Drains. The system serves a population of 21,600. The City of Auburn Hills expanded rapidly in the 1980s – 1990s, and much of the stormwater collection system has had to adapt to increased peak flows and runoff volumes resulting from rapid land development.

The City of Auburn Hills has not previously cleaned and televised its stormwater collection system, which leaves the structural condition of their key drainage infrastructure largely unknown. Initiating a storm sewer cleaning and televising program yielded useful information on structural defects that helped guide future capital improvement and O&M strategies through an Asset Management Program (AMP).

A Stormwater Management Plan (SMP) was needed to address the components of the City's drainage system that are not covered by the Asset Management Plan (AMP). This was necessary to determine the City's potential obligations for future maintenance and repair of County Drains, detention ponds, and other critical elements of the stormwater collection infrastructure that impact (or are impacted by) hydraulic components that may not be under the City's direct jurisdiction. Although the AMP covers the enclosed (i.e. piped) components of the stormwater infrastructure, the SMP covered the remaining components that may impact long-term financial commitments. This SMP provided the City with detailed information on the functionality, hydraulic capacity, surface water quality, and maintenance needs for the open drainage systems, culverts and bridges.



## COMPLETION

Design  
04.2017

## COST

Design  
Grant \$1,377,778

## CLIENT INFORMATION

City of Auburn Hills  
Ronald Melchert,  
Director of Public Works  
1500 Brown Road  
Auburn Hills, MI 48326  
248.364.6902

## SERVICES PROVIDED

Asset Management  
Funding  
GIS Services  
Stormwater Engineering

## PARTICIPATING STAFF

**J. Stevens:** Principal, **J. Ashburn:** Field Client Rep, **M. Cousins:** GIS



# Livonia DWRF Water Main Phases I-IV

LIVONIA, MICHIGAN



OHM has successfully assisted the City of Livonia with the submission of two Project Plans to the State of Michigan Drinking Water Revolving Fund for funding several phases of water main improvements. Each Project Plan provided funding for several different locations of water main replacement or rehabilitation. Some of the replacement projects included upsizing existing pipes where necessary. The rehabilitation was completed using various methods including horizontal directional drilling, pipebursting and resin impregnated fiberglass liner. The pipebursting included both temporary water service installations, and some pre chlorinated pipebursting to minimize service disruptions to customers. OHM worked with the City to design the most cost-effective replacement method of rehabilitation depending upon impacts to existing pavements, proximity of other utilities and pipe material.

In total, more than 23 miles of water main from 6” to 16” in size were rehabilitated or replaced through 7 different construction contracts. OHM performed all design and construction engineering services for all projects. The City worked with OHM to identify Lead (Pb) services present prior to the construction and the City worked with the property owners to coordinate replacement.

All projects include extensive Community Engagement with public meetings held during the design phase and just prior to construction. OHM was the primary contact for all citizen interaction during construction.

CLIENT INFORMATION	PHASE YEAR	LENGTH (FT)	DESIGN	DESIGN COSTS	CONSTRUCTION	CONSTRUCTION COST
City of Livonia Todd Zilincik, PE, City Engineer 33000 Civic Center Dr Livonia, MI 48154 734.466.2561	1 (2014)	17,000	10.2013 - 03.2014	\$167,000	05.2014 - 11.2014	\$3,038,000
	2 (2015)	47,300	09.2014 - 05.2015	\$540,300	05.2015 - 10.2016	\$7,254,000
	3 (2020)	39,600	02.2019 - 02.2020	\$467,000	05.2020 - 06.2022	\$7,428,000
	4 (2021)	20,600	09.2021 - 06.2022	\$307,000	09.2021 - 06.2022	\$4,100,000
SERVICES PROVIDED	Engineering Design, Contract Administration, Trenchless Technology, Value Engineering, Community Engagement, Funding Assistance					

PARTICIPATING STAFF

K. Klieber: Engineer, A. Schripsema: Surveyor, M. Cousins: GIS, J. Kidd: CADD

# Clarkston Road Regional Pathway

ORION TOWNSHIP, MICHIGAN

OHM Advisors assisted the Charter Township of Orion in receiving a Michigan DNR Trust Fund Grant for the construction of a regional safety path connection along Clarkston Road. The project is a segment of the Governor's Iron Belle Trail and is instrumental in connecting the Paint Creek Trail and the Polly Ann Trail systems.

The Clarkston Road Pathway project consists of three separate phases that completed a contiguous stretch of pathway that extends approximately six miles across the Township. The pathway features a connection to two regionally significant trails, the Polly Ann Trail and the Paint Creek Trail and is part of the Statewide Iron Belle Trail. With the completion of this pathway project, a total of just over 31 miles of contiguous trail/pathway exists between the Polly Ann Trail (16.9), the Paint Creek Trail (8.9) and the Clarkston Road Pathway (5.8). Along the pathway, there are views of Buckhorn Lake and Elkhorn Lake, with additional access to Camp Agawam which is on Tommy's Lake. The pathway also features a single-span bridge which crosses Paint Creek and caps the pathway's eastern connection point to the Paint Creek Trail. This bridge memorializes the historical pre-existing Rudd's Mill bridge, a Michigan Historical Landmark, which used to cross the creek at the exact same location. This connection to the Paint Creek Trail now allows pedestrians walking anywhere along Clarkston Road a direct path into the Bald Mountain State Recreational Area and direct access to multiple Township Schools, such as Webber Elementary, Orion Oaks Elementary, and the new Early Childcare Center. The pathway also provides indirect access to Pine Tree Elementary as well as several Clarkston Road adjacent neighborhoods which previously were unable to walk to any of these facilities solely via public pathway. Furthermore, the pathway is now fully extended to Independence Township to the west thereby giving those residents access the many amenities mentioned above.

The funding for the Clarkston Road pathway was largely supported by the obtainment of several grants, including three separate MNRTF Grants, 2 IBT Grants, and a TAP Grant, totaling \$2,550,000.00. The DNR was extremely helpful and cooperative throughout the entire Clarkston Road Pathway development, starting with the Rudd's Mill cleanup project and granting of easements. SEMCOG, MDOT and RCOC also provided significant support, specifically with the portion of the pathway east of Lapeer Road.



**SINCE 2019, OHM HAS ASSISTED ORION TOWNSHIP IN RECEIVING OVER \$4.5 MILLION IN FUNDING FOUR PATHWAY PROJECTS THROUGHOUT THE COMMUNITY, INCLUDING THE 3-PHASE CLARKSTON ROAD PATHWAY**

## COMPLETION

Design  
02.2014 - 10.2017

Construction  
12.2016 - 10.2020

## COST

Design  
\$576,700

Construction  
\$7,125,370

## CLIENT INFORMATION

Charter Township of Orion

Jeff Stout  
Operations Director  
2525 Joslyn Road  
Lake Orion, MI 48361  
248.391.3777 ext 1002

## SERVICES PROVIDED

Pathway Design  
Construction Engineering  
Funding Assistance  
Transportation Engineering

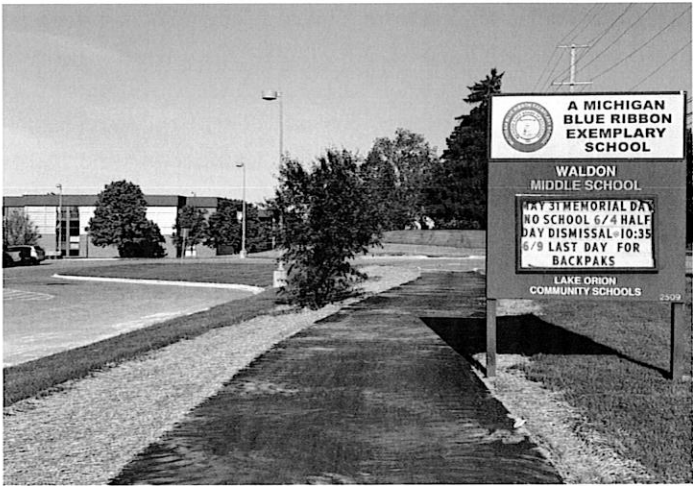
## PARTICIPATING STAFF

**J. Stevens:** Principal, **J. Ashburn:** Field Client Rep, **M. Landis:** Project Manager, **A. Parent:** Engineer, **J. Lehman:** Engineer, **S. Knepper:** Water Engineer, **A. Schripsema:** Surveyor, **J. Lawrence:** SESC, **M. Cousins:** GIS



# Orion Township Safe Routes to School

ORION TOWNSHIP, MICHIGAN



OHM Advisors worked with Orion Township, the Lake Orion Community Schools (LOCS), and the Road Commission for Oakland County (RCOC) to complete a Safe Routes to School (SRTS) Project. This project included an extensive planning phase with walking audits and surveys, that was required to be completed prior to applying for the grant. Orion Township and the LOCS approached this grant as a district wide application and applied for all their local K-8 buildings. With this program we are able to provide improvements on eight elementary/middle school campuses and their associated walking zones in conjunction with the Federal Safe Routes to School Program with infrastructure grant dollars totaling \$1.6 million. In addition, a non-infrastructure programming grant of \$64,000 was awarded to the partnership. The various projects, categorized by school, will add: 700 feet of 5-foot sidewalk, 900 feet of 6-foot sidewalk, 2400 feet of 10-foot pathway, three rectangular rapid flashing beacon crossing systems with multiple ADA ramp upgrades and a pedestrian bridge to the pedestrian facilities within Orion Township.



COMPLETION

Design  
03.2019 - 02.2020  
Construction  
03.2021 - 12.2021

COST

Design  
\$190,700  
Construction  
\$1,845,017

CLIENT INFORMATION

Orion Township  
Aaron Whatley,  
Parks and Recreation Director  
1335 Joslyn Road  
Lake Orion, MI 48360  
248.391.0304 Ext 3501

SERVICES PROVIDED

Community Engagement  
GIS Services  
Municipal Engineering  
Survey  
Traffic Engineering  
Construction Engineering

PARTICIPATING STAFF

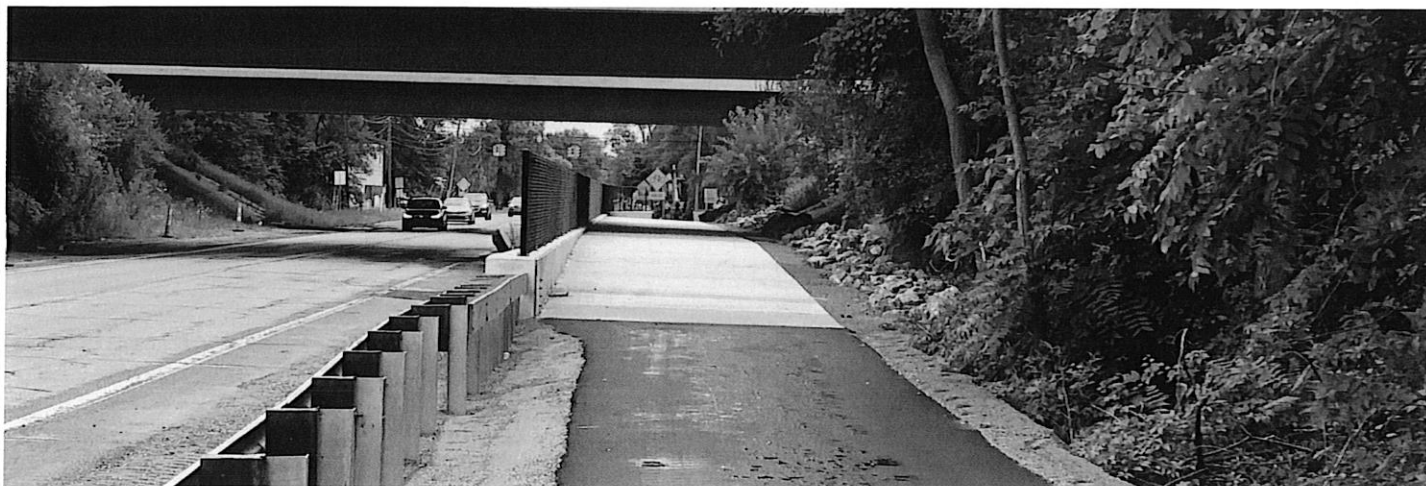
*J. Stevens: Principal, K. Klieber: Engineer, A. Schripsema: Surveyor, J. Lawrence: SESC, M. Cousins: GIS, J. Kidd:*

96ADD



# Huron River Drive Pathway

WAYNE COUNTY, MICHIGAN



OHM led all major facets of this project's construction engineering, construction administration, materials testing and inspection. The HMA pedestrian pathway was constructed along Huron River Drive, connecting Northline Road Pathway to Downtown Romulus, passing under the I-275 overpass. The pathway was funded by the City of Romulus and MDOT.

The project addressed storm drainage immediately under the overpass of I-275 and raised the pathway parallel to Huron River Drive. A concrete barrier/retaining wall was constructed under the overpass to compensate for a grade differential between the pathway and the road and a wire fence was installed on top of the barrier to serve as protection for pedestrians. Riprap was installed in between the two overpasses of I-275 to aid in erosion control. ADA pedestrian ramps were constructed along the pathway as it crossed over side streets. The project included multiple pay item categories with funding from state and local revenues.

## COMPLETION

**Design**  
9.2019 - 2.2020

**CE**  
5.2021 - 10.2021

**Construction**  
5.2021 - 10.2021

## CLIENT INFORMATION

Michigan Department  
of Transportation

Tynetta Muhammad,  
LAP Representative

6510 Telegraph Road  
Taylor, MI 48180

313.375.2416

City of Romulus

Roberto Scappaticci  
Director of Public Works

11111 Wayne Road  
Romulus, MI 48174

734.955.8752

## PARTICIPATING STAFF

***A. Schripsema: Surveyor***

## COST

**Design**  
\$37,200

**CE & Construction**  
\$464,400

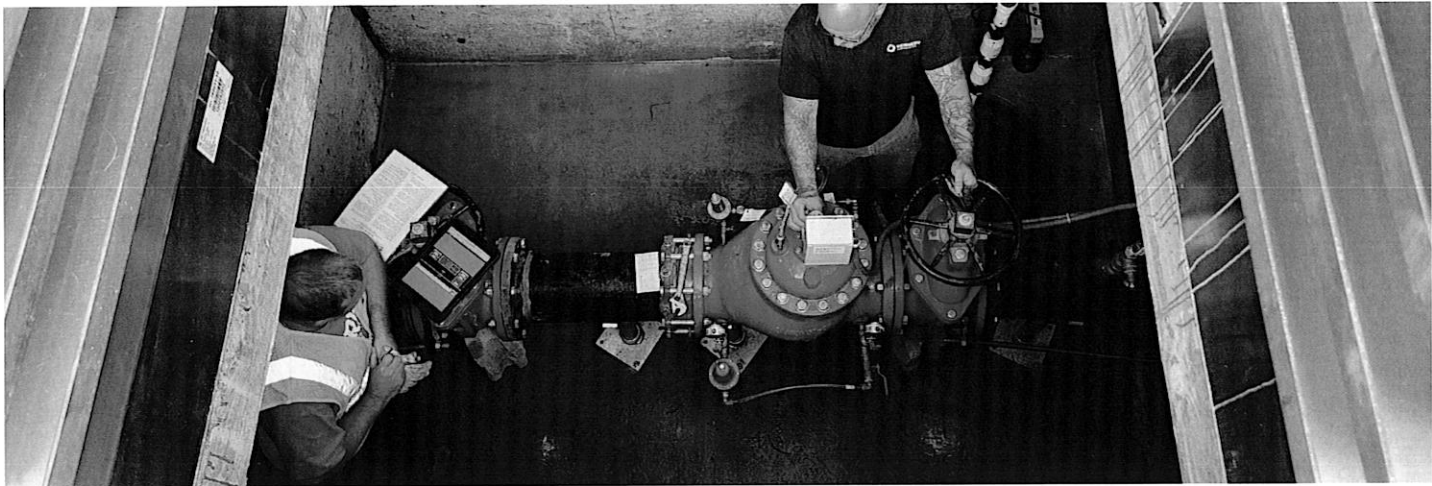
## SERVICES PROVIDED

Survey  
Transportation Engineering  
Municipal Engineering  
Construction Administration  
Construction Engineering



# M-59/Hillfield, Rex Boulevard and Old Adams PRV and Water Main

AUBURN HILLS, MICHIGAN



This multi-location water main project improved the City’s system reliability and pressures by provided redundant connections among the City’s pressure districts and installing a new pressure reducing valve (PRV). These projects were identified during the City’s update to their water system model and reliability report. The project also included replacement of small section of failed pipe. The new connection from the City’s south and southwest pressure district included a directional drill of 14” HDPE pipe underneath M-59. Extensive coordination with MDOT was required to complete this project. The PRV required coordination DTE, and integration with the City’s SCADA system for monitoring and operations.

COMPLETION

Design  
11.2020 - 05.2021  
CE  
06.2021 - 09.2022  
Construction  
06.2021 - 09.2022

COST

Design  
\$75,500  
CE  
\$84,000  
Construction  
\$820,000

CLIENT INFORMATION

City of Auburn Hills  
Jason Deman,  
Manager of Public Utilities  
1500 Brown Road  
Auburn Hills, MI 48326  
248.391.3777

SERVICES PROVIDED

Design Engineering  
Construction Services

PARTICIPATING STAFF

*J. Ashburn: Field Client Rep, S. Knepper: Water Engineer, J. Lawrence: SESC*

# Stadium Drive Paving

ORION TOWNSHIP, MICHIGAN



Stadium Drive is the main road, along with Scripps Road, that services the Lake Orion Community Schools complex. OHM Advisors performed the design engineering and construction services to reconstruct 1000' of Stadium Drive. In addition there were two main gaps of pathway in the area that prevented a continuous pathway from along Lapeer Road into the school campus. These two gaps, 260' and 350' respectively were included in this paving project. The project required coordination with Schools, MDOT, RCOC, and two neighboring developers. The project also included easement acquisition to facility the pathway construction. This project was funded utilizing Tri-Party and Safety Path Funds.



COMPLETION

Design

05.2017 - 07.2017

CE

08.2017 - 02.2018

Construction

08.2017 - 10.2017

COST

Design

\$25,600

CE

\$23,600

Construction

\$234,000

CLIENT INFORMATION

Orion Township

Jeff Stout,

Director of Public Services

323 Joslyn Road

Lake Orion, MI 48360

48.391.0304

SERVICES PROVIDED

Design Engineering

Construction Services

PARTICIPATING STAFF

**Stevens:** Principal, **J. Ashburn:** Field Client Rep,  
**A. Landis:** Project Manager, **J. Lehman:** Engineer, **A. Chripsema:** Surveyor, **J. Lawrence:** SESC, **J. Kidd:** CADD



### TRANSPORTATION ENGINEERING

Connectivity makes for thriving communities and sustainable regional economies and our team specializes in it. We connect people by improving transportation systems within their communities, states and wider regions, creating better networks that are innovative, safer to navigate, and impactful for those who use them.

We use a holistic planning and design approach that involves expertise across a range of services along with deep public engagement throughout the life of a project—from concept and design through construction. Our integrative solutions encompass planning for vehicular and multi-modal traffic on highways, roads, interchanges, streetscapes and pathway systems in both urban and rural contexts.

#### Roadway & Highway Design

Our team designs roadways and highways with users in mind, analyzing context and physical environment. Our substantive designs range from standard plans to complex geometric development patterns that dramatically impact traffic flow efficiency and quality of life.

#### Traffic Engineering

Our diverse range of traffic engineering services are designed to fit the needs of your particular project, from initial studies, designs and modeling of alternatives through traffic signing and road striping at a project's completion.

#### Bridge & Diverse Structures Engineering and Inspection

Our experienced bridge design engineers are known for their deep technical expertise and sound, tech-savvy analysis methods deftly combined in high-quality solutions for communities and other bridge agencies. We provide design for new structures as well as rehabilitation and replacement designs for a variety of bridge types, sizes

and capacities, as well as on diverse structures such as dams, culverts, retaining walls, foundations and buildings. We perform over a hundred bridge inspections each year for local municipalities and MDOT. We have five Qualified Team Leaders (QTL) per FHWA guidelines and ensure all of our QTLs are kept abreast with current requirements, training and equipment.

#### Multi-modal Transportation Engineering

Urban bike lanes, multi-use trails, transit corridors and converted alleyways all work together to enhance transportation within communities—and we're pros at creating all of these and more. We use multidisciplinary expertise to create a more synergistic transportation network that seamlessly integrates existing roadways and results in safer and more efficient travels for all users.

#### Transportation Planning

Our comprehensive approach to transportation planning blends public involvement with engineering analysis, context-sensitive design and environmental compliance to yield projects that are buildable and fundable.

#### Expertise:

- Road & Highway Design
- Drainage
- Roundabouts
- Non-Motorized Facilities
- ADA Sidewalk Ramps
- Intelligent Transportation Systems
- Data Collection
- Safety & Capacity Studies
- Traffic Analysis & Modeling
- Signal Design & Operations
- Bridge Design, Scoping, Inspection & Load Ratings
- Asset Management
- Hydraulic Analyses
- Foundation Design
- Dam, Culvert & Retaining Wall Design
- Building Structure Design
- Multi-modal Facilities & Trails
- Network Connectors
- Bike Lanes
- Corridor & NEPA Studies
- Corridor Design
- Visioning
- Master Plans





95



# Baldwin Rd Reconstruction, Morgan Rd to Gregory Rd & Gregory Rd to Waldon Rd

ORION TOWNSHIP, MICHIGAN

Growth in the Orion Township and northern Oakland County has led to several roadways, such as Baldwin Road to experience routine congestion and delay. With nearly 30,000 vehicles per day, Baldwin Road endures a significant amount of commuting traffic to and from I-75. In order to relieve congestion, the Road Commission for Oakland County (RCOC) and Orion Township teamed with OHM Advisors on a two-phase, multi-year, \$30+ million project to transform three miles of the Baldwin Road corridor and intersecting roadways.

Besides increasing roadway capacity, project goals were:

- Enhancing traffic safety
- Providing non-motorized access
- Improving direct access for businesses
- Generating an environment to spur economic growth and creating an aesthetically-pleasing community public space

To meet the above goals, the project included the replacement of the existing two- or three-lane roadway to a four-lane boulevard or a five-lane road and the installation of five multi-lane roundabouts. The project team was confined by a variety of constraints and design complexities. Challenges included up to 15 feet of roadway elevation change, tight right-of way constraints with nearly 100 parcel impacts (including 20+ total takes), multi-stage construction, several miles of underground and overhead utility relocations with limited space, nearly two miles of water main replacement, wetland avoidance, a replacement of the Brown Drain culvert, plus underground and above- ground stormwater management features.

The facility will be grounded by the latest engineering principles united with aesthetic, place-making strategies to provide a corridor that is safe, accessible, and celebrated by the community for years to come.



## COMPLETION

Design  
8.2013 - 7.2018

Construction  
8.2017 - 5.2020

## COST

Design  
\$2,910,000

Construction  
\$31,700,000

## CLIENT INFORMATION

Road Commission for  
Oakland County

Jeff O'Brien,  
Design Engineer

31001 Lahser Road,  
Beverly Hills, MI 48025

96.248.645.2000

## SERVICES PROVIDED

Landscape Architecture  
Survey

Transportation Engineering  
Stormwater Management

## PARTICIPATING STAFF

**J. Katers:** Principal & Project Manager, **J. Ashburn:** Field Client Rep, **K. Klieber:** Engineer, **S. Dearing:** QAQC Engineer, **A. Schripsema:** Surveyor, **B. Weaver:** Landscape Architect, **A. Efaw:** Landscape Architect, **M. Cousins:** GIS

# Auburn Road Study & Reconstruction

ROCHESTER HILLS, MICHIGAN

Having completed an early preliminary study on the effects of road widening and reconstruction along a stretch of Auburn Road between Culbertson and Dequindre, OHM Advisors was again contracted by the City of Rochester Hills to begin the design process for the project. In addition to the desired pedestrian friendly and traffic calming measures that were outlined in the study, both OHM and the City recognized that this project presented a unique opportunity to create a destination for the community, as well as an identity for the surrounding neighborhood.

With a technologically forward thinking approach and a heavy emphasis on maintaining the overarching “Innovative by Nature” theme throughout Rochester Hills, the revamped corridor design sets an admirable new precedent for the future of neighborhood development within the region by taking a multifaceted approach to transportation, access and design. Highlighted by integrated green infrastructure elements, custom gateway features, a street side plaza, and repetitive, patterned landscape plantings, this half-mile corridor maintains an inviting identity with sustainable and aesthetic interests.

As part of the design phase, OHM led the design of the roadway improvements and assisted the City in bidding the project. Numerous private property impacts were anticipated due to the close proximity of the work to the property lines. Some utility impacts were anticipated, and coordination with an adjacent road construction project was critical (RCOC's reconstruction of Dequindre Road). Business owner coordination meetings were required to understand the needs of the businesses who were losing direct property access off of Auburn Road.

Through constant communication and coordination with the City and the neighborhood, OHM created an attractive destination for the community, encouraged stronger neighborhood connectivity across a main thoroughfare, and increased pedestrian safety – all the while maintaining the functionality of the corridor.



## COMPLETION

Design

5.2016 - 1.2019

Construction

4.2019 - 11.2019

## COST

Design

\$1,106,000

Construction

\$13,100,000

## CLIENT INFORMATION

City of Rochester Hills

Paul Davis,  
City Engineer

1000 Rochester Hills Drive  
Rochester Hills, MI 48309

248.841.2486

## SERVICES PROVIDED

Landscape Architecture

Municipal Engineering

Survey

Transportation Engineering

Green Infrastructure

## PARTICIPATING STAFF

**A. Parent:** Engineer, **S. Dearing:** QA/QC Engineer, **A.**

**Schripsema:** Surveyor, **B. Weaver:** Landscape Architect, **S.**

**Huddas:** Landscape Architect



# Currie Road Reconstruction; Eight Mile Road to Ten Mile Road

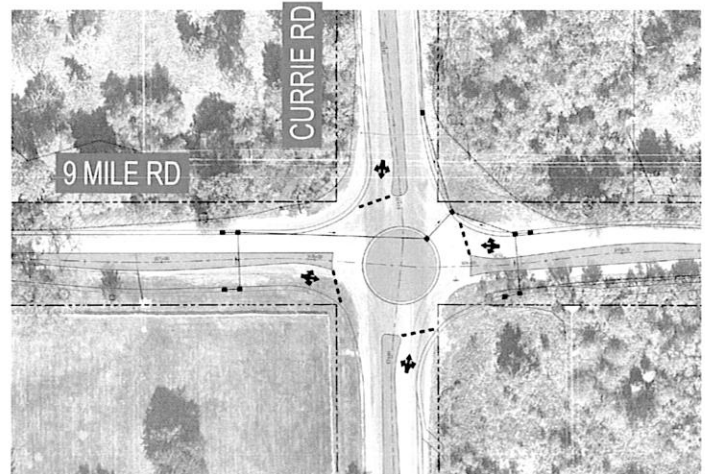
OAKLAND COUNTY, MICHIGAN

Lyon Township has experienced significant growth, which has resulted in additional strain on the area roadways. With numerous newly constructed subdivisions and many more planned, increased traffic led to the need for additional routes to accommodate the increased demand. Currie Road is a key north-south section route within Lyon Township however due to its gravel surface between 8 Mile Road and 10 Mile Road, it is not frequently used to relieve the traffic in the area. Its gravel surface is a challenge to maintain, primarily due to its rolling terrain, adjacent wetlands, and other stormwater challenges.

The RCOC recognized that paving Currie Road would require a well-planned, detailed design to accommodate the stormwater challenges, the anticipated travel demand, and safety needs for Currie Road and intersecting mile roads (8 Mile, 9 Mile and 10 Mile). The RCOC team with OHM Advisors to design this 2.5 Mile stretch of Currie Road. The project included alignment and profile modifications, curb and gutter with an enclosed storm sewer system, a single-lane roundabout at 8 Mile Road and Currie Road, a compact roundabout at 9 Mile Road and Currie Road, and a traffic signal at 10 Mile Road.

The project team was confined to a variety of constraints including wetlands, sensitive environmental features, historical drainage patterns, utility relocations including a large gas transmission main, steep cut and fill slopes, and private property limitations. Over 40 parcels were impacted, requiring the preparation of detailed parcel exhibits and ongoing coordination with the RCOC. The design team was able to minimize some of the constraints by optimizing the profiles, careful positioning of the proposed storm system, and the use of compact roundabouts.

The Currie Road project will be constructed in two phases: north of 9 Mile Road to 10 Mile Road was done in 2021, while the 8 Mile Road to north of 9 Mile Road will be completed in 2022.



## COMPLETION

### Design

2.2019 - 4.2021

### Construction

10.2020 - 10.2022

## COST

### Design

\$680,981

### Construction

\$7,100,000

## CLIENT INFORMATION

Road Commission for  
Oakland County

Jeff O'Brien,  
Design Engineer

31001 Lahser Road,  
Beverly Hills, MI 48025

248.645.2000

## SERVICES PROVIDED

Survey  
Transportation Engineering  
Wetlands

## PARTICIPATING STAFF

**J. Katers: Principal, A. Schripsema: Surveyor, M. Cousins:**  
ggs



# Baker Road Intersections Reconstruction

DEXTER, MICHIGAN



The Washtenaw County Road Commission, in cooperation with the City of Dexter and Scio Township, planned to reconstruct the Baker Road intersections at Shield Road and Dan Hoey Road as single-lane roundabouts. WCRC and the City of Dexter performed a Baker Road Intersection Improvement Study that was completed by OHM in June 2016. These intersections serve as a gateway to downtown Dexter, provide direct access to Dexter High School and five other school facilities, and feed several residential, commercial, and industrial destinations.

This project involved reconstructing two intersections (one with stop control, one with signal) each as modern roundabouts. The project is 0.30 miles in length and included the addition of sidewalk, drainage improvements, green infrastructure, and streetlighting. This project also included stormwater management and utility coordination.

The switch to roundabouts helped improve traffic flow while enhancing safety in a growing area that consists of numerous schools and an industrial park. OHM Advisors worked with the WCRC to ensure the right-of-way/easement acquisition and utility relocation did not delay the project, and worked with the schools and stakeholders to understand their hot button issues and project constraints.



## COMPLETION

Design  
9.2018

## CLIENT INFORMATION

Washtenaw County Road  
Commission  
Matt MacDonell,  
Asst. Director of Engineering  
555 N. Zeeb Rd.  
Ann Arbor, MI 48103  
734.327.6688

## PARTICIPATING STAFF

**J. Katers:** Project Manager, **S. Dearing:** QA/QC Engineer, **A. Schripsema:** Surveyor

## COST

Design  
\$159,973  
Construction  
\$1,370,000

## SERVICES PROVIDED

Stormwater Engineering  
Traffic Engineering  
Transportation Engineering  
Green Infrastructure



# East Avon Rd at Dequindre Roundabout and Bridge Replacement over the Clinton River

ROCHESTER HILLS, OAKLAND COUNTY, MICHIGAN

After completing a corridor study in 2019, OHM was retained by the Road Commission for Oakland County to design a roundabout and bridge replacement at Avon and Dequindre Roads, near the popular Yates Cider Mill.

OHM was responsible for all aspects of the reconstruction of the intersection of Avon Road and Dequindre Road as a modern multi-lane roundabout with a 30,000 ADT and the replacement of the bridge carrying the Clinton River under Avon Road. The bridge for Avon Road is 40 feet from the edge of the roundabout inscribed circle and is a single span bridge approximately 65 feet long and be wide enough to accommodate the proposed roundabout geometry, plus pedestrian facilities on each side of Avon Road. There are numerous utilities in the area which the bridge's deep foundations were designed around. The width of the bridge flares to accommodate the roundabout circle, however the flare is being handled with the concrete deck and the beams were able to remain unflared and not curved. The soil conditions, utilities and geometry made for a challenging design.

OHM developed aesthetic / placemaking concepts for this roundabout and a second planned roundabout to the east. Our team prepared the detailed streetscaping design at this roundabout, which includes a series of plantings and wildlife sculptures. The project includes replacement of a 16-inch water main and 2-inch sanitary sewer force main. Since the project resides in a floodplain, we designed a nearly 8,000-cubic yard compensating cut basin with detention, sheet pile walls to protect against erosion from the Clinton River, all applicable permitting, ROW acquisition assistance, and utility coordination. The project was constructed concurrently with the Great Lakes Water Authority's (GLWA) 96-inch water main and roadway replacement just east of this project.



## COMPLETION

**Design**  
07.2019 - 09.2021  
**Construction**  
11.2021 - 08.2022

## COST

**Design**  
\$778,923  
**Construction**  
\$7,600,000

## CLIENT INFORMATION

Road Commission for  
Oakland County  
Jeff O'Brien, PE  
Project Manager  
31001 Lahser Road  
Beverly Hills, MI 48025  
248.645.2000

## SERVICES PROVIDED

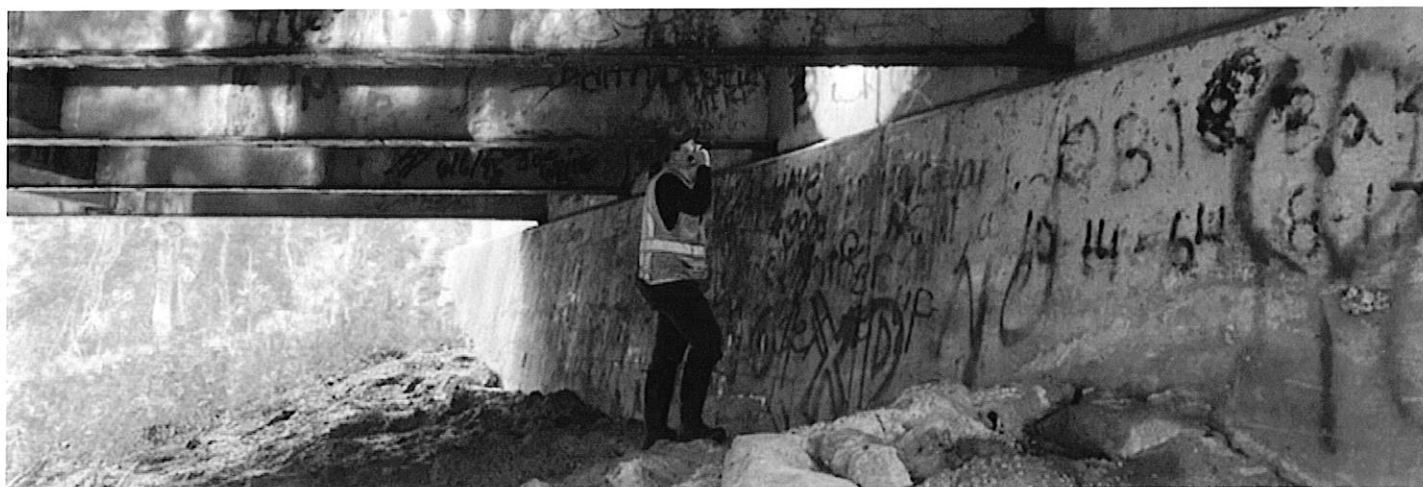
Roadway Engineering  
Bridge Engineering  
Construction Engineering

## PARTICIPATING STAFF

**J. Katers:** Principal & Project Manager, **S. Siklich:** Engineer,  
**S. Dearing:** QA/QC Engineer, **K. O'Rear:** Structural Engineer,  
**A. Schripsema:** Surveyor, **B. Weaver:** Landscape Architect, **S. Huddas:** Landscape Architect

# Washtenaw County Bridge Replacement and Preventative Maintenance

WASHTENAW COUNTY, MICHIGAN



This project provided a replacement of Dennison Road over Saline River and repairs to the Mast and Bridge Roads over Huron River. The existing three-span structure on Dennison Road will be replaced with a single span concrete bulb-tee beam bridge on concrete abutments with deep foundations. The work on Mast and Bridge roads includes deck patching, sidewalk repairs, epoxy overlay, guardrail replacement and substructure repairs. Work on Dennison and Bridge was completed under a detour, while work on Mast was completed part-width utilize temporary traffic signals.

In addition, there is a historical site at the Dennison Road site which required an archaeologist to perform field investigation to determine if there were impacts to the site. It was also determined that there was a potential for bats to roost at this site so there was coordination with USFWS to mitigate roosting of the bats so the bridge could be replaced.

The project also included complete replacement of culvert structure on Geddes Road which was performed by others and added into this project. OHM combined all special provision and estimate items to make a complete bridge package.

Project deliverable for this project, funded through the Local Bridge Program, included construction plans, special provisions and construction cost estimates.



**COMPLETION**  
Design  
08.2019 - 11.2020

**CLIENT INFORMATION**  
Washtenaw County  
Road Commission  
Nate Murphy, PE LEED AP  
Bridge Engineer/Project Manager  
555 N Zeeb Road  
Ann Arbor, MI 48130  
734.761.1500

#### PARTICIPATING STAFF

**K. O'Rear:** Project Manager & Structural Engineer, A.  
**Schripsema:** Surveyor

**COST**  
Design  
\$209,000  
Construction  
\$3,310,000

**SERVICES PROVIDED**  
Structural Engineering  
Bridge Inspection



# Hatchery Road over Clinton River Bridge Replacement

WATERFORD TOWNSHIP, OAKLAND COUNTY, MICHIGAN



Existing Conditions

This project replaced the existing structure on Hatchery Road over the Clinton River. The existing bridge was on a horizontal and vertical curve on Hatchery Road and both the horizontal and vertical curves required improvements to meet design standards. The road approach work was approximately 1000' to accommodate the revised curves. The new bridge is a spread concrete box beam structure founded on concrete abutments and deep foundations. Several superstructure options were studied and the spread box was chosen because it limited the necessary grade raise and easily accommodated superelevation due to the horizontal curve.

In addition to the road and bridge work at the Clinton River crossing, a culvert at the west end of the project over a county drain was also be replaced. Work on the project included a full hydraulic analysis of the Clinton River at Hatchery Road and Hatchery Road at the drain crossing utilizing HEC-RAS software to obtain an EGLE permit. The project was constructed under a detour and signal upgrades were made at a nearby intersection along the detour route to accommodate the detour.

The existing structure was immediately adjacent to a pedestrian structure and trail system. To better accommodate the pedestrian traffic a sidewalk was added to the new bridge and the existing pedestrian structure was removed.

The project was funded through the MDOT Local Bridge Program and was let through the MDOT LAP process.



Wingwall Construction 08.2022

## COMPLETION

Design  
07.2020 - 10.2021

Construction  
03.2022 - 10.2022

## COST

Design  
\$340,000

Construction  
\$2,300,000

## CLIENT INFORMATION

Road Commission for  
Oakland County  
  
Jeff O'Brien, PE  
Project Manager  
  
31001 Lahser Road  
Beverly Hills, MI 48025  
248.645.2000

## SERVICES PROVIDED

Bridge Engineering  
Hydraulic Analysis

## PARTICIPATING STAFF

**J. Katers:** Principal, **K. O'Rear:** Project Manager & Structural Engineer, **A. Schripsema:** Surveyor



# Mike Levine Lakelands Trail

INGHAM & JACKSON COUNTIES, MICHIGAN



OHM Advisors completed the design for construction of 11.8 miles of trail for pedestrian and equestrian usage, which included the replacement of three timber railroad bridges over three different water crossings.

The pathway was a 10' wide aggregate surface that ran along an old railroad alignment. The bridges were 120', 100' and 80' single-span pre-manufactured trusses founded on concrete abutments. This project was the first coordinated effort with MDOT and MDNR. The trail was an extension of the Lakelands Trail that begins in Hamburg and runs southwest.



The project limits began in Stockbridge and headed southwest to Hawkins Road where a new trailhead is to be constructed on MDNR property in the southwest quadrant of Hawkins Road and Portage Creek. The area surrounding the trail had numerous wetlands which were all identified as part of the design effort. There were some impacts to the wetlands but design was completed to avoid impacts as much as possible. A majority of the impacts were at the bridge and culvert replacement areas.

## COMPLETION

Design  
01.2018 - 08.2018

## COST

Design  
\$587,000

## CLIENT INFORMATION

Michigan Department  
of Transportation  
Jason Pittman,  
Project Manager  
2750 N. Elm Road  
Jackson, MI 49201  
517.403.1858

## SERVICES PROVIDED

Bridge Engineering  
Structural Engineering  
Transportation Engineering  
Wetlands

## PARTICIPATING STAFF

**K. O'Rear:** *Project Manager & Structural Engineer*

# Battle Creek Traffic Signal Optimization & Design

BATTLE CREEK, CALHOUN COUNTY, MICHIGAN



OHM was contracted by MDOT for traffic signal upgrades at 21 intersections including full modernization design for seven intersections in the City of Battle Creek. Signal optimization was also included for 38 intersections along the Dickman, Columbia, Michigan/Capital/Division, and M-311 corridors. Additional work items included: maintenance of traffic (MOT), utility compilation, survey, subsurface utility exploration, traffic data collection and soil borings.

MOT plans and an MOT special provision were included with the plan set. The utility compilation included compiling and coordinating with utility companies. Full design survey for 12 intersections with survey portfolio was also included. PA132 surveys were used for parcels where right-of-way or easements were needed. Miss Dig markings were included in the project, along with subsurface utility exploration. There Level B SUE was performed at five locations and Level A SUE at 20 locations.

A subconsultant performed traffic counts for 38 locations. The counts provided 24-hour data and turning movement counts.

Soil boring were performed by a subconsultant at 28 locations.

## COMPLETION

Study  
11.2017 - 05.2021  
Design  
11.2017 - 05.2021

## COST

Study  
\$150,000  
Design  
\$577,000

## CLIENT INFORMATION

Michigan Department of Transportation  
Erik Smalley,  
Engineer Manger,  
Traffic Signal Design  
6333 Lansing Road  
Lansing, MI 48917  
517.636.6108

## SERVICES PROVIDED

Survey  
Traffic Engineering  
Transportation Planning

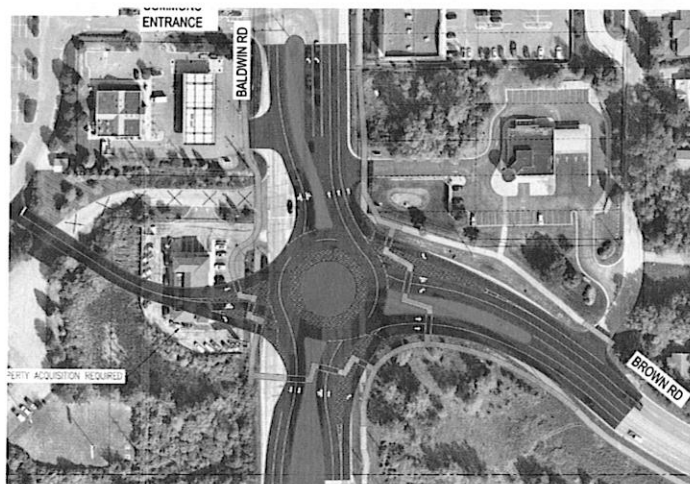
## PARTICIPATING STAFF

**S. Dearing:** QAQC Engineer,

# Brown/Baldwin/Joslyn/I-75 Corridor Study

ORION TOWNSHIP, MICHIGAN

The transportation network throughout the communities of Orion Township and the City of Auburn Hills provides critical connections for diverse residential, office and commercial development. The corridors of Baldwin Road, Brown Road and Joslyn Road provide direct access to numerous commercial properties and serve as key travel routes to gain access to the wider metro area. While the transportation network in this area has served the area communities well, steady increases in development have begun to strain the existing network. Orion Township partnered with the City of Auburn Hills, the Road Commission for Oakland County, the Michigan Department of Transportation, and the Southeast Michigan Council of Governments to study the transportation network in this area. This study reviewed the existing operations within the study area, identified the traffic development potential of planned developments in the area and evaluated potential improvements to the transportation network to allow the continued support of the diversity of development in these communities.



The study area consisted of 30 intersections including two freeway interchanges. The heavy existing traffic volumes, large scale projected development and impacts of the holiday shopping season on these highly developed commercial corridors presented a unique challenge. Studied concepts included traditional, boulevard and roundabout intersections as well as traditional, roundabout and diverging diamond interchanges. Preliminary operational analysis using Synchro and Rodel software packages was completed on 25 alternatives. A more detailed analysis, illustrative renderings and budgetary costs estimates were prepared for nine alternatives. Coordination with the large stakeholder team allowed for detailed consideration of how the alternatives tie into community planning, development, design, construction and maintenance efforts. These discussions further enhanced the analysis performed on the wide variety of alternatives and allowed for careful selection of preferred concepts and study recommendations. The recommended alternatives will serve as a starting point for planning and funding efforts to provide long term improvements to the study area.

## COMPLETION

Design  
10.2019 - 7.2021

## CLIENT INFORMATION

Orion Township  
Chris Barnett,  
Township Supervisor  
2525 Joslyn Road  
Lake Orion, MI 48361  
248.391.0304

## PARTICIPATING STAFF

**J. Stevens: Principal, J. Katers: Engineer, S. Dearing: QA/QC Engineer, A. Schripsema: Surveyor, M. Cousins: GIS**

## COST

Design  
\$200,000

## SERVICES PROVIDED

Community Engagement  
Traffic Engineering  
Transportation Planning

### WATER RESOURCES & ENVIRONMENTAL

Water—we all need it for the health and well-being of ourselves and our world. But it's finite. The protection and effective management, treatment, optimization and distribution of this vital limited resource is the core of our water practice at OHM Advisors. As a specialized group of professionals educated in the fields of engineering, science and public planning with advanced modeling capabilities and full-service design and field services teams, we can guide our clients from analysis through construction for a wide range of water-related projects.

#### Drinking Water

Clean, safe drinking water is essential for all. Our experts deliver proven water supply, treatment and distribution engineering services, applying new technologies at every turn. We're passionate about water quality and help communities navigate contaminants and the issues that come with them—from understanding what they are and where they come from, to interpreting and implementing governmental regulations, to communicating with residents and stakeholders about treatment, safety and other mitigating efforts.

#### Stormwater Management

Managing drainage systems is becoming more complex every year. Increased rainfall intensities, enhanced water quality standards and aging infrastructure are making it hard for communities to provide a level of service that meets the needs of their residents and businesses. We work with our clients to develop an approach that balances flood control, water quality and economic constraints. We can take the lead on any stormwater management challenge, including utility design, stormwater policy development, funding sources/enterprise funds, grant applications, permitting, regulatory assistance, modeling/analysis and construction-phase assistance.

#### Wastewater

Innovation is the backbone of our wastewater practice and is built into each and every project, resulting in practical solutions that deliver environmental benefits. Our talented

wastewater and industrial wastewater team works with communities and private industry clients alike to design high-performance facilities, create strategic long-range infrastructure management plans, provide treatment and optimization.

#### Asset Management

Managing your community's water assets is critical to preserving their lifespan and providing for present and future customers. Our team partners with your community to help you determine when your assets should be repaired or replaced and associated project costs. We'll help craft a plan specific to your community that proceeds through thoughtful, researched steps, optimizes your current spending, and engages community leaders in important funding discussions to achieve infrastructure improvement goals.

#### Ecological Services

Our expert ecologists and environmental engineers focus on the protection of precious natural resources and delicate ecological systems as we partner with you to understand your challenges related to shoreline and stream restoration, wetland delineation and mitigation, threatened and endangered species survey and protection, invasive species management, tree and forestry issues and more. We help create solutions that consider a variety of economic, social geographic and environmental factors from different perspectives, and provide a detailed plan that guides your community to its healthiest ecological future.

#### Expertise:

- Facility Master Planning & Asset Management
- Source Water Protection
- Storage Facility, Booster Pump Design & Inspection
- Water Treatment Plant Design
- SCADA Systems
- Stormwater, Drainage, Watershed Planning, Wetland Mitigation, Floodplain Management
- Hydrologic & Hydraulic System Modeling
- Stream Restoration Analysis & Design
- Low Impact Development, LEED Site Design
- Collection & Conveyance Design
- Stormwater Utilities
- Permitting & Ordinance Writing
- Facility Master Planning & Asset Management
- Hydrologic & Hydraulic Modeling
- I/I, SSES Analysis & Flow Metering
- Pump Station, Collection System Design & Rehabilitation
- Wastewater Treatment Plant Design





# Canton Storage Tank & Booster Station

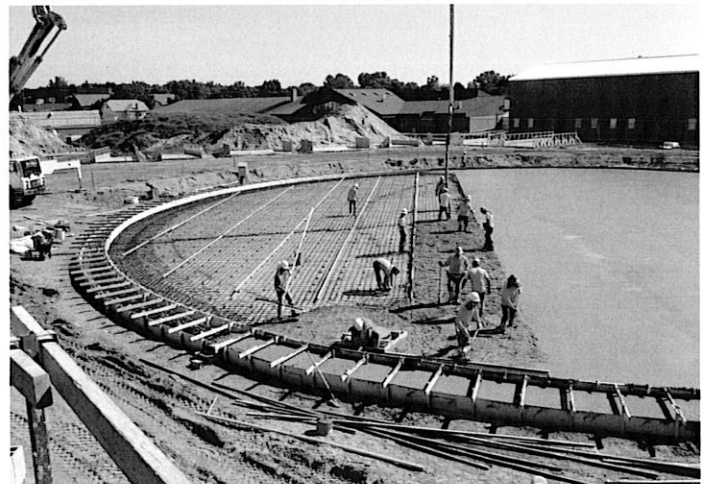
CANTON TOWNSHIP, MICHIGAN

Canton Township wanted to find a way to reduce water rates for its customers. OHM Advisors worked with the Township to examine the economic feasibility of adding a storage tank to their system to reduce the peak hour demand and receive a reduced rate from the Detroit Water and Sewerage Department (DWSD). OHM's analysis of the Township's usage determined that a 2.5 million gallons (MG) tank would be required for flow equalization sized for future growth. The Township selected a ground storage tank to be more aesthetically harmonious with the existing land uses.

The Township explored leasing one of the 5 MG Joy Road reservoirs currently operated by DWSD. While that option was determined not to be the most effective solution, DWSD worked with Canton Township for the sale of a portion of the property to the south of the Joy Road Booster Station for Canton to construct their own 2.5 MG ground storage tank and booster station.

The overall project consists of modifications at meter vaults CA-03, CA-04 and CA-07 to monitor and control the flow rate from DWSD to the Township. When the metered flow rate approaches the Township's contract amount, a proposed control valve downstream of CA-04 will close and the proposed booster station will draw water from the 2.5 MG ground storage tank and supplement the distribution system. During the exclusionary period, the storage tank will be filled. Modifications to vaults CA-03 and CA-04 will allow the Township to monitor and control flow rate and pressures at these vaults. Data from CA-07 will be collected from the existing magnetic flow meter and WAMR will be used from CA-05 and CA-06 to supplement the control information.

An 18 million gallons per day (gpd) or a flow of 12,500 gpm booster station with five pumps will supply water to the distribution system when called to operate. Variable frequency drives are provided on all of the pumps to meet the system demands. The booster station is connected to the system via a new 24-inch water main included within the project. The storage tank is a 2.5 MG prestressed concrete ground storage tank with a decorative brick façade to match the booster station and conform to the local zoning ordinance. A diesel operated 1 megawatt diesel generator is provided for emergency conditions. On site drainage is routed to a rain garden system to provide natural vegetative features on the site.



## COMPLETION

Design  
1.2013 - 2.2016

Construction  
4.2016 - 6.2017

## COST

Design  
\$385,000

Construction + CE  
\$10,500,000

## CLIENT INFORMATION

Charter Township of Canton  
Tim Faas, PE,  
Director of Municipal Services  
4847 South Sheldon Road  
Canton, MI 48188  
734.394.5160

## SERVICES PROVIDED

Architecture  
Community Engagement  
Construction Administration  
Drinking Water Engineering  
Landscape Architecture  
Site Design

## PARTICIPATING STAFF

**L. Tercala:** Process Engineer, **S. Wright:** Engineer, **A. Schripsema:** Surveyor, **M. Cousins:** GIS, **J. Kidd:** CADD

# Clark Road Pump Station Replacement

SUPERIOR TOWNSHIP, MICHIGAN

The existing Clark Road Pump Station was over 50 years old and in structural disrepair. Furthermore, the existing pump station location was problematic due to the proximity to the edge of Clark Road.

The scope of pump station replacement services consisted of a new location of the pump station, approximately 0.25 mile east of the existing pump station location. This would allow for a designated pump station site to be constructed on property owned by Washtenaw County Parks & Recreation. The new site will consist of a Clark Road entrance to a passive park area, dedicated side entrance to the pump station easement area which will be surrounded by security fencing, a new 84" diameter wet well structure approximately 23 feet deep, a new above ground brick/block building for process piping and valving components, as well as associated generator and parking area.



Additionally as part of the pump station project, approximately 1,200 feet of 10" downstream force main was replaced as part of the project (to replace an older AC pipe force main) installed by directional drilling, and approximately 600 feet of new upstream sanitary sewer would be constructed to the location of the existing pump station can. The new gravity sanitary sewer was installed by the guided pilot tube trenchless method to minimize disturbance along the heavily wooded perimeter of the Superior Drain No. 1.

The construction of the wet well and deeper areas of sanitary sewer proved to be challenging due to high groundwater levels and varying soil conditions (clay, silt, sand variations). Deep wells, well points, and local dewatering efforts were utilized to control groundwater and allow for installation of the wet well. Limited open cut sewer installation was provided to the ROW area of Clark Road, where pilot tube sanitary sewer installation will commence upstream to provide upstream sewer conveyance from the west. Upstream sewer conveyance from the east is from an existing gravity sanitary sewer. The downstream force main then routes sewage to an existing manhole at the top of the hill to the east towards the YCUA interceptor.

**COMPLETION**  
Design  
06.2015 - 07.2020  
Construction  
11.2020 - 03.2022

**COST**  
Design  
\$160,000  
Construction  
\$2,300,000

**CLIENT INFORMATION**  
Superior Township  
Rickey Harding,  
Water & Sewer Supervisor  
575 E Clark Road  
Ypsilanti, MI 48198  
734.390.2560

**SERVICES PROVIDED**  
Construction Engineering  
Survey  
Wastewater Engineering

## PARTICIPATING STAFF

**L. Tercala:** Process Engineer, **S. Wright:** Engineer, **A. Schripsema:** Surveyor, **S. Huddas:** Landscape Architect, **M. Cousins:** GIS



# Snow Road Gravity Sewer Design

WASHTENAW COUNTY, MICHIGAN

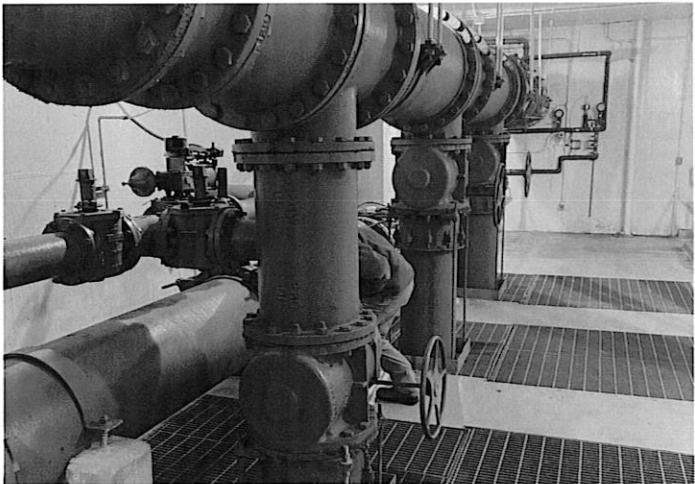
The Snow Road Pump Station is located on the east side of the service area of the Ypsilanti Community Utilities Authority. The Martz Road Pump Station pumps sewage north via gravity sewer which flows under the river and directly into the Snow Road Pump Station, which then pumps north to the Wastewater Treatment Plant.

Large wet weather events are believed to have caused recent problems to this portion of the system. In particular, the section of gravity sewer between Martz Road Pump Station and Snow Road Pump Station, including the section under the Huron River, was identified as a potential pinch point. YCUA hired OHM to analyze existing conditions using peak flows in a hydraulic model. Results of the analysis indicated that a parallel 30-inch sewer under the Huron River would relieve the existing undersized 24-inch sewer and improve system performance.

Upon completion of the alternatives analysis, YCUA contracted OHM to perform a topographic survey, geotechnical investigations, preliminary and final design prepare bid documents, perform environmental surveys (wetland delineation, SCUBA mussel survey, T&E survey, tree survey), and prepare for and secure permit approvals for the design of the parallel sewer under the Huron River and Snow Road pump station upgrades. NTH is a subconsultant to OHM providing geotechnical design recommendations and dewatering procedures.

A critical element of the design included a detailed analysis of the impacts of an open cut construction method with a cofferdam installed within the river. OHM performed a detailed hydraulic analysis using HEC-RAS to evaluate the hydraulic grade line impacts of the temporary installation of a cofferdam that is expected to dam off 60% of the cross-sectional flow area within the river.

Final design was complete in November 2021 and bidding was followed by a NTP for construction in spring 2022. OHM is performing construction engineering for the implementation of the project.



**COMPLETION**  
Study  
01.2020 - 06.2020  
Design  
09.2020 - 11.2021  
Construction  
04.2022 - 12.2023 (expected)

**COST**  
Study  
\$109,430  
Design  
\$300,000  
Construction  
\$5,000,000

**CLIENT INFORMATION**  
Ypsilanti Community Utilities Authority  
Scott Westover,  
Engineering Manager  
2777 State Street  
Ypsilanti, MI 48198  
734.484.4600 Ext. 220

**SERVICES PROVIDED**  
Construction Engineering  
Ecological Services  
Survey  
Wastewater Engineering

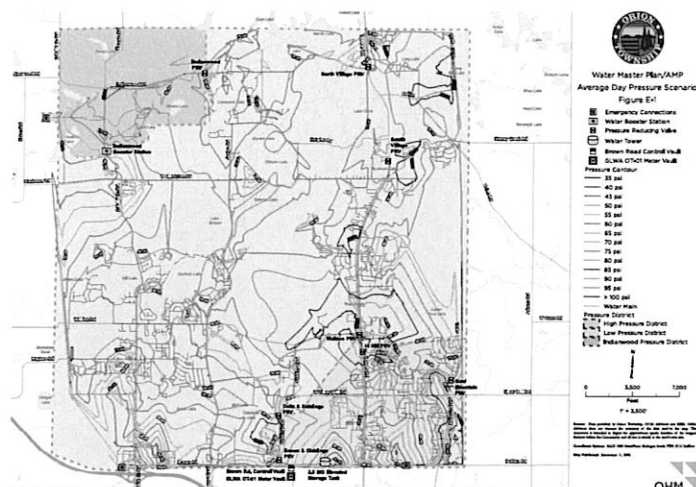
**PARTICIPATING STAFF**  
*140 Schripsema: Surveyor, J. Kidd: CADD*



# Water Reliability Study & Master Plan

ORION TOWNSHIP, MICHIGAN

The Michigan Department of Environment, Great Lakes, and Energy (EGLE) requires municipalities to submit an updated Water Reliability Study every five years. The Water Reliability Study must examine the present-day, 5-year, and 20-year system requirements and capabilities. This includes modeling system pressures at average day, maximum day, and peak hour demands. Available fire protection from the water system must also be modeled. For this project, a new hydraulic model was created from the Township's GIS data. Water demands in the model were determined by analyzing their historic water usage using several sources of data including DWSD records, Township billing records, and Township SCADA data. While the system was found to generally perform well, recommendations were made to improve fire protection and pressures in portions of the system. These included adjusting the pressure settings at the system PRVs and recommending some new water main in select areas. Findings were documented in a Water Reliability Study Report and submitted to the EGLE.



**COMPLETION**  
Study  
03.2020 - 11.2020

**COST**  
Study  
\$36,800

**CLIENT INFORMATION**  
Orion Township  
Bill Basigkow,  
Water & Sewer Superintendent  
2323 Joslyn Road  
Lake Orion, MI 48362  
248.391.0304

**SERVICES PROVIDED**  
Drinking Water Engineering  
GIS  
Hydraulic Modeling  
Demand Analysis  
Water Model Calibration  
Capital Improvement Plan

## PARTICIPATING STAFF

**J. Stevens: Principal, S. Knepper: Water Engineer, M. Cousins: GIS**

# Ford Cove Restoration Study

GROSSE POINTE SHORES, MICHIGAN



Before Proposed Restoration Project

This project included the development of a feasibility plan to restore and reestablish native habitat that has been lost on the Ford House grounds and in Ford Cove, including 5.5 acres of coastal marsh, 8 acres of nearshore habitat, 4 acres of adjacent forested wetland and roughly 1 mile of Great Lakes shoreline. Utilizing the latest technology in concert with natural processes and nature-based solutions to impairments in this coastal habitat, this work focuses on the feasibility of harnessing ecosystem services to provide healthy conditions for our native flora and fauna and support the historical and ecological landscape envisioned by the Ford family and Jens Jensen.

Project tasks include development and subsequent execution of a Quality Assurance Project Plan (QAPP), community engagement, gathering available historic information including soils data, existing design documents, geotechnical and biological studies, sampling and analysis of vegetation, herptiles, birds, macroinvertebrates, fish, mussels, threatened and endangered species investigations, and wetland delineations, collection and analysis of water quality data, hydrodynamic modeling, bathymetry and geotechnical data.

Following completion of the data gathering, baseline ecological evaluations and project consensus, the project team will prepare site specific recommendations for coastal, nearshore, and upland habitat restoration and present to stakeholders for feedback. A master ecosystem restoration plan and a final concept design were created.

<b>COMPLETION</b>	<b>COST</b>
Study	Study
09.2020 - 04.2022	\$194,600
<b>CLIENT INFORMATION</b>	<b>SERVICES PROVIDED</b>
Edsel and Eleanor Ford House	Community Engagement
Karl Koto,	Ecological Services
Director of Landscapes	Survey
& Project Manager	Wetlands
1100 Lake Shore Road	
Grosse Pte Shores, MI 48236	
313.453.2035	
<b>PARTICIPATING STAFF</b>	
<i>J. Stevens: Principal, A. Schripsema: Surveyor, M. Cousins: GIS</i>	

# Brandenburg Park Lakeshore Restoration

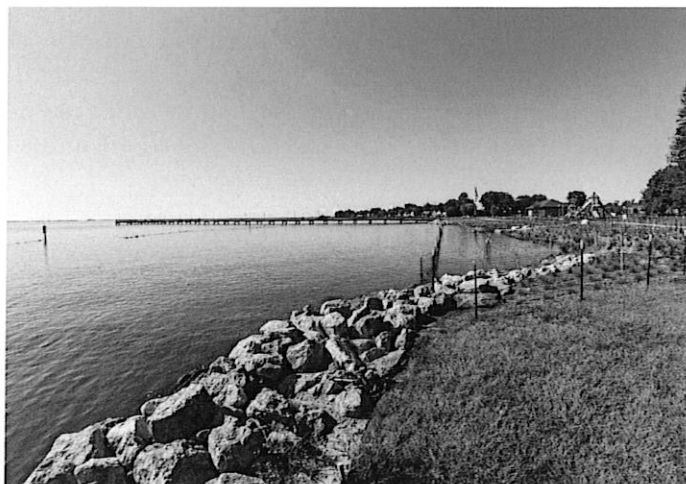
CHESTERFIELD TOWNSHIP, MICHIGAN

Brandenburg Park, located on the shore of Lake St. Clair in Chesterfield Township, Michigan, is an important regional fishing destination, boat launch and waterfront recreation facility for its surrounding Great Lakes system communities. The area has always been and continues to be an ecologically significant habitat for fish and wildlife in the region.

For decades, increasing industrial, agricultural and residential development has degraded the park's 750-foot seawall and eroded the soils behind it - destabilizing the structure, fragmenting the natural habitat and reducing safe access for park users to lakefront recreation. Through collaboration with the Great Lakes Commission and the Michigan Department of Natural Resources, Chesterfield Township partnered with OHM Advisors to complete a shoreline and habitat restoration design at Brandenburg Park.

Our team assessed and studied 740 linear feet of shoreline and 1.5 acres of shoreline and aquatic habitat and designed a plan that included seawall removal and the implementation of bioengineered shoreline stabilization methods combined with habitat structure designs to support native populations of fish, amphibians, macro-invertebrates, herpetofauna and migratory birds. The design also included the construction of rock sills along 200 feet of shoreline to create wetland pockets and increase habitat complexity.

Our team handled permitting, Quality Assurance Project Plans (QAPP) production and reporting and coordinated efforts between multiple entities at the federal, state, and local levels in order to deliver a successful project on schedule and budget and to the specifications of the project needs. The result of this shoreline and habitat restoration design is an enhanced natural environment supporting native populations of biodiversity and providing recreational users enriched educational opportunities and renewed connections to functioning ecosystems.



## COMPLETION

Design  
12.2018 - 9.2019  
Construction  
4.2020 - 9.2020

## COST

Design  
\$120,000  
Construction  
\$800,000

## CLIENT INFORMATION

Chesterfield Township  
Mitch O'Connor,  
Township Engineer  
47275 Sugarbush Road  
Chesterfield, MI 48047  
586.949.0400

## SERVICES PROVIDED

Community Engagement  
Ecological Services  
Structural Engineering  
Wetlands

## PARTICIPATING STAFF

**J. Stevens:** Principal, **S. Siklich:** Client Rep, **A. Schripsema:** Surveyor, **M. Cousins:** GIS

### OTHER SERVICES

#### Survey, GIS & Innovative Technologies

All successful land development projects rely on accurate survey data. Our licensed land surveyors and experienced field technicians use the latest innovations in conventional, robotic and GPS technology to provide fast, accurate and comprehensive boundary and topographical data. Our GIS experts help you optimize existing or develop new systems that can deliver more value than you ever imagined possible. Using innovative technologies, we help local utilities instantly access underground maps or track service orders in real time, and turn city maps into interactive ArcGIS online tools for residents.

#### Private Development / Site Review

Whether we're creating public spaces or regulations, plans or community identities, we take a holistic design approach to shape, preserve and make places better for people. As community development experts who have worked extensively on behalf of public and private sector clients, we know that lasting solutions are never one-dimensional. At OHM Advisors, we understand the economic drivers behind land use and development and what it takes to guide community reinvestment.

#### Construction Engineering & Contract Administration

Whether for roadways, bridges, or utilities, OHM Advisors' Construction Engineering team knows how important it is to keep infrastructure projects on track. We're your partner from project inception through final completion and after—ensuring that construction, documentation, scheduling and budget specifications are followed, and working to deliver safe, successful and on-time results. We view your project holistically, considering the underlying problem and a range of alternative solutions, as well as the project's impact on the environment and the community of people it's designed to benefit.

#### CADD Services

The CAD group is staffed by experts certified through Autodesk testing as Autodesk Certified Professionals in using the design tools of Civil 3D to conduct training and provide technical support to the users. All training is done on site and customized to fit the user. OHM Advisors has spent considerable effort in creating standards documentation and drawing templates to reduce setup time and to create a consistent product.

#### Landscape Architecture / Urban Design

Our landscape architecture and urban design team sees each project as an opportunity to partner, dream big and evoke the poetry of your community. We work collaboratively across all of the firm's disciplines to bring our clients holistic design expertise from across both the public and private development sectors. We work closely with our clients throughout the design process to maximize efficiency. And we partner with your community as a whole through interactive meetings and online engagement to discover valuable resident feedback and build enthusiastic project support.

#### Grant Writing / Funding Assistance

Our team here at OHM Advisors has helped communities throughout Michigan receive funding from a number of different grant funding programs. We understand the importance of obtaining grants and alternative funding for communities. OHM Advisors has a team that fully understands all of the funding opportunities and methods available to communities in every market we serve. We can assist you with selecting the appropriate programs for your projects and preparing all of the necessary applications and background materials.





# Riverside Park Amphitheater

AUBURN HILLS, MICHIGAN

OHM Advisors assisted the City of Auburn Hills with development of their Riverwalk Master Plan in 2008/2009 to guide the development of public spaces along the Clinton River through the Downtown area. This master plan identified several key improvements at Riverside Park as priority to the overall vision. The most significant addition to the park was to be an amphitheater and entry plaza connecting to Squirrel Court.

Planning for the amphitheater project began around 2010 and many different City staff had input over the eight (8) year period prior to construction. The location changed numerous times during the planning phase as the City with OHM Advisors' assistance sought the best location to make the splash pad and amphitheater a cornerstone of the Downtown area. OHM Advisors worked hand in hand with the City to solicit vendors for the splash pad and generate layouts and 3D renderings of multiple options. Limited construction budget was a large hurdle to overcome and OHM Advisors brought forward a number of cost saving alternatives while still seeking to maintain the premier look the City desired.

The design of the amphitheater focused on utilizing a natural elevation change from the adjacent roadway down into the park. This existing slope was roughly vegetated and did not add to the usable areas within the park, so the plans focused on maximizing that area instead of impacting other park features. The amphitheater contains terraced seat walls with stairways/sidewalk. The plaza space is also tiered to follow the park topography. The project also incorporated ramps on both sides of the amphitheater to provide ADA access to various terraces of seating, the stage area, and all levels of the plaza.

The scope of the project included a water play area (splash pad), plaza/gathering space, tiered amphitheater seating for several hundred and an elevated stage to provide a focal point for City events. The design was tightly constrained to a small area of the park and required very specific grading due to the proximity to the Clinton River and the existence of 100-year food plain throughout the majority of the park area.



## COMPLETION

Design  
5.2011 - 11.2017

CE & Construction  
4.2018 - 6.2019

## CLIENT INFORMATION

The City of Auburn Hills  
Ron Melchert,  
Director of Public Works  
1827 N. Squirrel Road  
Auburn Hills, MI 48326  
248.391.3777

## COST

Design  
\$161,500.00

CE & Construction  
\$1,200,000

## SERVICES PROVIDED

Construction Administration  
Landscape Architecture  
Site Design  
Survey

## PARTICIPATING STAFF

**J. Stevens:** Principal, **J. Ashburn:** Field Client Rep, **A. Schripsema:** Surveyor, **B. Weaver:** Landscape Architect, **S. Huddas:** Landscape Architect, **M. Cousins:** GIS, **J. Kidd:** CADD

# Oakland County Campus Utility Locating and Mapping

OAKLAND COUNTY, MICHIGAN

OHM Advisors was contracted to update Oakland Counties Facilities Utility Geodatabase in an effort to improve the spatial location of the utility networks on Oakland Counties Campus in Waterford, Michigan.

The OHM GIS Team was tasked with field locating seven utility system within the project area. The seven utility systems included water distribution, sanitary sewer, storm sewer, gas, electric, telecom, and cctv. Record information was provided in the form of a CADD file and PDF documents for all utilities. Using GIS methods, we were able to convert all CADD and digitize PDF as-builts to GIS format to create the project reference base map.

Once we established the base map for the project area, we deployed our GIS team to the field for data collection. Using Eos Positioning Systems High Accuracy GNSS Receivers we collected all horizontal structure data with centimeter grade accuracy. All data was collected using Esri Field Maps and recorded into is proper feature template. Next, we needed to connect the dots.

Traditional methods for collecting metallic and conductive infrastructure were used to pinpoint the location of the underground utilities. Additionally, using modern Bluetooth and mobile technology, we were able to collect precise location (x,y, and z) of all metallic pipes and conduits that contain grounding wires or tracer wires directly into our GIS where it was available to office technicians in real-time for analysis.



The final deliverable for this project contained a high precision GIS geodatabase with all feature types, photos, and geometry. Data that was recorded using the pipe and cable locator provided insight into how the under-ground utilities were installed. For example, we were able to identify the location of a gas service line the was once thought to have been installed more than 50' for where we located the pipe. The client now has a highly accurate representation of its utility network to assist them in future projects and to mitigate potential conflicts, as well as assisting in routine maintenance operations.

## COMPLETION

Design  
12.2020

## COST

Design  
\$45,000

## CLIENT INFORMATION

Oakland County

Jason Warner,  
Supervisor Facilities Planning &  
Engineering

1 Pub Works Building #95W,  
Waterford Twp, MI 48328

248.858.0138

## SERVICES PROVIDED

GIS Services

## PARTICIPATING STAFF

***M. Cousins: GIS, J. Kidd: CADD***



## SURVEY, GIS & INNOVATIVE TECHNOLOGIES

### Survey

Our Survey group combines skilled professionals and the latest equipment to perform accurate surveying for our clients. OHM Advisors' survey team provides global positioning, construction staking and topographic, right-of-way, easement preparation, boundary, and geodetic control surveys. To enhance our CADD capability and improve our design efficiency we have ten electronic total survey stations. These instruments are equipped with data collectors or electronic field books. This automates our topographic surveying, survey calculations, design, earthwork calculations and subsequent construction layout.

Our Survey Group is equipped with the latest in technology, training, and certifications. All Survey Crew chiefs have laptop computers for real-time data exchange. With skilled staff, ten fully robotic instruments, ten Trimble real-time GPS Receivers, two Trimble DiNi Digital Level and a host of other instruments, our team performs surveys of the highest quality, in tight timeframes.

Among our newer technologies is the use of unmanned aircraft systems, which includes drones. Giving us the ability to navigate unsafe conditions or inaccessible areas, the use of drones in our survey work has proven to be very cost-effective and beneficial to our clients by saving on field staff to photograph, survey and gather condition data quickly and efficiently. Our team of pilots are FAA-certified and stay current on regulations and techniques.

OHM Advisors owns Trimble Real Time Kinematic (RTK) GPS receivers and post-processing software that provide our survey team with centimeter accuracy. GPS is used to determine State Plane Coordinates for horizontal control on projects and to provide coordinates and elevations for aerial mapping. Kinematics, pseudo-Kinematics, and rapid static techniques are effective to determine project coordinates to the centimeter level of accuracy. "Rapid Static" and "Real Time" techniques are being used in some control and topographic applications. "Real Time" is also being used in some layout applications.

### Our full scope of surveying services includes:

- Road design surveys
- ALTA/NSPS land title surveys
- Boundary surveys
- Topographical surveys
- Hydrographical surveys
- Right-of-way surveys
- As-built surveys
- Stock pile volumetric surveys
- Construction layout
- Land divisions
- Preparation of legal descriptions
- Subdivision plats
- Condominium documentation
- GPS control networks
- GIS
- Mapping

### Survey Software

- |                    |                           |
|--------------------|---------------------------|
| • AutoCAD Civil 3D | • StarNet                 |
| • Geopak           | • Trimble Business Center |
| • MicroStation V8i | • Trimble Access          |
| • Power GEOPAK V8i | • TDS ForeSight DXM       |
| • CAICE            | • TDS Survey Pro          |
| • LevProc          |                           |







## GIS Services

The OHM Advisors GIS group provides a full range of GIS services including strategic plan development for GIS implementation, data automation/conversion and integration, database development, application development, spatial web integration, GPS data collection, mobile data collection & ArcGIS Online, and general consulting services.

The OHM GIS group prides itself in being progressive with the usage of new and innovative technology and software. The GIS group can assist in the evaluation and recommendation of all your hardware and software needs. This includes GPS hardware, drones, Augmented & Virtual Reality, mobile devices, 360° imaging, custom video capture for pre & post construction, the new underground locating using Eos Locate, Lucy, ElementsXS, and Esri ArcGIS.

As an Esri Silver Partner, OHM Advisors can call on the full range of services available through Esri and their network of business partners. OHM Advisor's service-oriented GIS group is keen on tailoring systems to clients' needs while maintaining industry standards for data sharing and integration. This includes full ArcGIS Enterprise deployments and custom ArcGIS Online deployments.

Asset Management Programs (AMP) vary depending on the community's needs and budgets. Our GIS department can work with clients to develop or update their GIS for each desired utility system as needs and budgets allow. The team can update the client GIS both via spatial location and attribution

to create a complete network. Once the GIS is complete, if desired, the team then works with the client to implement an asset management plan within a secondary AMP software or within ArcGIS. Systems analyzed have included some of the largest utility systems in the State of Michigan.

Along with an AMP software integration, OHM Advisors may help the community in GIS/AMP training along with an ArcGIS online implementation for more efficient workflows. OHM Advisors can evaluate existing systems and recommend upgrades to hardware and software so the client can better utilize their GIS system as an operational and planning tool. With the usage of ArcGIS Online applications, like Web AppBuilder, Dashboard, Experience, and StoryMaps, the results will allow the GIS database to be fully used as a conditional evaluation tool, as well as ensuring the ability of the database to merge with the client's computerized maintenance management system program.

### GIS Software

- ArcGIS Enterprise v10.8.1
- ArcGIS Pro v2.7.2
- ArcGIS Desktop v10.8.1
- ArcGIS Desktop Extensions: 3D Analyst, Spatial Analyst, Geostatistical Analyst, et al
- ArcGIS Online Suite – including custom application development and mobile solutions
- Adobe Creative Cloud: Photoshop, Illustrator, Premiere Pro, Lightroom
- Nearmap Imagery

## PRIVATE DEVELOPMENT PLAN REVIEW

### Plan Reviews

OHM Advisors has knowledgeably assisted communities and utility authorities with plan reviews for numerous proposed development and re-development projects to ensure these developments meet the specific community standards for site civil elements such as roads, parking lots, traffic impacts, stormwater management, water main, sanitary sewer, retaining walls, grading, and general plan requirements.

Our involvement in the review process regularly includes engineering reviews for concept plan/pre-application conferences, preliminary and final site plans, construction plans, and preliminary and final plats. We have experience with reviewing a wide variety of development project types including residential single family and multi-family subdivisions, apartments, planned unit developments, condominium developments, commercial developments and re-developments, industrial developments, mining and extraction operations, and platted subdivisions.

Through the plan review process, our staff routinely attends and presents reports to planning commissions, city councils, and township boards. Beyond plan review, OHM Advisors will help to support the development process by guiding projects through preconstruction, construction and post construction phases. This can include developing standard operating procedures and standards documents to help formalize the development process. This will help community development by providing an upfront understanding of process, duration and likely costs for permitting.

Following approval of construction plans for developments projects, OHM Advisors, on behalf of the community, performs construction observation of the developer's activities to ensure conformance to the approved construction plans.

- OHM Advisors regularly prepares record drawings and GIS updates for numerous clients.
- Through the use of designated SESC plan review and design engineers and certified storm water operators, OHM Advisors has the ability to review and administer soil erosion compliance. We currently have registered engineers on staff.
- OHM Advisors has certified flood plain managers and can complete FEMA Flood Plain revisions and reviews, including CLOMR (and subsequent LOMR), and LOMA for individual lots or acreage.



WE'VE HELPED MANY CLIENTS WITH PLAN REVIEWS FOR A VARIETY OF PROJECTS AND WITH OUR EXPERT KNOWLEDGE HELPED OUR CLIENTS AND THEIR COMMUNITY NAVIGATE COMPLICATED STANDARDS AND REQUIREMENTS.

	RESIDENTIAL DEVELOPMENTS	COMMERCIAL DEVELOPMENTS	PLANNED UNIT / CONDO DEVELOPMENT	INDUSTRIAL DEVELOPMENTS	MINING / EXTRACTION OPERATIONS	PLATTED SUBDIVISIONS MASTER PLAN	TRAFFIC IMPACT STUDIES
SUPERIOR TOWNSHIP	•	•	•	•		•	•
SCIO TOWNSHIP	•	•	•	•			•
CITY OF LINCOLN PARK		•		•			
LIVINGSTON COMMUNITY WATER AUTHORITY	•	•	•	•			
YPSILANTI TOWNSHIP	•	•	•	•		•	•
CITY OF AUBURN HILLS	•	•	•	•		•	•
CITY OF ROMULUS, MI	•	•	•	•		•	•
YPSILANTI COMMUNITY UTILITIES AUTHORITY	•	•	•	•			
HURON TOWNSHIP	•	•	•	•			•
NORTHFIELD TOWNSHIP	•	•		•			•
CITY OF YPSILANTI		•	•	•		•	•
ORION TOWNSHIP	•	•	•	•			•
CITY OF WESTLAND	•	•	•	•		•	•
AUGUSTA TOWNSHIP	•	•	•				•
CITY OF DEXTER	•	•		•			
LIMA TOWNSHIP	•						•
VILLAGE OF MILFORD	•	•		•			
FREEDOM TOWNSHIP	•				•		
BRIDGEWATER TOWNSHIP	•				•		
LODI TOWNSHIP	•				•		



## CONSTRUCTION ENGINEERING & CONTRACT ADMINISTRATION

### Construction Engineering

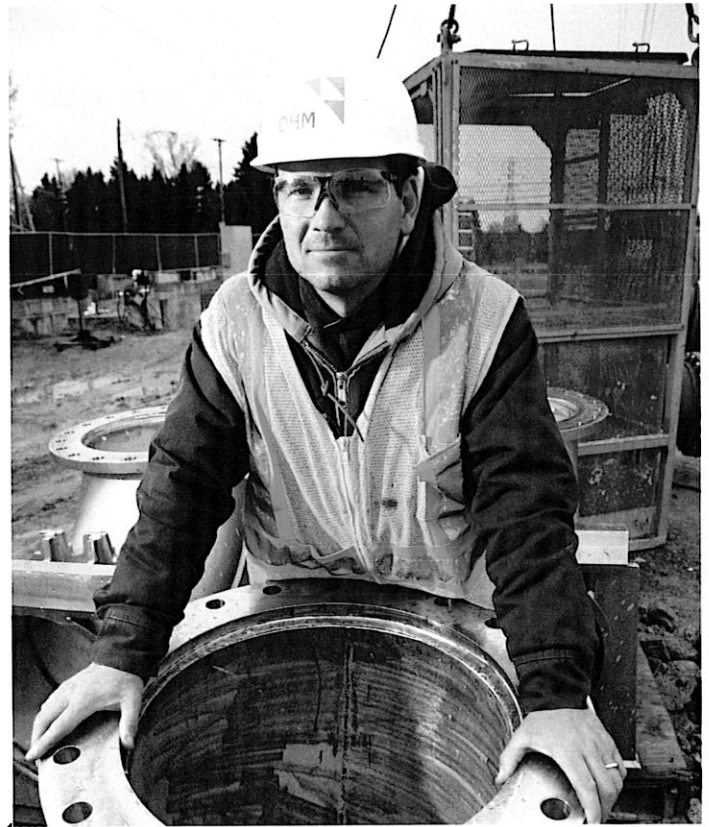
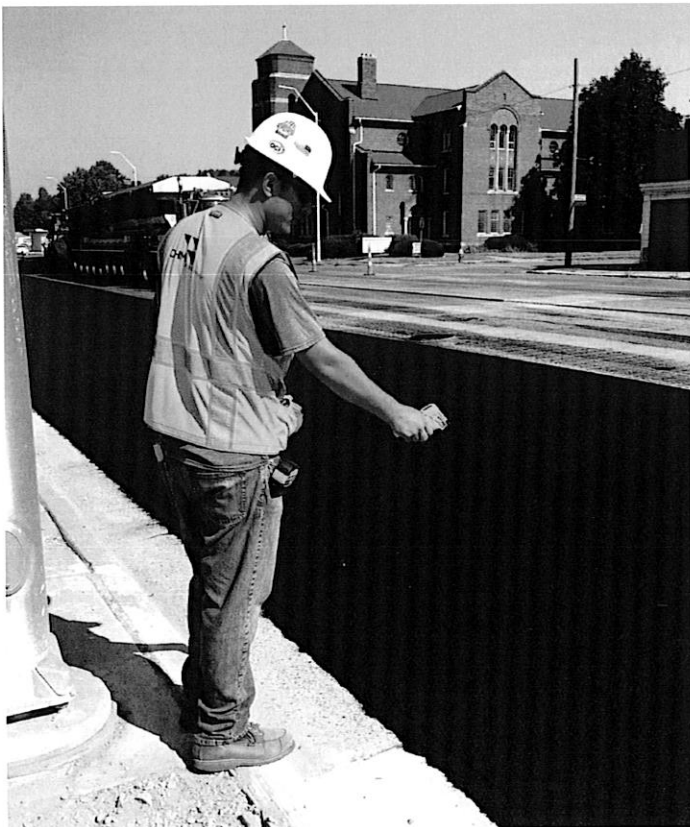
OHM Advisors has direct experience with a wide range of municipal construction engineering projects. From site evaluations to final inspection, and from local water main replacements to complex roadway interchanges, and everything in between, we provide value with our innovative engineering solutions.

We have assembled an experienced and qualified team to perform full construction engineering, contract administration and project oversight. We have included key staff to fit this statement of qualifications, but we also have over 600 other professional and technical staff that can be utilized if the need arises.

OHM Advisors will provide inspection services and look out for the best interest of the Township. Our construction administration includes management and QA review of all of our construction services including:

OHM Advisors will provide inspection services and look out for the best interest of the Township. Our construction administration includes management and QA review of all of our construction services including:

- Provide construction inspection and observation services with qualified staff
- Provide construction staking as needed
- Review third party testing services to ensure we have the necessary approved tests to move forward with construction, and to meet funding requirements
- Facilitate progress meetings with Township staff and the Contractor, and provide meeting minutes
- Provide quality assurance testing and reporting
- Provide measurement, computation and documentation of quantities
- Review and approve contractor pay applications.
- Reporting/record keeping, including project status updates to the Owner
- Finalization of all project documentation



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## Contract Administration

OHM Advisors will provide construction administration services for all Township projects assigned to us. We will manage the project to ensure the construction costs are within budget and eligible for payment with federal funding or other funding mechanisms. Our team will track the completed work, and any necessary contract modifications. We will work directly with the contractor and the Owner to resolve claims in a timely manner.

### CA: Office Services

Construction administration services will begin immediately following the award of a contract to a contractor. OHM Advisors will provide organized information to outline the progress of the project from contractor initiation, to completion of final punch list items.

- Prepare Owner-Contractor agreements.
- Coordinate the professional staff, consultants, and all other project related resources by distribution of written documentation.
- Monitor, evaluate, and provide administrative action to achieve timely processing of shop drawing submittals. Also, will maintain records of request for information, requested changes, and shop drawing submittals for future reference.
- Provide timely responses to field questions.
- Perform a final site walk through, and prepare and distribute a final punch list when contractor has identified substantial completion.

### CA: Field Services

OHM Advisors will perform field services during the project's construction. Our experienced field staff will provide accurate and timely information to the owner as needed to assure proper communication.

- Perform site visits (frequency once project is defined) to evaluate the contractor's progress and verify the contractor's request for payments.
- Perform monthly progress meetings with contractor, sub-contractor, and Owner's representative to review and coordinate issues and construction schedule.
- Perform a final punch list walk-through with the contractor and an Owner's representative to verify the project is acceptable.

- Assist the client with collection of close-out documents including consent of surety, affidavit of payment to subs and suppliers, warranties, and lien waivers.

### Close-out of Each Stage of the Project

We will work with the Construction Manager to establish the construction schedule and develop a plan for maintaining the schedule, which will include punch list generation and close out procedures. Typically, there is a monthly meeting with the Construction Manager, the Engineer, and the Owner to review the progress of the project, any outstanding issues, and the financial status of the project.



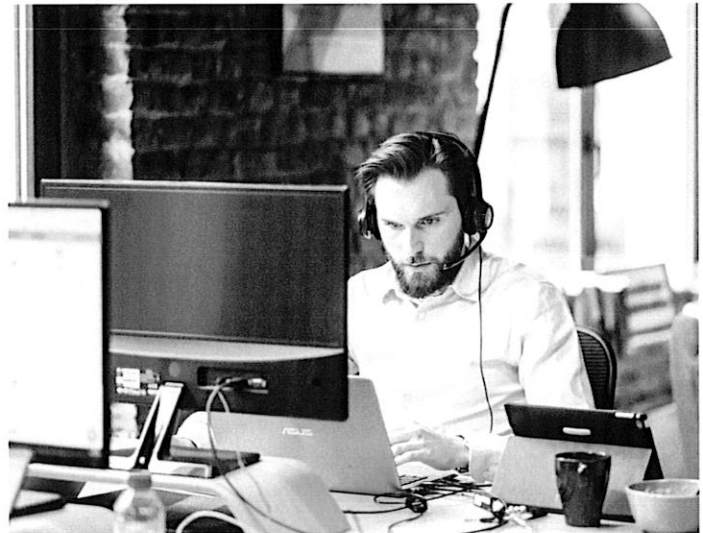
## CADD SERVICES

### CADD

OHM Advisors maintains more than 285 Computers (Laptops and Desktops) running AutoCAD Civil 3D. A typical CAD workstation will be outfitted with 32 GB of RAM, high-end graphics cards, dual 24" monitors and, in some case, triple monitors. All the Autodesk software owned by OHM Advisors is maintained through subscription to insure access to the latest versions and patches of the software. The CAD group is staffed by experts certified through Autodesk testing as Autodesk Certified Professionals in using the design tools of Civil 3D to conduct training and provide technical support to the users. All training is done on site and customized to fit the user.

OHM Advisors has spent considerable effort in creating standards documentation and drawing templates to reduce setup time and to create a consistent product. The design tools in Civil 3D are used to create dynamic models which are linked between drawings with data shortcuts. The components of the model are tied to each other such that if there is an alignment change to a water main or sewer, the structures, pipes, profiles, and sections are also updated automatically. The labels for each object are created from the object properties instead of being "typed", this reduces errors and allows for a real-time view of the data. Using this dynamic workflow, the designer can explore many design options in a short amount of time. The objects in the model have horizontal as well as vertical information and allow the data to be viewed in 3-D to see things such as grading impacts, pipe interference and drainage issues.

In addition to AutoCAD Civil 3D, OHM Advisors also uses Revit MEP, Revit Structure and Revit Architecture which is based on the same concept of BIM. Revit is used to create a 3-D model of buildings, structures and sub-structures that can be interfaced with the site infrastructure design. There are approximately 50 users trained company-wide in Revit.



OHM Advisors uses a technology called Panzura to connect offices to each other and to the cloud using a caching system. The project data is cloud based and encrypted using AES 256-bit algorithms. The data is compressed and de-duplicated then encrypted with TLS 1.2 while in transit for additional security. Panzura allows users to be in different offices and still share data as if they were sitting next to each other. An engineer in Nashville can edit a drawing that is being used by a technician in Livonia and the updates are seen in seconds. This allows us to better share resources and while maintaining synchronization between drawings. In addition to the speed of access and security, all data is synced to off site storage for disaster recovery and have snapshots to provide file recovery in hourly increments.

OHM Advisors' CAD staff utilizes the following software:

- AutoCAD
- Revit
- Civil 3D



## LANDSCAPE ARCHITECTURE / URBAN DESIGN

### Landscape Architecture

OHM's landscape architecture and urban design team sees each project as an opportunity to partner, dream big and evoke the poetry of your community. We work collaboratively across all of the firm's disciplines to bring our clients holistic design expertise from across both the public and private development sectors. We work closely with our clients throughout the design process to maximize efficiency. And we partner with your community as a whole through interactive meetings and online engagement to discover valuable resident feedback and build enthusiastic project support.

#### Parks, Public Space & Master Plans

Our comprehensive approach around the creation and re-imagining of parks and public spaces involves master planning focusing on circulation and access for utmost public convenience and enjoyment. Our team designs master plans, structures, playgrounds, pavilions, plazas and signature community amenities to be landmark community hubs that foster connections between people.

#### Streetscapes

Our designers create streetscapes that foster connectivity and provide increased pedestrian safety, weaving visual enhancements into the designs to influence people's experience of the spaces. Our new and renewed streetscapes are highly functional and instill a sense of place, through the use of thoughtful pavement selections, vibrant planting designs, timeless site furnishings, community art and sculptural elements that inspire people to gather.

#### Trails & Greenways

We create active transportation solutions for safe walking and cycling options in and on trails, bike lanes, gateways and greenways. Each project is an opportunity to promote healthy lifestyles and grow robust economies through dynamic walking and bicycling networks that connect home, work, school, shopping and recreation.

#### Green Infrastructure

Our firm is committed to sustainability and environmental awareness and our integrated team of landscape architects, urban designers and engineers begins each project from this perspective. Our team works together to create aesthetically-pleasing engineered landscapes from bioswales to urban streetscapes. These types of solutions manage stormwater

more efficiently and more cost-effectively in both the short and long terms—with minimal environmental impact.

#### Branding, Wayfinding & Signage

An identifiable community brand creates a lasting impression. Our landscape architects and urban designers work with you to understand your community's unique identity or help you define one. Then we create interesting ways to visually communicate your brand to resonate with citizens, patrons and tenants, such as through modern bridge aesthetics and gateways. We also create wayfinding that improves pedestrian access, circulation and safety, and develop accompanying signage using varied materials, color and lighting options.

#### Visualization & Graphics

Inherent in our work on your project is the need for a rich visual display that realistically portrays your conceptual design and creates your project's story. Our team uses impactful tools like drones, HoloLens, SketchUp and Lumion for high-quality graphic display of plans and illustrations to enrich public understanding, and build both public and private sector support and buy-in for your project.



GRANT WRITING & FUNDING ASSISTANCE

Our multidisciplinary team understands the challenges municipal and local governments face today with funding cutbacks at higher levels of government and the need to find investment dollars for infrastructure improvements and other important goals. We’ve helped many clients draw up asset management plans and determine special assessment districts—and, with our expert knowledge of funding initiatives and strategies, helped navigate complicated grant and loan funding applications and administration to obtain needed funds for municipal projects.

OHM Advisors diligently assists the communities we serve when applying for and/or administering nearly every type of federal, state, or regional infrastructure grant and loan program. These include state revolving funds for utility and stormwater improvements, state S2 and SAW Grants, public works commissions, roadway safety and enhancement grants, state natural resource park and recreation grants, clean water funds, Community Development Grants, and the other key funding sources for municipalities.

OHM Advisors maintains strong working relationships with the grant and loan administrators. We have a reputation for quality submittals that follow program rules and schedules. We only recommend a source if we believe you have a significant chance to be funded, and offer a number of payment options to minimize your risk.

Upon award of funding, OHM Advisors also routinely assists our clients with the administration of the loans and grants. Our attention to details, timeliness, and relationships with the funding agencies helps to ensure our clients maximize the use of the awarded funds, and minimize any risk for problems. Many of these grants have follow-up audits completed by the funding agency. OHM Advisors routinely receives compliments from these agencies for the completeness and organization of project files.

Successful Grants & Funding Sources

EGLE SAW Grants
State Revolving Funds
MDOT Transportation Alternatives Program (TAP)
MDOT Surface Transportation Program (STP)
MDOT STP Small Urban Program
MDOT Local Bridge Program
MDOT Safe Routes to School Program (SRTS)
MDOT Safety Enhancement Program (HRRR)
MDOT Priority Road Improvement Program (PRIP)
MDOT Transportation Economic Development Fund (TED-F)
MDOT Congestion Mitigation & Air Quality Improvement Program (CMAQ)
Community Development Block Grants (CDBG)
Oakland County Tri-Party Funding
MDNR Trust Fund
USEPA - Water Infrastructure Finance and Innovation Act (WIFIA)
Great Lakes Restoration Initiative
NOAA - St. Clair-Detroit River System Coastal Restoration Initiative
NFWF - Southeast Michigan Resilience Fund



## ADDITIONAL SERVICES

OHM Advisors offers our clients and the communities they serve what some may consider outside of traditional civil engineering services. Any one of our multi-discipline groups can be brought in on project teams to help with unique projects, or supplement traditional civil engineering projects as requested.

**Below you will find a brief description of our company's experience for the "Other Scope of Services" as listed in the RFP.**

### Dam Inspections

The OHM Advisors' Dam Safety Inspection Team has successfully completing hundreds of dam safety inspections throughout the State of Michigan. The clients have ranged from cities and drain commissioners to lake associations and private individuals. Our team also has experience in dam hydraulics analysis, operational manuals, emergency action plans, as well as dam design, repair and construction.

### Pavement Maintenance & Management

Our team has been on the forefront of planning and asset management for pavement infrastructure. We have assisted numerous communities with their long term pavement management plans and funding needs. Our ongoing pavement maintenance plan and annual road report for the City of Auburn Hills, which has been ongoing for the past 20 years, was recognized with an award from the Michigan Transportation Asset Management Council.

### Various Studies

Our full service team has the ability to complete any study the Township may need. We have completed numerous studies for utility capacities, drainage issues, roadway/pathway geometrics, traffic studies, and many others. Our team of experts are here to serve the Township in any capacity to help Orion Township achieve its goals.

### Water System Modeling

Our engineers have in-depth experience in hydraulic modeling and regularly develop capital improvement plans to meet a community's desired level of service. Cutting edge hydraulic modeling capabilities, including smart water technology, allow us to better understand the behavior of the systems we design and improve their longterm performance, a key to successful and sustainable water engineering. We have the technical resources, knowledge, and multi-disciplinary expertise to bring environmentally responsible water resources solutions that satisfy your needs and successfully address regulatory requirements and diverse stakeholder interests. Our team of water resource experts masterfully applies experiences gained in emerging technologies to provide technical solutions that are smart, sustainable, and based on sound scientific and engineering analysis.

### Sewer System Modeling

Innovation is the backbone of our wastewater practice and is built into each and every project, resulting in practical solutions that deliver environmental benefits. Our talented wastewater professionals work with communities and private clients alike, to design high-performance facilities, creating strategic long-range infrastructure management plans, and everything in between.

### Wetland Services

Whether located in highly urbanized areas or in natural areas, wetlands are a vital component of our ecosystems and provide invaluable services to our communities. Our team is ready to provide wetland services including delineations, monitoring, regulatory compliance and planning and design services to meet your community's needs.

## METHODS OF COMMUNICATION

OHM Advisors believes in “communicating to excess.” This is one of our strategies in ensuring your satisfaction. We have recognized that the key to successful projects is active communication with all parties, thereby keeping everyone informed and allowing for effective decision-making. We work diligently in keeping the lines of communication open, and to make certain we are available to clients upon a moment’s notice.

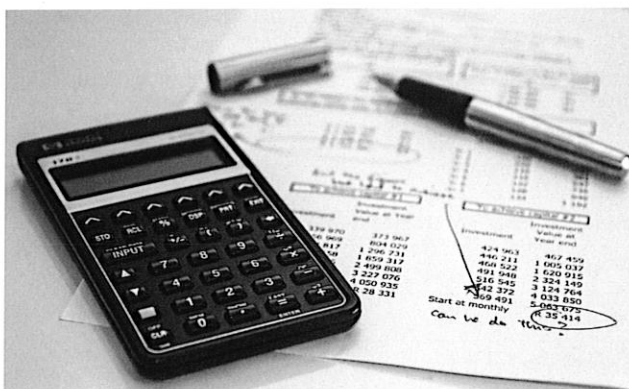
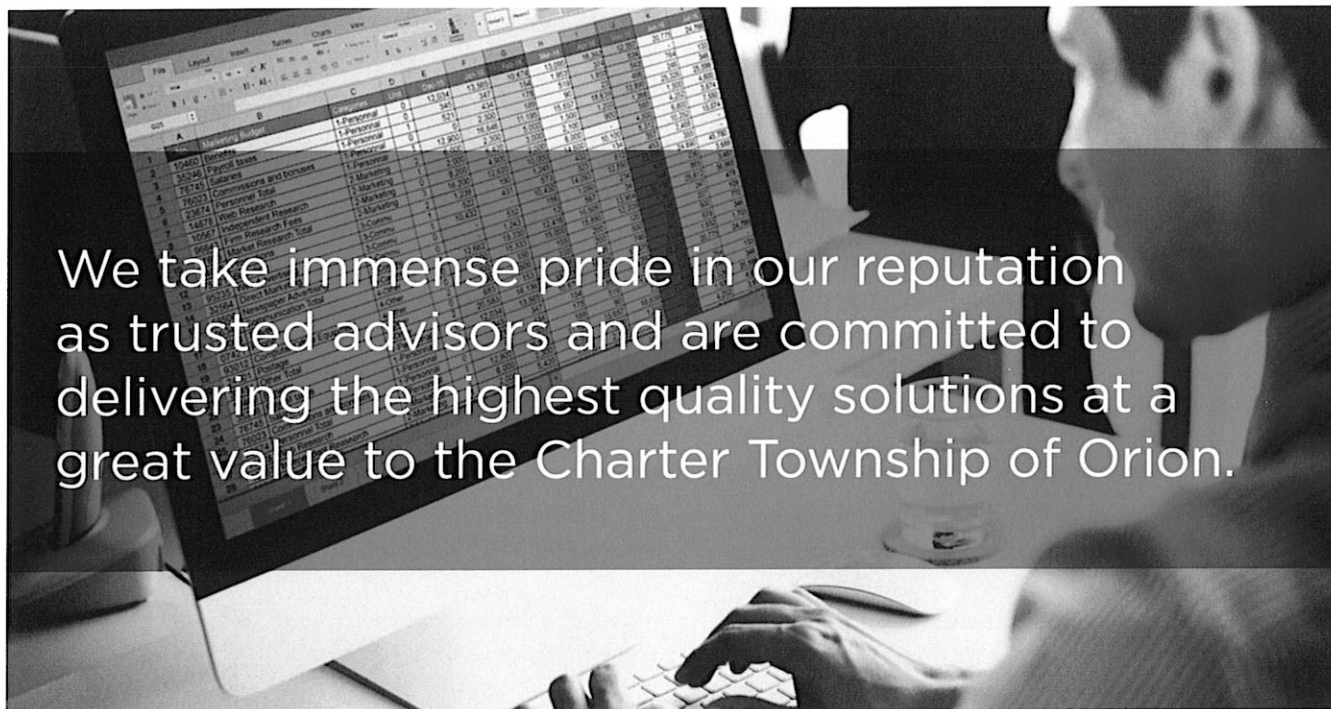
The Project Team understands the need for strong communication between client and consultant. Based on our successful relationships with other municipal client communities, OHM Advisors proposes to develop a Communication Plan that we feel will complement our partnership with the Township. We will continue to refine this plan based on the experience and desires of your staff and on additional insights gained from every new program or project.

**WE STRIVE TO RESPOND PROMPTLY TO PHONE CALLS AND EMAILS AND MAKE STAFF AVAILABLE 24/7. THE STANDARD TIME TO RESPOND TO SITE REVIEWS WILL CONTINUE TO BE 2-WEEKS OR LESS. WE UNDERSTAND CERTAIN PROJECTS HAVE EXPEDITED SCHEDULES AND HAVE AND WILL CONTINUE TO RESPOND ACCORDINGLY.**

Most communications will take place in person, in the field, over the phone, through e-mail, and at scheduled meetings. The Project Team shall assist in keeping those involved advised of the project goals, schedules, meetings and development. Jim Stevens will serve as the primary contact as the Principal In Charge. He will work directly with Township and will be the initial step in the communication of projects. All of our discipline leads have worked extensively with cities, villages, and townships, as well as road agencies and drain commissioners. We understand the importance of sound communications and will assist during all manner of public functions, including board and planning commission meetings, neighborhood meetings, social and business gatherings.

OHM Advisors’ staff is trained on how to facilitate meetings and to set desired outcomes for meetings that are agreed to by the participants prior to starting the meeting. We also believe in having agendas and we do not leave meetings without a summary and action plan communicated to the meeting participants.





## COMPREHENSIVE COST & STAFFING

OHM Advisors is constantly looking for ways to provide greater value to our clients, including Orion Township. Opportunities include grants, such as Safe Routes to School, TAP, or MDNR Trust Fund. Other opportunities include identifying new ways to purchase water, such as NOCWA, or creative designs. We are proud of the efforts that have assisted the Township in providing greatest value to its citizens, saving the taxpayers millions of dollars.

## OUR ABILITY AND SUCCESS AT DELIVERING COST EFFECTIVE SOLUTIONS IS A DIRECT RESULT OF OUR PROCESS

It is our experience that Engineering Consultants are not consistent in terminology, level of service, how services are billed, and the value they provide; making it difficult for Communities to compare. OHM Advisors proposes to keep the same fee structure that has been in place, however, we would welcome a discussion on any changes the Township would request on how engineering services are billed.

Our design engineering fees which includes all required services (preliminary engineering, survey, design development, permitting, final design, specifications, bidding, and award) from the start of the project through award of the construction contract is between 5-10% of the construction cost. Fees vary depending upon the size, complexity, and services required for the project.

Our construction services fees, which includes all required services (staking, contract administration, construction engineering, progress meetings, resident complaints, as-builts, closeout documents) to complete the construction of the project is between 5-10% of the construction cost. Construction observation is bid by the contractor as observation days.

Miscellaneous services, such as studies, GIS, or general engineering support is billed via an hourly rate schedule.

We have only requested two increases in our hourly rate schedule since 2010. We are proposing to utilize our 2021 hourly rate schedule. Historically, very little work is performed for the Township (that is not a pass through to a developer) utilizing an hourly rate schedule. So far in 2022, hourly rate schedule work that is funded by the Township is roughly 15% of the total work performed. Applying our proposed rates to all the Township funded work would only represent a 5% increase, less than 2% per year.

Our hourly rate schedule includes a variety of classifications, we have noted frequently used personnel for as-needed civil projects and their current classifications. Please note that in 2022, the Township was charged only 12 hours of Principal time and no hours of Senior Associate time. The most frequent billing classifications are Technician II and Professional Engineer I. Please also note that we do not charge a

separate rate for overtime, and we do not charge for expenses, such as mileage, equipment, etc. Our rates are all inclusive.

As a service to Orion Township, we do not charge the Township for miscellaneous tasks, such as general meetings, complaint investigations, and other miscellaneous tasks that are not part of an approved project. These miscellaneous efforts are tracked on an Orion Township overhead project number. So far in 2022, this effort represented over \$100,000.

In addition, we historically have not asked for extra budget/compensation on projects via change orders and other unforeseen conditions beyond the Township's control. In 2022, when averaging all of the hours worked on behalf of the Township and the amount billed, the effective billing rate to the Township currently in 2022 is \$98/hour.

### Frequently Used Staff & Hourly Rate

Personnel	Role	Classification	Billing Rate
James Stevens, PE	Principal In Charge	Associate	\$185.00
Jerry Ashburn	Constructability QA/QC	Technician IV	\$140.00
Mark Landis, PE	Municipal Project Manager	Professional Engineer IV/Architect IV	\$183.00
Jennifer Lawrence	Construction Technician	Technician II	\$103.00
Various Inspectors	Construction Technician	Technician II	\$103.00
Joseph Lehman, PE	Municipal Engineer	Professional Engineer I/Architect I	\$140.00
Kim Klieber, EIT	Municipal Engineer	Graduate Engineer I	\$123.00
Various Municipal Engineers	Municipal Engineer	Graduate Engineer I	\$123.00



## Hourly Rates

It is understood that if a contract is entered into as a result of this RFP it will be based on a separate cost proposal for specific requested services. The provided hourly rates will serve as a basis for our cost proposal for miscellaneous services. Our hourly rates will be subject to an annual adjustment not to exceed 3%, as approved by the Township.

Professional Engineer IV / Architect IV / Senior Interior Designer IV	\$183.00
Professional Engineer III / Architect III / Senior Interior Designer III	\$165.00
Professional Engineer II / Architect II / Senior Interior Designer II	\$150.00
Professional Engineer I / Architect I / Senior Interior Designer I	\$140.00
Project Specialist II	\$158.00
Project Specialist I	\$130.00
Graduate Engineer IV	\$145.00
Graduate Engineer III	\$138.00
Graduate Engineer II	\$130.00
Graduate Engineer I	\$123.00
Graduate Architect III / Landscape Architect III / Interior Designer III	\$132.00
Graduate Architect II / Landscape Architect II / Interior Designer II	\$112.00
Graduate Architect I / Landscape Architect I / Interior Designer I	\$100.00
Technician IV	\$140.00
Technician III	\$120.00
Technician II	\$103.00
Technician I	\$83.00
Engineering / Architectural / Interior Design Aide	\$65.00
Professional Surveyor III	\$162.00
Professional Surveyor II	\$150.00
Professional Surveyor I	\$135.00
Graduate Surveyor	\$115.00
Surveyor III	\$117.00
Surveyor II	\$110.00
Surveyor I	\$90.00
Surveyor Aide	\$70.00
Planner IV	\$160.00
Planner III	\$140.00
Planner II	\$118.00
Planner I	\$100.00
Planner Aide	\$65.00
Graphic Designer	\$110.00
Administrative Support	\$70.00
Clerical Aide	\$60.00
Principal	\$210.00
Sr. Associate	\$195.00
Associate	\$185.00



**PROPOSAL QUALIFICATION FORM**

This form, filled in and with requested attachments, shall be submitted by the bidder and received with the Request for Proposal. Failure to submit this completed form with your proposal response may be considered grounds for the rejection of any proposal.

1. Name of Organization:	<u>Orchard, Hiltz &amp; McCliment, Inc. (dba OHM Advisors)</u>	
2. Type of Organization (Corporation, Partnership, LLC, etc.)	<u>Corporation</u>	
3. Date of Organization/Incorporation	<u>05/22/1962</u>	
4. List three projects of similar size and nature, along with contact person and contact information. <b>Attach examples of work.</b>		
a. <u>City of Auburn Hills, Steven Cohen, AICP, 248-364-6941, 1827 N. Squirrel Rd, Auburn Hills, MI 48324</u>		
b. <u>Scio Township, Scott Martin, 734-369-9350, 827 N Zeeb Rd, Ann Arbor, MI 48103</u>		
c. <u>City of Novi, Jeff Herczeg, 248-735-5640, 26300 Lee BeGole Dr, Novi, MI 48375</u>		
5. Has the organization ever failed to complete any contract? If yes, list the details on a separate attachment.	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
6. The organization agrees to maintain all licenses required by the State of Michigan during the contract?	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES
7. The organization agrees to maintain all required insurances during the contract?	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES
8. The organization will comply with administrative procedures of the Township?	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES
9. The organization will meet with applicable Township departments and consultants to review specific concerns or issues?	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES
10. The organization will maintain a strong working relationship with the Township?	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES
11. Does the organization have any conflict(s) of interest to disclose? If yes, please provide details on the manner in which said conflict(s) of interest will be rectified if the contract is awarded to the firm.	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
12. The firm has an established local office within 30-miles of Orion Township Hall (2323 Joslyn Road, Lake Orion, MI 48360)?	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES
13. The firm employs a minimum of 5 licensed professional engineers registered in the State of Michigan?	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES
14. The firm employs at least one licensed professional surveyor who is registered in the State of Michigan?	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES
15. The firm employs a minimum of 10 construction technicians?	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES
16. The firm has the following MDOT pre-qualifications:		
a. Surveying: road design, right of way, hydraulics, construction staking	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES
b. Design: bridges hydraulics I, hydraulics II, roadway, traffic: capacity & geometrics analysis, traffic: pavement markings, traffic: safety studies, traffic:	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES

Charter Township of Orion – Civil Engineering Consultant Services RFP

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signal, traffic: work zone maintenance of traffic, utilities:  
municipal, utilities: pump stations

- c. Construction Engineering: roadway, roadway – local agency program, bridges & ancillary structures.
- d. Construction Inspection: bridges & ancillary structures, HMA pavement, roadway, traffic and safety

17. The firm has ESRI ArcGIS Desktop and ArcGIS online, AutoCAD, AutoCAD Map 3D software packages? ☐ NO ☒ YES

18. The firm employs at least three people certified in administering Part 91, Soil Erosion and Sedimentation Control, of the Natural Resources and Environmental Protection Act as enforced by the Michigan Department of Environment, Great Lakes, and Energy – Water Bureau, and at least two of these individuals are in the local office? ☐ NO ☒ YES

19. List the name and contact information for the Point of Contact who will be assigned to this contract.

**James Stevens**

**c 248-751-3102**

Point of Contact

Contact Number

Name of Organization: Orchard, Hiltz & McCliment, Inc. (dba OHM Advisors)

### Cost Proposal

Identify the specific rates for services and meeting attendance as outlined in the scope of work. Complete the cost fields below based on the fee schedule proposed. *The proposal document must clearly detail the services to be covered by the fees listed.*

Description	Fee/Rate
<input type="checkbox"/> Retainer Fee (monthly)	\$
<input checked="" type="checkbox"/> Hourly Rate (by item, attach additional sheets if needed)	
rate information is covered in Section 6 of the proposal.	\$
	\$
	\$
	\$
	\$
	\$

### SUBMISSION CHECKLIST

The following submission requirements are included in the proposal:

- ☒ **Cover Letter Introduction of the firm.**
- ☒ **References for three communities that receive similar services.**
- ☒ **Resumes for those who will be assigned to work with the Township.**
- ☒ **Qualifications package that describes the approach to the scope of work.**
- ☒ **Work samples authored by those assigned to work with the Township.**
- ☒ **Details on methods of communication with Township representatives.**
- ☒ **Details on cost and staffing proposal.**
- ☒ **Proposal Qualification Form.**
- ☒ **Certified Iran Economic Sanctions Act Compliance Affidavit**



**Orion Township Authorized Contacts**

Samantha Timko  
(248) 391-0304 ext. 1002  
[stimko@oriontownship.org](mailto:stimko@oriontownship.org)

**CHARTER TOWNSHIP OF ORION**

**Sealed Bid Form – Civil Engineering Consultant Services**

**Requested by the Supervisors Office**

**Bid Opening: Thursday, September 22, 2022 at 12:00 p.m.**

The undersigned hereby declares that they have carefully examined the instructions and specifications as listed in the Request for Proposals. The undersigned declares the prices set forth in this proposal do cover all the requirements listed in the RFP "Civil Engineering Consultant Services."

It is understood and agreed that all bid prices shall remain in effect for at least ninety (90) days from the date of the bid opening to allow for the award of the bid, and that the prices bid will remain firm through invoice.

**The Charter Township of Orion reserves the right to split or abstract any or all bid proposals and award multiple contracts from the same quotation, based on price, availability and service, when in its judgment it best serves the Charter Township of Orion.**

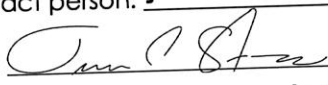
**BIDDER**

Company Name: Orchard, Hiltz & McCliment, Inc. (dba OHM Advisors)

Address: 2365 Pontiac Rd, Suite 201, Auburn Hills, MI 48326

Telephone No.: c 248-751-3102 Fax No.: N/A

Email address of contact person: james.stevens@ohm-advisors.com

Authorized Signature:  Date: 09/07/2022

Printed or typed name of authorized agent: James Stevens

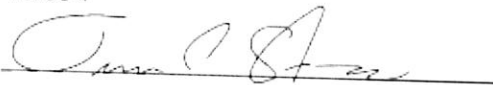
Title of authorized agent: Vice President of Engineering

**IRAN ECONOMIC SANCTIONS ACT COMPLIANCE AFFIDAVIT**

Effective April 1, 2013, all Bids and/or Proposals received by public entities in the State of Michigan must comply with the Iran Economic Sanctions Act, Act 517 of 2012. As a condition to compliance with the Act, the following certification must be submitted with the Bid.

The undersigned, the owner or authorized officer of Orchard, Hiltz & McCliment, Inc. (OHM Advisors) (the "Bidder"), pursuant to the requirements of the Iran Economic Sanctions Act, Act 517 of 2012, hereby certifies under civil penalty for false certification, that the Bidder is not an "Iran Linked Business", as defined in the Act, and is eligible to submit a Bid.

BIDDER:

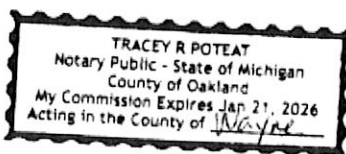


By: James Stevens Its: VP of Engineering

State of Michigan )  
 ) ss  
 County of Wayne )

This instrument was acknowledged before me on the 12<sup>th</sup> day of September, 2022 by

James C. Stevens



Tracey R. Poteat  
 , Notary Public



Oakland, County, Michigan

My Commission Expires: 01/21/2026 Acting in the

County of: Wayne



# Charter Township of Orion

2323 Joslyn Rd., Lake Orion MI 48360  
www.oriontownship.org

Phone: (248) 391-0304

## REQUEST FOR PROPOSALS GENERAL LEGAL AND PROSECUTION SERVICES

Opening Date: Friday, September 22, 2022 – 12:00 p.m.

Bidder	Cost Proposal	Notes
Foster Swift	tab 1	
Shifman Fournier <del>Shifman</del>	page 9 for detail <del>\$185,000</del>	Labor & Employment
G M H	page 19 (cost proposal tab)	
The Kelly Firm	Cost proposal sheet & p. 10-12	

Opening Witnessed By:

Date Bids Opened:

9/22/22

Benny Skult	Tammy Cing
Steve	Shirley Cing



# Charter Township of Orion

2525 Joslyn Rd., Lake Orion MI 48360  
www.oriontownship.org

Phone: (248) 391-0304

## Agenda Item Summary

**To:** Board of Trustees  
**From:** Aaron Whatley, Parks & Recreation Director  
**Meeting Date:** November 21, 2022  
**Memo Date:** November 8, 2022  
**Subject:** Facilities - Purchase of Sub-Compact Utility Tractor

☒ Consent ☐ Pending

### REQUEST

The request before the board is authorization to purchase a new John Deere compact utility tractor and accessory equipment to be used by Facilities at a cost not to exceed \$21,493.08.

### REASON

Equipment is needed to maintain grounds at various facilities, including the Municipal Complex. Please see attached quote from Tri-County Equipment for detailed specifications.

### PROCESS

Bids were obtained through the MIDeal Bid Program. \$25,000.00 has been budgeted for this item in the proposed 2023 budget, but we are requesting to pre-order in 2022.

### BUDGET

Fund Name:	101 - General	Project/Grant Tracking?	<input type="checkbox"/>
Purchase Order Number:	PO 22-0805	Expected Invoice Date:	3/1/2023
Budget Adjustment Needed:	<input type="checkbox"/>	Reviewed by Budget Director:	<input checked="" type="checkbox"/>

ACCOUNT NUMBER/NAME	2023 REQUESTED BUDGET	2023 AVAILABLE BALANCE	COST	2023 REMAINING BUDGET
101-265-977.000 – Capital Outlay - Equipment	\$21,500.00	\$21,500.00	\$21,493.08	\$6.92.

### RECOMMENDATION (MOTION)

The recommended motion is:

"I move to authorize the purchase of a new John Deere sub-compact utility tractor with heavy-duty rotary broom from Tri-County Equipment, Inc., at a cost not to exceed \$21,493.08."



**Customer:**

**Quotes are valid for 30 days from the creation date or upon contract expiration, whichever occurs first.**

**A Purchase Order (PO) or Letter of Intent (LOI) including the below information is required to proceed with this sale. The PO or LOI will be returned if information is missing.**

- Vendor: Deere & Company
- ☐ 2000 John Deere Run  
Cary, NC 27513
  - ☐ Signature on all LOIs and POs with a signature line
  - ☐ Contract name or number; or JD Quote ID
  - ☐ Sold to street address (no PO box)
  - ☐ Ship to street address (no PO box)
  - ☐ Bill to contact name and phone number
  - ☐ Bill to address
  - ☐ Bill to email address (required to send the invoice and/or to obtain the tax exemption certificate)
  - ☐ Membership number if required by the contract

**For any questions, please contact:****Mark Williams**

Tri County Equipment, Inc.  
3120 N. Lapeer Road  
Lapeer, MI 48446

Tel: 810-664-3798

Fax: 810-664-7246

Email: [mwilliams@tricountyequipment.net](mailto:mwilliams@tricountyequipment.net)

Quotes of equipment offered through contracts between Deere & Company, its divisions and subsidiaries (collectively "Deere") and government agencies are subject to audit and access by Deere's Strategic Accounts Business Division to ensure compliance with the terms and conditions of the contracts.



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**ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):**

Deere & Company  
2000 John Deere Run  
Cary, NC 27513  
FED ID: 36-2382580  
UEID: FNSWEDARMK53

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**ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:**

Tri County Equipment, Inc.  
3120 N. Lapeer Road  
Lapeer, MI 48446  
810-664-3798  
jddealer@tricountyequipment.net

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**Quote Summary****Prepared For:**

Charter Township Of Orion  
MI

**Delivering Dealer:**

**Tri County Equipment, Inc.**  
Mark Williams  
3120 N. Lapeer Road  
Lapeer, MI 48446  
Phone: 810-664-3798  
mwilliams@tricountyequipment.net

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**Quote ID:** 27421788**Created On:** 12 September 2022**Last Modified On:** 12 September 2022**Expiration Date:** 12 October 2022

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Equipment Summary	Suggested List	Selling Price	Qty	Extended
JOHN DEERE 1025R Sub-Compact Utility Tractor (18 PTO hp) <b>Contract:</b> MI Ag, Grounds, and Roadside 071B7700085 (PG 3W CG 22) <b>Price Effective Date:</b> January 11, 2021	\$ 19,669.00	\$ 16,521.96 X	1 =	\$ 16,521.96
JOHN DEERE 60 In. Heavy-Duty Rotary Broom <b>Contract:</b> MI Ag, Grounds, and Roadside 071B7700085 (PG 3W CG 22) <b>Price Effective Date:</b> January 11, 2021	\$ 5,918.00	\$ 4,971.12 X	1 =	\$ 4,971.12
<b>Equipment Total</b>				<b>\$ 21,493.08</b>

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\* Includes Fees and Non-contract items

**Quote Summary**

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Equipment Total	\$ 21,493.08
Trade In	
SubTotal	<b>\$ 21,493.08</b>
Est. Service Agreement Tax	\$ 0.00
Total	\$ 21,493.08
Down Payment	(0.00)
Rental Applied	(0.00)
<b>Balance Due</b>	<b>\$ 21,493.08</b>

140

Salesperson : X \_\_\_\_\_

Accepted By : X \_\_\_\_\_

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*Confidential*



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**ALL PURCHASE ORDERS MUST BE MADE OUT  
TO (VENDOR):**

Deere & Company  
2000 John Deere Run  
Cary, NC 27513  
FED ID: 36-2382580  
UEID: FNSWEDARMK53

---

**ALL PURCHASE ORDERS MUST BE SENT  
TO DELIVERING DEALER:**

Tri County Equipment, Inc.  
3120 N. Lapeer Road  
Lapeer, MI 48446  
810-664-3798  
jddealer@tricountyequipment.net

---

Salesperson : X \_\_\_\_\_

Accepted By : X \_\_\_\_\_



# Selling Equipment

Quote Id: 27421788      Customer Name:

**ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):**

Deere & Company  
2000 John Deere Run  
Cary, NC 27513  
FED ID: 36-2382580  
UEID: FNSWEDARMK53

**ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:**

Tri County Equipment, Inc.  
3120 N. Lapeer Road  
Lapeer, MI 48446  
810-664-3798  
jddealer@tricountyequipment.net

## JOHN DEERE 1025R Sub-Compact Utility Tractor (18 PTO hp)

Hours: Suggested List \*  
 Stock Number: \$ 19,669.00  
 Contract: MI Ag, Grounds, and Roadside 071B7700085 (PG Selling Price \*  
 3W CG 22) \$ 16,521.96

Price Effective Date: January 11, 2021

\* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
028NLV	1025R Sub-Compact Utility Tractor (18 PTO hp)	1	\$ 15,066.00	16.00	\$ 2,410.56	\$ 12,655.44	\$ 12,655.44
<b>Standard Options - Per Unit</b>							
0202	United States	1	\$ 0.00	16.00	\$ 0.00	\$ 0.00	\$ 0.00
0409	English Operator's Manual	1	\$ 0.00	16.00	\$ 0.00	\$ 0.00	\$ 0.00
1710	Factory Installed Loader with Bucket	1	\$ 4,393.00	16.00	\$ 702.88	\$ 3,690.12	\$ 3,690.12
2000	Open Operator Station	1	\$ 0.00	16.00	\$ 0.00	\$ 0.00	\$ 0.00
3749	Less Backhoe	1	\$ 0.00	16.00	\$ 0.00	\$ 0.00	\$ 0.00
4061	Less iMatch™ Quick Hitch Category 1	1	\$ 0.00	16.00	\$ 0.00	\$ 0.00	\$ 0.00
5208	26x12-12 (4PR, R3 Turf, 1 Position) Radial Ply	1	\$ 128.00	16.00	\$ 20.48	\$ 107.52	\$ 107.52
6208	18x8.50-10 (4PR, R3 Turf, 1 Position) Radial Ply	1	\$ 82.00	16.00	\$ 13.12	\$ 68.88	\$ 68.88
<b>Standard Options Total</b>			<b>\$ 4,603.00</b>		<b>\$ 736.48</b>	<b>\$ 3,866.52</b>	<b>\$ 3,866.52</b>
<b>Value Added Services Total</b>			<b>\$ 0.00</b>			<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>Total Selling Price</b>			<b>\$ 19,669.00</b>		<b>\$ 3,147.04</b>	<b>\$ 16,521.96</b>	<b>\$ 16,521.96</b>

## JOHN DEERE 60 In. Heavy-Duty Rotary Broom



# Selling Equipment

Quote Id: 27421788      Customer Name:

**ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):**

Deere & Company  
2000 John Deere Run  
Cary, NC 27513  
FED ID: 36-2382580  
UEID: FNSWEDARMK53

**ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:**

Tri County Equipment, Inc.  
3120 N. Lapeer Road  
Lapeer, MI 48446  
810-664-3798  
jddealer@tricountyequipment.net

**Equipment Notes:**

**Hours:**

**Suggested List \***

\$ 5,918.00

**Stock Number:**

**Selling Price \***

**Contract:** MI Ag, Grounds, and Roadside 071B7700085 (PG  
3W CG 22)

\$ 4,971.12

**Price Effective Date:** January 11, 2021

\* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
3790M	60 In. Heavy-Duty Rotary Broom	1	\$ 3,569.00	16.00	\$ 571.04	\$ 2,997.96	\$ 2,997.96
<b>Standard Options - Per Unit</b>							
1004	Mounting Frame	1	\$ 411.00	16.00	\$ 65.76	\$ 345.24	\$ 345.24
2011	Front Quick-Hitch and Hydraulic Lift	1	\$ 950.00	16.00	\$ 152.00	\$ 798.00	\$ 798.00
3005	Hydraulic Angling	1	\$ 271.00	16.00	\$ 43.36	\$ 227.64	\$ 227.64
4016	2000 RPM Front PTO Kit	1	\$ 455.00	16.00	\$ 72.80	\$ 382.20	\$ 382.20
5005	Implement Drive Shaft	1	\$ 262.00	16.00	\$ 41.92	\$ 220.08	\$ 220.08
<b>Standard Options Total</b>			<b>\$ 2,349.00</b>		<b>\$ 375.84</b>	<b>\$ 1,973.16</b>	<b>\$ 1,973.16</b>
<b>Total Selling Price</b>			<b>\$ 5,918.00</b>		<b>\$ 946.88</b>	<b>\$ 4,971.12</b>	<b>\$ 4,971.12</b>



# Charter Township of Orion

2525 Joslyn Rd., Lake Orion MI 48360  
www.oriontownship.org

Phone: (248) 391-0304

## Agenda Item Summary

**To:** Board of Trustees  
**From:** Aaron Whatley, Parks & Recreation Director  
**Meeting Date:** November 21, 2022  
**Memo Date:** November 8, 2022  
**Subject:** Parks & Recreation Department - Purchase of Utility Tractor

☒ Consent ☐ Pending

### REQUEST

The request before the board is authorization to purchase a new John Deere compact utility tractor and accessory equipment to be used by the Parks & Recreation Department at a cost not to exceed \$45,097.16.

### REASON

The vehicle is being purchased to replace aging equipment. Please see attached quote from Tri-County Equipment for detailed specifications.

### PROCESS

Bids were obtained through the MDeal Bid Program. \$56,000.00 has been budgeted for this item in the 2023 budget, but we wish to order prior to the end of the year in order to take advantage of discounted pricing. We do anticipate receiving a trade-in allowance for our existing equipment, reducing the cost further - final price will be determined at time of trade in next year.

### BUDGET

Fund Name:	208 - Park/Recreation
Purchase Order Number:	PO 22-0806
Budget Adjustment Needed:	<input type="checkbox"/>

Project/Grant Tracking?	<input type="checkbox"/>
Expected Invoice Date:	3/1/2023
Reviewed by Budget Director:	<input checked="" type="checkbox"/>

ACCOUNT NUMBER/NAME	2023 REQUESTED BUDGET	2023 AVAILABLE BALANCE	COST	2023 REMAINING BUDGET
208-751-977.000 – Capital Outlay - Equipment	\$56,000.00	\$56,000.00	\$45,097.16	\$10,902.40

### RECOMMENDATION (MOTION)

The recommended motion is:

"I move to authorize the purchase of a new John Deere compact Utility Tractor with heavy-duty rotary broom and heavy-duty snowblower from Tri-County Equipment, Inc., at a cost not to exceed \$45,097.16."



JOHN DEERE

**Customer:**

**Quotes are valid for 30 days from the creation date or upon contract expiration, whichever occurs first.**

**A Purchase Order (PO) or Letter of Intent (LOI) including the below information is required to proceed with this sale. The PO or LOI will be returned if information is missing.**

- Vendor: Deere & Company
- ☐ 2000 John Deere Run  
Cary, NC 27513
  - ☐ Signature on all LOIs and POs with a signature line
  - ☐ Contract name or number; or JD Quote ID
  - ☐ Sold to street address (no PO box)
  - ☐ Ship to street address (no PO box)
  - ☐ Bill to contact name and phone number
  - ☐ Bill to address
  - ☐ Bill to email address (required to send the invoice and/or to obtain the tax exemption certificate)
  - ☐ Membership number if required by the contract

**For any questions, please contact:**

**Mark Williams**

Tri County Equipment, Inc.  
3120 N. Lapeer Road  
Lapeer, MI 48446

Tel: 810-664-3798

Fax: 810-664-7246

Email: [mwilliams@tricountyequipment.net](mailto:mwilliams@tricountyequipment.net)

Quotes of equipment offered through contracts between Deere & Company, its divisions and subsidiaries (collectively "Deere") and government agencies are subject to audit and access by Deere's Strategic Accounts Business Division to ensure compliance with the terms and conditions of the contracts.





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**ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):**

Deere & Company  
2000 John Deere Run  
Cary, NC 27513  
FED ID: 36-2382580  
UEID: FNSWEDARMK53

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**ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:**

Tri County Equipment, Inc.  
3120 N. Lapeer Road  
Lapeer, MI 48446  
810-664-3798  
jddealer@tricityequipment.net

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**Quote Summary****Prepared For:**

Charter Township Of Orion  
MI

**Delivering Dealer:**

**Tri County Equipment, Inc.**

Cody Wiggins  
3120 N. Lapeer Road  
Lapeer, MI 48446  
Phone: 810-664-3798  
codywiggins@tricityequipment.net

**Quote ID:** 27421788

**Created On:** 12 September 2022

**Last Modified On:** 19 September 2022

**Expiration Date:** 12 October 2022

Equipment Summary	Suggested List	Selling Price	Qty	Extended
JOHN DEERE 3046R Compact Utility Tractor (34 PTO hp) <b>Contract:</b> MI Ag, Grounds, and Roadside 071B7700085 (PG 3W CG 22) <b>Price Effective Date:</b> January 11, 2021	\$ 41,112.00	\$ 34,534.08 X	1 =	\$ 34,534.08
JOHN DEERE 60 In. Heavy-Duty Rotary Broom <b>Contract:</b> MI Ag, Grounds, and Roadside 071B7700085 (PG 3W CG 22) <b>Price Effective Date:</b> January 11, 2021	\$ 6,183.00	\$ 5,193.72 X	1 =	\$ 5,193.72
JOHN DEERE 60-in. Heavy-Duty Snow Blower <b>Contract:</b> Sourcewell Grounds Maintenance 031121-DAC (PG NB CG 70) <b>Price Effective Date:</b> September 11, 2022	\$ 6,548.00	\$ 5,369.36 X	1 =	\$ 5,369.36
<b>Equipment Total</b>				<b>\$ 45,097.16</b>

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Trade In Summary	Qty	Each	Extended
2002 JOHN DEERE 4310 - LV4310H131302	1	\$ 12,200.00	\$ 12,200.00
PayOff			\$ 0.00
Total Trade Allowance			\$ 12,200.00
JOHN DEERE 60 HEAVY DUTY BROOM	1	\$ 500.00	\$ 500.00

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Salesperson : X \_\_\_\_\_

Accepted By : X \_\_\_\_\_

Confidential





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**ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):**

Deere & Company  
2000 John Deere Run  
Cary, NC 27513  
FED ID: 36-2382580  
UEID: FNSWEDARMK53

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**ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:**

Tri County Equipment, Inc.  
3120 N. Lapeer Road  
Lapeer, MI 48446  
810-664-3798  
jddealer@tricountyequipment.net

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PayOff \$ 0.00

Total Trade Allowance \$ 500.00

JOHN DEERE 60 SNOWBLOWER 1 \$ 500.00 \$ 500.00

PayOff \$ 0.00

Total Trade Allowance \$ 500.00

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**Trade In Total \$ 13,200.00**

\* Includes Fees and Non-contract items

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**Quote Summary**

Equipment Total \$ 45,097.16

Trade In \$ (13,200.00)

SubTotal **\$ 31,897.16**

Est. Service \$ 0.00

Agreement Tax

Total \$ 31,897.16

Down Payment (0.00)

Rental Applied (0.00)

**Balance Due \$ 31,897.16**

# Selling Equipment

Quote Id: 27421788      Customer Name:

**ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):**

Deere & Company  
2000 John Deere Run  
Cary, NC 27513  
FED ID: 36-2382580  
UEID: FNSWEDARMK53

**ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:**

Tri County Equipment, Inc.  
3120 N. Lapeer Road  
Lapeer, MI 48446  
810-664-3798  
jddealer@tricityequipment.net

## JOHN DEERE 3046R Compact Utility Tractor (34 PTO hp)

**Hours:** **Suggested List \***  
**Stock Number:** \$ 41,112.00  
**Contract:** MI Ag, Grounds, and Roadside 071B7700085 (PG **Selling Price \***  
3W CG 22) \$ 34,534.08

**Price Effective Date:** January 11, 2021

\* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
0299LV	3046R Compact Utility Tractor (34 PTO hp)	1	\$ 32,574.00	16.00	\$ 5,211.84	\$ 27,362.16	\$ 27,362.16
<b>Standard Options - Per Unit</b>							
0202	United States	1	\$ 0.00	16.00	\$ 0.00	\$ 0.00	\$ 0.00
0409	English Operator's Manual and Decal Kit	1	\$ 0.00	16.00	\$ 0.00	\$ 0.00	\$ 0.00
1520	eHydro™	1	\$ 0.00	16.00	\$ 0.00	\$ 0.00	\$ 0.00
1701	Factory Installed Loader with Bucket	1	\$ 6,327.00	16.00	\$ 1,012.32	\$ 5,314.68	\$ 5,314.68
2005	Open Station with Air Ride Seat	1	\$ 536.00	16.00	\$ 85.76	\$ 450.24	\$ 450.24
2650	Less Radio	1	\$ 0.00	16.00	\$ 0.00	\$ 0.00	\$ 0.00
3330	Dual Mid & Single Electrohydraulic Rear SCV	1	\$ 1,066.00	16.00	\$ 170.56	\$ 895.44	\$ 895.44
3420	Mid PTO	1	\$ 780.00	16.00	\$ 124.80	\$ 655.20	\$ 655.20
4061	Less iMatch™ Quick Hitch Category 1	1	\$ 0.00	16.00	\$ 0.00	\$ 0.00	\$ 0.00
5223	41x14-20 (4PR, R3 Turf, 2 Position)	1	\$ -243.00	16.00	\$ -38.88	\$ -204.12	\$ -204.12
6223	27x8.5-15 (6PR, R3 Turf, 2 Position)	1	\$ 72.00	16.00	\$ 11.52	\$ 60.48	\$ 60.48
<b>Standard Options Total</b>			<b>\$ 8,538.00</b>		<b>\$ 1,366.08</b>	<b>\$ 7,171.92</b>	<b>\$ 7,171.92</b>
<b>Total Selling Price</b>			<b>\$ 41,112.00</b>		<b>\$ 6,577.92</b>	<b>\$ 34,534.08</b>	<b>\$ 34,534.08</b>

## JOHN DEERE 60 In. Heavy-Duty Rotary Broom

# Selling Equipment

Quote Id: 27421788      Customer Name:

**ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):**

Deere & Company  
2000 John Deere Run  
Cary, NC 27513  
FED ID: 36-2382580  
UEID: FNSWEDARMK53

**ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:**

Tri County Equipment, Inc.  
3120 N. Lapeer Road  
Lapeer, MI 48446  
810-664-3798  
jddealer@tricountyequipment.net

**Equipment Notes:**

**Hours:**

**Stock Number:**

**Contract:** MI Ag, Grounds, and Roadside 071B7700085 (PG 3W CG 22)

**Price Effective Date:** January 11, 2021

**Suggested List \***

\$ 6,183.00

**Selling Price \***

\$ 5,193.72

\* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
3790M	60 In. Heavy-Duty Rotary Broom	1	\$ 3,569.00	16.00	\$ 571.04	\$ 2,997.96	\$ 2,997.96
<b>Standard Options - Per Unit</b>							
1002	Mounting Frame with Drive Shaft and Hydraulic Angling	1	\$ 847.00	16.00	\$ 135.52	\$ 711.48	\$ 711.48
2008	Front Three-Point Hitch with A-Frame Quick Attach System	1	\$ 1,488.00	16.00	\$ 238.08	\$ 1,249.92	\$ 1,249.92
3010	Less Hydraulic Angling	1	\$ 0.00	16.00	\$ 0.00	\$ 0.00	\$ 0.00
4007	2000 RPM Front PTO Kit	1	\$ 279.00	16.00	\$ 44.64	\$ 234.36	\$ 234.36
5010	Less Implement Drive Shaft	1	\$ 0.00	16.00	\$ 0.00	\$ 0.00	\$ 0.00
<b>Standard Options Total</b>			<b>\$ 2,614.00</b>		<b>\$ 418.24</b>	<b>\$ 2,195.76</b>	<b>\$ 2,195.76</b>
<b>Total Selling Price</b>			<b>\$ 6,183.00</b>		<b>\$ 989.28</b>	<b>\$ 5,193.72</b>	<b>\$ 5,193.72</b>

## JOHN DEERE 60-in. Heavy-Duty Snow Blower

**Equipment Notes:**

**Hours:**

**Stock Number:**

**Contract:** Sourcewell Grounds Maintenance 031121-DAC (PG NB CG 70)

**Price Effective Date:** September 11, 2022

**Suggested List \***

\$ 6,548.00

**Selling Price \***

\$ 5,369.36

\* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
7130M	60-in. Heavy-Duty Snow Blower	1	\$ 5,753.00	18.00	\$ 1,035.54	\$ 4,717.46	\$ 4,717.46





JOHN DEERE



# Selling Equipment

Quote Id: 27421788

Customer Name:

ALL PURCHASE ORDERS MUST BE MADE OUT  
TO (VENDOR):

Deere & Company  
2000 John Deere Run  
Cary, NC 27513  
FED ID: 36-2382580  
UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT  
TO DELIVERING DEALER:

Tri County Equipment, Inc.  
3120 N. Lapeer Road  
Lapeer, MI 48446  
810-664-3798  
jddealer@tricityequipment.net

Standard Options - Per Unit							
0202	United States	1	\$ 0.00	18.00	\$ 0.00	\$ 0.00	\$ 0.00
0409	English	1	\$ 0.00	18.00	\$ 0.00	\$ 0.00	\$ 0.00
6834	Snow blower mounting kit and drive shaft	1	\$ 435.00	18.00	\$ 78.30	\$ 356.70	\$ 356.70
6885	2000 RPM Front PTO	1	\$ 360.00	18.00	\$ 64.80	\$ 295.20	\$ 295.20
6967	Less Front Hitch and Less Hydraulic Lift	1	\$ 0.00	18.00	\$ 0.00	\$ 0.00	\$ 0.00
<b>Standard Options Total</b>			<b>\$ 795.00</b>		<b>\$ 143.10</b>	<b>\$ 651.90</b>	<b>\$ 651.90</b>
<b>Total Selling Price</b>			<b>\$ 6,548.00</b>		<b>\$ 1,178.64</b>	<b>\$ 5,369.36</b>	<b>\$ 5,369.36</b>



## Trade-in

Quote Id: 27421788

Customer Name:

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company  
2000 John Deere Run  
Cary, NC 27513  
FED ID: 36-2382580  
UEID: FNSWEDARMK53

2002 JOHN DEERE 4310 SN# LV4310H131302	
Machine Details	
Description	Net Trade Value
2002 JOHN DEERE 4310	\$ 12,200.00
SN# LV4310H131302	
Your Trade In Description	
Additional Options	
Hour Meter Reading	2443
Total	\$ 12,200.00

JOHN DEERE 60 HEAVY DUTY BROOM SN#	
Machine Details	
Description	Net Trade Value
JOHN DEERE 60 HEAVY DUTY BROOM	\$ 500.00
SN#	
Stock Number :	
Your Trade In Description	
Broom and attaching parts with hydraulic angle.	
PayOff	\$ 0.00
Total	\$ 500.00

JOHN DEERE 60 SNOWBLOWER SN#	
Machine Details	
151	

## Trade-in

**Quote Id:** 27421788

**Customer Name:**
**ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):**

Deere & Company  
2000 John Deere Run  
Cary, NC 27513  
FED ID: 36-2382580  
UEID: FNSWEDARMK53

Description	Net Trade Value
JOHN DEERE 60 SNOWBLOWER	\$ 500.00
SN#	
Stock Number :	
Your Trade In Description	
Snowblower for 4310. with hydraulic chute rotation.	
PayOff	\$ 0.00
<b>Total</b>	<b>\$ 500.00</b>



# Charter Township of Orion

2525 Joslyn Rd., Lake Orion MI 48360  
www.oriontownship.org

Phone: (248) 391-0304

## Agenda Item Summary

**To:** Board of Trustees  
**From:** Aaron Whatley, Parks & Recreation Director  
**Meeting Date:** November 14, 2022  
**Memo Date:** November 7, 2022  
**Subject:** Wildwood Accessible Pathway Lighting

☒ Consent ☐ Pending

### REQUEST

The request before the Board is authorization to purchase & install lighting from Superior Scape for the accessible pathway at Wildwood Amphitheater, at a cost of \$19,980.00.

### REASON

Lighting is necessary to fully utilize the accessible pathway for evening events. \$25,000.00 has been allocated for this project in the 2022 budget.

### PROCESS

Proposals were sought and multiple bids were received for the project; Superior Scape was the lowest qualified bidder. They plan to complete the work in 2022.

### BUDGET

Fund Name: 208 - Park/Recreation	Project/Grant Tracking? <input type="checkbox"/>
Purchase Order Number: PO 22-0804	Expected Invoice Date: 12/9/2022
Budget Adjustment Needed: <input type="checkbox"/>	Reviewed by Budget Director: <input checked="" type="checkbox"/>

ACCOUNT NUMBER/NAME	AMENDED BUDGET	AVAILABLE BALANCE	COST	REMAINING BUDGET
208-751-975.000 – Capital Outlay - Bldgs	\$25,000.00	\$25,000.00	\$19,980.00	\$5,020.00

### RECOMMENDATION (MOTION)

The recommended motion is:

"I move to authorize contracting with Superior Scape for the purchase and installation of lighting along the Wildwood Amphitheater accessible pathway, at a cost not to exceed \$19,980.00."





● - 31 TOTAL FIXTURES SPACED 20' APART

TRANSFORMER TO BE LOCATED @ AMPHITHEATER AND UTILIZING AN EXISTING OUTLET





## Customer Proposal

**ORION TOWNSHIP**  
**2323 JOSLYN ROAD**  
**ORION TOWNSHIP, MICHIGAN 48360**

**Sales:** Shannon Ridley  
**Orion Township | Landscaping Services**  
 2700 Joslyn Court Orion Township, Michigan 48360

**Est ID:** EST3511959  
**Date:** Oct-20-2022

**Email:** pross@oriontownship.org  
**Phone:**

**REVISED WILDWOOD AMPHITHEATER - Pathway Lights** **\$19,980.00**

**NOTE: Estimate based on using existing outlet at amphitheater for transformer.**

**NOTE: Irrigation repairs/adjustments will be an additional charge if necessary.**

31 Each	Path Lights - BLACK 8228
1 Cu. Yds.	Concrete
1 Each	Conduit, Sono Tubes and Miscellaneous Material for Each Fixture
500 Lin. Ft.	Low Voltage Wire - 10 Gauge
1000 Lin. Ft.	Low Voltage Wire - 12 Gauge
1 Each	Transformer - HP 300 - SS 300 Watt w/Photocell & Timer
	Installation of Fixtures, Wire & Transformers
	Bore Under Asphalt in Designated Locations
2 Cu. Yds.	Topsoil
500 Sq. Ft.	Seed - Typical Lawn Mix
500 Sq. Ft.	Straw Mulch/Bales
	Repair Damage Lawn Areas w/Topsoil, Seed & Straw

Superior Scape, Inc.  
 51989 Schoenherr Road  
 Shelby Twp., MI 48315, Michigan  
 48315

P.586-739-9630

www.superiorscape.com  
 sridley@superiorscape.com



## CONTRACT TERMS & CONDITIONS

**1. Scope of Work and Price:** Superior Scape, Inc. ("Contractor") agrees provide \_\_\_\_\_ ("Customer") products, material and labor for the stated price pursuant to the final accepted bid and/or final approved quotation of work which are incorporated herein and made part of this contract, for improvements at \_\_\_\_\_ ("Location").

**2. Prices:** Prices valid for thirty (30) days from the date of the proposal.

**3. Payment:** One-third (1/3) of the balance is due at the beginning of the work. One-third (1/3) of the balance is due when the work is one-half (1/2) completed. The remaining balance is due upon receipt of the invoice and warranties shall not apply until Superior Scape, Inc. receives payment in full. A finance charge of one and one-half percent (1 & 1/2 %) per month (APR 18%) shall be added to unpaid invoices after 30 days.

**4. Deposit:** A deposit of \_\_\_\_\_ percent will be required prior to scheduling the landscaping. Cancellation within two (2) weeks of the scheduled installation date will result in forfeiture of Customer's deposit.

**5. Change Orders:** Any change orders with the scope of work requested by Customer will be quoted separately upon request. All approved change orders will be in writing, added to the price and included as part of this contract. A 25% re-stocking fee will be charged for any material the customer chooses to change after the contract is signed.

**6. Design:** The design is presented to show a preview of Customer's landscape at maturity. This contract reflects any and all changes made to the design at Customer's request. Contractor will use its experience and discretion in determining the spacing of plants, beds and other landscape items, taking into account plant growth, size at maturity, etc. Any requests for specific plant placement must be made prior to the commencement of the work. Due to unforeseen circumstances or actual conditions, including but not limited to grades, drainage, underground utilities, exposed foundations or customer preferences, the actual installation may vary from the design. If a problem is encountered that requires a substantial change, Superior Scape will discuss it with Customer prior to making any changes.

**7. Permits and Licenses:** Customer is responsible for complying with all local regulations and obtaining any required permits.

**8. Survey:** Contractor will assist in the design and location of the landscape, but under no circumstances will Contractor bear responsibility or liability for encroaching on property lines. Customer agrees to indemnify and defend against any claims, demands and/or law suits brought against Contractor that are based on encroachments. Bonded surveys are recommended.

**9. Underground Utilities, Sprinkler Lines, etc.:** Contractor will, when necessary, have underground public utilities located and marked. Customer must mark any other buried water and sprinkler lines or other objects. Contractor assumes no liability for damage to unmarked sprinkler lines, landscape lighting wires or any other unmarked buried lines or objects.

**10. Acceptance:** Customer will be deemed to have accepted the completed work and Contractor shall be entitled to payment in full unless Contractor receives, within ten (10) calendar days after completion of the work, written notification specifying in detail the claimed defects in material or workmanship.

**11. Access Damages:** Contractor will not be responsible for any damages to Customer's driveway if Contractor must use the driveway for access.

**12. Plant Care:** Contractor is responsible for the maintenance of plants from the planting process until the installation of plants in any one area is complete. Customer assumes responsibility for the maintenance and care of plants in each completed area of Customer's landscape (For example, if the front yard is completed on Friday, returning to start the backyard on Monday. Care of the new plants in the front yard over the weekend is Customer's responsibility). Customer

must water and maintain plants properly. Contractor will provide information on plant care upon completion of the work. Information is also available on Contractor's website, [www.superiorscape.com](http://www.superiorscape.com), and Customer may call with questions. Contractor must be notified of plants in decline prior to complete loss.

**13. Water Features:** The maintenance and care of water features varies greatly due to custom design (size, existence of plants, fish, etc.). Customer will receive information on care of any custom water feature and may call Contractor with questions.

**14. LIMITED WARRANTY:** Upon payment in full, Contractor warrants the following:

- All plant materials will be true to name and in satisfactory growing condition when planted.
- One-time only replacement of dead trees and/or shrubs up to one (1) year from the date of installation. Failure to properly water and/or maintain plants will void warranty.
- Brick pavers and wall stone construction are warranted for three (3) years from the date of installation and includes materials and labor due to cracked brick, settling or shifting of materials. A deviation grade of plus or minus (+/-) one (1) inch over a ten (10) foot span is within normal limits.
- Water pumps are guaranteed to be free of mechanical defects for one (1) year from the date of installation.

This Limited Warranty does **NOT** include the following:

- Transplanted trees, shrubs, ground covers, divisions, bulbs and/or annuals.
- Plant material damaged by animals, loss of power or malfunction of irrigation system, drought, insects, frost, extreme weather conditions, flood, storm, hail or other acts of God.
- The following plants: Bloodgood Japanese Maple, All Dogwoods, Rhododendron, Holly and Hornbeam.
- Water quality
- Efflorescence (the white-ish powder-like substance that sometimes appears on concrete products). As noted by the manufacturer, efflorescence will wash and wear off over time.

This Limited Warranty is void immediately if the materials, products and/or Contractor's labor is modified, altered, or repaired by persons other than Contractor or not used or maintained in a normal and proper manner. Contractor shall have no liability for claims made under this limited warranty which are not in writing and have not been delivered during the warranty period. Except for the limited warranty contained herein, there are no warranties, expressed or implied which extend beyond the description on the face hereof.

**15. Waiver and Release:** Customer understands that the scope of work may include the applications of insecticide, fertilization, weed control, mosquito control and/or other uses of substances that are known or may be determined in the future to be poisonous and/or harmful to humans and animals. Customer agrees to waive and release Contractor from any and all claims, demands, causes of action, suits and/or liability of any kind arising from the use of these substances.

**16. Collection:** Customer shall be responsible for any and all costs and fees, including reasonable attorney fees incurred by Contractor to collect any payment remaining unpaid or enforce any term of this contract.

**17. Notice of Furnishing and Construction Liens:** Customer acknowledges that Contractor has the right to record a Notice of Furnishing and/or Construction Liens against any real property where the scope of work is performed and enforce the liens pursuant to Michigan law.

**18. Severability:** The invalidity of any provision in this contract shall not affect the validity of any other provision of this Agreement.

**19. Applicable Law:** This Agreement shall be constructed under the laws of the State of Michigan.

**20. Entire Agreement:** The Parties agree and acknowledge that this contract contains and comprises the entire Agreement between them and that there are no promises or agreements between them other than those contained herein.



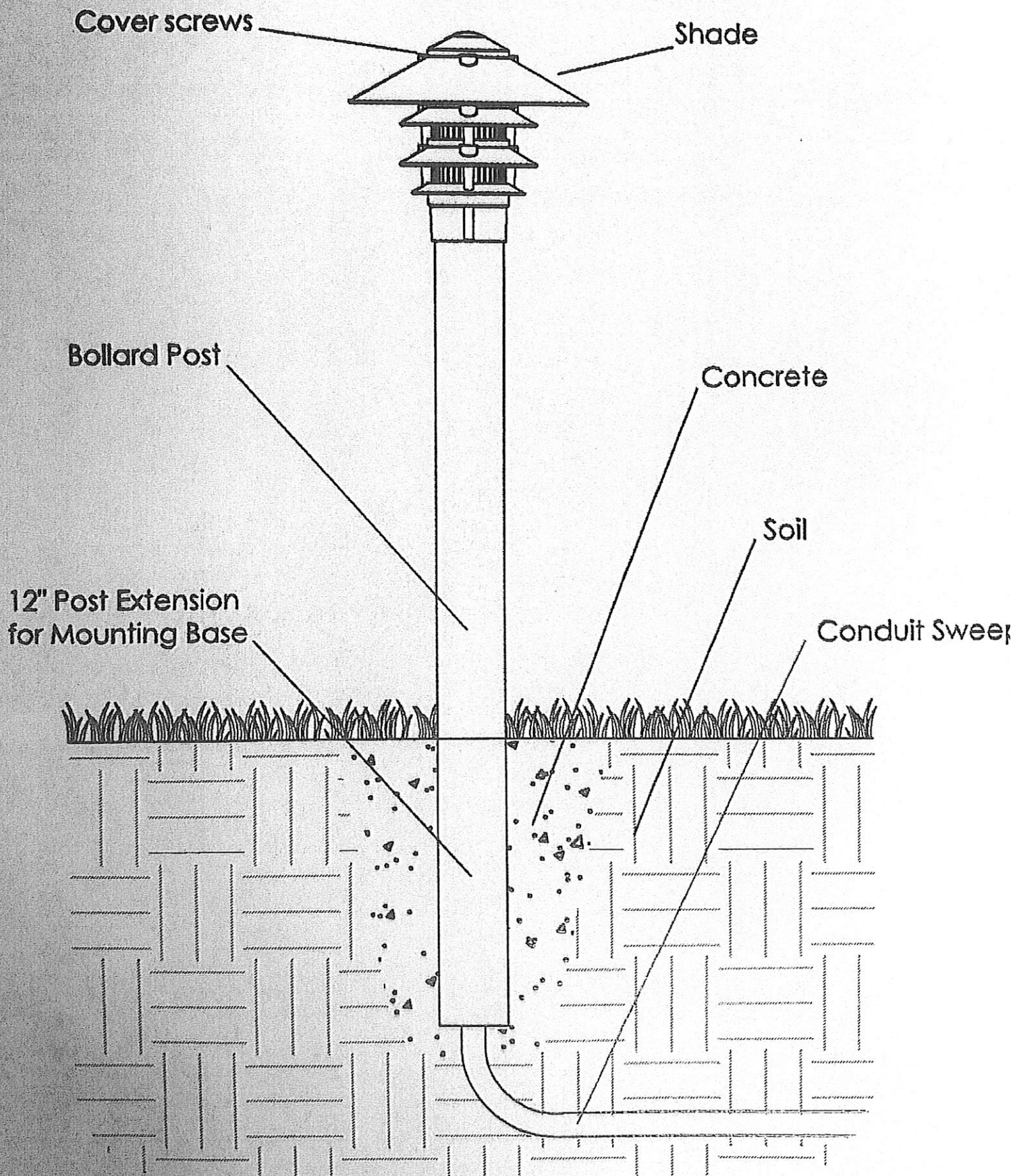
**Contractor:** \_\_\_\_\_  
Shannon Ridley

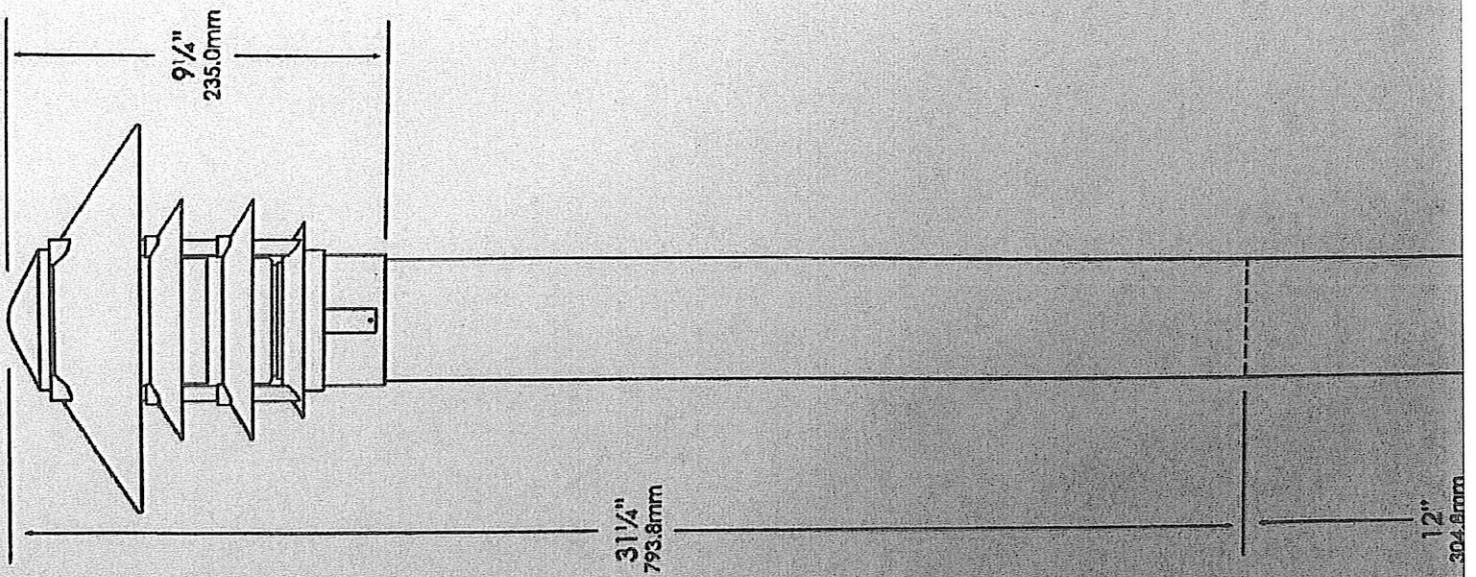
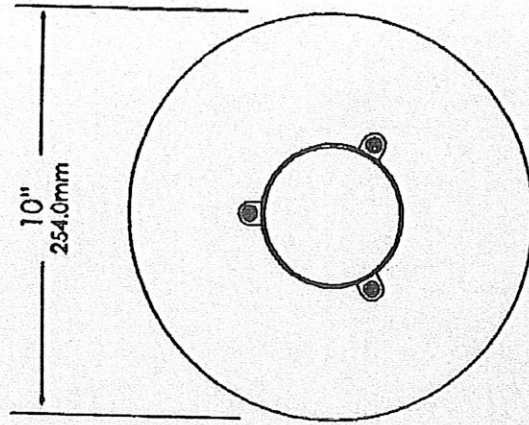
**Client:** \_\_\_\_\_

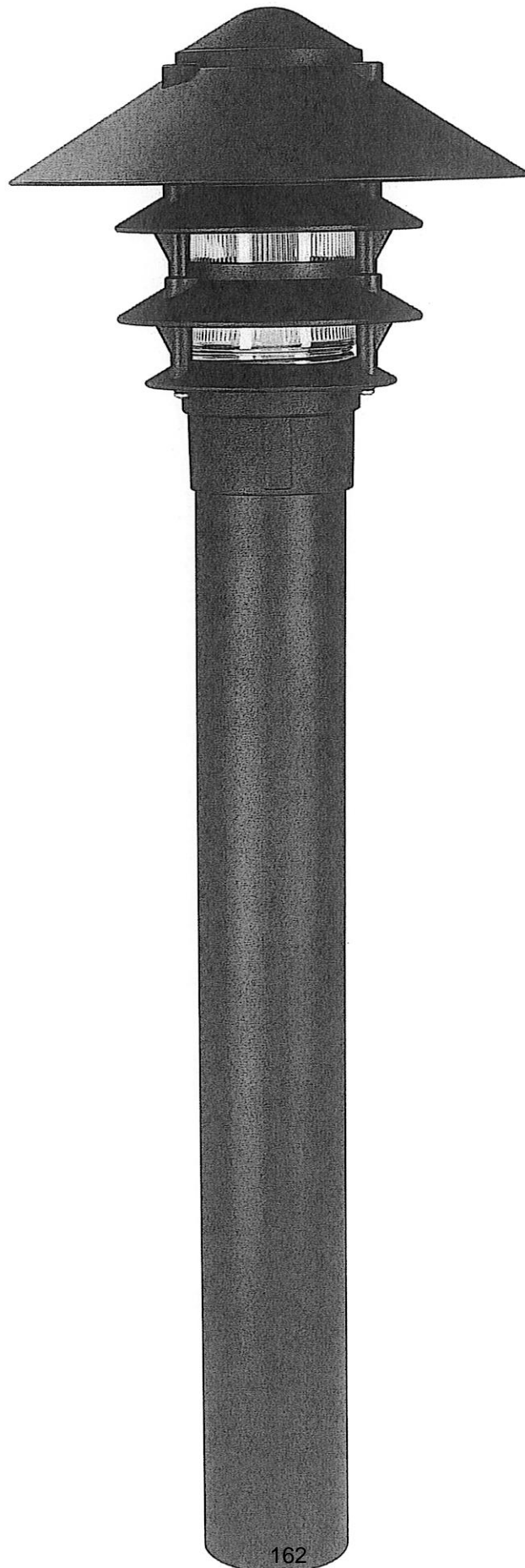
**Signature Date:** \_\_\_\_\_  
10/20/2022

**Signature Date:** \_\_\_\_\_

**Email:** Sridley@superiorscape.com











## Agenda Item Summary

**To:** Board of Trustees  
**From:** Robert Duke, EFO, Fire Chief  
**Meeting Date:** November 21, 2022  
**Memo Date:** November 15, 2022  
**Subject:** Fire Department: Request to purchase two Powerload Cot Fasteners

☒ Consent ☐ Pending

### REQUEST

The fire department is requesting authorization to order two (2) Stryker Power-LOAD Powered Cot Fasteners in 2022 and take delivery and pay for this equipment in 2023 to avoid the price increase of 11%.

### REASON

The Power-LOAD cot fastener system will be replacing a manual cot fastener system in Alpha 3 and 4. This cot fastener system helps boost safety by supporting the cot throughout loading and unloading patients. The reduction in spinal load helps prevent cumulative trauma injuries to firefighter/paramedics' backs. This cot fastener eliminates the need to steer the cot into and out of the ambulance, helps minimize patient drops by supporting the cot until the wheels are on the ground, and meets dynamic crash test standards for maximized occupant safety.

### PROCESS

Stryker is the vendor we have purchased similar cot fasteners from for Alpha 1 and Alpha 2. Stryker is a reliable and reputable vendor from whom we have purchased several pieces of equipment. Should the board agree with this cost saving purchase, the savings by ordering in 2022 and taking delivery in 2023 would be \$5,818.63. Monies for this purchase have been budgeted for in 2023.

### BUDGET

Fund Name:	206 - Fire
Purchase Order Number:	22-0803
Budget Adjustment Needed:	<input type="checkbox"/>

Project/Grant Tracking?	<input type="checkbox"/>
Expected Invoice Date:	1/9/2023
Reviewed by Budget Director:	<input checked="" type="checkbox"/>

ACCOUNT NUMBER/NAME	2023 REQUESTED BUDGET	2023 AVAILABLE BALANCE	COST	2023 REMAINING BUDGET
206-336-978 – Capital Outlay- Vehicles	\$53,000.00	\$53,000.00	\$52,896.72	\$103.28

### RECOMMENDATION (MOTION)

I approve and authorize the fire department to order two (2) Stryker Power-LOAD cot fasteners from Stryker Medical, P.O. Box 93308, Chicago, IL 60673 in the amount of \$52,896.72 in 2022 and take delivery of and pay for in 2023.



## Power Load Existing Truck 2022

Quote Number: 10522076

Remit to: **Stryker Medical**

Version: 1

P.O. Box 93308

Chicago, IL 60673-3308

Prepared For: ORION TWP STA 3 AND FIRE ADMIN

Rep: Tim Hornak

Attn: Kyle Cameron

Email: tim.hornak@stryker.com

kcameron@oriontownship.org

Phone Number: (231) 578-7801

(248) 705-1938

Quote Date: 11/11/2022

Expiration Date: 01/27/2023

### Delivery Address

Name: ORION TWP STA 3 AND FIRE  
ADMIN

Account #: 1513018

Address: 3365 GREGORY RD

LAKE ORION

Michigan 48359-2014

### End User - Shipping - Billing

Name: ORION TWP STA 3 AND FIRE  
ADMIN

Account #: 1513018

Address: 3365 GREGORY RD

LAKE ORION

Michigan 48359-2014

### Bill To Account

Name: ORION TWP STA 3 AND FIRE  
ADMIN

Account #: 1513018

Address: 3365 GREGORY RD

LAKE ORION

Michigan 48359-2014

### Equipment Products:

#	Product	Description	Qty	Sell Price	Total
1.0	639005550003	MTS PWLD EXCLUDES FLOOR PLATE	2	\$27,032.05	\$54,064.10
2.0	639000010135	CABLE, ANCHOR TO VEHICLE	2	\$78.41	\$156.82
Equipment Total:					\$54,220.92

### Trade In Credit:

Product	Description	Qty	Credit Ea.	Total Credit
TR-SMFAST-PL	TRADE-IN-STRYKER SAE COMPLIANT MANUAL FASTENER TOWARDS PURCHASE OF POWERLOAD	2	-\$1,000.00	-\$2,000.00

### Price Totals:

Estimated Sales Tax (0.000%):	\$0.00
Freight/Shipping:	\$675.80
Grand Total:	\$52,896.72

Prices: In effect for 30 days

Terms: Net 30 Days

Contact your local Sales Representative for more information about our flexible payment options.

**Capital Terms and Conditions:**

Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule. Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency. A copy of Stryker Medical's Acute Care capital terms and conditions can be found at [https://techweb.stryker.com/Terms\\_Conditions/index.html](https://techweb.stryker.com/Terms_Conditions/index.html). A copy of Stryker Medical's Emergency Care capital terms and conditions can be found at <https://www.strykeremergencycare.com/terms>.



## Agenda Item Summary

**To:** Board of Trustees  
**From:** Chris Barnett, Township Supervisor  
**Meeting Date:** November 21, 2022  
**Memo Date:** November 17, 2022  
**Subject:** OC Designated Assessor Interlocal Agreement

☒ Consent ☐ Pending

### REQUEST

The request is to approve the updated version of the Designated Assessor Interlocal Agreement with Oakland County.

### REASON

On October 20, 2022 The Oakland County Board of Commissioners named Micheal R. Lohmeier, in his capacity as the Equalization Officer for Oakland County, as the Designated Assessor for Oakland County. In order to be compliant with Public Act 660, an Interlocal Agreement is to be executed by the majority of the cities and townships within the county, the County Board of Commissioners, and the Designated Assessor. The attached interlocal agreement is an updated version of the Designated Assessor Interlocal Agreement approved by a majority of the Oakland County municipalities in 2020.

Attached you will find:

- The Interlocal Agreement approved by the Oakland County Board of Commissioners (which requires the majority of cities/townships approval), and
- The Resolution adopted by the Oakland County Board of Commissioners.

### PROCESS

Following Board approval, the agreement will be returned to our representatives at Oakland County Equalization.

### RECOMMENDATION (MOTION)

The recommended motion is:

"I move to approve the updated version of the Designated Assessor Interlocal Agreement with Oakland County, and authorize the Township Supervisor to execute the same."



**INTERLOCAL AGREEMENT FOR OAKLAND COUNTY TO APPROVE  
THE DESIGNATED ASSESSOR FOR THE PERIOD January 1, 2023  
THROUGH December 31, 2027**

Public Act 660 of 2018 requires a county to have a Designated Assessor on file with the State Tax Commission as of December 31, 2020. On December 29, 2020, Oakland County met this requirement, having a majority of the Assessing Districts in favor of the Equalization Officer serving as its Designated Assessor. On August 4, 2022, Oakland County Commissioners voted to retain Micheal R Lohmeier, MMAO as its new Equalization Officer for its Equalization Division, and as a result, the interlocal agreements were required to be revised. A majority of the Assessing Districts are in favor of the Equalization Officer serving as its Designated Assessor.

The following interlocal agreement (hereinafter “Agreement”) has been executed by the Board of Commissioners for Oakland County, a majority of the Assessing Districts in Oakland County, and the individual put forth as the proposed Designated Assessor. Oakland County and the Assessing Districts are collectively referred to throughout this Agreement as the “Parties.”

**RECITALS**

WHEREAS, The Assessing Districts are Municipal Corporations (cities and townships) located within the County of Oakland, in the State of Michigan;

WHEREAS, The Michigan Constitution of 1963, Article 7, Section 28 permits a political subdivision to exercise jointly with any other political subdivision any power, privilege or authority which such political subdivisions share in common with each other and which each might exercise separately;

WHEREAS, The Urban Cooperation Act of 1967, being MCL 124.505 *et seq*, and the Intergovernmental Transfer of Functions and Responsibilities Act, give effect to the Constitutional provision by providing that public agencies may enter into interlocal agreements to carry out their respective functions, powers and authority;

WHEREAS, P.A. 660 of 2018 requires each County to enter into an Agreement that designates the individual who will serve as the County’s Designated Assessor. That interlocal agreement must be approved by the County Board of Commissioners and a majority of the Assessing Districts in the County.

WHEREAS, P.A. 660 of 2018 mandates that the Designated Assessor shall be an advanced assessing officer or a master assessing officer.

NOW, THEREFORE, based on the foregoing Recitals, and in consideration of the terms of this Agreement, the Parties agree as follows:

## BACKGROUND INFORMATION

Oakland County names **MICHEAL R. LOHMEIER (R-6101)**, in his official capacity as the Equalization Officer for Oakland County, as the Designated Assessor for all of the Assessing Districts within Oakland County<sup>1</sup>. Included as an addendum to this Agreement are the Oakland County SEV totals by class, including special act values, those properties deemed unique or complex by a local Assessing District, and a listing of the total number of parcels, by classification, including special act rolls, within each Assessing District.

If the State Tax Commission (STC) invokes the Designated Assessor process for any Assessing District in Oakland County, the Parties agree that the Designated Assessor will perform the duties associated with being the Assessor of Record for an Assessing District at the Oakland County Equalization Division offices in the City of Pontiac, County of Oakland, State of Michigan, unless the duties of the Designated Assessor require on-site visits to the Assessing District's location.

## QUALIFICATIONS OF DESIGNATED ASSESSOR

Micheal R. Lohmeier has been certified as a Michigan Master Assessing Officer since 2012. In his capacity as the Oakland County Equalization Officer, he is responsible for managing the Oakland County Equalization Division. Along with its statutory duties, the Equalization Division currently acts as the contracted Assessor of Record for thirty of the fifty-two Assessing Districts in Oakland County.

Micheal R. Lohmeier has disclosed any conflicts of interest involving the proposed Designated Assessor, the County, or any Assessing District, if applicable: **[NONE]**.

It is understood that Micheal R. Lohmeier will, during the length of this agreement, maintain his assessor certification in good standing with the State Tax Commission and if required to serve as the Designated Assessor for an Assessing District in Oakland County shall act as the Assessor of Record for that Assessing District. When acting as the Assessor of Record for an Assessing District, the Designated Assessor shall meet all the requirements as set forth by the State Tax Commission's *Supervising Preparation of the Assessment Roll* approved by the State Tax Commission August 21, 2018.

Any additional requirements that are agreed to by the Designated Assessor, the County and the Assessing Districts may not conflict with the State Tax Commission's *Supervising Preparation of the Rolls*.

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<sup>1</sup> Oakland County contains 52 Assessing Districts (cities and townships), two of which (City of Fenton and City of Northville) are not considered to be "in" Oakland County for purposes of MCL 211.10g as the largest share of their state equalized value is located in another county.

A list of the remaining 50 Assessing Districts can be found here:

<https://www.oakgov.com/mgtbud/equal/Pages/assessing-offices.aspx>

## **1.0 DUTIES AND RESPONSIBILITIES OF DESIGNATED ASSESSOR**

- 1.1 The Designated Assessor, while serving as the Assessor of Record for an Assessing District within Oakland County, shall satisfy all requirements contained State Tax Commission's *Supervising Preparation of the Assessment Roll* approved by the State Tax Commission August 21, 2018.
- 1.2 Within 30 (thirty) days of being appointed as the Assessor of Record for the Assessing District by the STC or the voluntary election by the Assessing District to utilize the Designated Assessor, the Designated Assessor shall prepare and transmit to the Assessing District's supervisor, manager, or chief executive a detailed proposal, including a schedule for delivery of documents, to correct deficiencies identified by the STC's audit.
- 1.3 The Parties agree that the Designated Assessor, while serving as the Assessor of Record for an Assessing District, shall do the following things, as applicable to bring the Assessing District into compliance with the Audit of Minimum Assessing Requirements:
  - 1.3.1 Make assessments of real and personal property within the Assessing District;
  - 1.3.2 Appraise all property, process all real and personal property description changes, and prepare the assessment roll for real and personal property in the Assessing District;
  - 1.3.3 Attend (or have a designee attend) all March, July, and December Board of Review meetings;
  - 1.3.4 Be available for consultation on all Michigan Tax Tribunal real and personal property and special assessment appeals, and assist the Assessing District in the preparation of both the oral and written defense of appeals;
  - 1.3.5 Prepare all necessary reports for review by the supervisor, manager, chief executive, board, or council of the Assessing District, as applicable;
  - 1.3.6 Performs any other duties required under PA 660 of 2018.
- 1.4 For an Assessing District employing assessing staff other than the Assessor of Record, assessing staff will conduct their duties as under the direction and supervision of the Designated Assessor, subject to any limitations as may be agreed by the applicable Assessing District and the Designated Assessor. However, no members of said assessing staff will become employees or independent contractors of Oakland County.
- 1.5 While not acting in the capacity as the Designated Assessor for an Assessing District, the Designated Assessor will have the following duties and responsibilities for Oakland County and the Assessing Districts within Oakland County: Equalization Officer.
- 1.6 The parties understand and agree that the duties outlined in this Agreement only apply if and when the Designated Assessor is required, or the Assessing District chooses to request the Designated Assessor, to take over the assessing duties for an Assessing District

pursuant to the terms of PA 660 of 2018. This Agreement will have no effect on any pre-existing agreements that the parties may have, under which Oakland County performs contracted assessing services for the Assessing District.

## **2.0 DUTIES AND RESPONSIBILITIES OF ASSESSING DISTRICTS**

- 2.1 Any Assessing District in Oakland County that is required to utilize the services of the Designated Assessor will, during the period the Assessing District is required to or chooses to utilize the services of the Designated Assessor, do the following:
  - 2.1.1 Provide the Designated Assessor with reasonable access to records, documents, databases and information in order to allow the Designated Assessor to serve as the Assessor of Record for the Assessing District and satisfy all requirements *Supervising Preparation of the Assessment Roll* approved by the State Tax Commission August 21, 2018.
  - 2.1.2 Furnish the Designated Assessor with any applicable policies and procedures that the Designated Assessor may be subject to during the period of time the Designated Assessor serves as the Assessing District's Assessor of Record.
  - 2.1.3 Provide, while the Designated Assessor or his designee is physically working on behalf of the Assessing District and within the geographical boundaries of the Assessing District, any technology, equipment, and workspace necessary for the Designated Assessor or his designee to carry out their requirements under this Agreement.
- 2.2 The Assessing District shall, at all times and under all circumstances, remain solely liable for any and all costs, legal obligations, and/or civil liabilities associated with or in any way related to any Assessing District tax appraisal or assessment functions or any other Assessing District legal obligation under any applicable State Property Tax Laws. The Assessing District shall employ and retain its own legal representation, as necessary, to defend any such claim or challenge before the State Tax Tribunal or any other court or review body.
- 2.3 Except for those express statutory and/or regulatory obligations incumbent only upon licensed Equalization Division Personnel (i.e., State Licensed and Certified Real and/or Personal Property Tax Assessors) to defend property tax appraisals and assessments that they either performed, or were otherwise performed under their supervision, before the Michigan Tax Tribunal, the Parties agree that no other County employees, including any County attorneys shall be authorized, required and/or otherwise obligated under this Agreement or pursuant to any other agreement between the Parties to provide any legal representation to or for the Assessing District and/or otherwise defend, challenge, contest, appeal, or argue on behalf of the Assessing District before the Michigan Tax Tribunal or any other review body or court except to the extent the matters have been traditionally and previously handled by assessing staff, such as, but not limited to, Michigan Tax Tribunal small claims division hearings and matters before the State Tax Commission.



- 2.4 The Assessing District shall, at all times and under all circumstances, remain solely liable for any and all costs, legal obligations, and/or civil liabilities associated with or in any way related to any tax appraisal or assessment functions or any other legal obligation. The Assessing District agrees that under no circumstances shall the County or the Designated Assessor be responsible for any costs, obligations, and/or civil liabilities or any responsibility under any State Property Tax Law.

### **3.0 DESIGNATED ASSESSOR COMPENSATION**

- 3.1 The Designated Assessor may charge an Assessing District that is required to contract with the Designated Assessor and that Assessing District shall pay for the reasonable costs incurred by the Designated Assessor in serving as the Assessing District's Assessor of Record, including, but not limited to, the costs of overseeing and administering the annual assessment, preparing and defending the assessment roll, and operating the assessing office.
- 3.2 If the Designated Assessor is required to serve as the Assessor of Record for an Assessing District within Oakland County, the parties understand and agree that he will be serving in his official capacity as the Oakland County Equalization Officer. Therefore, an Assessing District will not make any direct payments to the Designated Assessor. Instead, the Assessing District will be responsible for paying a fee to Oakland County which fee is intended to compensate Oakland County for the reasonable costs incurred by the Designated Assessor and his staff. Oakland County will charge the Assessing District a fee equal to the average rate per parcel that it charges those districts for whom it already performs contracted assessing services, as of the date the Designated Assessor is required to serve as the Assessor of Record. The parties agree that should the standard fee not reasonably reflect the actual cost of the provision of the services required that the standard fee will be modified to a higher or lower fee, and so the fee is reasonable. The modification of the standard fee will be dependent upon the complexity of the work to be performed by the Designated Assessor, the number of staff needed to assist in completing the work and whether the Assessing District provides its own staff to assist the Designated Assessor. The Assessing District is not required to pay a retainer fee. In the event that the Designated Assessor is acting on behalf of an Assessing District for which Oakland County Equalization Department is currently contracted with to provide assessing services, the Designated Assessor will provide its Designated Assessor services at no additional cost to said Assessing District.
- 3.3 If the Assessing District fails, for any reason, to pay the County any monies when and as due under this Contract, the Assessing District agrees that unless expressly prohibited by law, the County or the County Treasurer, at their sole option, shall be entitled to a setoff from any other Assessing District funds that are in the County's possession for any reason. Funds include but are not limited to the Delinquent Tax Revolving Fund ("DTRF"). Any

setoff or retention of funds by the County shall be deemed a voluntary assignment of the amount by the Assessing District to the County. The Assessing District waives any claims against the County or its Officials for any acts related specifically to the County's offsetting or retaining such amounts. This paragraph shall not limit the Assessing District's legal right to dispute whether the underlying amount retained by the County was actually due and owing under this Agreement.

- 3.4 If the County chooses not to exercise its right to setoff or if any setoff is insufficient to fully pay the County any amounts due and owing the County under this Contract, the County shall have the right to charge up to the then-maximum legal interest on any unpaid amount. Interest charges shall be in addition to any other amounts due to the County under this Agreement. Interest charges shall be calculated using the daily unpaid balance method and accumulate until all outstanding amounts and accumulated interest are fully paid.
- 3.5 Nothing in this Section shall operate to limit the County's right to pursue or exercise any other legal rights or remedies under this Contract against the Assessing District to secure reimbursement of amounts due the County under this Agreement. The remedies in this Section shall be available to the County on an ongoing and successive basis if Assessing District at any time becomes delinquent in its payment. Notwithstanding any other term and condition in this Contract, if the County pursues any legal action in any court to secure its payment under this Contract, the Assessing District agrees to pay all costs and expenses, including attorney's fees and court costs, incurred by the County in the collection of any amount owed by the Assessing District.

#### **4.0 EFFECTIVE DATE AND TERM OF AGREEMENT**

This Agreement shall become effective when it is executed by the Oakland County Board of Commissioners, Micheal R. Lohmeier, and the governing bodies of a majority of the Assessing Districts within Oakland County, and shall expire on December 31, 2027. The terms and conditions in Section 3.0 (Compensation) shall survive and continue in full force beyond the termination of this Agreement if the Assessing District owes money to the County under this Agreement.

#### **5.0 DESIGNATED ASSESSOR EMPLOYMENT STATUS**

It is understood by the parties that Micheal R. Lohmeier is appointed as the Designated Assessor based on his employment status as Oakland County Equalization Officer and that if his employment status materially changes, the parties will request that the State Tax Commission designate and approve an interim Designated Assessor until the parties are able to amend this Agreement.

#### **6.0 ENTIRE AGREEMENT**

This Agreement sets forth all covenants, promises, agreements, conditions and understandings between the parties and there are no covenants, promises, agreements, conditions, or understandings, either oral or written, between the Parties other than are set forth in this Agreement.

## **7.0 AMENDMENTS**

This Agreement cannot be modified unless reduced to writing and signed by both Parties.

## **8.0 SEVERABILITY**

If a court of competent jurisdiction finds a term or condition of this Agreement to be illegal or invalid, then the term or condition shall be deemed severed from this Agreement. All other terms or conditions shall remain in full force and effect.

## **9.0 GOVERNING LAW**

This Agreement shall be governed, interpreted, and enforced by the laws of the State of Michigan.

## **10.0 COUNTERPARTS**

This Agreement may be executed in one or more counterparts, including facsimile copies, each of which shall be deemed an original, but all of which shall together constitute one instrument.

IN WITNESS WHEREOF, \_\_\_\_\_ [name and title of assessing district official] hereby acknowledges that he/she has been authorized by a resolution of the \_\_\_\_\_ [name of assessing district], a certified copy of which is attached, to execute this Agreement on behalf of Public Body and hereby accepts and binds Public Body to the terms and conditions of this Agreement.

**[Signatures contained on following page]**

EXECUTED: \_\_\_\_\_  
Name and Title:

DATE: \_\_\_\_\_

WITNESSED: \_\_\_\_\_  
Name and Title:

DATE: \_\_\_\_\_

IN WITNESS WHEREOF, David Woodward, Chairperson, Oakland County Board of Commissioners, hereby acknowledges that he has been authorized by a resolution of the Oakland County Board of Commissioners to execute this Agreement on behalf of Oakland County, and hereby accepts and binds Oakland County to the terms and conditions of this Agreement.

EXECUTED: \_\_\_\_\_  
David Woodward, Chairperson  
Oakland County Board of Commissioners

DATE: \_\_\_\_\_

WITNESSED: \_\_\_\_\_  
Name and Title:

DATE: \_\_\_\_\_

MICHEAL R. LOHMEIER, in his official capacity as Equalization Officer for Oakland County, hereby accepts the role of Designated Assessor as outlined in this Agreement.

EXECUTED: \_\_\_\_\_  
Micheal R. Lohmeier  
Oakland County Equalization Officer

DATE: \_\_\_\_\_



## **ADDENDUM – SEV TOTALS**

### **OAKLAND COUNTY SEV TOTALS BY CLASS**

Class	Parcel Counts	State Equalized Values
Agricultural	392	87,150,370
Commercial	20,907	14,614,165,290
Industrial	4,441	2,896,770,040
Residential Personal Property	448,068 52,372	68,274,369,769 3,863,299,665
Special Acts	650	507,403,698



**October 20, 2022**

**RESOLUTION #2022-2106 \_ 22-350**

Sponsored By: Gwen Markham

**Equalization - Interlocal Agreement Designating Micheal Lohmeier as the Assessor for Oakland County**

Chairperson and Members of the Board:

**WHEREAS** pursuant to Public Act 660 of 2018, each county is required to notify the State Tax Commission, no later than December 31, 2020, of the individual that will serve as the County's Designated Assessor; and

**WHEREAS** the Designated Assessor is part of a process to ensure that local units of government are in compliance with statutory provisions of the Audit of Minimum Assessing Requirements; and

**WHEREAS** the Designated Assessor is the individual designated by an Interlocal Agreement executed between the County Board of Commissioners and a majority of the assessing districts (cities and townships) within the county, subject to final approval of the State Tax Commission; and

**WHEREAS** the Designated Assessor serves as the assessor of record and assumes all duties and responsibilities as the assessor of record for an assessing district that is determined to be non-compliant with an audit; and

**WHEREAS** each county must also provide the State Tax Commission with the interlocal agreement executed by the County Board of Commissioners, a majority of the assessing districts within the county, and the proposed Designated Assessor for the county; and

**WHEREAS** the interlocal agreement must provide enough detail regarding the assessment responsibilities for the Designated Assessor including, but not limited to, the following:

1. Information related to the scope of services being provided by the Designated Assessor, including preparation of assessment rolls, timeline for delivery of documents and execution of forms, attendance at Boards of Review meetings, duties and responsibilities related to property tax appeals, both Small Claims and Entire Tribunal, filed with the Michigan Tax Tribunal, responsibility to meet with local unit officials, and obligations of local unit assessing staff members,
2. Duties and responsibilities for each local unit within the county, including providing the Designated Assessor with reasonable access to records, documents and information, and
3. Details relating to cost and compensation for overseeing and administering the annual assessment and operating the assessing office, including payment terms and cost reimbursement; and

**WHEREAS** an Interlocal Agreement was previously entered into between Oakland County and the participating Assessing Districts under the former Oakland County Equalization Director; and

**WHEREAS** Oakland County has a new Oakland County Equalization Director, Micheal Lohmeier,

and as a result, a new Interlocal Agreement is required with the Assessing Districts within the County that approve the Agreement; and

**WHEREAS** Oakland County Corporation Counsel is developing the Designated Assessor Interlocal Agreement to be entered into with any and all Assessing Districts within the County that approve the Agreement.

**NOW THEREFORE BE IT RESOLVED** that the Oakland County Board of Commissioners approves designating Oakland County Equalization Director Micheal Lohmeier, who is an individual qualified and certified by the State Tax Commission as a Michigan Master Assessing Officer, to be the Designated Assessor for Oakland County.

**BE IT FURTHER RESOLVED** that the Board of Commissioners approves and authorizes the Chairperson of Board to execute the required Interlocal Agreement on behalf of Oakland County upon final review and approval by Corporation Counsel.

Chairperson, the following Commissioners are sponsoring the foregoing Resolution: **Gwen Markham**.

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David Woodward, Commissioner

Date: October 21, 2022



David Coulter, Oakland County Executive

Date: October 21, 2022



Lisa Brown, County Clerk / Register of Deeds

Date: October 26, 2022

#### COMMITTEE TRACKING

2022-10-12 Finance - Recommend to Board

2022-10-20 Full Board - Adopted

#### VOTE TRACKING

Motioned by Commissioner Michael Gingell seconded by Commissioner Kristen Nelson to adopt the attached Interlocal Agreement: Designating Micheal Lohmeier as the Assessor for Oakland County.

**Yes:** David Woodward, Michael Gingell, Michael Spisz, Karen Joliat, Kristen Nelson, Eileen Kowall, Christine Long, Philip Weipert, Gwen Markham, Angela Powell, Thomas Kuhn, Chuck Moss, Marcia Gershenson, William Miller III, Yolanda Smith Charles, Penny Luebs, Janet Jackson, Gary McGillivray, Robert Hoffman, Adam Kochenderfer (20)

**No:** None (0)

**Abstain:** None (0)

**Absent:** (0)

**Passed**

## ATTACHMENTS

1. OC Designated Assessor Interlocal Agreement 9.16.22
- 

STATE OF MICHIGAN)  
COUNTY OF OAKLAND)

I, Lisa Brown, Clerk of the County of Oakland, do hereby certify that the foregoing resolution is a true and accurate copy of a resolution adopted by the Oakland County Board of Commissioners on October 20, 2022, with the original record thereof now remaining in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of the Circuit Court at Pontiac, Michigan on Thursday, October 20, 2022.



*Lisa Brown, Oakland County Clerk / Register of Deeds*



**INTERLOCAL AGREEMENT FOR OAKLAND COUNTY TO APPROVE  
THE DESIGNATED ASSESSOR FOR THE PERIOD January 1, 2023  
THROUGH December 31, 2027**

Public Act 660 of 2018 requires a county to have a Designated Assessor on file with the State Tax Commission as of December 31, 2020. On December 29, 2020, Oakland County met this requirement, having a majority of the Assessing Districts in favor of the Equalization Officer serving as its Designated Assessor. On August 4, 2022, Oakland County Commissioners voted to retain Micheal R Lohmeier, MMAO as its new Equalization Officer for its Equalization Division, and as a result, the interlocal agreements were required to be revised. A majority of the Assessing Districts are in favor of the Equalization Officer serving as its Designated Assessor.

The following interlocal agreement (hereinafter “Agreement”) has been executed by the Board of Commissioners for Oakland County, a majority of the Assessing Districts in Oakland County, and the individual put forth as the proposed Designated Assessor. Oakland County and the Assessing Districts are collectively referred to throughout this Agreement as the “Parties.”

**RECITALS**

WHEREAS, The Assessing Districts are Municipal Corporations (cities and townships) located within the County of Oakland, in the State of Michigan;

WHEREAS, The Michigan Constitution of 1963, Article 7, Section 28 permits a political subdivision to exercise jointly with any other political subdivision any power, privilege or authority which such political subdivisions share in common with each other and which each might exercise separately;

WHEREAS, The Urban Cooperation Act of 1967, being MCL 124.505 *et seq*, and the Intergovernmental Transfer of Functions and Responsibilities Act, give effect to the Constitutional provision by providing that public agencies may enter into interlocal agreements to carry out their respective functions, powers and authority;

WHEREAS, P.A. 660 of 2018 requires each County to enter into an Agreement that designates the individual who will serve as the County’s Designated Assessor. That interlocal agreement must be approved by the County Board of Commissioners and a majority of the Assessing Districts in the County.

WHEREAS, P.A. 660 of 2018 mandates that the Designated Assessor shall be an advanced assessing officer or a master assessing officer.

NOW, THEREFORE, based on the foregoing Recitals, and in consideration of the terms of this Agreement, the Parties agree as follows:

## BACKGROUND INFORMATION

Oakland County names **MICHEAL R. LOHMEIER (R-6101)**, in his official capacity as the Equalization Officer for Oakland County, as the Designated Assessor for all of the Assessing Districts within Oakland County<sup>1</sup>. Included as an addendum to this Agreement are the Oakland County SEV totals by class, including special act values, those properties deemed unique or complex by a local Assessing District, and a listing of the total number of parcels, by classification, including special act rolls, within each Assessing District.

If the State Tax Commission (STC) invokes the Designated Assessor process for any Assessing District in Oakland County, the Parties agree that the Designated Assessor will perform the duties associated with being the Assessor of Record for an Assessing District at the Oakland County Equalization Division offices in the City of Pontiac, County of Oakland, State of Michigan, unless the duties of the Designated Assessor require on-site visits to the Assessing District's location.

## QUALIFICATIONS OF DESIGNATED ASSESSOR

Micheal R. Lohmeier has been certified as a Michigan Master Assessing Officer since 2012. In his capacity as the Oakland County Equalization Officer, he is responsible for managing the Oakland County Equalization Division. Along with its statutory duties, the Equalization Division currently acts as the contracted Assessor of Record for thirty of the fifty-two Assessing Districts in Oakland County.

Micheal R. Lohmeier has disclosed any conflicts of interest involving the proposed Designated Assessor, the County, or any Assessing District, if applicable: **[NONE]**.

It is understood that Micheal R. Lohmeier will, during the length of this agreement, maintain his assessor certification in good standing with the State Tax Commission and if required to serve as the Designated Assessor for an Assessing District in Oakland County shall act as the Assessor of Record for that Assessing District. When acting as the Assessor of Record for an Assessing District, the Designated Assessor shall meet all the requirements as set forth by the State Tax Commission's *Supervising Preparation of the Assessment Roll* approved by the State Tax Commission August 21, 2018.

Any additional requirements that are agreed to by the Designated Assessor, the County and the Assessing Districts may not conflict with the State Tax Commission's *Supervising Preparation of the Rolls*.

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<sup>1</sup> Oakland County contains 52 Assessing Districts (cities and townships), two of which (City of Fenton and City of Northville) are not considered to be "in" Oakland County for purposes of MCL 211.10g as the largest share of their state equalized value is located in another county.

A list of the remaining 50 Assessing Districts can be found here:

<https://www.oakgov.com/mgtbud/equal/Pages/assessing-offices.aspx>

## **1.0 DUTIES AND RESPONSIBILITIES OF DESIGNATED ASSESSOR**

- 1.1 The Designated Assessor, while serving as the Assessor of Record for an Assessing District within Oakland County, shall satisfy all requirements contained State Tax Commission's *Supervising Preparation of the Assessment Roll* approved by the State Tax Commission August 21, 2018.
- 1.2 Within 30 (thirty) days of being appointed as the Assessor of Record for the Assessing District by the STC or the voluntary election by the Assessing District to utilize the Designated Assessor, the Designated Assessor shall prepare and transmit to the Assessing District's supervisor, manager, or chief executive a detailed proposal, including a schedule for delivery of documents, to correct deficiencies identified by the STC's audit.
- 1.3 The Parties agree that the Designated Assessor, while serving as the Assessor of Record for an Assessing District, shall do the following things, as applicable to bring the Assessing District into compliance with the Audit of Minimum Assessing Requirements:
  - 1.3.1 Make assessments of real and personal property within the Assessing District;
  - 1.3.2 Appraise all property, process all real and personal property description changes, and prepare the assessment roll for real and personal property in the Assessing District;
  - 1.3.3 Attend (or have a designee attend) all March, July, and December Board of Review meetings;
  - 1.3.4 Be available for consultation on all Michigan Tax Tribunal real and personal property and special assessment appeals, and assist the Assessing District in the preparation of both the oral and written defense of appeals;
  - 1.3.5 Prepare all necessary reports for review by the supervisor, manager, chief executive, board, or council of the Assessing District, as applicable;
  - 1.3.6 Performs any other duties required under PA 660 of 2018.
- 1.4 For an Assessing District employing assessing staff other than the Assessor of Record, assessing staff will conduct their duties as under the direction and supervision of the Designated Assessor, subject to any limitations as may be agreed by the applicable Assessing District and the Designated Assessor. However, no members of said assessing staff will become employees or independent contractors of Oakland County.
- 1.5 While not acting in the capacity as the Designated Assessor for an Assessing District, the Designated Assessor will have the following duties and responsibilities for Oakland County and the Assessing Districts within Oakland County: Equalization Officer.
- 1.6 The parties understand and agree that the duties outlined in this Agreement only apply if and when the Designated Assessor is required, or the Assessing District chooses to request the Designated Assessor, to take over the assessing duties for an Assessing District

pursuant to the terms of PA 660 of 2018. This Agreement will have no effect on any pre-existing agreements that the parties may have, under which Oakland County performs contracted assessing services for the Assessing District.

## **2.0 DUTIES AND RESPONSIBILITIES OF ASSESSING DISTRICTS**

- 2.1 Any Assessing District in Oakland County that is required to utilize the services of the Designated Assessor will, during the period the Assessing District is required to or chooses to utilize the services of the Designated Assessor, do the following:
  - 2.1.1 Provide the Designated Assessor with reasonable access to records, documents, databases and information in order to allow the Designated Assessor to serve as the Assessor of Record for the Assessing District and satisfy all requirements *Supervising Preparation of the Assessment Roll* approved by the State Tax Commission August 21, 2018.
  - 2.1.2 Furnish the Designated Assessor with any applicable policies and procedures that the Designated Assessor may be subject to during the period of time the Designated Assessor serves as the Assessing District's Assessor of Record.
  - 2.1.3 Provide, while the Designated Assessor or his designee is physically working on behalf of the Assessing District and within the geographical boundaries of the Assessing District, any technology, equipment, and workspace necessary for the Designated Assessor or his designee to carry out their requirements under this Agreement.
- 2.2 The Assessing District shall, at all times and under all circumstances, remain solely liable for any and all costs, legal obligations, and/or civil liabilities associated with or in any way related to any Assessing District tax appraisal or assessment functions or any other Assessing District legal obligation under any applicable State Property Tax Laws. The Assessing District shall employ and retain its own legal representation, as necessary, to defend any such claim or challenge before the State Tax Tribunal or any other court or review body.
- 2.3 Except for those express statutory and/or regulatory obligations incumbent only upon licensed Equalization Division Personnel (i.e., State Licensed and Certified Real and/or Personal Property Tax Assessors) to defend property tax appraisals and assessments that they either performed, or were otherwise performed under their supervision, before the Michigan Tax Tribunal, the Parties agree that no other County employees, including any County attorneys shall be authorized, required and/or otherwise obligated under this Agreement or pursuant to any other agreement between the Parties to provide any legal representation to or for the Assessing District and/or otherwise defend, challenge, contest, appeal, or argue on behalf of the Assessing District before the Michigan Tax Tribunal or any other review body or court except to the extent the matters have been traditionally and previously handled by assessing staff, such as, but not limited to, Michigan Tax Tribunal small claims division hearings and matters before the State Tax Commission.



- 2.4 The Assessing District shall, at all times and under all circumstances, remain solely liable for any and all costs, legal obligations, and/or civil liabilities associated with or in any way related to any tax appraisal or assessment functions or any other legal obligation. The Assessing District agrees that under no circumstances shall the County or the Designated Assessor be responsible for any costs, obligations, and/or civil liabilities or any responsibility under any State Property Tax Law.

### **3.0 DESIGNATED ASSESSOR COMPENSATION**

- 3.1 The Designated Assessor may charge an Assessing District that is required to contract with the Designated Assessor and that Assessing District shall pay for the reasonable costs incurred by the Designated Assessor in serving as the Assessing District's Assessor of Record, including, but not limited to, the costs of overseeing and administering the annual assessment, preparing and defending the assessment roll, and operating the assessing office.
- 3.2 If the Designated Assessor is required to serve as the Assessor of Record for an Assessing District within Oakland County, the parties understand and agree that he will be serving in his official capacity as the Oakland County Equalization Officer. Therefore, an Assessing District will not make any direct payments to the Designated Assessor. Instead, the Assessing District will be responsible for paying a fee to Oakland County which fee is intended to compensate Oakland County for the reasonable costs incurred by the Designated Assessor and his staff. Oakland County will charge the Assessing District a fee equal to the average rate per parcel that it charges those districts for whom it already performs contracted assessing services, as of the date the Designated Assessor is required to serve as the Assessor of Record. The parties agree that should the standard fee not reasonably reflect the actual cost of the provision of the services required that the standard fee will be modified to a higher or lower fee, and so the fee is reasonable. The modification of the standard fee will be dependent upon the complexity of the work to be performed by the Designated Assessor, the number of staff needed to assist in completing the work and whether the Assessing District provides its own staff to assist the Designated Assessor. The Assessing District is not required to pay a retainer fee. In the event that the Designated Assessor is acting on behalf of an Assessing District for which Oakland County Equalization Department is currently contracted with to provide assessing services, the Designated Assessor will provide its Designated Assessor services at no additional cost to said Assessing District.
- 3.3 If the Assessing District fails, for any reason, to pay the County any monies when and as due under this Contract, the Assessing District agrees that unless expressly prohibited by law, the County or the County Treasurer, at their sole option, shall be entitled to a setoff from any other Assessing District funds that are in the County's possession for any reason. Funds include but are not limited to the Delinquent Tax Revolving Fund ("DTRF"). Any

setoff or retention of funds by the County shall be deemed a voluntary assignment of the amount by the Assessing District to the County. The Assessing District waives any claims against the County or its Officials for any acts related specifically to the County's offsetting or retaining such amounts. This paragraph shall not limit the Assessing District's legal right to dispute whether the underlying amount retained by the County was actually due and owing under this Agreement.

- 3.4 If the County chooses not to exercise its right to setoff or if any setoff is insufficient to fully pay the County any amounts due and owing the County under this Contract, the County shall have the right to charge up to the then-maximum legal interest on any unpaid amount. Interest charges shall be in addition to any other amounts due to the County under this Agreement. Interest charges shall be calculated using the daily unpaid balance method and accumulate until all outstanding amounts and accumulated interest are fully paid.
- 3.5 Nothing in this Section shall operate to limit the County's right to pursue or exercise any other legal rights or remedies under this Contract against the Assessing District to secure reimbursement of amounts due the County under this Agreement. The remedies in this Section shall be available to the County on an ongoing and successive basis if Assessing District at any time becomes delinquent in its payment. Notwithstanding any other term and condition in this Contract, if the County pursues any legal action in any court to secure its payment under this Contract, the Assessing District agrees to pay all costs and expenses, including attorney's fees and court costs, incurred by the County in the collection of any amount owed by the Assessing District.

#### **4.0 EFFECTIVE DATE AND TERM OF AGREEMENT**

This Agreement shall become effective when it is executed by the Oakland County Board of Commissioners, Micheal R. Lohmeier, and the governing bodies of a majority of the Assessing Districts within Oakland County, and shall expire on December 31, 2027. The terms and conditions in Section 3.0 (Compensation) shall survive and continue in full force beyond the termination of this Agreement if the Assessing District owes money to the County under this Agreement.

#### **5.0 DESIGNATED ASSESSOR EMPLOYMENT STATUS**

It is understood by the parties that Micheal R. Lohmeier is appointed as the Designated Assessor based on his employment status as Oakland County Equalization Officer and that if his employment status materially changes, the parties will request that the State Tax Commission designate and approve an interim Designated Assessor until the parties are able to amend this Agreement.

#### **6.0 ENTIRE AGREEMENT**

This Agreement sets forth all covenants, promises, agreements, conditions and understandings between the parties and there are no covenants, promises, agreements, conditions, or understandings, either oral or written, between the Parties other than are set forth in this Agreement.

## **7.0 AMENDMENTS**

This Agreement cannot be modified unless reduced to writing and signed by both Parties.

## **8.0 SEVERABILITY**

If a court of competent jurisdiction finds a term or condition of this Agreement to be illegal or invalid, then the term or condition shall be deemed severed from this Agreement. All other terms or conditions shall remain in full force and effect.

## **9.0 GOVERNING LAW**

This Agreement shall be governed, interpreted, and enforced by the laws of the State of Michigan.

## **10.0 COUNTERPARTS**

This Agreement may be executed in one or more counterparts, including facsimile copies, each of which shall be deemed an original, but all of which shall together constitute one instrument.

IN WITNESS WHEREOF, \_\_\_\_\_ [name and title of assessing district official] hereby acknowledges that he/she has been authorized by a resolution of the \_\_\_\_\_ [name of assessing district], a certified copy of which is attached, to execute this Agreement on behalf of Public Body and hereby accepts and binds Public Body to the terms and conditions of this Agreement.

**[Signatures contained on following page]**

EXECUTED: \_\_\_\_\_  
Name and Title:

DATE: \_\_\_\_\_

WITNESSED: \_\_\_\_\_  
Name and Title:

DATE: \_\_\_\_\_

IN WITNESS WHEREOF, David Woodward, Chairperson, Oakland County Board of Commissioners, hereby acknowledges that he has been authorized by a resolution of the Oakland County Board of Commissioners to execute this Agreement on behalf of Oakland County, and hereby accepts and binds Oakland County to the terms and conditions of this Agreement.

EXECUTED: \_\_\_\_\_  
David Woodward, Chairperson  
Oakland County Board of Commissioners

DATE: \_\_\_\_\_

WITNESSED: \_\_\_\_\_  
Name and Title:

DATE: \_\_\_\_\_

MICHEAL R. LOHMEIER, in his official capacity as Equalization Officer for Oakland County, hereby accepts the role of Designated Assessor as outlined in this Agreement.

EXECUTED: \_\_\_\_\_  
Micheal R. Lohmeier  
Oakland County Equalization Officer

DATE: \_\_\_\_\_



## **ADDENDUM – SEV TOTALS**

### **OAKLAND COUNTY SEV TOTALS BY CLASS**

Class	Parcel Counts	State Equalized Values
Agricultural	392	87,150,370
Commercial	20,907	14,614,165,290
Industrial	4,441	2,896,770,040
Residential Personal Property	448,068 52,372	68,274,369,769 3,863,299,665
Special Acts	650	507,403,698



# Charter Township of Orion

2323 Joslyn Rd., Lake Orion MI 48360  
www.oriontownship.org

Phone: (248) 391-0304

## Agenda Item Summary

**To:** Board of Trustees  
**From:** Chris Barnett, Township Supervisor  
**Meeting Date:** November 21, 2022  
**Memo Date:** November 17, 2022  
**Subject:** IAFF Contract

---

☒ Consent ☐ Pending

### REQUEST

The request is to provide a brief update on the status of the IAFF contract.

### REASON

The IAFF contract has been submitted to the union for ratification.

### PROCESS

Should the IAFF ratify and sign the contract prior to Monday's meeting, a copy of the contract will be set at your place in the Board Room.

### RECOMMENDATION (MOTION)

Receive and file



## Agenda Item Summary

**To:** Board of Trustees  
**From:** Donni Steele, Township Treasurer  
**Meeting Date:** November 21, 2022  
**Memo Date:** November 21, 2022  
**Subject:** Budget Workshop's Power Point Presentation and notes added to the Board of Trustees Minutes.

---

☐ Consent ☒ Pending

### REQUEST

To include Budget notes and power point presentation to 11/21/22 Board of Trustee's meeting minutes

### REASON

Transparency of Budget Discussion

### PROCESS

Have Clerk add budget and procurements power point presentation and Treasurer's notes to BOT minutes

### RECOMMENDATION (MOTION)

Motion to receive and file budget power point presentation and budget notes and add them to the Board of Trustees 11/21/22 Minutes



## What types of expenditures are authorized for townships?

Determining whether a township expenditure is lawful can be tricky. A township must always first look to ensure that there is a state statute authorizing an expenditure activity to support its decision in an allocation of funds. If you cannot find a statute or an umbrella statute to support a particular activity, this is a sign the expenditure is probably not allowed.

When deciding whether or not a township can spend money on any particular item or cause, there are two additional general rules in mind: 1) Is it for a valid public purpose?, and 2) Is the operation being controlled and managed by the township? A valid public purpose excludes expenditures that would be used for a private purpose that generally only benefits an individual or small private group of people. A public purpose supports the right of the public to receive and enjoy the benefit of the use of an expenditure, which determines whether the use is public or private. In the case *Wayne County v. Hathcock*, the state Supreme Court defined public purpose as “for its objective the promotion of the public health, safety, morals, general welfare, security, prosperity, and contentment of all the inhabitants or residents within the municipal corporation, the sovereign powers of which are used to promote such public purpose.”



## Can our township donate to a charity or nonprofit?

Townships cannot donate public dollars to a charity or nonprofit. There are hundreds of good charitable organizations and although they may benefit some of the public, it does not mean they are entitled to municipal funds. In some situations, however, townships may *contract* with a nonprofit organization to provide a service that a township can lawfully provide, such as youth services.



## Can the township buy food for firefighters or election workers?

Generally, a township cannot buy or provide food for firefighters or election workers because such expenditures do not meet the definition of public purpose. However, there is an exception that can be made. When these workers are working an extended amount of time beyond their normal hours, food can be provided if the hours provide a benefit to the public. For example, firefighters' hours are extended when they are out on fire runs because some fires take longer to put out than others. In this instance, the extended hours are to the public's benefit.

If an election is short-staffed or particularly busy, for proper election administration, it may be necessary for election workers to stay on site throughout Election Day. In such cases, food provided to election workers would be considered an authorized expenditure.



## How about food for office staff?

A township cannot buy food or coffee for office staff if it is during normal working hours. This would be considered a private purpose since it would not be providing a benefit to the public. However, this can be allowed if it is provided through a fringe benefit that has been adopted through a collective bargaining agreement between the township and the employees' union.



## Can the township pay for an employee retirement plaque?

No, townships cannot pay for retirement gifts. Such expenditures are not granted through any state laws or the state constitution. A retirement gift is not for a public purpose, nor does it provide any benefit to the public. It is a private gift for an individual with a private purpose.



## Can our township pay for membership dues for an employee?

Yes. Numerous Supreme Court cases, including *Hayes v. City of Kalamazoo*, have upheld the ability of a municipality to pay for membership dues to associations, such as MTA, as well as registration fees for training, travel, meals and lodging.

Information provided in *Financial Forum* should not be considered legal advice, and readers are encouraged to contact their township auditor and/or attorney for advice specific to their situation.







## Can campaign stickers be posted in the hallway of a polling place on Election Day?

No. The Michigan Election Law prohibits any person from doing the following on Election Day in the polling room or a room/ compartment connected to the polling room OR within 100 feet from any entrance to the building in which the polling place is located:

- Persuading or attempting to persuade a person to vote for or against any particular candidate, party ticket or ballot question being voted on at that election.
- Placing or distributing stickers (other than stickers provided by election officials pursuant to law).
- Soliciting donations, gifts, contributions, purchase of tickets or similar demands.
- Requesting or obtaining signatures on petitions.
- Posting, displaying or distributing any material that directly or indirectly makes reference to an election, a candidate or a ballot question (other than official material required by law to be posted, displayed or distributed in a polling place on Election Day). (MCL 168.744)
- The name of any elected or appointed official of the state, township or any political subdivision cannot appear on any material that is temporarily posted, displayed or distributed in a polling place or polling room on Election Day. (MCL 168.744a)

A person who violates MCLs 168.744 or 168.744a is guilty of a misdemeanor. Based on MCLs 168.744 and 168.744a, MTA recommends that when township officials or employees are candidates, township office name plates, name tags or honorary plaques that show their names, for example, be covered or removed.

The prohibition on campaign materials also applies to election officials and workers themselves. It also includes prohibiting vehicles with campaign signs or bumper stickers from parking within 100 feet of any entrance to the building (except those parked only while a person is voting).

Exit pollsters can be 20 feet away from the entrance to the polling place, but then may speak only to people who exit, not those who are entering.

Also note that Section 57 of the Michigan Campaign Finance Act, MCL 169.257, prohibits the use of township property to expressly advocate voting for or against a candidate or ballot question on any day other than Election Day.



## The township hall is one of our polling places, and a board member and an employee are candidates. Do they have to stay away from the hall on Election Day?

No, as long as they do not violate MCL 168.744 (including not wearing campaign buttons).

However, there may be other things to look out for. For example, a township newsletter article posted on a hallway bulletin board on what a proposed fire millage would allow the fire department to purchase if it passes should be removed before Election Day. All materials displaying “pro and con” information on any proposals appearing on the ballot are prohibited.



## Can a township enforce the Election Law prohibitions or remove campaign materials inside the 100-foot limit on private property on Election Day?

Yes. The Election Law 100-foot rule does not distinguish between private and public property. According to MTA Legal Counsel, the township has a responsibility to see that campaign materials are not present within the 100-foot limit, regardless of whether the property is township property or private property.



## May a township remove campaign materials outside of the 100-foot limit on township property on Election Day?

Yes. As long as the policy is equally and consistently applied, a township board may adopt a policy that it will remove unattended campaign signs or other materials from township property outside of the 100-foot limit on Election Day.

Note that people may display or hand out campaign materials on township property outside of the 100-foot limit, but only on Election Day, and only if the materials are not left unattended. When the materials are being displayed or handed out by a person, the activity qualifies as protected political free speech.

A township may also regulate vehicle or other use of the township’s parking lot on Election Day. A person may park a vehicle with campaign materials on the property only for as long as it takes for them to vote.



## May a township lawfully pay to provide food and beverages to election workers on Election Day?

It is possible under certain circumstances, but there may be better options. Check with the township's auditor for his/her comfort level with the township's approach.

According to the Michigan Department of Treasury's *Bulletin for Audits of Local Units of Government*, Appendix H:

"The purchase of coffee, donuts and sandwiches must be for a public, not an individual or private group or purpose. These expenditures for use at a regular or special meeting, for firefighters, volunteer or full-time employees, when working an extended period of time or when dedicating public buildings are normally considered expenditures for a public purpose.

"Coffee and donuts for employees' use during normal working hours is considered personal, not for a public purpose, and improper unless specifically provided for in a collective bargaining agreement or duly adopted employment policy of the governmental unit (fringe benefit)."

There is a belief in some communities that once election workers arrive for work on Election Day, they cannot leave the building, even for meals. We are not aware of any requirement in the Michigan Election Law or Bureau of Elections procedures that election workers must remain on-site throughout the day. Just as with other hourly employees, break times must be available. If a township requires election workers to remain on-site even through lunch, it must pay them for that time.

More commonly, election workers are asked to stay through lunch to ensure that enough staff are available throughout the day, because sometimes workers don't come back from lunch. And, in a particularly busy election or where the election workers are short-staffed due to illness or emergency, it may be necessary for the proper administration of the election for election workers to work through breaks or for extended hours. In those circumstances, a township board may choose to provide food or beverages for election workers.

Under normal conditions, it is probably best if the township does not provide meals with township funds. Just as with other township employees, election workers may bring their own lunches or go out for lunch. Some clerks very generously use their own funds to order in, and in many townships, election staffers volunteer to bring dishes to pass—which gets my vote because few things beat a Michigan potluck!

*Hello, MTA ... ?* provides general information on typical questions asked by township officials. Readers are encouraged to contact an attorney when specific legal guidance is needed. Member township officials and personnel may contact MTA Member Information Services with questions or requests from 8 a.m. to 5 p.m., weekdays, at (517) 321-6467 or fax (517) 321-8908.

The Centers for Disease Control and Prevention offers the following recommendations for polling places to mitigate the spread of COVID-19:

### Actions for elections officials in advance of Election Day

- Encourage voters to use voting methods that minimize direct contact with other people and reduce crowd size at polling stations.
  - Encourage mail-in methods of voting.
  - Encourage early voting, where voter crowds may be smaller throughout the day, to minimize the number of individuals a voter may come in contact with.
  - Encourage voters planning to vote in-person on Election Day to arrive at off-peak times. For example, if voter crowds are lighter mid-morning, advertise that in advance to the community.
  - Consider additional social distancing and other measures to protect these individuals during voting.

### Preventive actions polling workers can take

- Stay at home if you have fever, respiratory symptoms, or believe you are sick.
- Practice hand hygiene frequently.
- Practice routine cleaning of frequently touched surfaces, including tables, doorknobs, light switches, handles, desks, toilets, faucets, sinks, etc.
- Routinely clean and disinfect voting-associated equipment. Consult with the voting machine manufacturer for guidance on appropriate disinfection products for voting machines and associated electronics.

### Preventive action polling stations workers can take for themselves and the general public

- Ensure bathrooms at the polling station are supplied adequately with soap, water and drying materials so visitors and staff can wash their hands.
- Provide hand sanitizer for use before or after using the voting machine or the final step in the voting process. Place in visible, frequently used locations, such as registration desks and exits.
- Incorporate social distancing strategies, as feasible. Keeping individuals at least six feet apart is ideal based on what is known about COVID-19. If this is not feasible, efforts should be made to keep individuals as far apart as is practical, depending on the space available in the polling station and the number of voters who arrive at one time. Polling station workers can:
  - Increase distance between voting booths.
  - Limit nonessential visitors.
  - Remind voters upon arrival to try to leave space between themselves and others. Provide signs to help voters and workers remember this.
  - Discourage voters and workers from greeting others with physical contact (e.g., handshakes). Include this reminder on signs about social distancing.

### Recommendations for processing mail-in ballots

- Workers handling mail-in ballots should practice hand hygiene frequently.
- No additional precautions are recommended for storage of ballots.

**Dear Board of Trustees and Directors,**

Per our last budget presentation these are my **updated** thoughts and comments moving forward. Longevity and sustainability without utilizing fund balance to *operate* the Township is my objective. As our Township matures, with less building and possibly retraction with the economy, cross training, and implement more streamlined processes----our budget(s) should reflect these changes.

### **Topics/Discussion:**

1. Positions still outstanding-- I no longer see them posted.
  1. Assessing- I no longer see it posted- we have added full time position in building department, and Treasurer's office and Supervisor's has absorbed this position.  
**Absorbed in PZ**
  2. Water and sewer field manager vs superintendent
2. Policy and understanding for clothes, logos, boots provided to which departments- is this part of union contracts **Max \$100 per year per office employee up to two items**
3. Policy and expense of driving vehicles home- which departments/ union contract. Longevity of this expense- gas- wear and tear on vehicles.  
**To and from work only.--\$8000 estimate for those who are responding to after hour calls and Board approved—who are the approved, please see attached MTA comments.**
4. **Are we considering offering "longevity buyouts". If yes, is this accounted for in budget. \$40,000 not a good idea, would prefer a budget adjustment OR restricted funds**
5. Recap on No-Haz- are there alternatives to this increased cost of operating this program. Other opportunity, save \$100,000 with \$15 co-pay
6. Fund balance should be used to fund capital projects, rainy day shortfalls, emergencies—not operation.
7. Three full time additional firefighters is it sustainable with current milage- if yes, how long?  
**Removed**
8. **Cost of purchasing food for all occasions except while at conference this has gotten unsustainable in every department—including fancy coffee. Food is NOT a legitimate expense and should be discontinued-- See attached.**
9. **We budgeted approximately \$25,000 for incentives, training for continuing education in addition to bonus for cross training. We did not execute this, and we should have a policy to execute or remove from budget. If we continue this expense—I would like to see bonuses for all continuing education for all departments. NOT in agreement to written policy for tonight's meeting- too nebulous**
10. **Leadership academy \$25,000 too expensive maybe \$5000**
11. **Dues and Miscellaneous, dues are spelled out in budgets, this should be reduced or specify which Associations.**
12. **Travel expense Supervisor \$10,000 should be reduced to \$2000-\$5000-- the boards being served should pay expenses?**
13. **Parks and Rec- Arborist person would like to wait until 2024. Okay with adding \$6000 part time person which was discussed in past meeting for 2023.**
14. **PZ- okay with adding one additional person with PZ absorbing Assessing.**

15. Everything I have read is recession is eminent- raises for everyone should be scrutinized heavily.
16. Review of added expenses for FD within budget. Still not in favor of union negotiation where overtime is given direct contribution- overtime is an ongoing issue
17. Still not in favor of adding addition positions in Building & Clerks department. Elections will be over in 4 weeks and currently there are no large outstanding residential building projects.  
Number 9 above should be revisited (incentives) for cross training between different departments as “back-up” verses hiring more also consider part time.
  1. Clerk Department Payroll, Accounts Payable clerk
    1. Woodhill to offer processing suggestions- such as department heads uploading bills for AP
    2. Utilize other departments for back up (Treasurer, budgeting, fire department administration)
    3. Cross train within department- especially after elections.
    4. Offsite training from MTA, MGOFA, and BSA for outside solutions
    5. Streamline our purchasing process to eliminate vendors
  2. Building Department—Erosion permit inspector  
Contract Woodhill for processing suggestions; cross training within/outside department.
    1. What is the history of soil erosion during the past 3 years- has it increased- why another inspector for this? Who does it now? Does OHM do any?
    2. Have we had continuous overtime in this department for past 3 years- which is indicator of overload. Small amounts of overtime are less expensive than full time & benefits.
    3. Cross training between all clerical and cross training for trades
    4. To my knowledge, we have added approximately 3 full time persons for this department during past 6 years
    5. What is the history of the building permits over past three years? We have mostly closed Gregory Meadows, Bald Mountain, Breckenridge, Cottages of Gregory.
    6. We may not build all that is projected, what is in pipeline ready for construction—recession may be an issue.
    7. What are the new job descriptions for new positions, has the jobs changed?
    8. History of past three years compared to excessive amount this year besides GM.
    9. Maybe we reduce permitting fees to our residents.
    10. Restructuring department may not be needed in our sized community

**Financials/Numbers Completed:**



1. Would like the total budget file- expenses vs revenues
2. All Budget adjustments after the adopted budget puts us in the negative (FYI). Show past 3 years of budget to show this.
3. Recap on CIA Debt and sustainability of this being funded with Marijuana licenses
4. Recap on Municipal Building Debt is the Host fee completely funding this expense
5. Are we meeting projected fund balance expectations which was presented last year.
6. Fund balance for 2023 projected.
7. Review of added expenses for FD within budget

Respectfully Submitted,



**Donni Steele**

Treasurer

Treasurer Department

2525 Joslyn Road, Lake Orion, MI 48360

O: 248.391.0304, ext. 8001 F: 248.391.1484

[www.oriontownship.org](http://www.oriontownship.org)

FROM Catherine Mullhaupt, Attorney MTA:

**1. Trades people, water/ sewer, Parks & Rec, first responders taking Vehicles home?**

**A.** I have no idea what you mean when you say “Trades people” taking vehicles home—how could a trades person (which usually means an independent contractor of some sort) have access to township vehicles in the first place?

The following are some previous responses we have provided on similar questions:

**Q. Our worker uses a truck purchased by the township to go from place to place such as Mowing, plowing , delivering commodities etc. A resident recently questioned why the truck isn't parked in the township garage at night instead of being used for "personal use " by the township worker.**

**So can this legally be allowed ? and if so what rules do we need to follow in order to fulfill our obligations to the residents and the federal government.**

**A.** Only the township board may vote to authorize the use of township equipment, including vehicles. And the use of public vehicles for unauthorized private purposes would be an unlawful expenditure that the auditor would have to report. The board should consult with its attorney and auditor for specific guidance.

It is possible for a township to provide a "company vehicle" to an employee as a benefit--but it is a taxable benefit that must be reported. The board should consult with its attorney and auditor for specific guidance.

**Q. Our township fire department recently acquired an SUV from the city that will be used for medical calls instead of sending our large fire trucks to these calls. I have had several calls from residents who live in the same neighborhood as one of our fire personnel and noted that this vehicle is being kept in this individual's garage rather than at one of our three fire stations. They expressed concern about municipal vehicles being kept on private property, both in terms of potential liability and potential use for personal, rather than township, business. Is there a Michigan statute that regulates the storage and use of municipal vehicles? If this individual's garage was damaged or destroyed and the vehicle was harmed, would the township's insurance still cover this?**

**A.** It’s not so much a question of liability (although there is some of that), but it is a question of whether a person is making a private use of public property.

The answer will depend on what the township board has previously directed. Note that it would only be lawful if the township board has either voted in a meeting to make a specific direction or has adopted a written policy that addresses whether any township positions may use specific township vehicles not only while at work, but also for commuting to their home & work—for example it is not uncommon for a police chief or fire chief to be allowed to use a township vehicle full-time, so they can respond more quickly to incidents without having to go to the township garage first.

But it cannot simply be assumed that a particular position can do that. It would take a township board vote or previously adopted policy. So the township board should address the question.

**2. Ordering coffee, food, and restaurant lunches outside even though employees are not at a conference.**

**A.** The short answer is that no, township officials and employees cannot assume that they will have their meals while traveling on township business paid for or reimbursed. It is a board policy as to whether a township provides travel expenses involving in township business or training—and it always has to come back to whether the township board wants to do it as a public purpose and lawful expenditure. See below in detail. But if there is no actual township purpose involved, then it would be considered an unlawful expenditure if, for example, Clerk Catherine just goes from the hall to lunch at a restaurant and uses her township credit card—that is illegal and an unlawful expenditure.

Because the issue of “food” comes up in many ways, I have attached our Lawful Expenditures info packet that goes in to a lot of detail on township expenditures, and includes Michigan Department of Treasury’s positions on a number of “unlawful expenditures.” See the attached Financial Forum and Hello articles regarding food for firefighters or elections workers and the following answer I put together for a situation involving other township staff—in short, these answers would apply to your question. The final say, however, would come from the township’s auditor, because it is part of the normal audit for them to report if they have noted any unlawful expenditures:

Your questions ask whether it is a lawful expenditure to provide food to workers after trash collection day. To begin, the Michigan Constitution states that a township cannot loan its credit for any private purpose or even public purpose except as provided by law. (Article VII, §26) Furthermore, a township may not lend its credit to any person, association or corporation. (Article IX, §18)

A township’s expenditures should be made for a “public purpose.” A township should make sure it is getting a “value-for-value.” It may not make “donations,” but can contract for a specific service. In its simplest form, a township cannot make a gift, but must receive equal or better value in exchange for money or assets. Sometimes this is done by contract between the township and an organization. In other words, a township cannot give money or assets and receive nothing in return. Here are two links that provide additional information regarding lawful expenditures:

We have to be able to point to a statute (state law) that authorizes the township to spend public money for an activity...in this case to provide food/beverages to the workers after trash clean-up day. If we can’t find that specific statutory authority then it’s an unlawful expenditure. The second attachment “steps to lawful expenditures” discusses providing coffee/meals (see page 5 of 6). This is somewhat on point. It states:

“The purchase of coffee, donuts and sandwiches must be for a public, not an individual or private group or purpose. These expenditures for use at a regular or special meeting, for fire

fighters, volunteer or full time employees, when working an extended period of time or when dedicating public buildings are normally considered expenditures for a public purpose.

Coffee and donuts for employees use during normal working hours is considered personal, not for a public purpose, and **improper unless specifically provided for** in a collective bargaining agreement **or duly adopted employment policy of the governmental** unit (fringe benefit).” [Emphasis added].

In this case, the township is considering whether provide food for workers after trash clean-up. This job may include work long hours. Does the township have a policy allowing for food to be provided to these workers? If so, then this should be acceptable. The Township includes this cost in a line item in it’s budget, so there may be a policy that supports providing food for these workers.

The Township should always work with its township attorney for legal advice about any specific expenditure to determine whether it is lawful.

### **3. Clothing for clerical employees even though it may not be in union contract.**

**A.** The township can purpose clothing for employees as a method of advertising and promoting the township or for the employee to identify themselves to the public while working. You can just buy it as a nice jester, it has to be tied to their employment and representation of the township. Therefore, there should be a policy about township clothing—when it can be worn, where it has to be worn at, and when it is inappropriate to wear it.

Below are some Q&As that we have put together for members in the past who ask the same question for your reference:

#### **Q. Can a township buy township logo clothing for officials or employees?**

**A.** It is possible to buy township clothing for officials or employees as long as it is to be used for township business and to represent the township while working in their official capacity. It can promote morale and could help the public identify people with official connections to the township. Then there is no question about the purpose of the public expenditure—to identify the person as a township official performing township business. For example, a township could buy a few shirts and require the assessor or zoning administrator (just a couple of examples) to wear them while working and visiting properties. It could be done for office staff as well.

Note that, with or without providing logo clothing, it is important for a township official or employee to have some way of identifying themselves and their township position. The best way is for the township to provide an official ID badge/card/shield, as mentioned above. What you want to avoid is any unauthorized person representing him/herself as a township employee or volunteer (to gain entrance to a building or vehicle or access to a vulnerable person, etc.). That identification should come from the ID badge/card/shield, not from wearing a jacket or logo clothing (that someone wears after retiring or might give or sell to someone else).

If it is just as a nice gesture (like a gift) or for personal use, then a township could not spend public money on that type of expenditure.



**Q. Is it legal for the Township to purchase logo jackets as a part of a uniform for fire fighters?**

**A.** Yes. It is an option that a township board may authorize and budget for.

Jackets may serve as part of an official uniform identifying a person as a member of the township's fire department when they would not be wearing turn-out gear. For example, at a medical response, or even at other times such as conducting fire prevention activities, inspections, etc. There is also the option for having official uniforms as a morale builder and to attract candidates to the department--a sense of esprit de corps. It can also provide a more professional look for the fire department in the public's eye.

Note that township fire personnel should have some separate form of official ID card or badge/shield that they can show to identify them as actual township fire personnel. This should be independent of a specific uniform, and are the property of the township fire department, not the individual members. They must be returned when a person is no longer with the fire department (just like a building key, for example).

Also note that if a township purchases uniform items, including jackets, or T-shirts, etc., the IRS requires that if the items are not to be returned (and really, why would they be returned after someone has worn a jacket or T-shirt for years) and can be worn elsewhere--like a golf shirt or a "cool" bomber jacket with FD logo--then that must be reported on a W-2 as compensation to the individual. (The IRS does audit for this sort of thing.)

Turn out/bunker gear: Note that when we say "uniform," we do not include fire department "turn out" or "bunker gear" (the heavy protective clothing worn at incident scenes). And, when I say "fire department," I mean the township that owns and operates the fire department—not the members of the fire department--with purchases authorized by the township board, not only in the budget but also before they are incurred. A township would provide the turn out gear for the firefighters. They have their own individual gear so it fits them for full protection and with their names for easy identification during incident scenes. Used gear is generally not used again because the safety aspects of the gear can have a limited "shelf live." So even though it may look like it is "their equipment," it is township equipment, and an expense that the department (the township) pays.

**Q. Is it legal to wear a jacket with all of the fire department patches/logos if the person is not on the fire department (someone retired from the township fire department, or a relative or someone who bought an old one)?**

**A.** Yes, in the sense that there is no law that prohibits it.

What a person should not have, if they are not a member of the fire department, is an official township ID badge/card/shield, as mentioned above. What you want to avoid is any unauthorized person representing him/herself as a township employee or volunteer (to gain entrance to a building or vehicle or access to a vulnerable person, etc.). That identification should come from the ID badge/card/shield, not from wearing a jacket (that someone wears after retiring or gives or sells to someone else).



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# 2023 BUDGET WORKSHOP

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201



# FUND BREAKDOWN

Fund	Current Fund Balance	2022 Projected	2023	2024	2025
General	\$ 3,042,717	\$ 2,114,554	\$ 26,640	\$ (68,501)	\$ 230,738
Fire	\$ 1,338,994	\$ (267,153)	\$ 68,324	\$ 32,423	\$ 210,578 <sub>2</sub>
Police	\$ 904,772	\$ 674,658	\$ 643,792	\$ 330,442	\$ 340,739
Parks	\$ 793,388	\$ (826,293)	\$ (1,937,445)	\$ (63,569)	\$ 292,895
Building	\$ 2,158,483	\$ 305,016	\$ 75,192	\$ 114,147	\$ 75,514
Safety Path	\$ 404,638	\$ 160,926	\$ (31,802)	\$ 875	\$ 172,742
Host Fee	\$ 1,135,878		\$ (100,000)	\$ -	\$ -
Water & Sewer	\$ 25,893,725	\$ (225,724)	\$ 7,887	\$ 160,397	\$ 621,629



# CREATION OF POTENTIAL POLICIES

- **Food/Coffee Policy**
  - Drafted in Labor Contract
- **Clothing/Uniform Policy**
  - \$100 maximum per office employee up to 2 articles of clothing annually
- **Take Home Vehicle Policy**
- **Job Description/Salary Reviews**
- **Performance Bonuses – On 11/21 Agenda**
  - Created Draft Policy
  - \$25,000 budgeted for incentives, training, continuing education, etc.
- **Retirement Incentives/Buyouts**
  - Budget Director's recommendation is to do a budget adjustment in the future or to restrict fund balance funds

- **MUNICIPAL COMPLEX**
- **CIA EXCESS FUNDS**
  - Make additional Principal payment or save in Fund Balance





# COMMUNITY ACTION PROGRAMS

## NO HAZ

Year	Total Billed	
2018	\$ 34,418.39	
2019	\$ 42,395.05	
2020	\$ 25,192.22	
2021	\$ 82,560.32	
2022	\$ 93,000.00	Estimate**

Year	Copay/Orion's Share		
	\$0.00	\$ 10.00	\$ 15.00
2023	\$ 146,933.40	\$ 133,013.40	\$ 126,053.40

3.62% (est.) of Orion Township residents uses the No Haz Program.

## SCHOOL CROSSING GUARDS



**\$5,050 estimate per School:**

- Carpenter Elementary School
- Waldon Middle School
- Scripps Middle School



# PROPOSED PERSONNEL

## Clerk

(1)  
**Part-Time – Accts  
Payable/Payroll  
Coordinator –  
LEVEL 7**

**Budget Implication:  
\$43,191.53**

## Planning & Zoning

(1)  
**Full-Time –  
Specialist Planning  
& Zoning –  
LEVEL 7**

**Budget Implication:  
\$91,357.13**

## Police Services

(1)  
**Police  
Deputy**

**Budget Implication:  
\$147,634.76**

## Parks & Recreation

(1)  
**Building Attendant  
Schedule Update –  
Move from  
“Seasonal” 9  
months to “Part-  
Time” 12 months**

**Budget Implication:  
\$6,188.51**

(1)  
**Natural Resources  
Specialist**

**Budget Implication:  
\$48,057 – ½ Year**

## Building/ Ordinance Enforcement

(1)  
**Inspection  
Manager  
\*\* NEW  
POSITION \*\***

**Budget  
Implication:  
\$115,555**

(1)  
**Part-Time –  
Soil Erosion<sup>205</sup>  
/Code  
Enforcer –  
LEVEL 5**

**Budget  
Implication:  
\$32,207.98**

### Current Vacancies:

- Assessing (Part-Time) – Absorbed by Planning & Zoning in 2023
- Director of Public Services – Voting to hire at 11/21 Meeting
  - Public Services Superintendent – Vacancy if DPS Director is Approved 11/21
- Firefighter/Paramedics (2)

### REVENUE - PERMITS – SOIL EROSION:

**2021 ACTUAL –\$44,015  
2022 YTD –\$49,820**





# NATURAL RESOURCE SPECIALIST



Green Space: Nearly 5,000 acres  
Trailways: Over 75 miles  
Lakes: 42



## STEWARDSHIP ROLES within ORION TOWNSHIP

- ◆ Pre-development Project Reviews
- ◆ Environmental Compliance
- ◆ Habitat Assessment and Management
- ◆ Restoration Planting
- ◆ Development and Construction Best Practices
- ◆ Natural and Native Landscape Design and Installation
- ◆ Develops and implements Natural Resources management plans for parks, Green Spaces, and trails
- ◆ Managing environment programs (i.e. Tree City, etc.)
- ◆ Develops and coordinates community outreach plans to promote stewardship
- ◆ Develops and oversees a stewardship volunteer program

TRAILTOWN  
of PURE MICHIGAN



## Estimated Start Date:

206

- July 1<sup>st</sup>, 2023

## Union Position – Level 6:

- Budget Implication
  - 2023: \$48,057
  - 2024: \$98,732

## Funded:

- General Fund: 40%
- Parks & Recreation Fund: 40%
- Safety Path Fund: 20%





# LONG TERM GOALS & FUTURE

## DEVELOPMENT

### LONG TERM GOALS

- International Accreditation Service IAS
  - Efficiency Standards
  - Quality Control
- Rental Program
- Building Department Promotion
- All Building documents available in a digital format

### Commercial

- GM >2Million sq. ft.
- 2 restaurants and 3 four-story hotels. (63,348, 86,556, & 54,822 hotel sq. ft. and 8,000 and 4,449 sq. ft. restaurants
- Five 4-story apartment buildings with first floor retail (201 apt units)
- 72,174 sq. ft. 4 story hotel with 116 rooms
- 26,112 sq. ft. car club & office facility & 4,000-sq. ft. restaurant
- 9,870 sq. ft. single story office building.
- An apartment complex with 12-(12) unit buildings & 2 - (6) unit buildings
- 4,978 sq. ft. drive-thru restaurant, 4,905 sq. ft. car wash, two 7,520 sq. ft. multi-tenant buildings & 44,234 sq. ft. grocery.
- MISC (AVG.)
  - Alterations (12)
  - Change of Occupancies (15)
  - Assembly (13)

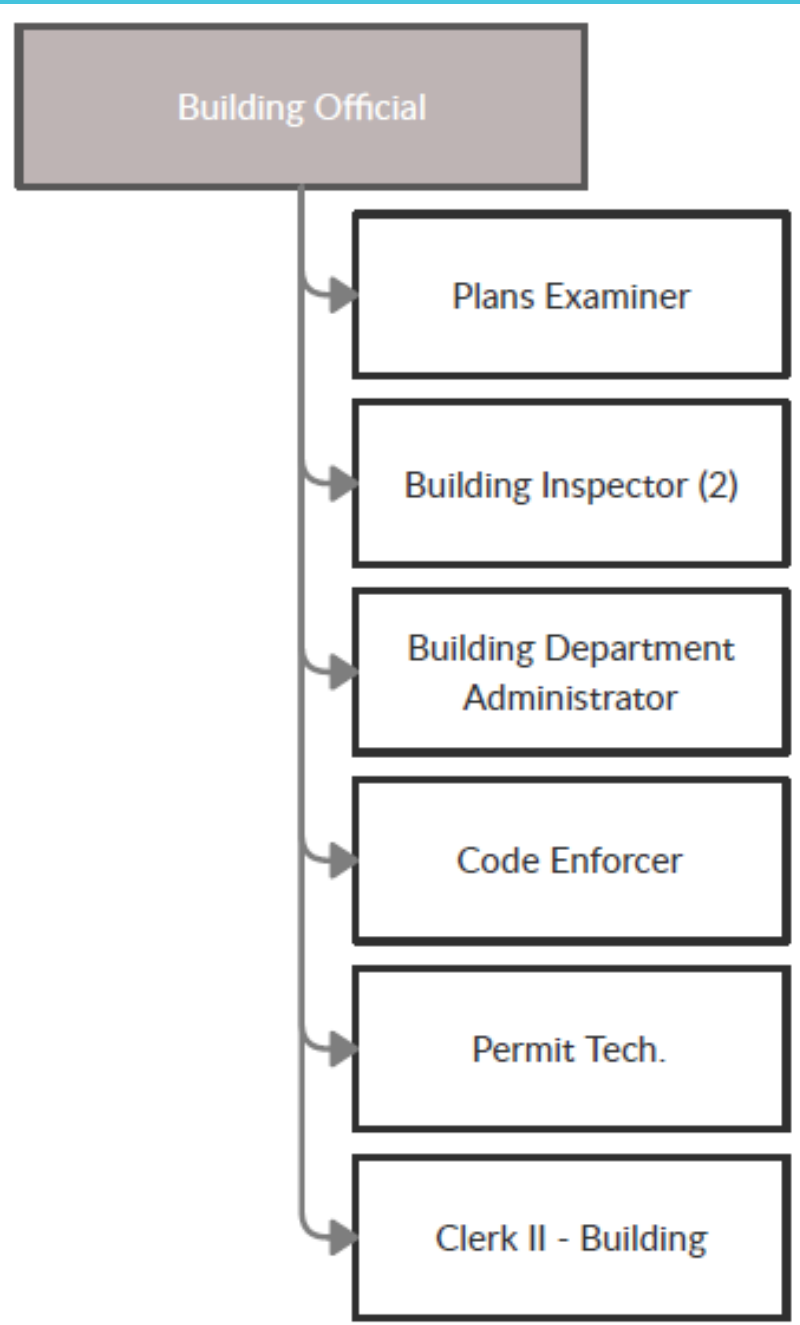
### Residential

- 44 units in 10 buildings Townhomes
- 18-unit site condominium
- 51 residential dwellings in 25 buildings
- 260 townhome residential units
- 104 two-story units, each unit approx. 1,100 square feet
- 465 proposed residences (rental), 4,978 sq. ft.
- 101 Townhomes on 3 parcels
- 44 residences (Mystic Cove Village)
- 52 Residences (Constellation Bay Village)
- 50 Residences ( Starboard Village)
- MISC (AVG.)
  - Pools (30)
  - Decks (140)
  - Additions (20)
  - Accessory Structures (15)
  - Alterations (30)
  - Demolitions (10)
  - Repairs (75)
  - Finished Basements (40)
  - Manufactured Homes (25)
  - Signs (25)
  - Soil Erosion (130)

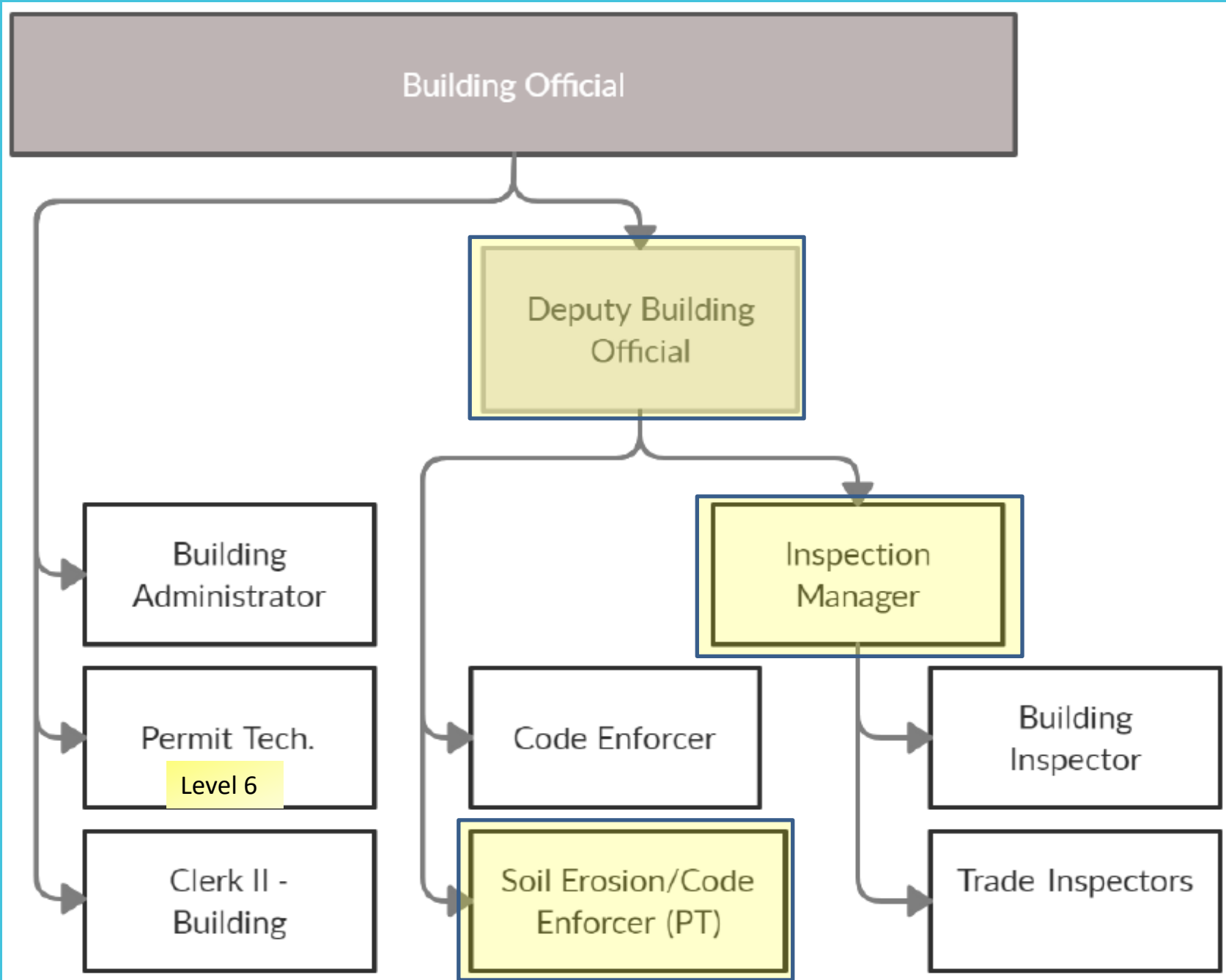


# ORGANIZATIONAL CHART

## CURRENT ORG CHART



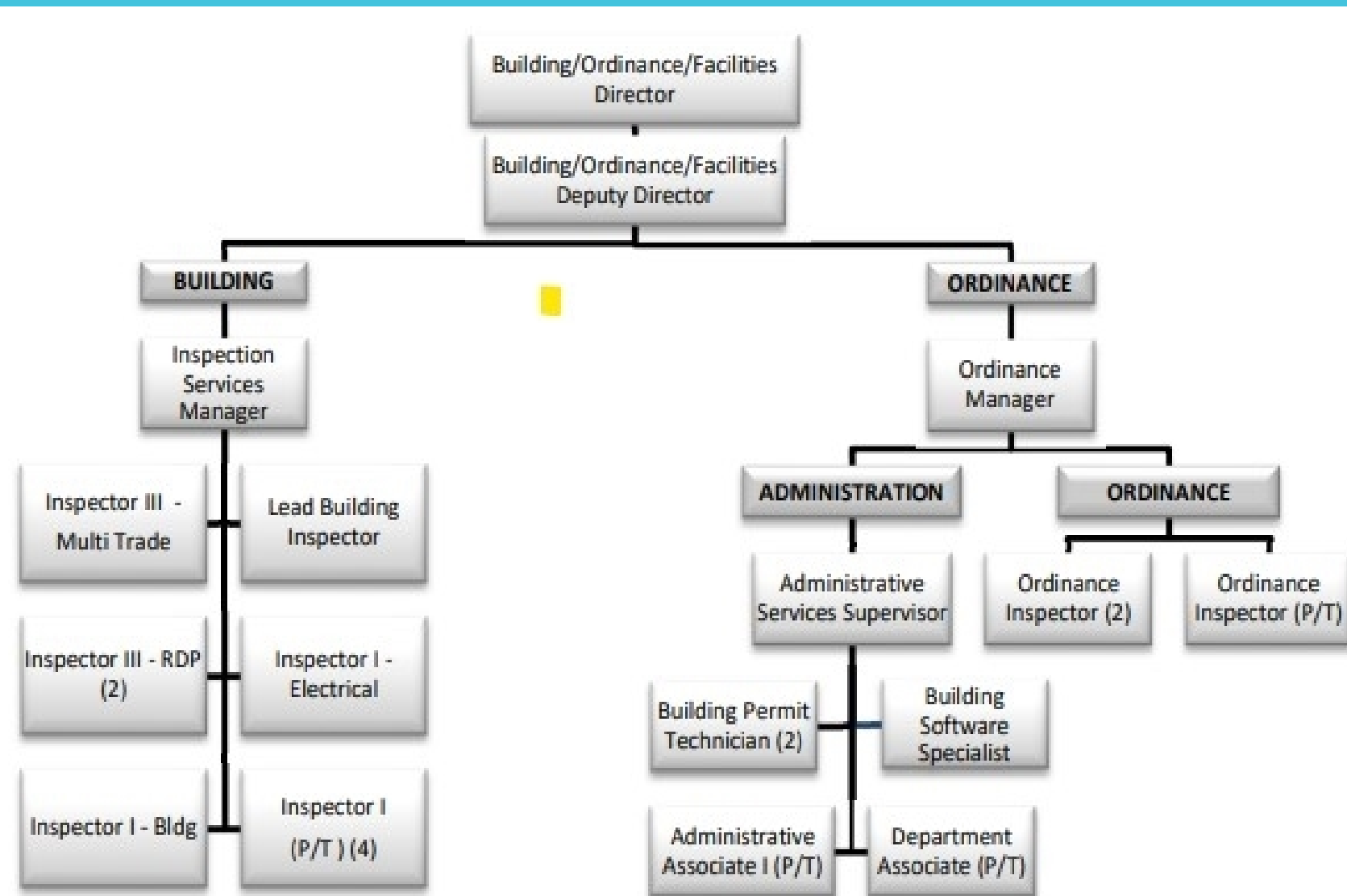
## PROPOSED ORG CHART



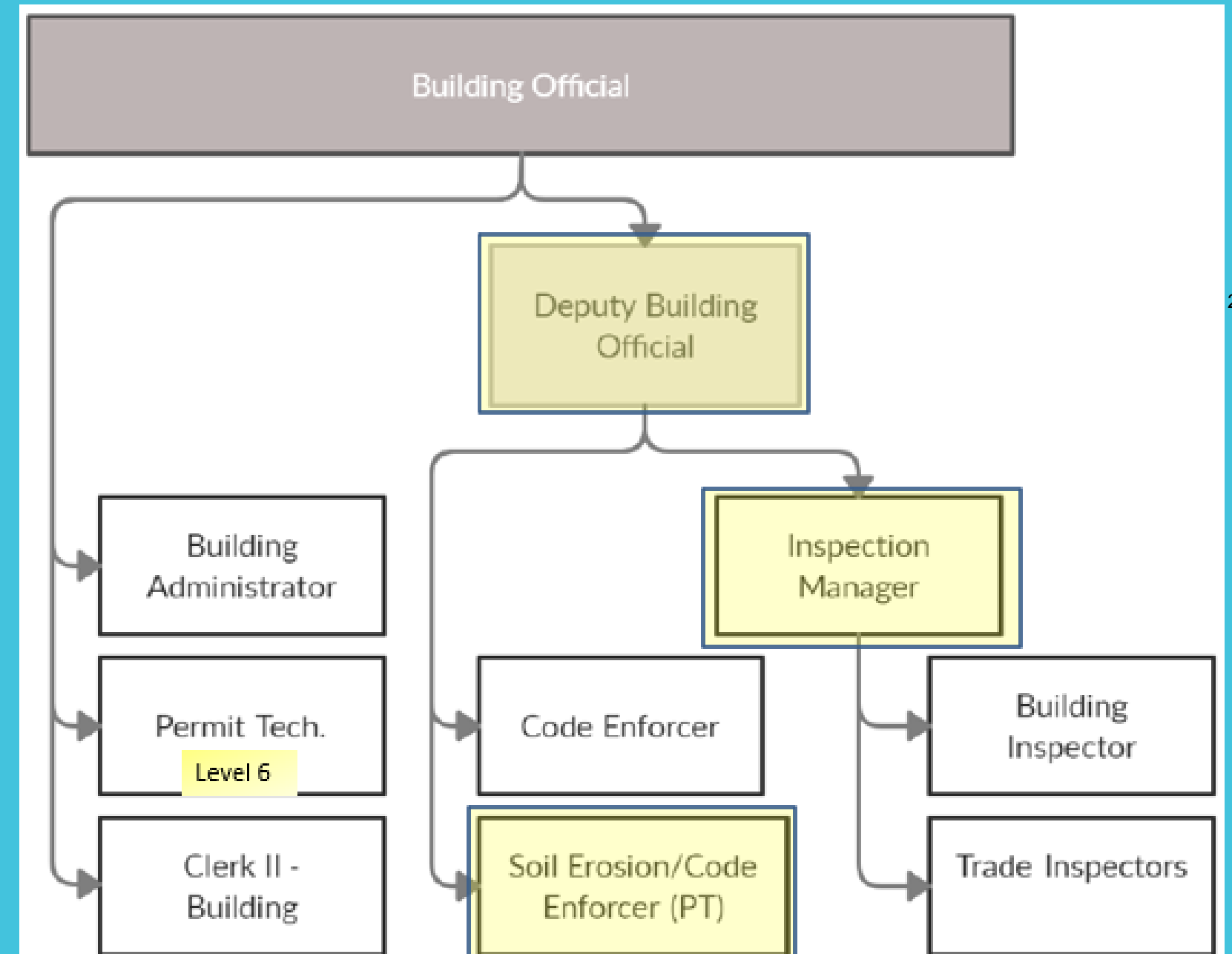


# ORGANIZATIONAL CHART

## ROCHESTER HILLS ORG CHART



## PROPOSED ORG CHART



# PROPOSED POSITION CHANGES

## Deputy Official

- **Replaces “Level 8 – Plans Examiner”**
- Serves as official in Building Official absence
- Code enforcement administrator
- Lead Plan Reviewer/Commercial
- Performs system and field audits for quality control purposes for code enforcement
- Oversees daily operations of field staff and reports to Building Official
- Rental administrator\*
- Acting spokesman in technical fields such as engineering
- Performs field reviews of structures
- Performs timely and accurate reviews of submitted plans

**Deputy Building Official –**  
**Est. Salary \$80k**  
**Budget Implication \$10,450**

## Inspection Manager

- **New Position**
- Serves as Deputy in his/her absence
- Makes proper assignment of inspection areas, balancing workload
- Performs system and field audits for quality control purposes
- Coordinates training opportunities for inspection staff
- Offers recommendations and assists Building Official with third party reviews and contracts
- Oversees daily operations of field staff and reports to Deputy Official
- Provides technical assistance for building inspections
- Resolves conflicts and disputes between subordinate inspectors and the public
- Keeps supervisory personnel alerted of field conditions that may be troublesome or controversial

**Inspection Manager–**  
**Est. Salary \$75k**  
**Budget Implication: \$115,555**



# PERMIT TECH – LEVEL 5 TO 6

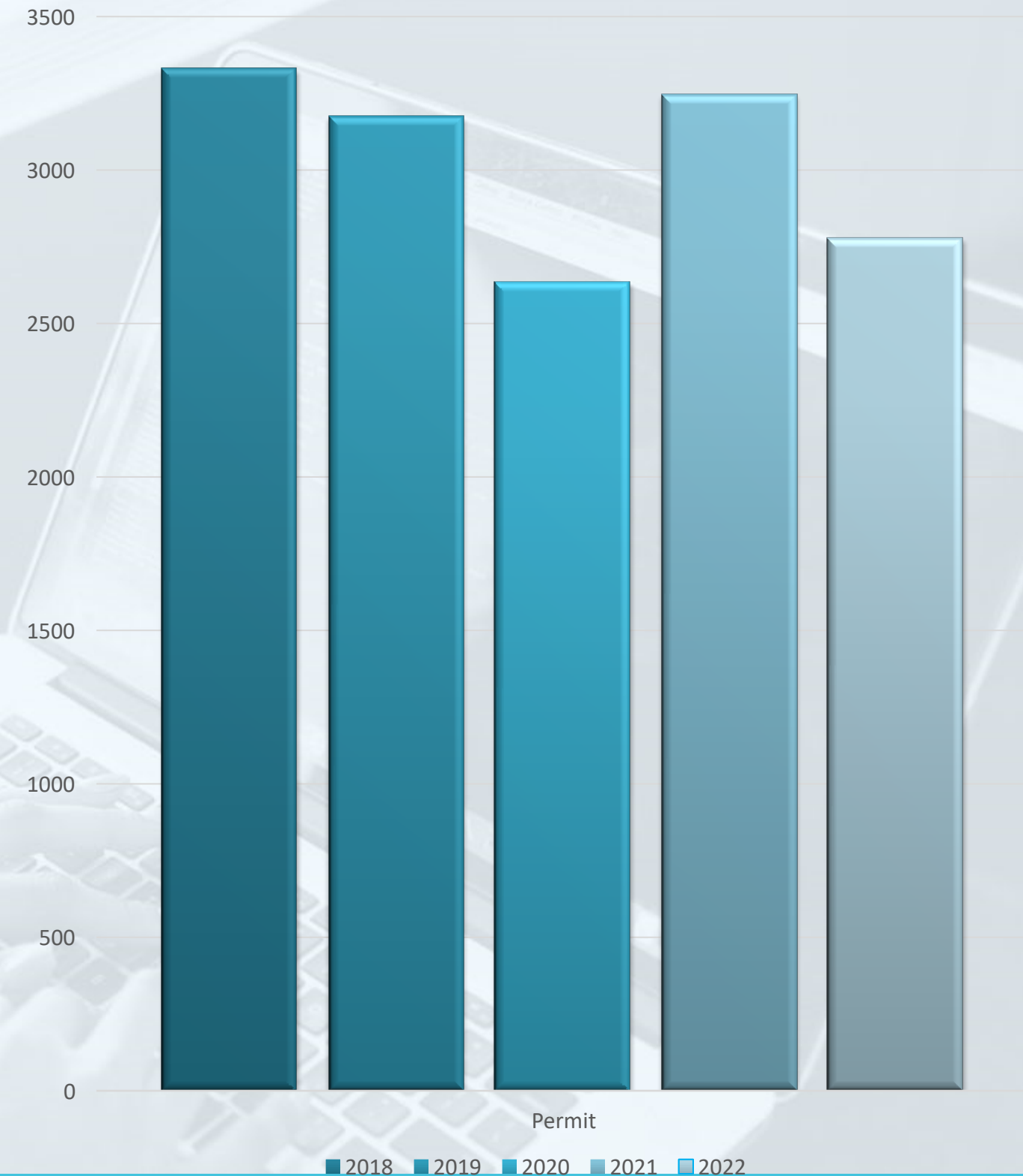
## Permit Technician

Requesting reclassification per union contract

- Ambassador of the Department
  - 3000 permits annually
  - 15k Call Volume
- ICC certified
- Promotes education to provide exceptional service and career advancement
- Prepares forms

**Permit Tech–  
\$54,879  
Budget Implication \$6,382**

Permits by Year



## 2023 BUDGET

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# FINAL COMMENTS/ FUTURE DISCUSSION TOPICS & DATE/TIME

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## The Importance of Career Progression

### Gives a sense of purpose

When employees are offered career progression opportunities, it makes them feel like they're growing with the company and provides a sense of purpose, which in turn fosters loyalty.

### Increases satisfaction rates

Career development gives employees something to look forward to. It also feeds the hunger to learn and grow, in life and at work. This will make them feel happy to work for you.

### Decreases stress

Stress can make employees unhappy and unhealthy in the long-run. Giving them something to work towards usually makes them feel more confident and self-assured, decreasing the stress.

### Creates new opportunities

Career progression can mean fostering a culture of knowledge-sharing, which enables employees to discover new interests within the company, allowing role gaps to be filled internally.

### Boosts engagement & productivity

When employees feel supported in the workplace, they become more engaged and productive as a result. This is because they're happy to invest in a company that invests in them.

Career growth can help you reach your full potential.  
Employees will be motivated and more productive







## Agenda Item Summary

**To:** Board of Trustees  
**From:** Chris Barnett, Township Supervisor  
**Meeting Date:** November 21, 2022  
**Memo Date:** November 17, 2022  
**Subject:** Transition of Treasurer's Position

☐ Consent ☒ Pending

### REQUEST

The request is to approve the process for filling the upcoming Township Treasurer vacancy, which will occur on or before December 31, 2022.

### REASON

Per the Township's legal counsel, the Township's Treasurer election to the Michigan State House of Representatives will automatically terminate the Township Treasurer's term. Whether by resignation or the automatic termination of the term based upon taking office as a State Representative, both circumstances are treated the same under the law. If the Board is advised of the resignation or termination date in advance, a replacement can be appointed by the Board thirty (30) days before the resignation/termination date. (MCL 168.370(3)). If the Board does not appoint a replacement within forty-five (45) days of the vacancy effective date, the County Clerk will call a special election to fill the vacancy within five (5) days of the Township not making a replacement appointment (i.e., fifty (50) days from date of vacancy). (MCL 168.370(4)).

The timing of the special election is based on when the vacancy occurs and would be scheduled at the next regularly scheduled election (August and November 2024). Given the term ends before the next regularly scheduled election, as long as the Board appoints within forty-five (45) days of the vacancy, there will be no special election. If the Board is not able to make an appointment within forty-five (45) days, the County Clerk must call a special election at the Township's expense to fill the vacancy. As to the selection process, there is no specific procedure proscribed or required by law, and the appointment only requires a majority vote of the Board of Trustees. The current Treasurer cannot vote for her replacement; however, a current Board member may recuse, or may vote for themselves to fill the vacancy.

### PROCESS

The Township Supervisor recommends establishing a subcommittee to review and interview applicants for the Treasurer position. The members of the subcommittee are proposed to include Supervisor Barnett, Clerk Shults, Trustee Flood, and Human Resources Manager Calloway.

Following is the proposed appointment timeline:

- Post the Township Treasurer vacancy on Tuesday, November 22, 2022.
- Accept applications until 4:30 p.m. on Tuesday, November 29, 2022.
- Conduct candidate interviews on Monday, December 5, 2022.
- Bring the subcommittee's recommendation to the Board for consideration and approval at the Board's regular meeting scheduled for Monday, December 5, 2022.



# Charter Township of Orion

2323 Joslyn Rd., Lake Orion MI 48360  
www.oriontownship.org

Phone: (248) 391-0304

## **RECOMMENDATION (MOTION)**

The recommended motion is:

"I move to appoint a subcommittee, as recommended, to review applications and interview candidates for the Township Treasurer vacancy, to occur on or before December 31, 2022; and to provide a recommendation for the Board's consideration and appointment at the December 5, 2022 regular Board of Trustees meeting."



# Charter Township of Orion

2323 Joslyn Rd., Lake Orion MI 48360  
www.oriontownship.org

Phone: (248) 391-0304

## Agenda Item Summary

**To:** Board of Trustees  
**From:** Penny Shults, Township Clerk  
**Meeting Date:** November 21, 2022  
**Memo Date:** November 18, 2022  
**Subject:** Revised Charter Township of Orion 2022 Certified Annual Report of Taxes

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☐ Consent ☒ Pending

### REQUEST

Please see the attached Revised Charter Township of Orion 2022 Certified Annual Report of Taxes.

### REASON

Oakland County provided the 2022 rates, which were certified by the Township Clerk.

### PROCESS

Certified document has been forwarded to Oakland County.

### RECOMMENDATION (MOTION)

Board action would be to receive and file the Revised Charter Township of Orion 2022 Certified Annual Report of Taxes.

**2022 Tax Rate Request (This form must be completed and submitted on or before September 30, 2022)**  
**MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS**

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes  OAKLAND	2022 Taxable Value of ALL Properties in the Unit as of 5-23-2022.  2,119,066,260
Local Government Unit Requesting Millage Levy  TOWNSHIP OF ORION	For LOCAL School Districts: 2022 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties if a millage is levied against them.

You must complete this form for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119.  
The following tax rates have been authorized for levy on the 2022 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election, Charter, etc.	(5)** 2021 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2022 Current Year "Headlee" Millage Reduction Fraction	(7) 2022 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy*	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Allocated	Operating	08/08/78	1.4100	0.8735	0.9900	0.8647	1.0000	0.8647		0.8647	N/A
Voted	Paths	08/07/18	0.2293	0.2230	0.9900	0.2207	1.0000	0.2207		0.2207	12/31/2027
Voted	Library	8/6/1996	1.5000	1.3299	0.9900	1.3166	1.0000	1.3166		1.3166	N/A
Vote	Fire	08/04/20	3.0000	2.9751	0.9900	2.9453	1.0000	2.9453		2.9453	12/31/2025
Voted	Parks & Rec	8/7/2018	1.0000	0.9731	0.9900	0.9633	1.0000	0.9633		0.9633	12/31/2022
Voted	North Oak Trans	8/7/2018	0.2405	0.2339	0.9900	0.2315	1.0000	0.2315		0.0000	12/31/2023

Prepared by	Telephone Number	Title of Preparer	Date
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**CERTIFICATION:** As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

- ☒ Clerk  
☐ Secretary  
☐ Chairperson  
☐ President

Signature <i>Penny S. Shults</i>	Print Name <i>Penny S. Shults</i>	Date <i>11/9/22</i>
Signature <i>Samantha Timko</i>	Print Name <i>Samantha Timko</i>	Date <i>11/9/22</i>

\*Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

\*\* **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2022 for instructions on completing this section.	
Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	



**2022 Tax Rate Request (This form must be completed and submitted on or before September 30, 2022)**

**MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS**

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory. Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes <b>OAKLAND</b>	2022 Taxable Value of ALL Properties in the Unit as of 5-23-2022. <b>69,579,490,494</b>
Local Government Unit Requesting Millage Levy <b>OAKLAND COUNTY</b>	For LOCAL School Districts: 2022 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties if a millage is levied against them.

You must complete this form for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119.

The following tax rates have been authorized for levy on the 2022 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election, Charter, etc.	(5)** 2021 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2022 Current Year "Headlee" Millage Reduction Fraction	(7) 2022 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy*	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Voted	Operating	08/08/78	5.2600	4.0132	0.9889	3.9686	1.0000	3.9686	3.9686		
Voted	Parks & Rec	11/03/2020	0.3500	0.3470	0.9889	0.3431	1.0000	0.3431		0.3431	12/31/2029
Voted	Public Transportation	11/08/22	0.9500	0.9500	1.0000	0.9500	1.0000	0.9500		0.9500	12/31/2031

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Prepared by	Telephone Number	Title of Preparer	Date
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**CERTIFICATION:** As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

- ☐ Clerk  
☐ Secretary  
☐ Chairperson  
☐ President

Signature	Print Name	Date
Signature	Print Name	Date

\*Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

\*\* **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

**Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2022 for instructions on completing this section.**

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

## **OAKLAND COUNTY SHERIFF'S OFFICE**



Orion Township Substation

Weekly "Calls for Service" Summary

Time period: 10-24-2022 to 10-30-2022

Calls for service: 381
Felony arrests: 1
Misdemeanor arrests: 3
Accidents: 16

### **22-238355      10/24/2022      1:44PM      Larceny from Vehicle**

Deputies received a walk-in complaint to the Orion Twp Substation for a larceny report. A 25-year-old resident stated that on 10/23/2022 he had parked his vehicle in front of his residence located on the 800 block of Corners Court. When he returned to his vehicle on 10/24/2022 he noticed that his backpack had been stolen along with some electronics. Vehicle was left unlocked overnight. Suspects unknown. All information was collected and turned over to detectives. Investigation continues.

### **22-238514      10/24/2022      5:27PM      Mental Health Call**

Deputies responded to 1455 S. Lapeer Rd (Orion Family Physicians Office) for a customer needing help. Deputies arrived and located a 66-year-old Waterford Twp resident who stated that she had been involved with an incident with her ex-husband at their residence in Waterford. Deputies attempted to get additional information regarding the incident with

negative results. Deputies determined that the female was becoming more confused, deputies contacted Orion Twp Fire after being examined it was determined that she needed to be transported to St. Joseph Mercy Oakland Hospital for a mental health evaluation.

**INCIDENT: 10:25– Orion Charter Township – Breaking & Entering /OCSO Evidence Technician Assist - #22-2426002**

**SUMMARY:** *Deputies responded to Tubby's Sub Shop located at 3900 Joslyn Rd on the report of a malicious destruction of property. An employee discovered the front glass door was shattered by a rock. Deputies entered the business, and the building was cleared with negative results. Deputies observed the counter and found the register was stolen.*

**OUTCOME OF INCIDENT:** *An OCSO Evidence Technician responded and processed the scene. The business owner was contacted, and he responded to the scene and provided video footage of the incident. The investigation revealed that at 2:00 am an unknown suspect broke the glass door with a rock entered the store. The suspect ripped the register from the counter and fled in his white sedan with the cash register containing \$200 in cash.*

**SUSPECT INFORMATION:** *Unknown white male with facial hair wearing a dark hoodie and shorts driving a white sedan.*

Information turned over to detectives and the investigation continues.

**Everyone with information or crime tips regarding these incidents are encouraged to contact the Orion Township Sheriff's Office Substation at 248 393-0090 for tips, or our Dispatch Center at 248 858-4911 for crimes in-progress. Tipsters can remain anonymous.**

## **OAKLAND COUNTY SHERIFF'S OFFICE**



Orion Township Substation

Weekly "Calls for Service" Summary

Time period: 10-31-2022 to 11-06-2022

Calls for service: 384
Felony arrests: 1
Misdemeanor arrests: 5
Accidents: 22

**22-244670      11/01/2022      6:30AM      Larceny of a license plate**

Deputies responded to the 3800 block of Mt Rainier Dr for a larceny report. A 50-year-old resident stated that he parked his vehicle in his driveway on 10/31/2022. When he returned to his vehicle in the morning, he noticed that his license plate had been stolen. All information was collected and turned over to detectives. Investigation continues.

**22-244992      11/01/2022      2:01PM      Breaking and Entry**

Deputies responded to 1007 Brown Rd (Storage Rentals of America) for a B&E report. A 41-year-old Pontiac resident stated that she was last in her storage unit on 10/22/2022 and everything was fine. When she arrived on 11/01/2022 she noticed that someone had removed



her lock. Deputies requested the assistance from an employee. The unit was opened, and the victim noticed that several items had been stolen. Suspects unknown. All information was collected and turned over to detectives. Investigation continues.

**22-245735      11/02/2022      10:27AM      Larceny**

Deputies responded to the 10 block Eagle Ridge Rd for a larceny report. A 54-year-old resident stated that sometime between October 30<sup>th</sup> and October 31<sup>st</sup>, 2022, and unknown suspect had stolen her generator, which was located on the east side of her residence. All information was collected and turned over to detectives. Investigation continues.

**22-246233      11/02/2022      7:56PM      Domestic Assault – Arrest**

Deputies responded to the 1000 block of Indianpipe Rd for a domestic assault. A 26-year-old resident stated that his wife returned home intoxicated with their child. The victim stated that they started to argue when he took their child from her because of her intoxication; she then struck him in the face while he was holding the child. The victim managed to get to a room and lock the door. Based on statements made by both parties, and observations of the deputies, the 30-year-old resident was arrested and taken to the Oakland County Jail pending the issuance of criminal charges.

**UPDATE:** The Oakland County Prosecutor's Office authorized the complaint for Domestic Violence. The subject was arraigned on the charge and given a \$3000 bond.

**22-246747      11/03/2022      12:09PM      CCW Violation – Possession of Meth – Arrest**

Deputies responded to 1472 S Lapeer Rd (Lava Mountain Coffee Shop) for a peace office standby. An employee stated that they were terminating an employee and requested deputies to standby. Once the employee 43-year-old Oxford resident arrived in the office management advised her that she was being terminated and requested the keys to the store. Employee stated that the keys were in her purse. As deputies checked the purse for the keys, they located a firearm. An investigation revealed that the employee did not have a CPL License. The female was placed under arrest for CCW violation. Upon searching the female deputies located suspected Methamphetamines. All evidence was collected, and the female was transported to Oakland County Jail pending issuance of charges.

**UPDATE:** The Oakland County Prosecutor's Office authorized the complaint for CCW and Felon on Possession of a Firearm. The Possession charge is pending lab results. The subject was arraigned on the charge and given a \$3000 10 % bond

**22-247096      11/03/2022      7:11PM      Domestic Assault – Arrest**

Deputies responded to the Auburn Hills Police Department for a domestic violence report. A 70-year-old Leonard resident stated that she was taking her son a 46-year-old Leonard resident to work when he became upset about her driving. Victim continued to say that her son continued to yell at her until he punched her in the face twice. Based on statements made by both parties, and observations of the deputies, the 49-year-old resident was arrested and taken to the Oakland County Jail pending the issuance of criminal charges.

**UPDATE:** The Oakland County Prosecutor's Office authorized the complaint for Domestic Violence 2<sup>nd</sup> Offense due to a prior conviction on Domestic Violence. The subject was arraigned on the charge and given a \$5000 bond.

**22-247567      11/4/2022      9:51      AM      Vehicle Theft**

Deputies responded to 677 S Lapeer Rd, Milosch Palace, for a report of a stolen vehicle. Management reported a physical inventory of their vehicles was completed on November 3, 2022. Management reported they were unable to locate a 2016 dark blue Dodge Grand Caravan. Management reported the vehicle was last seen on October 31, 2022. Deputies entered the vehicle into LEIN as stolen. This incident is under investigation by the Oakland County Sheriff's Office Auto Theft Unit.

**22-248419      11/05/2022      09:10      AM      Simple Assault & Battery**

Deputies responded to 4804 Baldwin Rd, Panera Bread, for a fight. Deputies responded, separated the parties and investigated the incident. Investigation revealed a 53-year-old customer from Beverly Hills came into the store to pick up a "to go" order. When the customer realized his order was incorrect, he became irate. The customer stepped behind the counter and helped himself to a knife to fix his order. A manager and the customer got into a verbal argument. The customer left the store and got into the passenger seat of the vehicle. The manager followed the customer out of the store and began punching the victim in the face repeatedly through the window causing visible injury. Deputies identified a manager as a 36-year-old resident of Pontiac. Deputies interviewed witnesses and photographed the victim's injuries. Deputies are requesting a warrant for Assault & Battery through the prosecutor's office.

**22-248752      11/05/2022      6:19PM      Domestic Assault – Arrest**

Deputies responded to the 3100 block of High Pointe Ridge for a domestic assault. A 40-year-old resident stated that he returned home, and his ex-fiancé told him that she wasn't feeling well, then the two began to argue when it turned physical. The victim stated that he was in the bathroom when she forced her way in and hit him, at this point she grabbed his ear before he was able to get away from her.

Based on statements made by both parties, and observations of the deputies, the 39-year-old resident was arrested and taken to the Oakland County Jail pending the issuance of criminal charges.

**UPDATE:** The Oakland County Prosecutor's Office declined to authorize the complaint. The subject was released from the Oakland County Jail.

**Everyone with information or crime tips regarding these incidents are encouraged to contact the Orion Township Sheriff's Office Substation at 248 393-0090 for tips, or our Dispatch Center at 248 858-4911 for crimes in-progress. Tipsters can remain anonymous.**

## **OAKLAND COUNTY SHERIFF'S OFFICE**



Orion Township Substation

Weekly "Calls for Service" Summary

Time period: 11-07-2022 to 11-13-2022

Calls for service: 357
Felony arrests: 1
Misdemeanor arrests: 1
Accidents: 14

**22-251162                      11/7/2022      1:28 PM                      Larceny**

Deputies responded to the 3900 block of Maybee road for a larceny report. A 31-year-old contractor from Oxford reported several tools were stolen from a job site. The victim reported he arrived at the site today at 12:30 pm and noticed approximately \$700 worth of tools stolen. Deputies inspected the scene and discovered the door had been pried open and the door jamb was broken. The contractor reported there was no damage prior to leaving the job site last Saturday the 5<sup>th</sup>. Information turned over to detectives for investigation.

**22-250646                      11/8/2022      5:56      AM                      Larceny from Automobile**

Deputies responded to the 3300 block of Aspen Trail for a Larceny from Automobile report. A 53-year-old resident reported she went to her vehicle and discovered a broken window and her steering wheel was missing. Deputies processed the scene for evidence and this case was turned over to the Oakland County Auto Theft Unit.



**22-250660    11/8/2022    7:18    AM                      Larceny from Automobile**

Deputies responded to Thornwood Tr. & Apple Wood for a Larceny from automobile report. A 42-year-old resident reported he went to his vehicle and discovered a broken window, and his steering wheel was missing. Deputies processed the scene for evidence and this case was turned over to the Oakland County Auto Theft Unit.

**22-251720    11/9/2022    11:15    AM                      Malicious Destruction of Property**

Deputies responded to the Polly Ann Trail on Clarkston between Joslyn and Lapeer Rd for damaged property to the bridge safety trail. The trail manager reported the bridge was damaged sometime between 1100hrs Monday, November 7th and 0930hrs on Tuesday November 8th, Approximately 100ft of railing on the North Side of the bridge was damaged and needs to be replaced. The estimation of damage will cost at least \$10,000 to repair. Information turned over to detectives for investigation.

**22-252113            11/09/2022            6:50PM            Retail Fraud 2<sup>nd</sup>**

Deputies responded to 3073 S. Baldwin Rd (Kohl's) for a retail fraud report. An employee stated that on 11/8/2022 a subject entered the store and selected a cart and started walking through the store selecting various items. After placing the items in the cart, the subject selected a suit jacket and put it on. At this point the suspect started towards the exit when an employee spotted him. The subject left the items in the cart and proceeded to exit the store making no attempt to pay for the jacket. All information was collected and turned over to detectives. Investigation continues.

**22-253770    11/11/2022    5:38PM                      Domestic Assault -Arrest**

Deputies were dispatched to the 500 block of Goldengate Ave for a domestic assault report. The victim, a 31-year-old male, resident of Pontiac, stated that his girlfriend, a 27-year-old female, resident of Pontiac, had slapped him in the face. After reviewing the information and injuries, the female was transported to the Oakland County Jail pending the issuance of criminal charges.

**UPDATE:** The Oakland County Prosecutor's Office authorized the complaint for Domestic Violence. The subject was arraigned on the charge and given a \$5000 bond 10%

**22-253621            11/11/2022            1:48PM            Domestic Assault**

Deputies responded to the Orion Twp substation for a domestic assault. A 53-year-old Rochester resident stated that she was at dinner with an ex-boyfriend 58-year-old Columbiaville resident when the victim stated that she said something he did not like so he

grabbed her cell phone and exited the restaurant. She went on to say that after she paid the bill, she went to her vehicle where her ex-boyfriend threw her phone at her then pushed her to the ground. When the victim attempted to leave the suspect intentionally hit her vehicle. Deputies were not able to locate the suspect. All information was collected and turned over to detectives. Investigation continues.

**22-2254837      11/13/2022      3:44AM      Aggravated Domestic Assault – Arrest**

Deputies were dispatched to the 2900 block of Saturn for a Domestic Assault report. The victim a 36-year-old female resident stated that her husband 38-year-old resident became upset when she wanted to go out with friends and started screaming at her and threatened to cause damage to her vehicle if she did not return home. The victim decided to return home, but when they returned, he continued to yell and threaten her when he told her to pack her things and leave. The suspect continued to follow her through the house yelling at her when he grabbed her phone and broke it. The victim stated that she went to the basement to get away from him, he followed her and grabbed her around the throat. At this time the victim managed to get away and leave the residence until the deputies arrived. Based on statements made by both parties, and observations of the deputies, the 28-year-old resident was arrested and taken to the Oakland County Jail pending the issuance of criminal charges.

**UPDATE:** The Oakland County Prosecutor's Office authorized the complaint for Domestic Violence and Assault with intent to do great Bodily Harm Less than Murder (Strangulation).

**Everyone with information or crime tips regarding these incidents are encouraged to contact the Orion Township Sheriff's Office Substation at 248 393-0090 for tips, or our Dispatch Center at 248 858-4911 for crimes in-progress. Tipsters can remain anonymous.**



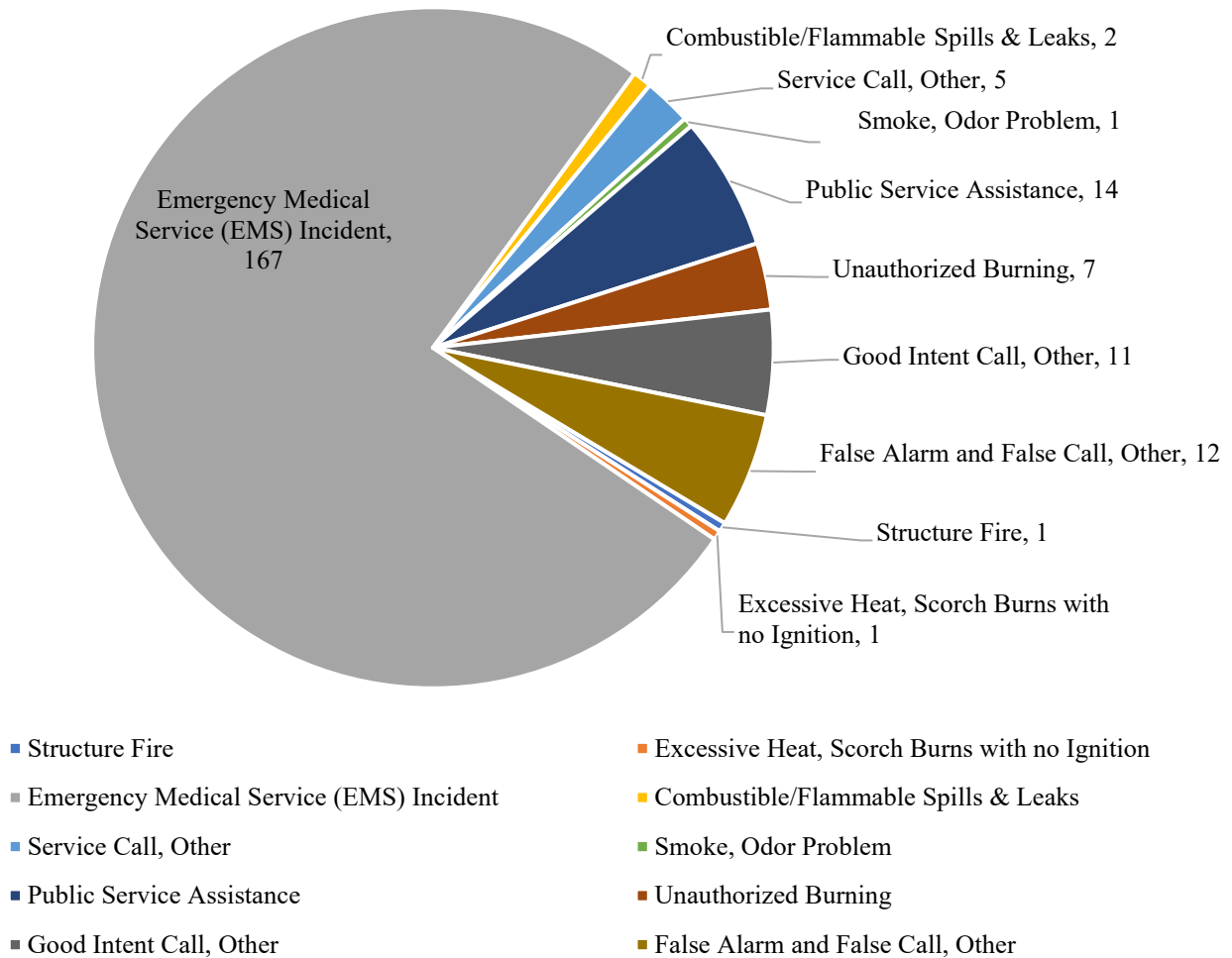
**Orion Township Fire Department**  
**Interoffice Memorandum**

Date: November 17, 2022

To: Orion Township Board of Trustees

Subject: Fire Department Bi-Monthly Board Report (October 26, 2022 – November 16, 2022)

**Incident Breakdown**  
**October 26, 2022 - November 16, 2022**  
**Total Call Volume: 221**



- Calls Year to Date: 3265
- Calls October 26<sup>th</sup>-November 16<sup>th</sup>: 221
- Transports Year to Date: 1677
- Mutual Aid Given: 9
- Mutual Aid Received: 0



# Charter Township of Orion

2525 Joslyn Rd., Lake Orion MI 48360  
www.oriontownship.org

Phone: (248) 391-0304

## Agenda Item Summary

**To:** Board of Trustees  
**From:** Penny Shults, Township Clerk  
**Meeting Date:** November 21, 2022  
**Memo Date:** November 18, 2022  
**Subject:** OCCCC Financial Audit

---

☐ Consent ☐ Pending

### REQUEST

The request is to provide an audit of financial statements of the Orion Community Cable Communications Commission for the year, ending December 31, 2022.

### RECOMMENDATION (MOTION)

Receive and file



**ORION COMMUNITY CABLE  
COMMUNICATIONS COMMISSION  
OAKLAND COUNTY, MICHIGAN  
FINANCIAL REPORT  
DECEMBER 31, 2021**



## MICHAEL H. DeVRIES

CERTIFIED PUBLIC ACCOUNTANT

837 S. Lapeer Rd., Suite 206

Oxford, Michigan 48371

Telephone 248.628.9200

Fax 248.628.6107

September 24, 2022

Management and the Board of Directors  
Orion Community Cable Communications Commission  
1349 Joslyn Road  
Lake Orion, Michigan 48360

Dear Members of Management and the Board of Directors:

We have completed our audit of the financial statements of the Orion Community Cable Communications Commission (the "Commission") as of and for the year ended December 31, 2021 and have issued our report dated September 24, 2022. We are required to communicate certain matters to you in accordance with auditing standards generally accepted in the United States of America that are related to internal control and the audit. The appendices to this letter set forth those communications as follows:

- Appendix A: Independent Auditors' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards
- Appendix B: Auditors' Communication of Significant Matters with Those Charged with Governance
- Appendix C: Management's Comments and Findings

We discussed these matters with various personnel in the Commission and have already met with management during the audit. We would also be pleased to meet with you to discuss these matters at your convenience.

MEMBER

AMERICAN INSTITUTE OF  
CERTIFIED PUBLIC ACCOUNTANTS

MICHIGAN ASSOCIATION OF  
CERTIFIED PUBLIC ACCOUNTANTS

Management and the Board of Directors  
Orion Community Cable Communications Commission  
September 24, 2022  
Page Two

These communications are intended solely for the information and use of the Commission's management and are not intended to be and should not be used by anyone other than the specified parties.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Michael H. DeVries".

Michael H. DeVries  
Certified Public Accountant

MHD/mmh  
Enclosures

## APPENDIX A

### COMMUNICATION OF INTERNAL CONTROL MATTERS IDENTIFIED DURING AUDIT

---

In planning and performing our audit of the financial statements of the Orion Community Cable Communications Commission (the “Commission”) as of and for the year ended December 31, 2021, in accordance with auditing standards generally accepted in the United States of America (“U.S. GAAS”), we considered the Commission’s internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Commission’s internal control. Accordingly, we do not express an opinion on the effectiveness of the Commission’s internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. Consequently, material weaknesses or significant deficiencies may exist that were not identified. As discussed below, however, we did identify certain deficiencies in internal control that we consider to be material weaknesses.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis.

A material weakness is a deficiency or combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity’s financial statements will not be prevented, or detected and corrected, on a timely basis. We consider the following deficiency in the Commission’s internal control to be a material weakness.

#### 1. Accounting Expertise

Effective for the year ended December 31, 2006, Statement on Auditing Standards #112 titled, *Communicating Internal Control Related Matters Identified in an Audit* (issued May 2006), requires us to communicate in writing when a client requires assistance to prepare the financial statements and the footnotes required in the annual audit. Based upon discussions with management and audit work performed in the current year, the Commission has the capability to perform monthly internal accounting functions and provide timely reports as requested by its Board of Directors. The Commission does not have the personnel with qualifications and training necessary to generate consolidated financial statements, including the required eliminating entries and footnotes, in accordance with accounting principles generally accepted in the United States of America. We would expect this comment to continue from year to year. We do not recommend any changes to this situation at this time and communicate this as required by professional standards.



**APPENDIX A**  
**COMMUNICATION OF INTERNAL CONTROL**  
**MATTERS IDENTIFIED DURING AUDIT**  
Page Two

2. Lack of Segregation of Duties

There is an absence of appropriate segregation of duties consistent with appropriate control objectives. We would expect this comment to continue from year to year.

## APPENDIX B

### AUDITORS' COMMUNICATION OF SIGNIFICANT MATTERS WITH THOSE CHARGED WITH GOVERNANCE

---

#### Our Responsibility Under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated February 10, 2022, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles ("GAAP"). Our audit of the financial statements does not relieve you or management of your responsibilities. Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement.

As part of our audit, we considered the internal control of the Orion Community Cable Communications Commission (the "Commission"). Our consideration of internal control was solely for the purpose of determining our audit procedures and not to provide any assurance concerning such control.

We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters and our audit of the financial statements does not relieve you or management of your responsibilities.

#### Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to you in our engagement letter dated February 10, 2022.

#### Significant Audit Findings

##### *Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by the Commission are described in Note 1 to the financial statements.

No new accounting policies were adopted and the application of existing policies were not changed during 2021.

## **APPENDIX B**

### **AUDITORS' COMMUNICATION OF SIGNIFICANT MATTERS WITH THOSE CHARGED WITH GOVERNANCE**

Page Two

We noted no transactions entered into by the Commission during the year for which there is a lack of authoritative guidance or consensus.

There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The disclosures in the financial statements are neutral, consistent, and clear. Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive estimate affecting the financial statements was the useful lives of capital assets.

Useful lives of capital assets are based upon management's estimate of their life. We evaluated the key factors and assumptions used to develop the estimate of the useful lives in determining that they are reasonable in relation to the financial statements taken as a whole.

The disclosures in the financial statements are neutral, consistent, and clear.

#### *Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

#### *Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. The adjustments identified during the audit have been communicated to management and management has posted all adjustments.

#### *Disagreements with Management*

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

## **APPENDIX B**

### **AUDITORS' COMMUNICATION OF SIGNIFICANT MATTERS WITH THOSE CHARGED WITH GOVERNANCE**

Page Three

#### *Management Representations*

We have requested certain representations from management that are included in management's representation letter dated as of the date of the audit report.

#### *Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the organization's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

#### *Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the organization's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition of our retention.

#### *Other Information in Documents Containing Audited Financial Statements*

With respect to the Supplementary Information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with GAAP, that the method of preparing it has not changed from the prior period, and that the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the Supplementary Information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

## APPENDIX C

### MANAGEMENT'S COMMENTS AND FINDINGS

---

We have examined the accounts and records of the Orion Community Cable Communications Commission (the "Commission") for the year ended December 31, 2021, and have reported our findings to you under separate cover. The accounts and records were found to be in good order, except for the following items:

1. The Federal Deposit Insurance Corporation ("FDIC") is reporting increases in both the number of insolvent and troubled banks on their watch list -- large and small banks alike. Given the current banking industry environment, we recommend obtaining full FDIC insurance coverage or, at a minimum, conducting periodic monitoring of the institutions' financial standings using a bank rating service
2. The Commission should reassess the number of representatives it allows to be sent to conferences and seminars.
3. The Commission should include in its Board members' meeting packages a copy of the Commission's bank statements which will allow them to see monthly activity in its bank accounts, or to have recorded in the minutes any change in investments made by the Treasurer.

We acknowledge with appreciation the cooperation we received from members of your Board of Directors and staff and note that nothing came to our attention in the course of our tests and reviews, in connection with any report on the financial statements, to indicate any improper, illegal, or other action, except as stated.



**ORION COMMUNITY CABLE COMMUNICATIONS COMMISSION**

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## MICHAEL H. DeVRIES

CERTIFIED PUBLIC ACCOUNTANT

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Oxford, Michigan 48371

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Fax 248.628.6107

### INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of Orion  
Community Cable Communications Commission  
Oakland County, Michigan

#### **Opinions**

We have audited the accompanying financial statements of the governmental activities and the General Fund of the Orion Community Cable Communications Commission (the "Commission"), Oakland County, Michigan, as of and for the year ended December 31, 2021, and the related Notes to the Financial Statements, which collectively comprise the Commission's basic financial statements, as listed in the Table of Contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the General Fund of the Commission, Oakland County, Michigan, as of December 31, 2021, and the respective changes in financial position thereof for the year then ended, in accordance with accounting principles generally accepted in the United States of America.

#### **Basis for Opinions**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Commission, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### **Responsibilities of Management for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Commission's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

MEMBER

AMERICAN INSTITUTE OF  
CERTIFIED PUBLIC ACCOUNTANTS

MICHIGAN ASSOCIATION OF  
CERTIFIED PUBLIC ACCOUNTANTS

## **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Commission's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Commission's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

## **Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Commission's basic financial statements. The combining and individual nonmajor fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

### Other Information

Management is responsible for the other information included in the annual report. The other information comprises the introductory and statistical sections but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or whether the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Sincerely,



Michael H. DeVries  
Certified Public Accountant

Oxford, Michigan  
September 24, 2022

## ORION COMMUNITY CABLE COMMUNICATIONS COMMISSION

### **Management's Discussion and Analysis**

The Orion Community Cable Communications Commission's (the "Commission") Management's Discussion and Analysis has been prepared to provide an overview of the Commission's financial activities for the fiscal year ending December 31, 2021. This Discussion and Analysis needs to be read and reviewed concurrently with the Commission's financial statements.

This Management's Discussion and Analysis includes comparative data from fiscal year 2020, in order to remain compliant with the Government Accounting Standards Board ("GASB") Statement No. 34.

#### The Orion Community Cable Communications Commission as a Whole

The following tables show the condensed Statements of Net Position and Changes in Net Position for the years ended December 31, 2021 and 2020.

Table 1  
Statement of Net Position

	2021	2020	Increase/ (Decrease)
<b>Assets</b>			
Current and other assets	\$ 3,107,959	\$ 3,068,301	\$ 39,658
Capital assets - net of depreciation	796,218	780,559	15,659
<b>Total Assets</b>	<u>3,904,177</u>	<u>3,848,860</u>	<u>55,317</u>
<b>Liabilities</b>			
Current liabilities	4,936	54,389	(49,453)
<b>Net Position</b>			
Invested in capital assets	796,218	780,559	15,659
Restricted for grants and capital expenditures	0	0	0
Unrestricted	<u>3,103,023</u>	<u>3,013,912</u>	<u>89,111</u>
<b>Total Net Position</b>	<u>\$ 3,899,241</u>	<u>\$ 3,794,471</u>	<u>\$ 104,770</u>



Table 2  
Changes in Net Position

	2021	2020	Increase/ (Decrease)
<b>Revenue</b>			
Franchise fees	\$ 574,409	\$ 580,329	\$ (5,920)
PEG fees	151,906	155,851	(3,945)
Gain on sale of fixed assets	470	0	470
Interest income	15,767	34,314	(18,547)
<b>Total Revenue</b>	742,552	770,494	(27,942)
<b>Expenses</b>	637,782	440,812	196,970
<b>Change in Net Position</b>	<u>\$ 104,770</u>	<u>\$ 329,682</u>	<u>\$ (224,912)</u>

#### Financial Highlights

The Commission's primary source of revenue is from franchise and public, education, and government ("PEG") fees. For 2021, total fees collected were \$726,315. This represents approximately ninety-seven and eight tenths (97.8%) percent of total revenue.

The largest expenditure of the Commission is for the agreement with Orion Neighborhood Television Corporation ("ONTV"). For 2021, this expenditure was \$373,450, representing approximately fifty-eight and six-tenths (58.6%) percent of the Commission's total expenditures.

The Commission's assets exceeded its liabilities at the close of 2021 by \$3,899,241 (net position). The Commission's total net position increased by \$104,770 for 2021.

The total expenditures for the entire year, under the modified accrual basis of accounting, were \$653,441. The Commission reports net position of \$3,899,241 this year on a full accrual basis, as compared to a fund balance of \$3,103,023 on the modified accrual basis of accounting. The Commission's conversion to meet GASB Statement No. 34 standards, which includes capitalization of Commission-owned assets and associated depreciation expense, is reflected in the Statement of Activities on pages 9 and 14 of this financial report.

#### Overview of Financial Statements

This annual report consists of three parts: Management's Discussion and Analysis; the basic financial statements; and Required Supplementary Information. The basic financial statements include two different kinds of statements that represent different views of the Commission and the Notes to Financial Statements.

The first two statements are entity-wide financial statements and provide both long- and short-term information about the Commission's overall financial status. These statements present governmental activities.

The remaining statements are fund financial statements, which focus on individual parts of the Commission in more detail.

The Notes to Financial Statements explain some of the information in the statements and provide more detailed data.

Required Supplementary Information further explains and supports the financial statement information with budgetary comparisons.

#### Entity-Wide Financial Statements

The entity-wide statements report information about the Commission as a whole using accounting methods used by private companies. The Statement of Net Position includes all of the Commission's assets and liabilities. The Statement of Activities records all of the current year's revenues and expenses, regardless of when received or paid.

The two entity-wide statements report net position and how it has changed. Net position is the difference between the entity's assets and liabilities and this is one method to measure the entity's financial health or position.

Over time, increases/decreases in the entity's net position are indicators of whether financial position is improving or deteriorating.

To assess the overall health of the entity, you may also have to consider additional factors such as government changes, facility conditions, and personnel changes.

All of the activities of the Commission are reported as governmental activities.

#### Capital Assets and Long-Term Debt Activity

At the end of 2021, the Commission had \$796,218 invested in a broad range of capital assets (net of accumulated depreciation).

The Commission's governmental activities had \$103,992 in capital asset activity.

The Commission's governmental activities had no long-term debt activity.

#### Budgetary Highlights

Revenues were over the amended budget by \$6,082. The actual expenditures were under the amended budget expenditures by approximately nine and nine-tenths (9.9%) percent, or \$71,409, because capital expenditures, grants, cable connections, meals, and travel expenses of \$59,908 were less than planned.

#### Economic Factors and Next Year's Budget and Rates

The Commission's net budget for the 2022 year decreased from 2021. Revenues are anticipated to remain the same in franchise fees and interest income. It is not known what implications will be experienced with AT&T decreasing its cable TV presence in the future. Expenditures decreased compared to the 2022 budget due to the net effect of asset replacements and grants in the amount of \$227,000. The Commission's major source of revenue is from cable franchise fees. If the government changes how fees are to be charged, this could affect future revenue.

The Federal Communications Commission (FCC) is looking at proposed rulemaking changes that could have an adverse material effect on the Commission's revenues and expenditures.

Starting on July 1, 2015, the Commission signed a new contract with Comcast, which increased the PEG percentage from one (1.0%) percent to one and two-tenths (1.2%) percent. This could increase PEG fee revenue by approximately \$28,000 per year.

In July of 2015, AT&T purchased DirectTV. Starting in late 2016, AT&T began encouraging AT&T U-Verse subscribers to convert to DirectTV, which does not have to pay a franchise fee on their revenue. If all U-Verse subscribers were to convert to DirectTV, the Commission could lose approximately \$242,000 in annual revenue. This conversion is expected to roll into place over a number of years, during which time some AT&T U-Verse subscribers might ignore any AT&T incentives to convert to DirectTV, choosing instead to return to Comcast.

In 2021, the Commission lost \$22,079 in AT&T revenue. Comcast revenue increased by \$12,214 and interest income decreased by \$18,547, leaving a net revenue decrease of \$28,412. AT&T has not indicated when their cable operation will cease, but even if AT&T revenue were to be lost altogether, it is fully expected that the Commission will be able to maintain normal operations going forward.

#### Contacting the Commission's Financial Management

This financial report is designed to provide citizens and the Commission's members with a general overview of the Commission's finances and show the Commission's accountability for the money it receives. If you have any questions about this report, or require additional information, you can contact the Commission's office.

**ORION COMMUNITY CABLE COMMUNICATIONS COMMISSION**  
**GOVERNMENT-WIDE STATEMENT OF NET POSITION**  
**DECEMBER 31, 2021**

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**ASSETS**

Cash in Bank	\$566,203
Certificates of Deposit and Money Market Account	18,647
Investments	2,337,877
Franchise Fees Receivable	181,752
Accrued Interest Receivable	2,228
Prepaid Expenditures	1,252
Capital Assets - Net of Depreciation	<u>796,218</u>
<b>Total Assets</b>	<u>3,904,177</u>

**LIABILITIES**

Accounts Payable	<u>4,936</u>
<b>Total Liabilities</b>	<u>4,936</u>

**NET POSITION**

Invested in Capital Assets - Net	796,218
Restricted for Grant	0
Restricted for Capital Expenditures	0
Unrestricted	<u>3,103,023</u>
<b>Total Net Position</b>	<u>\$3,899,241</u>

The accompanying notes are an integral part of the financial statements.

**ORION COMMUNITY CABLE COMMUNICATIONS COMMISSION**  
**GOVERNMENT-WIDE STATEMENT OF ACTIVITIES**  
**FOR THE YEAR ENDED DECEMBER 31, 2021**

		Program Revenues		
	Expenses	Franchise Fees	Grants and Other	Net (Expense) Revenue & Changes in Net Position
Activities				
Operating and Maintaining Cable Communications System	\$637,782	\$726,315	\$0	\$88,533
Total Activities	<u>\$637,782</u>	<u>\$726,315</u>	<u>\$0</u>	<u>88,533</u>
General Revenues:				
				470
				<u>15,767</u>
				<u>16,237</u>
				104,770
				<u>3,794,471</u>
				<u>\$3,899,241</u>

The accompanying notes are an integral part of the financial statements.



**ORION COMMUNITY CABLE COMMUNICATIONS COMMISSION**  
**BALANCE SHEET - GOVERNMENTAL FUND**  
**DECEMBER 31, 2021**

---

	<u><b>GENERAL FUND</b></u>
<b>ASSETS</b>	
Cash in Bank	\$566,203
Certificates of Deposit and Money Market Account	18,647
Investments	2,337,877
Franchise Fees Receivable	181,752
Accrued Interest - Receivable	2,228
Prepaid Expenditures	<u>1,252</u>
<b>Total Assets</b>	<u><u>\$3,107,959</u></u>
 <b>LIABILITIES AND FUND BALANCE</b>	
<b>Liabilities:</b>	
Accounts Payable	<u>\$4,936</u>
<b>Total Liabilities</b>	<u>4,936</u>
 <b>Fund Balance:</b>	
Non-Spendable - Prepaid Expenditures	1,252
Restricted for Grant	0
Restricted for Capital Expenditures	0
Committed - Subsequent Year's Expenses	800,000
Unassigned	<u>2,301,771</u>
<b>Total Fund Balance</b>	<u>3,103,023</u>
 <b>Total Liabilities and Fund Balance</b>	<u><u>\$3,107,959</u></u>

249  
The accompanying notes are an integral part of the financial statements.

**ORION COMMUNITY CABLE COMMUNICATIONS COMMISSION**  
**RECONCILIATION OF BALANCE SHEET OF GOVERNMENTAL FUND**  
**TO THE STATEMENT OF NET POSITION**  
**DECEMBER 31, 2021**

---

TOTAL FUND BALANCE - GOVERNMENTAL FUND	\$3,103,023
--	-------------

Amounts reported for governmental activities  
in the Statement of Net Position are different because -

Capital assets used in governmental activities are not  
financial resources and therefore are not reported in  
the governmental funds balance sheet:

Capital assets at cost	\$2,037,443	
Accumulated depreciation	<u>(1,241,225)</u>	
		<u>796,218</u>

TOTAL NET POSITION - GOVERNMENTAL ACTIVITIES	<u><u>\$3,899,241</u></u>
--	---------------------------

**ORION COMMUNITY CABLE COMMUNICATIONS COMMISSION**  
**STATEMENT OF REVENUES, EXPENDITURES, AND**  
**CHANGES IN FUND BALANCE**  
**FOR THE YEAR ENDED DECEMBER 31, 2021**

	<u>GENERAL FUND</u>
<b>REVENUES</b>	
Franchise Fees:	
Charter Township of Orion-Comcast	\$ 451,836
Charter Township of Orion-AT&T	77,543
Village of Lake Orion-Comcast	34,768
Village of Lake Orion-AT&T	10,262
PEG Fees:	
Charter Township of Orion-Comcast	108,440
Charter Township of Orion-AT&T	31,017
Village of Lake Orion-Comcast	8,344
Village of Lake Orion-AT&T	4,105
Investment Income	22,107
Bond Premium Write-Off	(6,340)
<b>Total Revenue</b>	<u>742,082</u>
<b>EXPENDITURES</b>	
Education and Training	700
Meals and Travel Expense	0
Membership Fees	1,730
Cable Connections	2,100
Administrative Fees	1,593
ONTV Public Access Management Fee	373,450
Grants	130,000
General Insurance	2,699
Professional Fees	6,000
Asset Replacement-ONTV Purchase	0
Contracted Liaison Person	21,427
Repairs and Maintenance	6,016
Shared Building Services	3,734
Capital Expenditures-ONTV	6,550
Capital Expenditures-OCCCC	97,442
<b>Total Expenditures</b>	<u>653,441</u>

ORION COMMUNITY CABLE COMMUNICATIONS COMMISSION  
STATEMENT OF REVENUES, EXPENDITURES, AND  
CHANGES IN FUND BALANCE  
FOR THE YEAR ENDED DECEMBER 31, 2021  
(CONTINUED)

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	<u>GENERAL FUND</u>
Excess (Deficiency) of Revenues Over Expenditures	\$ 88,641
Other Financial Sources (Uses) Gain on Sale of Fixed Assets	<u>470</u>
Excess (Deficiency) of Revenues and Other Sources Over Expenditures and Other Uses (Net Change in Fund Balance)	89,111
Fund Balance - Beginning	<u>3,013,912</u>
Fund Balance - Ending	<u><u>\$ 3,103,023</u></u>

ORION COMMUNITY CABLE COMMUNICATIONS COMMISSION  
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCE OF THE GOVERNMENTAL FUND  
TO THE STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED DECEMBER 31, 2021

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NET CHANGE IN FUND BALANCES - GOVERNMENTAL FUNDS	\$89,111
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Amounts reported for governmental activities  
in the Statement of Activities are different because -

Governmental funds report capital outlays as expenditures.  
However, in the Statement of Activities these items are  
capitalized and the costs of those assets are allocated  
over their estimated useful lives as depreciation.

	Capitalized assets	\$103,992	
	Depreciation	<u>(88,333)</u>	
			<u>15,659</u>
CHANGE IN NET POSITION - GOVERNMENTAL ACTIVITIES			<u><u>\$104,770</u></u>



**ORION COMMUNITY CABLE COMMUNICATIONS COMMISSION**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**DECEMBER 31, 2021**

**(1) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accounting policies of the Orion Community Cable Communications Commission (the "Commission") conform to accounting principles generally accepted in the United States of America, as applicable to governmental units. In accordance with accounting principles generally accepted in the United States of America, there are no component units to be included in these financial statements. The following is a summary of the significant accounting policies used by the Commission:

The Commission adopted the Governmental Accounting Standards Board ("GASB") Statement No. 34, *Basic Financial Statements and Management Discussion and Analysis*, starting December 31, 2007. The Commission has elected to report all of its funds as major funds in the financial statements.

**A. Reporting Entity**

The Commission adopted its bylaws in November of 1990 and was established by the Charter Township of Orion and the Village of Lake Orion (hereinafter, "Municipalities") for the purpose of administering the cable communications franchise for these two governmental units. The Commission consists of nine members, four members appointed by the Orion Township Board, four members appointed by the Lake Orion Village Council, and one member appointed by joint resolution. The Commission is charged primarily with monitoring the franchise agreement and the performance of franchisees under the existing ordinance, encouraging the use of access channels within the two communities, and supervising the interconnection of systems. Revenue is derived principally from specific percentages of cable operators' television revenue and interest income.

**B. Measurement Focus, Basis of Accounting, and Financial Statement Presentation**

The Commission's basic financial statements include both the Commission's full accrual financial statements and modified accrual financial statements.

**Full Accrual Financial Statements**

The full financial statements (i.e., the Statement of Net Position and the Statement of Activities) are reported using the economic resources measurement focus and the accrual basis of accounting. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The Statement of Net Position includes and recognizes all long-term assets and receivables. The Commission's net position is reported in three parts – invested in capital assets, restricted net position, and unrestricted net position.

**Modified Accrual Financial Statements**

The modified accrual financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized as

soon as it is both measurable and available. Revenue is considered to be available if it is collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Commission considers revenue to be available if it is collected within sixty (60) days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. Normally, expenditures are not divided between years by the recording of prepaid expenses.

The Commission reports the following major governmental fund:

The General Fund is the Commission's primary operating fund. It accounts for all financial resources of the Commission's general government.

#### Capital Assets

Capital assets are defined by the Commission as assets with an initial cost of more than \$250 and an estimated useful life in excess of one (1) year. Such assets are recorded at historical cost or estimated historical cost. Donated assets are reported at estimated fair market value at the date of donation. Additions, improvements, and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on the straight-line basis (no depreciation in year of purchase) over the following estimated useful lives.

Building and Improvements	39 years
Equipment	5-15 years
Office Equipment	5-10 years

Effective January 1, 2020, the Commission purchased all equipment (excluding vehicle) from ONTV for their net book value at December 31, 2019. The equipment's original cost was \$667,189 and accumulated depreciation was \$543,318, leaving a net price of \$123,871. These assets were being depreciated over the estimated useful lives of three to seven years using a modified accelerated cost recovery system (MACRS). This method will be continued until these assets are fully depreciated.

#### Bank Deposits and Cash Equivalents

Cash and cash equivalents include cash on hand, demand deposits, and certificates of deposit.

#### Franchise Fees Receivable

Franchise fees receivable represents amounts owed to the Commission by Comcast and AT&T in the amount of \$181,752. No allowance for uncollectible accounts is deemed necessary as management believes all accounts are collectible. All receivables are considered fully collectible.

### C. Budget and Budgetary Accounting

The following procedures are instituted by the Commission in establishing the budgetary data reflected in the financial statements:

1. Prior to the next fiscal year, the Treasurer submits a proposed budget to the Commission.
2. The Commission makes any recommendations or changes.
3. A public hearing is held

4. After the public hearing, the budget must be approved by a joint resolution of the Orion Township Board and the Lake Orion Village Council. The budget will not be effective until approved by both governmental units.
5. No Commissioner or employee of the Commission may expend any funds of the Commission, except as appropriated by the Commission, in keeping with the budgetary policy as adopted by the Commission. Changes in the amount appropriated by the Commission require approval by the Commission. During the year, the budget was amended in a legally permissible manner.
6. The budget for the General Fund is adopted on a basis consistent with U.S. generally accepted accounting principles ("GAAP").

The budget statement (Statement of Revenue, Expenditures, and Changes in Fund Balance – Budget and Actual – General Fund) is presented in accordance with GAAP, which is the same basis of accounting used in preparing the adopted budget. The budget has been adopted on a total for revenues and expenditures basis; expenditures at this level, in excess of amounts budgeted, are a violation of Michigan law. A comparison of actual results of operations to the budget, as adopted, is included in Required Supplemental Information.

There were no significant expenditure budget variances, as noted in Footnote 7.

#### **D. Use of Estimates**

The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Actual results could differ from those estimated.

#### **E. PEG Activity**

The Commission's cable provider has established three channels for public, education, and government ("PEG") use. The public and governmental channels are administered by the Commission and the educational channel is administered by the Commission and Lake Orion School District. In order to fund the administration of these channels, the Commission receives financial support in the form of PEG fees from its cable provider in the amount of two (2.0%) percent and one (1.0%) percent of gross revenue from AT&T and Comcast, respectively. These funds are used on PEG-related projects. The PEG fees are allocated among the various member communities in the same manner as franchise fees. The member communities remit the AT&T PEG fees they collect to the Commission and the Commission receives the Comcast fees directly. A portion of these PEG fees can be allocated to the parties and Lake Orion School District upon a grant request. Effective July 1, 2015, Comcast PEG was increased to one and two-tenths (1.2%) percent of gross revenue.

### **(2) CASH AND CASH EQUIVALENTS**

Michigan Compiled Laws, Section 129.91 (Public Act 20 of 1943, as amended), authorizes the local governmental units to make deposits and invest in the accounts of federally insured banks, credit unions, and savings and loan associations that have offices in Michigan. The Commission is allowed to invest in bonds, securities, and other direct obligations of the United States, or any agency or instrumentality of the United States; United States government, or federal agency obligation repurchase agreements; bankers' acceptance of United States banks; commercial paper

rated by two standard rating agencies within the two highest classifications, which mature not more than two hundred seventy (270) days after the date of purchase; obligations of the State of Michigan or its political subdivisions which are rated investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan.

The Commission believes that due to the dollar amounts of cash deposits and the limits of Federal Deposit Insurance Corporation ("FDIC") insurance, it is impractical to insure all deposits. As a result, the Commission evaluates each financial institution with which it deposits funds and assesses the level of risk of each institution; only those institutions with an acceptable estimated risk level are used as depositories.

The Commission has designated four banks for the deposit of the Commission's funds. The Commission has adopted an investment policy in accordance with Public Act (P.A.) 196 of 1997. The Commission has funds invested in bank checking, savings, and money market accounts, certificates of deposit, Michigan municipal bonds, and the Oakland County investment pool.

The Commission's deposits and investments are in accordance with statutory authority.

Michigan law (Section 3, Act 40, P.A. 1932, as amended) prohibits security in the form of collateral, surety bond, or any other form for the deposit of public money.

We estimate that the FDIC insures approximately ten (10.0%) percent of the Commission's deposits. We are unable to be specific due to the complexity of FDIC Regulation Number 330.8. This regulation, in summary, provides that deposits of a governmental unit are insured for the lesser of the amount of the combined deposit or \$250,000 in every financial institution that is not a branch location that is a member of the FDIC in the following deposit accounts:

1. All demand, non-interest bearing accounts (checking) in the name of the authorized or statutory custodian (treasurer) of public funds.
2. All savings deposits, which include regular passbook, daily interest savings, and time certificates of deposit in the name of the governmental unit's custodian.
3. The demand and savings accounts, as defined in items 1 and 2 above, for those bank accounts, in the name of a specific fund, when all of the following criteria are applicable:
  - (a) The fund is created by a specific state statute.
  - (b) The functions of the fund are specified by state statute.
  - (c) Money is allocated by state statute for the exclusive use of that fund and statutory function.

General Fund:	Per Institution	Per Books	Insured by FDIC	Not Insured
Oakland County Investment Pool	\$ 2,094,575	\$ 2,094,575	\$ 0	\$ 2,094,575
Comerica Bank-Money Market	8,692	8,692	8,692	0
Comerica Securities-Bonds	243,302	243,302	0	243,302
Oxford Bank-Checking	566,203	566,203	250,000	316,203
Comerica Securities-Money Market	9,955	9,955	0	9,955
	<u>\$ 2,922,727</u>	<u>\$ 2,922,727</u>	<u>\$ 258,692</u>	<u>\$ 2,664,035</u>

### Concentration of Credit Risk

The Commission places no limit on the amount it may invest in any one issuer. Approximately seventy-one and seven-tenths (71.7%) percent of the Commission's investments are in the Oakland County Investment Pool (IP). The IP is not registered with the Securities and Exchange Commission (SEC) and does not issue a separate report. The fair value position in the pool is not the same as the value of the pool shares, since the pool does not meet the requirements under GASB 79 to report its value for financial reporting purposes at amortized costs.

In accordance with GASB Statement No. 3, investments are classified into three categories of credit risk, as follows:

- Category 1: Insured or collateralized with securities held by the entity or its agents in the entity's name.
- Category 2: Collateralized with securities held by the pledging financial institution's trust department or agent in the entity's name.
- Category 3: Un-collateralized (includes any bank balance that is collateralized with securities held by the pledging financial institution or by its trust department or agent, but not in the name of the entity).

### Investment Type:

	Category		
	(1)	(2)	(3)
Cash Equivalents	\$ 574,895	\$ 0	\$ 0
Certificates of Deposit	0	0	0
Michigan Municipal Bonds	0	243,302	0
Oakland County Investment Pool	0	2,094,575	0
Comerica Securities-Money Market	0	9,955	0
	<u>\$ 574,895</u>	<u>\$ 2,347,832</u>	<u>\$ 0</u>

Additional disclosures required by GASB Statement No. 40 are not included in the accompanying financial statements.

The captions on the Balance Sheet relating to cash, certificates of deposit, and investments are as follows:

Cash in Bank	\$ 566,203
Comerica Securities - Money Market	9,955
Cash in Bank - Money Market	8,692
Certificates of Deposit	0
Oakland County Investment Pool	2,094,575
Comerica Securities - Municipal Bonds	243,302
	<u>\$ 2,922,727</u>



The above amounts are classified by GASB Statement No. 3 in the following categories:

Summary of Specific Accounts:

Checking Account	\$	566,203
Comerica Securities - Money Market		9,955
Certificates of Deposit		0
Money Market Account		8,692
Oakland County Investment Pool		2,094,575
Comerica Securities - Municipal Bonds		243,302
	\$	<u>2,922,727</u>

These funds are in four financial institutions located in Oakland County. All accounts are in the name of the Commission. They are recorded in the Commission's records at cost. Interest is recorded when earned.

**(3) RELATED PARTY TRANSACTIONS**

GASB Codification Sec. 2300.107 requires that governmental entities disclose related party transactions. The Financial Accounting Standards Board (FASB) Statement No. 57 defines a related party as:

*...principal owners of the enterprise; its management; members of the immediate family of principal owners of the enterprise and its management; and other parties with which the enterprises may deal if one party controls or can significantly influence the management or operating policies of the other to an extent that one of the transacting parties may be prevented from fully pursuing its own separate interests. Another party is also related if it can significantly influence the management or operating policies of the transacting parties or if it has an ownership interest in one of the transacting parties and can significantly influence the other to an extent that one or more of the transacting parties might be prevented from fully pursuing its own separate interests.*

The Commission has not engaged in any related party transactions.

**(4) RISK MANAGEMENT**

The Commission carries commercial insurance primarily for protection from personal property loss, theft, and personal injury. For the three previous years, commercial insurance claims have not exceeded the amount of coverage provided for by the policy.

**(5) CAPITAL ASSETS**

Capital asset activity for the year ended December 31, 2021 was as follows:

	Balance at 1/1/2021	Additions	Deletions	Balance at 12/31/2021
Building	\$ 657,555	\$ 0	\$ 0	\$ 657,555
Equipment	1,237,635	103,992	0	1,341,627
Office Equipment	38,261	0	0	38,261
Total Capital Assets Being Depreciated	1,933,451	103,992	0	2,037,443
Less Accumulated Depreciation For:				
Building	146,122	16,860	0	162,982
Equipment	973,188	70,413	0	1,043,601
Office Equipment	33,582	1060	0	34,642
Total Accumulated Depreciation	1,152,892	88,333	0	1,241,225
Capital Asset Being Depreciated - Net	<u>\$ 780,559</u>	<u>\$ 15,659</u>	<u>\$ 0</u>	<u>\$ 796,218</u>

As noted in Summary of Significant Account Policies Capital Assets, the Commission purchased ONTV equipment and office equipment on January 1, 2020. The \$755,247 in total capital assets should be \$211,929. The net book value of ONTV's assets acquired of \$123,871 and \$88,058 of new assets purchased in 2020 equals the \$211,929 cash outlay. The \$755,247 minus the \$543,318 depreciation on ONTV's assets equals the \$211,929 cash outlay. The \$635,419 actual year's depreciation.

Depreciation was charged to operations in the amount of \$88,333.

#### (6) ONTV MANAGEMENT AGREEMENT

The Commission signed a three-year agreement with ONTV (a Michigan nonprofit corporation), in effect March 8, 2001 through March 7, 2004. On February 12, 2004, that agreement was extended until February 28, 2007. The Commission signed a new three-year agreement with ONTV on February 8, 2007. That agreement commenced on March 1, 2007 and ended on February 28, 2010. The Commission signed a new three-year agreement with ONTV on April 15, 2010. That agreement commenced on January 1, 2010 and ended on December 31, 2012. The Commission signed a new three-year agreement with ONTV on December 20, 2012. That agreement commenced on January 1, 2013 and ended on December 31, 2015. The contract expired December 31, 2015. The Commission signed a new three-year agreement with ONTV on July 13, 2016. That agreement commenced on January 1, 2016 and ends on December 31, 2018, unless terminated early in accordance with the agreement. The Commission signed a new three-year agreement with ONTV on August 8, 2019. That agreement commenced on January 1, 2019 and ends on December 31, 2021, unless terminated early in accordance with the agreement. The Commission signed a new three-year agreement with ONTV on December 9, 2021. That agreement commenced on January 1, 2022 and ends on December 31, 2024, unless terminated early in accordance with the agreement.

The 2021 amount paid to ONTV was \$373,450. Payments were remitted quarterly, based upon ONTV's budget. Per the agreement, ONTV assumes the normal daily operation of the public access channels.

**(7) EXCESS OF EXPENDITURES OVER APPROPRIATIONS IN BUDGETARY FUNDS**

Michigan P.A. 2 of 1968, as amended, the "*Uniform Accounting and Budgeting Act*," provides that a local unit shall not incur expenditures in excess of the amount appropriated (Section 18(1)). In the body of the financial statements, the Commission's actual expenditures and budgeted expenditures for the budgetary fund have been shown on a line-item basis. The approved budget of the Commission for this budgetary fund was adopted on the total revenue and expenditures level. There was one amendment during the current year.

For the year ended December 31, 2021, the Commission incurred no expenditures in this budgetary fund that were in excess of the amounts appropriated.

**(8) CONCENTRATION OF CREDIT RISK**

The Commission's major source of revenues is from cable franchise fees. If the government changes how fees are to be charged, this could affect the revenue.

A total of \$316,203 in cash and certificates of deposit are not insured by the FDIC. A total of \$2,347,832 in investments are not insured by the FDIC.

**(9) DETAILS OF FUND BALANCE CATEGORIES AND CLASSIFICATIONS**

The objective of GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, is to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied and by clarifying the existing governmental fund definitions. This Statement establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the resources reported in the governmental funds. Under this standard, the fund balance classifications of reserved, designated and unreserved will be replaced with five new classifications of non-spendable, restricted, committed, assigned and unassigned.

The hierarchy of five possible classifications of fund balance is:

**Non-Spendable Fund Balance**

- Amounts that cannot be spent due to form; for example, inventories and prepaid amounts. Also, long-term loan and notes receivables and property held for resale would be reported here unless the proceeds are restricted, committed or assigned.
- Amounts that must be maintained intact legally or contractually (corpus or principal of a permanent fund).

**Restricted Fund Balance**

- Amounts constrained for a specific purpose by external parties, constitutional provision, or enabling legislation. This is the same definition used by GASB Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis - for State and Local Governments*, for restricted net assets.

**Committed Fund Balance**

- Amounts constrained for a specific purpose by a government using its highest level of decision-making authority. It would require action by the same group to remove or change the constraints placed on the resources.
- Action to constrain resources must occur prior to year-end; however, the amount can be determined in the subsequent period.

**Assigned Fund Balance**

- For all governmental funds other than the general fund, any remaining positive amounts not classified as non-spendable, restricted or committed.
- For the general fund, amounts constrained for the intent that they be used for a specific purpose by a governing board or a body or official that has been delegated authority to assign amounts. Amount reported as assigned should not result in a deficit in unassigned fund balance.

**Unassigned Fund Balance**

- For the general fund, amounts not classified as non-spendable, restricted, committed or assigned. The general fund is the only fund that would report a positive amount in unassigned fund balance.
- For all governmental funds other than the general fund, amount expended in excess of resources that are non-spendable, restricted, committed or assigned (a residual deficit). In determining a residual deficit, no amount should be reported as assigned.

**Fund Balance Classification Policies and Procedures**

For committed fund balance, the Commission's highest level of decision-making authority is the Board of Directors. The formal action that is required to be taken to establish, modify, or rescind a fund balance commitment is a resolution by the Board of Directors.

For assigned fund balance, the Board of Directors is authorized to assign amounts to a specific purpose. The authorization policy is a full vote and approval by the Board of Directors.

For the classification of fund balance amounts, the Commission's policy is to spend restricted amounts first, then unrestricted amounts when both restricted and unrestricted amounts are available. Similarly, the Commission's policy is to spend committed amounts first, then assigned amounts, and finally unassigned amounts when any of those restricted fund balance classifications could be used.

**(10) NET POSITION/FUND BALANCE – RESTRICTED PEG FEES**

The Commission decided to determine where the PEG fees and grants revenue stand versus the qualified PEG expenditures, to see whether any portion of the net position or fund balance should be restricted.

The Commission decided to start the computation from July 1, 2000 through December 31, 2014.

The specific revenues used for the calculation included the PEG fees from Comcast and AT&T, equipment grants from Comcast, equipment sales proceeds, and interest on PEG fees paid delinquent.

The expenditures included capitalized equipment by ONTV and the Commission, equipment grants to Lake Orion Schools, Orion Community Center, Village of Lake Orion, and Orion Township, as well as the capitalized cost of the studio.

The \$130,175 excess of expenditures over revenues from July 1, 2000 through December 31, 2014 is reported on the 2014 audit note. This note will be updated each year showing current activity. The excess of expenditures over revenues balance at December 31, 2021 is \$106,663.

Revenues and Expenditures Summary  
for the Period January 1, 2021 through December 31, 2021

**Excess of Expenditures Over Revenues at January 1, 2021** \$24,263

**Revenues**

PEG Fees - Comcast	\$116,784
PEG Fees - AT&T	35,122
Equipment Sales Proceeds	470

**Total Revenues** (152,376)

**Expenditures**

ONTV - Capital Expenditures (Depreciation Schedule)	6,550
OCCCC - Capital Expenditures (Depreciation Schedule)	97,442
OCCCC - Capital Expenditures (Not on Depreciation Schedule)	0
ONTV - Capital Expenditures - (Not on Depreciation Schedule)	784
OCCCC - Building	0
Grants - Capital Costs - Orion Township Library	0
Grants - Capital Costs - Village of Lake Orion	0
Grants - Capital Costs - Lake Orion Community Schools	0
Grants - Capital Costs - Orion Township	130,000

**Total Expenditures** 234,776

**Excess of Expenditures Over Revenues at December 31, 2021** \$106,663

**(11) FAIR VALUE MEASUREMENT**

In February 2015, GASB issued GASB Statement No. 72, *Fair Value Measurement and Application*. The requirements of this statement will enhance comparability of financial statements among governments by requiring measurement of certain assets and liabilities at fair value using a consistent and more detailed definition of fair value and acceptable valuation techniques. This statement also will enhance fair value application guidance and related disclosures in order to provide information to financial statement users about the impact of fair value measurements on a government's financial position. GASB Statement No. 72 is required to be adopted for years beginning after June 15, 2015. The Commission evaluated the impact this standard will have on its financial statements.

The Commission categorizes its fair value measurements within the fair value hierarchy established by GAAP. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets. Level 2 inputs are significant other observable inputs; and Level 3 inputs are significant unobservable inputs.

The Commission has the following recurring fair value measurements as of December 31, 2021:



- The cash in checking and money market accounts of \$584,850 are valued at their statement values (i.e., Level 1 input).
- The Oakland County investment pool of \$2,094,575 is valued as if it were a savings account. It is managed in accordance with the "2a-7 Like Pool" risk-limiting requirements of GASB Statement No. 31 (i.e., Level 1 input). The Commission's share of the fair market value of assets securing the pool is \$2,094,575. The investment pool is measured at net asset value ("NAV").
- Michigan municipal bonds of \$243,302 at cost are valued at \$237,374 using a matrix pricing model and other significant observable inputs (i.e., Level 2 inputs).

#### ***Investments in Entities That Calculate Net Asset Value Per Share***

The Commission holds share or interests in investment companies whereby the fair value of the investments is measured on a recurring basis using net asset value per share (or its equivalent) of the investment companies as a practical expedient.

At December 31, 2021, the fair value of the Oakland County Investment Pool was \$2,094,575, and there were no unfunded commitments, no restrictions on redemption frequency, and no redemption notice period.

The Oakland County Investment Pool invests assets in a manner that will seek the highest investment return consistent with the preservation of principal and meet the daily liquidity needs of participants.

#### **(12) SUBSEQUENT EVENTS**

The Commission has evaluated events and transactions that occurred between January 1, 2022 and August 29, 2022, the latter date being the date the financial statements were available to be issued for possible recognition or disclosure in the financial statements. There were three instances of reportable items.

#### **(13) PRIOR SUBSEQUENT EVENTS - 2019**

1. The Federal Communications Commission ("FCC") is looking at proposed rulemaking changes that could have an adverse material effect on the Commission's revenues and expenditures.
2. In July of 2015, AT&T purchased DirecTV. Starting in late 2016, AT&T began encouraging AT&T U-Verse subscribers to convert to DirecTV, which does not have to pay a franchise fee on their revenue. If all U-Verse subscribers were to convert to DirecTV, the Commission could lose approximately \$242,000 in annual revenue. This conversion is expected to roll into place over a number of years, during which time some AT&T U-Verse subscribers might ignore any incentives to convert to DirecTV, choosing instead to return to Comcast. AT&T revenue in 2021 dropped by \$22,079, and Comcast revenue increased by \$12,214, for a net drop of \$9,865. The total drop in AT&T revenue (i.e., \$242,000 expected between 2017 through 2021) has been \$136,120.
3. The terms of fixed asset acquisitions from ONTV are as follows:
  - A. Beginning in 2020, all capital equipment for the use and benefit of community access facilities and channels will be purchased and owned by the Commission.

- B. Current ONTV assets, including those fully depreciated, will be purchased from ONTV by the Commission effective January 1, 2020 for the amount of the book value of the equipment being purchased on December 31, 2019, excluding the vehicle.
- C. Beginning in 2020, with the exception of vehicles, ONTV will have no capital purchases in their budget, only operating expenses.
- D. The amount budgeted for contractual payments to ONTV in the Commission's budget will be divided by four, and the value of ONTV assets as determined by the 2019 ONTV financial review will be divided by four, and then added together for the amount of the contractual quarterly payments to ONTV from the Commission in 2020. If there is a discrepancy in the value of the equipment found in the 2020 ONTV financial review, the amount will be either added to or subtracted from the final payment in 2021, or rolled over into 2022 if needed.

## REQUIRED SUPPLEMENTARY INFORMATION

**ORION COMMUNITY CABLE COMMISSIONS COMMISSION**  
**BUDGETARY COMPARISON SCHEDULE - GENERAL FUND**  
**YEAR ENDED DECEMBER 31, 2021**

	Original Budget	Final Budget	Actual	Variance with Final Budget (Under)
<b>REVENUES</b>				
Franchise Fees	\$ 561,190	\$ 561,190	\$ 574,409	\$ 13,219
PEG Fees	156,810	156,810	151,906	(4,904)
Investment Income	18,000	18,000	22,107	4,107
Bond Premium Write-Off	0	0	(6,340)	(6,340)
Miscellaneous	0	0	0	0
<b>Total Revenues</b>	<u>736,000</u>	<u>736,000</u>	<u>742,082</u>	<u>6,082</u>
<b>EXPENDITURES</b>				
Education and Training	2,000	2,000	700	(1,300)
Meals and Travel Expense	4,000	4,000	0	(4,000)
Membership Fees	2,000	2,000	1,730	(270)
Administrative Fees	2,000	2,000	1,593	(407)
ONTV Public Access Management Fee	373,850	373,850	373,450	(400)
General Insurance	5,000	5,000	2,699	(2,301)
Cable Connections	10,000	10,000	2,100	(7,900)
Professional Fees	8,000	8,000	6,000	(2,000)
Contracted Liaison Person	22,000	22,000	21,427	(573)
Asset Replacement-ONTV Purchase	0	0	0	0
Repairs and Maintenance	8,000	8,000	6,016	(1,984)
Grants	150,000	148,000	130,000	(18,000)
Capital Expenditures-ONTV	0	34,000	6,550	(27,450)
Capital Improvements-OCCCC	24,000	100,000	97,442	(2,558)
Shared Building Services	4,000	6,000	3,734	(2,266)
<b>Total Expenditures</b>	<u>614,850</u>	<u>724,850</u>	<u>653,441</u>	<u>(71,409)</u>

ORION COMMUNITY CABLE COMMUNICATIONS COMMISSION  
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND  
YEAR ENDED DECEMBER 31, 2020  
(CONTINUED)

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance with Final Budget (Under)</u>
Excess (Deficiency) of Revenues Over Expenditures	\$ 121,150	\$ 11,150	\$ 88,641	\$ (77,491)
OTHER FINANCING SOURCES (USES)				
Sale of Fixed Assets	<u>0</u>	<u>0</u>	<u>470</u>	<u>(470)</u>
Excess (Deficiency) of Revenues and Other Sources Over Expenditures and Other Uses	121,150	11,150	89,111	(77,961)
Fund Balance - Beginning	<u>3,013,912</u>	<u>3,013,912</u>	<u>3,013,912</u>	<u>0</u>
Fund Balance - Ending	<u>\$ 3,135,062</u>	<u>\$ 3,025,062</u>	<u>\$ 3,103,023</u>	<u>\$ (77,961)</u>

NOTE: Line-item budget information presented is for analytical purposes only. The budget was adopted in total for revenues and expenditures.







# Charter Township of Orion

2525 Joslyn Rd., Lake Orion MI 48360  
www.oriontownship.org

Phone: (248) 391-0304

## Agenda Item Summary

**To:** Board of Trustees  
**From:** Tandem Graves, Accounting Controller  
**Meeting Date:** November 21, 2022  
**Memo Date:** November 17, 2022  
**Subject:** Financial Statements

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☐ Consent ☐ Pending

### REQUEST

Following please find the attached Balance Sheet, Income Statements and Manual Journal Entry Reports.

### RECOMMENDATION (MOTION)

Board action would be to receive and file the Financial Statements and Manual Journal Entry Reports.

Fund 100 POOLED CASH FUND

GL Number	Description	Balance
*** Assets ***		
100-000-001.000	CHECKING - POOLED CASH - CHASE BAN	6,647,003.72
100-000-001.025	CHECKING - FSA - CHASE BANK	11,405.90
100-000-003.004	SAVINGS - W/S COLLECTIONS - OXFORD	10,090.37
100-000-003.710	SAVINGS - INDIANWOOD LK BOARD - CH	174,545.13
100-000-017.005	INVESTMENTS-GEN-OAK COUNTY POOLED	2,264,694.85
100-000-017.006	INVESTMENTS-W/S-OAKLAND COUNTY	843,693.81
100-000-017.008	INVESTMENTS- GEN POOLED - MICHIGAN	8,003,826.34
100-000-017.009	INVESTMENTS - W/S - MICHIGAN CLASS	2,000,719.55
100-000-017.010	INVESTMENTS-GEN- HUNTINGTON BANK F	14,610,369.96
100-000-017.014	INVESTMENT-W/S-HUNTINGTON BANK	10,831,917.59
<b>Total Assets</b>		<b>45,398,267.22</b>
*** Liabilities ***		
100-000-214.101	DUE TO GENERAL FUND	11,121,551.01
100-000-214.206	DUE TO FIRE FUND	2,292,138.92
100-000-214.207	DUE TO SHERIFF FUND	3,352,208.93
100-000-214.208	DUE TO PARK & RECREATION FUND	2,716,219.37
100-000-214.220	DUE TO TOMMY'S LAKE FUND	52,981.27
100-000-214.230	DUE TO ELKHORN LAKE FUND	5,446.96
100-000-214.232	DUE TO LONG LAKE WATER QUALITY FUN	945.50
100-000-214.240	DUE TO LAKE ORION CANALS FUND	5,758.18
100-000-214.241	DUE TO LAKE ORION WATER FUND	2,626.78
100-000-214.247	DUE TO CIA FUND	65,975.66
100-000-214.249	DUE TO BUILDING DEPT FUND	3,078,215.34
100-000-214.250	DUE TO SQUARE LAKE LEVEL FUND	43,492.40
100-000-214.251	DUE TO SQUARE LAKE ALGAE FUND	36,642.91
100-000-214.252	DUE TO SQ LK PUMP FUND	36,310.74
100-000-214.254	DUE TO BUNNY RUN FUND	142.55
100-000-214.255	DUE TO MILL LAKE GARDENS CHLORIDE	2,563.03
100-000-214.261	DUE TO MILL LAKE FUND	2,467.73
100-000-214.264	DUE TO GOLFVIEW FUND	108.67
100-000-214.265	DUE TO SUNSET HILLS FUND	404.79
100-000-214.266	DUE TO HOLLIDAY FUND	1,488.69
100-000-214.274	DUE TO BUNNY RUN ROAD FUND	4,100.35
100-000-214.370	DUE TO MUNICIPAL BLDG DEBT FUND	(46,072.03)
100-000-214.401	DUE TO GEN CAPITAL IMPROVEMENT FUN	436,930.47
100-000-214.402	DUE TO SAFETY PATHS FUND	751,481.46
100-000-214.417	DUE TO HOST FEE FUND	1,682,859.00
100-000-214.470	DUE TO MUNICIPAL BUILDING FUND	342,318.13
100-000-214.592	DUE TO WATER/SEWER FUND	19,166,570.48
100-000-214.596	DUE TO GARBAGE/RUBBISH COLLECTION	67,430.30
100-000-214.701	DUE TO GENERAL TRUST & AGENCY FUNI	414.50
100-000-214.710	DUE TO INDIANWOOD LK BOARD FUND	174,545.13
<b>Total Liabilities</b>		<b>45,398,267.22</b>
*** Fund Balance ***		
<b>Total Fund Balance</b>		<b>0.00</b>
<b>Beginning Fund Balance</b>		<b>0.00</b>
<b>Net of Revenues VS Expenditures</b>		<b>0.00</b>
<b>Ending Fund Balance</b>		<b>0.00</b>
<b>Total Liabilities And Fund Balance</b>		<b>45,398,267.22</b>

Fund 101 GENERAL FUND

GL Number	Description	Balance
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\*\*\* Assets \*\*\*

101-000-001.006	CD - CONTRACTOR PERF GUAR DEPOSITS	6,018.05
101-000-004.000	CASH OVER OR SHORT	(0.15)
101-000-004.703	CASH OVER OR SHORT	(1.69)
101-000-010.000	EQUITY IN POOLED CASH AND INVESTME	11,121,551.01
101-000-018.000	PETTY CASH	400.00
101-000-018.001	PETTY CASH - DRAWER #1	150.00
101-000-018.002	PETTY CASH - DRAWER #2	150.00
101-000-040.000	ACCOUNTS RECEIVABLE	25,000.00
101-000-040.002	TAX RECEIVABLE - DELQ PERSONAL PF	1,829.69
101-000-040.003	TAX RECEIVABLE - CURRENT LEVY	48,940.00
101-000-040.004	ACCOUNTS RECEIVABLE - INVOICED MR	83,253.97
101-000-040.010	TAX RECEIVABLE - DELQ PPT - DDA	2,031.67
101-000-056.000	INTEREST RECEIVABLE-ACCRUED	16,689.17
101-000-059.000	ASSETS HELD AT SELF-INSURANCE-MRMM	183,088.74
101-000-084.247	DUE FROM CIA FUND	85,355.25
101-000-084.703	DUE FROM TAX FUND	471.01
101-000-123.000	PREPAID EXPENSES	61,425.05
101-000-123.001	PREPAID EXPENSES - POSTAGE	(137.42)
101-000-185.001	OPIOID SETTLEMENT - 18 YEAR (2022)	36,500.00
101-000-196.268	SPECIAL ASSMT RECEIVABLE - LONG LA	11,703.17
101-000-196.269	SPECIAL ASSMT RECEIVABLE - INDIAN	1,488.57
101-000-196.273	SPECIAL ASSMT RECEIVABLE - CENTRAL	165,752.54

Total Assets

11,851,658.63

\*\*\* Liabilities \*\*\*

101-000-202.002	ACCOUNTS PAYABLE	(1,340.99)
101-000-214.271	DUE TO LIBRARY FUND	10,166.02
101-000-224.000	DUE TO DDA	2,482.03
101-000-224.004	DUE TO NOTA	631.25
101-000-228.000	DUE TO STATE OF MICHIGAN - PAYROLL	12,071.44
101-000-231.000	DUE TO TWP PENSION (401A)	38,438.47
101-000-231.003	DUE TO LIFE & ACCIDENT INSURANCE	(4,780.66)
101-000-231.004	DUE TO UNION DUES	996.00
101-000-231.006	DUE TO FLEXIBLE SPENDING ACCOUNT	3,349.62
101-000-231.008	DUE TO FIREFIGHTERS WELFARE ACCOUNT	43.00
101-000-231.009	DUE TO EMPLOYEE WELFARE ACCOUNT	7,163.47
101-000-231.014	DUE TO EMPLOYEE - HEALTH ALLOWANCE	52,167.09
101-000-231.015	DUE TO PENSION - PAID ON CALL	1,304.63
101-000-231.018	DUE TO HEALTH INSURANCE RIDERS	170.29
101-000-231.019	DUE TO LIFELOCK	71.93
101-000-231.020	DUE TO LEGAL SHIELD	108.70
101-000-231.021	DUE TO HEALTH INSURANCE	(6,827.23)
101-000-231.022	DUE TO DENTAL/VISION	12,157.60
101-000-232.001	DUE TO EMPLOYEE-PARAMEDIC STIPEND	99,480.44
101-000-276.000	MICHIGAN TAX TRIBUNAL PAYABLE	8,600.00
101-000-283.000	DEPOSIT - CONTRACTOR'S - P/Z	3,343,116.50
101-000-283.001	DEPOSIT - CONTRACTOR - RESTRICTED	6,018.05
101-000-283.002	BONDS - SOIL EROSION P/Z	538,901.15
101-000-284.004	ESCROW - PLANNING & ENGINEERING	673,594.72
101-000-339.001	DEFERRED REV - WELLS FARGO BUYOUT	20,179.32
101-000-339.002	DEFERRED REV- LT SAD	178,944.28
101-000-339.003	DEFERRED REV - UNEARNED - CELL TOWER	33,600.00
101-000-339.004	DEFERRED REV - GRANTS (NON-FEDERAL)	25,000.00
101-000-360.001	DEFERRED REV - DELINQUENT PPT	2,325.31
101-000-360.005	DEFERRED REV - OPIOID SETTLEMENT	36,500.00

Total Liabilities

5,094,632.43

\*\*\* Fund Balance \*\*\*

101-000-385.001	FUND BALANCE-ASSIGNED-COMM IMPRV	124,750.00
101-000-385.002	FUND BALANCE-ASSIGNED-TRIP - 2022	89,025.67
101-000-390.000	FUND BALANCE-UNASSIGNED	3,042,717.16
101-000-390.002	FUND BALANCE-NONSPENDABLE PREPAIDS	61,287.63
101-000-393.000	FUND BALANCE-RESTRICTED SAD RECEIV	178,944.28

Fund 101 GENERAL FUND

GL Number	Description	Balance
*** Fund Balance ***		
	<b>Total Fund Balance</b>	<b>3,496,724.74</b>
	<b>Beginning Fund Balance</b>	<b>3,496,724.74</b>
	<b>Net of Revenues VS Expenditures</b>	<b>3,260,301.46</b>
	<b>Fund Balance Adjustments</b>	<b>0.00</b>
	<b>Ending Fund Balance</b>	<b>6,757,026.20</b>
	<b>Total Liabilities And Fund Balance</b>	<b>11,851,658.63</b>



Fund 206 FIRE FUND

GL Number	Description	Balance
*** Assets ***		
206-000-010.000	EQUITY IN POOLED CASH AND INVESTME	2,292,138.92
206-000-018.206	PETTY CASH - FIRE DEPT	200.00
206-000-040.000	ACCOUNTS RECEIVABLE	(1,112.00)
206-000-040.002	TAX RECEIVABLE - DELQ PERSONAL PF	5,731.25
206-000-040.004	ACCOUNTS RECEIVABLE - INVOICED MR	5,088.32
206-000-056.000	INTEREST RECEIVABLE-ACCRUED	7,208.11
206-000-123.000	PREPAID EXPENSES	682,546.75
<b>Total Assets</b>		<b>2,991,801.35</b>
*** Liabilities ***		
206-000-202.002	ACCOUNTS PAYABLE	(3,300.00)
206-000-276.000	MICHIGAN TAX TRIBUNAL PAYABLE	27,500.00
206-000-360.001	DEFERRED REVENUE - DELINQUENT PPT	6,958.28
<b>Total Liabilities</b>		<b>31,158.28</b>
*** Fund Balance ***		
206-000-385.001	FUND BALANCE-ASSIGNED-COMM IMPRV	7,243.00
206-000-390.002	FUND BALANCE-NONSPENDABLE PREPAIDS	682,546.75
206-000-393.000	FUND BALANCE-RESTRICTED	1,338,994.02
<b>Total Fund Balance</b>		<b>2,028,783.77</b>
<b>Beginning Fund Balance</b>		<b>2,028,783.77</b>
<b>Net of Revenues VS Expenditures</b>		<b>931,859.30</b>
<b>Ending Fund Balance</b>		<b>2,960,643.07</b>
<b>Total Liabilities And Fund Balance</b>		<b>2,991,801.35</b>

Fund 207 SHERIFF FUND

GL Number	Description	Balance
*** Assets ***		
207-000-010.000	EQUITY IN POOLED CASH AND INVESTME	3,352,208.93
207-000-018.207	PETTY CASH - POLICE	100.00
207-000-040.002	TAX RECEIVABLE-DELQ PERSONAL PROPE	6,886.54
207-000-040.004	ACCOUNTS RECEIVABLE - INVOICED MR	9,398.95
207-000-056.000	INTEREST RECEIVABLE-ACCRUED	9,666.15
207-000-123.000	PREPAID EXPENSES	1,520.00
<b>Total Assets</b>		<b>3,379,780.57</b>
*** Liabilities ***		
207-000-276.000	MICHIGAN TAX TRIBUNAL PAYABLE	32,000.00
207-000-360.001	DEFERRED REVENUE - DELINQUENT PPT	8,318.91
<b>Total Liabilities</b>		<b>40,318.91</b>
*** Fund Balance ***		
207-000-390.002	FUND BALANCE - NONSPENDABLE PREPAI	1,520.00
207-000-392.000	FUND BALANCE - RESTRICTED-LIQUOR I	59,356.09
207-000-393.000	FUND BALANCE - RESTRICTED	904,772.11
<b>Total Fund Balance</b>		<b>965,648.20</b>
<b>Beginning Fund Balance</b>		<b>965,648.20</b>
<b>Net of Revenues VS Expenditures</b>		<b>2,373,813.46</b>
<b>Ending Fund Balance</b>		<b>3,339,461.66</b>
<b>Total Liabilities And Fund Balance</b>		<b>3,379,780.57</b>

Fund 208 PARKS/RECREATION FUND

GL Number	Description	Balance
*** Assets ***		
208-000-010.000	EQUITY IN POOLED CASH AND INVESTME	2,716,219.37
208-000-018.672	PETTY CASH - PARKS REC	100.00
208-000-018.751	CASH DRAWER - PARKS REC	200.00
208-000-040.002	TAX RECEIVABLE-DELQ PERSONAL PROPE	1,095.70
208-000-040.004	ACCOUNTS RECEIVABLE - INVOICED MR	1,050.00
208-000-056.000	INTEREST RECEIVABLE-ACCRUED	3,571.77
208-000-123.000	PREPAID EXPENSES	20,021.46
<b>Total Assets</b>		<b>2,742,258.30</b>
*** Liabilities ***		
208-000-202.001	RETAINAGE PAYABLE	18,308.20
208-000-202.002	ACCOUNTS PAYABLE	(487.71)
208-000-276.000	MICHIGAN TAX TRIBUNAL PAYABLE	9,500.00
208-000-291.000	DEPOSIT - PARK RENTAL	11,650.70
208-000-299.006	DUE TO ORION.EVENTS	14,875.00
208-000-299.010	DEPOSIT - LEAGUE FORFEIT FEES	560.00
208-000-360.001	DEFERRED REVENUE - DELINQUENT PPT	1,497.04
<b>Total Liabilities</b>		<b>55,903.23</b>
*** Fund Balance ***		
208-000-385.001	FUND BALANCE-ASSIGNED-COMM IMPRV	1,672,984.27
208-000-390.002	FUND BALANCE-NONSPENDABLE PREPAIDS	20,021.46
208-000-390.004	FUND BALANCE-MIRACLE LEAGUE MAINTN	17,748.24
208-000-390.005	FUND BALANCE-CONTRACTS	166,108.16
208-000-393.000	FUND BALANCE-RESTRICTED	1,167,509.18
<b>Total Fund Balance</b>		<b>3,044,371.31</b>
<b>Beginning Fund Balance</b>		<b>3,044,371.31</b>
<b>Net of Revenues VS Expenditures</b>		<b>(358,016.24)</b>
<b>Ending Fund Balance</b>		<b>2,686,355.07</b>
<b>Total Liabilities And Fund Balance</b>		<b>2,742,258.30</b>

Fund 247 CORRIDOR IMPROVEMENT AUTHORITY

GL Number	Description	Balance
*** Assets ***		
247-000-010.000	EQUITY IN POOLED CASH AND INVESTME	65,975.66
247-000-040.002	TAX RECEIVABLE-DELQ PERSONAL PROF	94.55
247-000-056.000	INTEREST RECEIVABLE-ACCRUED	605.75
<b>Total Assets</b>		<b>66,675.96</b>
*** Liabilities ***		
247-000-202.001	RETAINAGE PAYABLE	22,858.14
247-000-214.101	DUE TO GENERAL FUND	85,355.25
247-000-300.247	NOTE PAYABLE BY CIA	6,937,000.00
247-000-339.000	DEFERRED REVENUE - TAXES - CURRENT	(3,182.16)
247-000-360.001	DEFERRED REVENUE - DELINQUENT PPT	2,978.28
<b>Total Liabilities</b>		<b>7,045,009.51</b>
*** Fund Balance ***		
247-000-390.000	FUND BALANCE-UNASSIGNED	(6,636,298.49)
<b>Total Fund Balance</b>		<b>(6,636,298.49)</b>
<b>Beginning Fund Balance</b>		<b>(6,636,298.49)</b>
<b>Net of Revenues VS Expenditures</b>		<b>(342,035.06)</b>
<b>Ending Fund Balance</b>		<b>(6,978,333.55)</b>
<b>Total Liabilities And Fund Balance</b>		<b>66,675.96</b>

Fund 249 BUILDING DEPARTMENT FUND

GL Number	Description	Balance
*** Assets ***		
249-000-010.000	EQUITY IN POOLED CASH AND INVESTME	3,078,215.34
249-000-056.000	INTEREST RECEIVABLE-ACCRUED	4,343.51
249-000-123.000	PREPAID EXPENSES	2,240.00
<b>Total Assets</b>		<b>3,084,798.85</b>
*** Liabilities ***		
249-000-283.005	BONDS-TEMPORARY COO-BUILDING DEPT	18,060.00
249-000-283.006	BONDS-BUILDING-HISTORIC-BLDG DEPT	78,177.78
249-000-284.005	BONDS-RESIDENTIAL SOIL EROSION-BLI	76,190.00
249-000-290.000	BONDS-HOMEOWNER BONDS-BUILINDG DEF	4,400.00
249-000-290.001	BONDS-BUILDING-BUILDING DEPT	81,450.00
<b>Total Liabilities</b>		<b>258,277.78</b>
*** Fund Balance ***		
249-000-390.000	FUND BALANCE-UNASSIGNED	2,158,483.25
249-000-390.002	FUND BALANCE-NONSPENDABLE PREPAIDS	2,240.00
<b>Total Fund Balance</b>		<b>2,160,723.25</b>
<b>Beginning Fund Balance</b>		<b>2,160,723.25</b>
<b>Net of Revenues VS Expenditures</b>		<b>665,797.82</b>
<b>Fund Balance Adjustments</b>		<b>0.00</b>
<b>Ending Fund Balance</b>		<b>2,826,521.07</b>
<b>Total Liabilities And Fund Balance</b>		<b>3,084,798.85</b>



Fund 370 MUNICIPAL BUILDING DEBT FUND

GL Number	Description	Balance
*** Assets ***		
370-000-010.000	EQUITY IN POOLED CASH AND INVESTM	(46,072.03)
<b>Total Assets</b>		<b>(46,072.03)</b>
*** Liabilities ***		
<b>Total Liabilities</b>		<b>0.00</b>
*** Fund Balance ***		
370-000-390.000	FUND BALANCE-UNASSIGNED	926,502.97
<b>Total Fund Balance</b>		<b>926,502.97</b>
<b>Beginning Fund Balance</b>		<b>926,502.97</b>
<b>Net of Revenues VS Expenditures</b>		<b>(972,575.00)</b>
<b>Ending Fund Balance</b>		<b>(46,072.03)</b>
<b>Total Liabilities And Fund Balance</b>		<b>(46,072.03)</b>

Host Fee contributions and General Fund contributions made at the end of the year will relieve the negative income and asset balances.

Fund 401 GENERAL CAPITAL IMPROVEMENT

GL Number	Description	Balance
*** Assets ***		
401-000-010.000	EQUITY IN POOLED CASH AND INVESTME	436,930.47
401-000-040.004	ACCOUNTS RECEIVABLE-INVOICED MR	2,428.57
401-000-042.000	ACCOUNTS RECEIVABLE-VETERANS MEMOF	231,711.30
401-000-042.001	ACCOUNTS RECEIVABLE-VETERANS MEMOF	(231,711.30)
401-000-056.000	INTEREST RECEIVABLE-ACCRUED	528.90
<b>Total Assets</b>		<b>439,887.94</b>
*** Liabilities ***		
<b>Total Liabilities</b>		<b>0.00</b>
*** Fund Balance ***		
401-000-390.000	FUND BALANCE-UNASSIGNED	358,557.64
<b>Total Fund Balance</b>		<b>358,557.64</b>
<b>Beginning Fund Balance</b>		<b>358,557.64</b>
<b>Net of Revenues VS Expenditures</b>		<b>81,330.30</b>
<b>Ending Fund Balance</b>		<b>439,887.94</b>
<b>Total Liabilities And Fund Balance</b>		<b>439,887.94</b>

Fund 402 SAFETY PATH

GL Number	Description	Balance
*** Assets ***		
402-000-010.000	EQUITY IN POOLED CASH AND INVESTME	751,481.46
402-000-040.002	TAX RECEIVABLE-DELQ PERSONAL PROF	499.51
402-000-056.000	INTEREST RECEIVABLE-ACCRUED	1,116.92
<b>Total Assets</b>		<b>753,097.89</b>
*** Liabilities ***		
402-000-276.000	MICHIGAN TAX TRIBUNAL PAYABLE	2,400.00
402-000-360.001	DEFERRED REVENUE - DELINQUENT PPT	591.48
<b>Total Liabilities</b>		<b>2,991.48</b>
*** Fund Balance ***		
402-000-390.001	FUND BALANCE-RESTRICTED	404,638.22
<b>Total Fund Balance</b>		<b>404,638.22</b>
<b>Beginning Fund Balance</b>		<b>404,638.22</b>
<b>Net of Revenues VS Expenditures</b>		<b>345,468.19</b>
<b>Ending Fund Balance</b>		<b>750,106.41</b>
<b>Total Liabilities And Fund Balance</b>		<b>753,097.89</b>

Fund 417 HOST FEE

GL Number	Description	Balance
*** Assets ***		
417-000-010.000	EQUITY IN POOLED CASH AND INVESTME	1,682,859.00
417-000-056.000	INTEREST RECEIVABLE-ACCRUED	1,746.77
<b>Total Assets</b>		<b>1,684,605.77</b>
*** Liabilities ***		
<b>Total Liabilities</b>		<b>0.00</b>
*** Fund Balance ***		
417-000-390.000	FUND BALANCE-UNASSIGNED	1,135,877.62
<b>Total Fund Balance</b>		<b>1,135,877.62</b>
<b>Beginning Fund Balance</b>		<b>1,135,877.62</b>
<b>Net of Revenues VS Expenditures</b>		<b>548,728.15</b>
<b>Ending Fund Balance</b>		<b>1,684,605.77</b>
<b>Total Liabilities And Fund Balance</b>		<b>1,684,605.77</b>

Fund 470 MUNICIPAL BUILDING FUND

GL Number	Description	Balance
*** Assets ***		
470-000-010.000	EQUITY IN POOLED CASH AND INVESTME	342,318.13
<b>Total Assets</b>		<b>342,318.13</b>
*** Liabilities ***		
470-000-202.001	RETAINAGE PAYABLE	49,935.23
470-000-202.002	ACCOUNTS PAYABLE	30,403.91
<b>Total Liabilities</b>		<b>80,339.14</b>
*** Fund Balance ***		
470-000-390.005	FUND BALANCE-CONTRACTS	90,620.60
470-000-393.000	FUND BALANCE-RESTRICTED	1,787,307.71
<b>Total Fund Balance</b>		<b>1,877,928.31</b>
<b>Beginning Fund Balance</b>		<b>1,877,928.31</b>
<b>Net of Revenues VS Expenditures</b>		<b>(1,615,949.32)</b>
<b>Ending Fund Balance</b>		<b>261,978.99</b>
<b>Total Liabilities And Fund Balance</b>		<b>342,318.13</b>



Fund 592 WATER & SEWER

GL Number	Description	Balance
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\*\*\* Assets \*\*\*

592-000-004.000	CASH OVER OR SHORT	(1.05)
592-000-010.000	EQUITY IN POOLED CASH AND INVESTME	19,166,570.48
592-000-040.000	ACCOUNTS RECEIVABLE	1,103,536.70
592-000-040.003	TAX RECEIVABLE - CURRENT LEVY	234,120.22
592-000-040.004	ACCOUNTS RECEIVABLE - INVOICED MR	32,903.74
592-000-056.000	INTEREST RECEIVABLE-ACCRUED	46,825.24
592-000-123.000	PREPAID EXPENSES	43,924.53
592-000-130.000	LAND	355,893.13
592-000-132.000	LAND IMPROVEMENTS - DEPRECIATING	197,854.50
592-000-133.000	ACCUMULATED DEPREC - LAND IMPROVEM	(155,836.50)
592-000-136.000	BUILDINGS, ADDITIONS & IMPROVEMENT	5,067,350.50
592-000-137.000	ACCUMULATED DEPREC - BUILDINGS,ADI	(847,186.04)
592-000-142.000	VEHICLES	925,562.63
592-000-143.000	ACCUMULATED DEPREC - VEHICLES	(722,404.10)
592-000-144.000	EQUIPMENT	1,066,011.65
592-000-145.000	ACCUMULATED DEPREC - EQUIPMENT	(769,966.28)
592-000-148.000	WATER SYSTEM	58,835,506.15
592-000-149.000	ACCUMULATED DEPREC - WATER SYSTEM	(26,773,719.15)
592-000-150.000	SEWER SYSTEM	51,919,385.88
592-000-151.000	ACCUMULATED DEPREC - SEWER SYSTEM	(29,618,750.45)
592-000-158.000	CONSTRUCTION IN PROGRESS	4,598,332.49
592-000-164.000	RESTRICTED ASSETS AT OAK CTY	1,879,374.96
592-000-197.000	LONG TERM DEBT - SEWER	85,744.01
592-000-197.001	LONG TERM DEBT - OTHER	4,826.00
592-000-197.002	LONG TERM DEBT - WATER	108,492.79
592-000-197.247	LONG TERM DEBT - CIA	6,498,549.70
592-000-198.000	LONG TERM DEBT - INTEREST - SEWER	(47,716.81)
592-000-198.001	LONG TERM DEBT - INTEREST - WATER	(60,649.13)

**Total Assets**

**93,174,535.79**

\*\*\* Liabilities \*\*\*

592-000-202.001	RETAINAGE PAYABLE	11,000.00
592-000-256.000	ACCRUED INTEREST PAYABLE	18,175.17
592-000-282.000	POOL & HYDRANT BONDS	10,600.00
592-000-283.004	BONDS - CONTRACTOR - WATER/SEWER	140,000.00
592-000-284.002	ESCROW - WATER/SEWER	3,000.00
592-000-284.003	ROW PERMITS	(160.00)
592-000-300.000	BONDS PAYABLE-SRF - US BANK	311,919.00
592-000-300.001	BONDS PAYABLE - OMIDD 2010A	616,186.32
592-000-300.002	BONDS PAYABLE - OMIDD 2010B	162,178.60
592-000-300.003	BONDS PAYABLE - OMID 2013A SEG 3	2,041,075.06
592-000-339.003	DEFERRED REVENUE - UNEARNED	27,253.74

**Total Liabilities**

**3,341,227.89**

\*\*\* Fund Balance \*\*\*

592-000-391.000	NET INVESTMENT IN CAPITAL ASSETS	60,685,408.00
592-000-395.000	RETAINED EARNINGS-RESTRICTED CAP F	1,585,120.83
592-000-395.003	RETAINED EARNINGS-UNRESTRICTED	25,895,652.67
592-000-395.004	RETAINED EARNINGS-RESTR COMM IMPRV	292,324.26

**Total Fund Balance**

**88,458,505.76**

**Beginning Fund Balance**

**88,458,505.76**

**Net of Revenues VS Expenditures**

**1,374,802.14**

**Fund Balance Adjustments**

**0.00**

**Ending Fund Balance**

**89,833,307.90**

**Total Liabilities And Fund Balance**

**93,174,535.79**

Fund 596 GARBAGE/RUBBISH COLLECTION FUND

GL Number	Description	Balance
*** Assets ***		
596-000-010.000	EQUITY IN POOLED CASH AND INVESTME	67,430.30
596-000-123.000	PREPAID EXPENSES	2,769.66
<b>Total Assets</b>		<b>70,199.96</b>
*** Liabilities ***		
<b>Total Liabilities</b>		<b>0.00</b>
*** Fund Balance ***		
596-000-390.000	REATAINED EARNINGS - UNASSIGNED	79,247.79
<b>Total Fund Balance</b>		<b>79,247.79</b>
<b>Beginning Fund Balance</b>		<b>79,247.79</b>
<b>Net of Revenues VS Expenditures</b>		<b>(9,047.83)</b>
<b>Ending Fund Balance</b>		<b>70,199.96</b>
<b>Total Liabilities And Fund Balance</b>		<b>70,199.96</b>

REVENUE AND EXPENDITURE REPORT FOR ORION TOWNSHIP  
 PERIOD ENDING 11/30/2022  
 % Fiscal Year Completed: 91.51

GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE 11/30/2022		UNENCUMBERED BALANCE	% BDGT USED	ENCUMBERED YEAR-TO-DATE
			NORMAL	(ABNORMAL)			
Fund 101 - GENERAL FUND							
Revenues							
Dept 000							
101-000-402.000	SPECIAL ASSESSMENT REVENUE - SAD PAYOFF	62,237.00		55,789.35	6,447.65	89.64	0.00
101-000-403.000	CURRENT PROPERTY TAXES	1,697,287.00		1,684,540.97	12,746.03	99.25	0.00
101-000-403.001	LOCAL COMM STABILIZATION - PPT SHARE	0.00		13,751.56	(13,751.56)	100.00	0.00
101-000-432.000	PAYMENT IN LIEU OF TAXES (PILT)	0.00		9,525.06	(9,525.06)	100.00	0.00
101-000-437.000	INDUSTRIAL FACILITY TAX (IFT)	2,500.00		0.00	2,500.00	0.00	0.00
101-000-439.000	MARIHUANA EXCISE TAX	25,000.00		0.00	25,000.00	0.00	0.00
101-000-440.000	PENALTY - TRANSFER AFFIDAVIT	26,000.00		37,190.00	(11,190.00)	143.04	0.00
101-000-445.000	PENALTIES AND INTEREST ON TAXES	13,000.00		10,031.28	2,968.72	77.16	0.00
101-000-449.000	PRIOR YEAR TAX ADJ'S & COLLECTIONS	0.00		677.09	(677.09)	100.00	0.00
101-000-460.001	APPLICATION FEE - LIQUOR LICENSE	0.00		2,000.00	(2,000.00)	100.00	0.00
101-000-479.000	APPLICATION FEE - MARIHUANA	0.00		65,000.00	(65,000.00)	100.00	0.00
101-000-479.001	LICENSE - MARIHUANA ANNUAL FEE	350,000.00		123,750.00	226,250.00	35.36	0.00
101-000-480.000	TRAILER TAX	1,000.00		1,848.00	(848.00)	184.80	0.00
101-000-487.000	ADMINISTRATIVE FEE- P & Z	55,000.00		54,510.00	490.00	99.11	0.00
101-000-488.000	PERMITS - RECREATIONAL VEHICLE	0.00		300.00	(300.00)	100.00	0.00
101-000-510.000	FEDERAL GRANT - CDBG	17,000.00		16,844.00	156.00	99.08	0.00
101-000-511.000	CONTRIBUTION FROM UNITS - TRI-PARTY	140,000.00		100,000.00	40,000.00	71.43	0.00
101-000-528.000	FEDERAL GRANTS - GENERAL GOVERNMENT	0.00		1,924,520.34	(1,924,520.34)	100.00	0.00
101-000-574.000	STATE GRANTS - STATE REVENUE SHARING	3,118,086.00		3,000,940.00	117,146.00	96.24	0.00
101-000-605.000	ORDINANCE FINES & COSTS	5,500.00		13,070.10	(7,570.10)	237.64	0.00
101-000-609.000	CHARGES FOR TAX COLLECTION SERVICES	110,000.00		129,266.57	(19,266.57)	117.52	0.00
101-000-614.000	ADMINISTRATIVE FEE INCOME	233,971.00		196,140.23	37,830.77	83.83	0.00
101-000-620.001	USE FEE - MIDWEST RECYCLING	5,000.00		5,978.04	(978.04)	119.56	0.00
101-000-626.000	PC REVIEW FEES-ENGINEERING	200,000.00		346,629.50	(146,629.50)	173.31	0.00
101-000-626.001	PC REVIEW FEES - PLANNERS	50,000.00		83,094.93	(33,094.93)	166.19	0.00
101-000-626.002	PC REVIEW FEES - LEGAL	2,000.00		2,387.50	(387.50)	119.38	0.00
101-000-633.000	CHARGES FOR SERVICES - BUILDING DEMO	40,000.00		0.00	40,000.00	0.00	0.00
101-000-653.000	EV CHARGERS	0.00		182.28	(182.28)	100.00	0.00
101-000-664.000	INTEREST EARNED	50,000.00		72,960.88	(22,960.88)	145.92	286.00
101-000-664.001	INTEREST-TAXES	0.00		62.92	(62.92)	100.00	0.00
101-000-664.268	INTEREST - LONG LAKE WOOD SAD	500.00		1,804.90	(1,304.90)	360.98	0.00
101-000-664.269	INTEREST - INDIAN RIDGE SAD	400.00		256.57	143.43	64.14	0.00
101-000-664.273	INTEREST - CENTRAL DRIVE	8,860.00		9,687.30	(827.30)	109.34	0.00
101-000-665.000	INVESTMENTS GAIN & LOSSES	0.00		(295,857.39)	295,857.39	100.00	0.00
101-000-668.000	RENTS - INTERNAL TO GENERAL FUND	484,117.00		443,773.99	40,343.01	91.67	0.00
101-000-668.001	RENTS - EXTERNAL - TOWER	44,235.00		13,200.00	31,035.00	29.84	0.00
101-000-668.002	RENTS-EXTERNAL-VET MEM	0.00		28,244.35	(28,244.35)	100.00	0.00
101-000-673.000	GAIN/LOSS ON SALE OF ASSETS	0.00		21,102.00	(21,102.00)	100.00	0.00
101-000-674.000	PRIVATE CONTRIBUTIONS AND DONATIONS	1,000.00		0.00	1,000.00	0.00	0.00
101-000-674.102	SPECIAL EVENTS-VETERAN'S MEMORIAL 5K	0.00		1,555.63	(1,555.63)	100.00	0.00
101-000-676.401	CONTRIBUTION FROM GCI FUND	120,000.00		0.00	120,000.00	0.00	0.00
101-000-676.417	CONTRIBUTION FROM HOST FEE FUND	86,103.00		0.00	86,103.00	0.00	0.00
101-000-677.000	PRIVATE GRANTS	25,000.00		0.00	25,000.00	0.00	0.00
101-000-687.000	REIMBURSEMENT -MMRMA REFUND DISTRIBUTION	7,500.00		11,174.60	(3,674.60)	148.99	0.00
101-000-694.000	MISC INCOME	5,000.00		0.00	5,000.00	0.00	0.00
101-000-694.001	ADMINISTRATIVE FEE - SPECIAL ASSMT SETUP	1,000.00		805.40	194.60	80.54	0.00
101-000-694.005	COMMUNITYWIDE PROGRAM - WEST NILE	5,793.00		5,793.00	0.00	100.00	0.00
101-000-694.010	COMMUNITYWIDE PROGRAM - NO HAZ	25,000.00		25,039.78	(39.78)	100.16	0.00
101-000-694.215	MISC-CLERKS DEPT	0.00		879.99	(879.99)	100.00	0.00
101-000-694.248	MISC-GENERAL ACTIVITIES	0.00		8,959.13	(8,959.13)	100.00	0.00
101-000-694.253	MISC-TREASURER DEPT	0.00		4,582.62	(4,582.62)	100.00	0.00
101-000-694.262	MISC-ELECTION DEPT	27,000.00		0.00	27,000.00	0.00	0.00
101-000-695.022	PRIVATE CONTRIBUTION - ORION LIVING ADS	79,000.00		62,348.14	16,651.86	78.92	0.00

REVENUE AND EXPENDITURE REPORT FOR ORION TOWNSHIP  
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GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE 11/30/2022 NORMAL (ABNORMAL)	UNENCUMBERED BALANCE	% BDGT USED	ENCUMBERED YEAR-TO-DATE
Fund 101 - GENERAL FUND						
Revenues						
Total Dept 000		7,124,089.00	8,294,340.61	(1,170,251.61)	116.43	0.00
TOTAL REVENUES		7,124,089.00	8,294,340.61	(1,170,251.61)	116.43	0.00
Expenditures						
Dept 101 - BOARD OF TRUSTEES						
101-101-703.000	NONSUPERVISORY SALARIES	8,080.00	6,000.00	2,080.00	74.26	0.00
101-101-705.000	PER DIEM FEES	24,892.00	16,800.00	8,092.00	67.49	0.00
101-101-715.000	SOC SEC/MED	2,200.00	2,013.87	186.13	91.54	0.00
101-101-717.000	LIFE INSURANCE	200.00	179.85	20.15	89.93	0.00
101-101-740.000	OPERATING SUPPLIES	500.00	14.00	486.00	2.80	0.00
101-101-807.000	DATA PROCESSING	445.00	333.00	112.00	74.83	0.00
101-101-851.000	TELEPHONE-DESK PHONES	500.00	109.86	390.14	21.97	0.00
101-101-861.000	MILEAGE	1,000.00	131.25	868.75	13.13	0.00
101-101-863.000	TRAVEL ALLOWANCE	2,200.00	1,963.24	236.76	89.24	0.00
101-101-956.000	DUES & MISC	4,500.00	3,602.04	897.96	80.05	0.00
101-101-957.000	EDUCATION & TRAINING	2,200.00	1,710.00	490.00	77.73	0.00
Total Dept 101 - BOARD OF TRUSTEES		46,717.00	32,857.11	13,859.89	70.33	0.00
Dept 171 - SUPERVISOR'S DEPARTMENT						
101-171-702.000	SUPERVISORY SALARIES	204,867.00	181,169.16	23,697.84	88.43	0.00
101-171-703.000	NONSUPERVISORY SALARIES	116,972.00	92,019.46	24,952.54	78.67	0.00
101-171-713.000	OVERTIME	5,898.00	2,530.06	3,367.94	42.90	0.00
101-171-715.000	SOC SEC/MED	27,346.00	22,977.73	4,368.27	84.03	0.00
101-171-716.000	HOSPITALIZATION INSURANCE	67,069.00	60,599.10	6,469.90	90.35	0.00
101-171-716.002	PEHP - RETIREE MEDICAL PLAN	5,040.00	4,200.00	840.00	83.33	0.00
101-171-716.004	FSA ADMIN FEES	100.00	98.10	1.90	98.10	287.00
101-171-717.000	LIFE INSURANCE	800.00	657.58	142.42	82.20	0.00
101-171-718.000	PENSION	45,900.00	38,178.10	7,721.90	83.18	0.00
101-171-719.000	DISABILITY INSURANCE	2,166.00	1,902.96	263.04	87.86	0.00
101-171-720.000	DEPUTY WAGES	3,535.00	3,127.08	407.92	88.46	0.00
101-171-723.000	LONGEVITY	5,900.00	5,860.79	39.21	99.34	0.00
101-171-724.000	DENTAL/VISION INSURANCE	7,344.00	5,890.40	1,453.60	80.21	0.00
101-171-727.000	OFFICE SUPPLIES	1,500.00	741.67	758.33	49.44	0.00
101-171-728.000	POSTAGE	1,200.00	1,756.67	(556.67)	146.39	0.00
101-171-730.000	PRINTED FORMS	300.00	30.00	270.00	10.00	0.00
101-171-740.000	OPERATING SUPPLIES	3,500.00	3,220.12	279.88	92.00	0.00
101-171-807.000	DATA PROCESSING	11,407.00	10,215.29	1,191.71	89.55	0.00
101-171-851.000	TELEPHONE-DESK PHONES	4,350.00	1,013.42	3,336.58	23.30	0.00
101-171-851.001	CELLULAR-PHONES/TABLETS	1,515.00	1,128.68	386.32	74.50	0.00
101-171-861.000	MILEAGE	3,500.00	2,661.24	838.76	76.04	0.00
101-171-863.000	TRAVEL ALLOWANCE	7,000.00	7,718.01	(718.01)	110.26	0.00
101-171-881.100	SPECIAL EVENTS-STATE OF THE TWP	1,200.00	1,167.14	32.86	97.26	0.00
101-171-881.101	SPECIAL EVENTS-KICKBALL TOURNAMENT	0.00	590.00	(590.00)	100.00	0.00
101-171-881.102	SPECIAL EVENTS-VETERAN'S MEMORIAL 5K	1,555.00	1,554.83	0.17	99.99	0.00
101-171-956.000	DUES & MISC	8,055.00	5,350.84	2,704.16	66.43	0.00
101-171-957.000	EDUCATION & TRAINING	6,110.00	7,691.32	(1,581.32)	125.88	0.00
Total Dept 171 - SUPERVISOR'S DEPARTMENT		544,129.00	464,049.75	80,079.25	85.28	0.00
Dept 212 - BUDGET DEPARTMENT						
101-212-702.000	SUPERVISORY SALARIES	85,000.00	75,192.29	9,807.71	88.46	0.00

REVENUE AND EXPENDITURE REPORT FOR ORION TOWNSHIP  
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GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE		UNENCUMBERED BALANCE	% BDGT USED	ENCUMBERED YEAR-TO-DATE
			NORMAL	(ABNORMAL)			
Fund 101 - GENERAL FUND							
Expenditures							
101-212-715.000	SOC SEC/MED	6,800.00	6,122.80	677.20	90.04	0.00	
101-212-716.000	HOSPITALIZATION INSURANCE	19,921.00	18,521.29	1,399.71	92.97	0.00	
101-212-716.002	PEHP - RETIREE MEDICAL PLAN	1,260.00	1,050.00	210.00	83.33	0.00	
101-212-716.004	FSA ADMIN FEES	50.00	44.95	5.05	89.90	0.00	
101-212-717.000	LIFE INSURANCE	212.00	165.00	47.00	77.83	0.00	
101-212-718.000	PENSION	11,900.00	10,526.87	1,373.13	88.46	0.00	
101-212-719.000	DISABILITY INSURANCE	800.00	626.10	173.90	78.26	0.00	
101-212-724.000	DENTAL/VISION INSURANCE	1,836.00	1,472.60	363.40	80.21	0.00	
101-212-727.000	OFFICE SUPPLIES	1,000.00	190.55	809.45	19.06	0.00	
101-212-740.000	OPERATING SUPPLIES	3,000.00	1,798.12	1,201.88	59.94	0.00	
101-212-807.000	DATA PROCESSING	4,350.00	4,125.16	224.84	94.83	0.00	
101-212-851.000	TELEPHONE-DESK PHONES	750.00	200.16	549.84	26.69	0.00	
101-212-851.001	CELLULAR-PHONES/TABLETS	750.00	376.22	373.78	50.16	0.00	
101-212-861.000	MILEAGE	1,200.00	107.05	1,092.95	8.92	0.00	
101-212-863.000	TRAVEL ALLOWANCE	1,500.00	0.00	1,500.00	0.00	0.00	
101-212-956.000	DUES & MISC	2,450.00	249.76	2,200.24	10.19	0.00	
101-212-957.000	EDUCATION & TRAINING	5,000.00	575.00	4,425.00	11.50	0.00	
Total Dept 212 - BUDGET DEPARTMENT		147,779.00	121,343.92	26,435.08	82.11	0.00	
Dept 215 - CLERK'S DEPARTMENT							
101-215-702.000	SUPERVISORY SALARIES	90,597.00	80,146.26	10,450.74	88.46	0.00	
101-215-703.000	NONSUPERVISORY SALARIES	312,093.74	248,273.93	63,819.81	79.55	0.00	
101-215-704.000	ACCRUED PAYOUTS	5,500.00	6,638.42	(1,138.42)	120.70	0.00	
101-215-713.000	OVERTIME	18,419.97	15,563.67	2,856.30	84.49	0.00	
101-215-715.000	SOC SEC/MED	35,795.26	27,750.63	8,044.63	77.53	0.00	
101-215-716.000	HOSPITALIZATION INSURANCE	62,423.00	41,657.85	20,765.15	66.73	0.00	
101-215-716.001	HEALTH ALLOWANCE	10,000.00	9,166.74	833.26	91.67	0.00	
101-215-716.002	PEHP - RETIREE MEDICAL PLAN	7,560.00	3,675.00	3,885.00	48.61	288.00	
101-215-716.004	FSA ADMIN FEES	250.00	212.45	37.55	84.98	0.00	
101-215-717.000	LIFE INSURANCE	1,200.00	859.98	340.02	71.67	0.00	
101-215-718.000	PENSION	56,372.32	40,038.56	16,333.76	71.03	0.00	
101-215-719.000	DISABILITY INSURANCE	3,300.00	2,509.09	790.91	76.03	0.00	
101-215-720.000	DEPUTY WAGES	3,535.00	3,127.08	407.92	88.46	0.00	
101-215-724.000	DENTAL/VISION INSURANCE	11,016.00	8,333.10	2,682.90	75.65	0.00	
101-215-727.000	OFFICE SUPPLIES	2,500.00	1,974.45	525.55	78.98	0.00	
101-215-728.000	POSTAGE	2,000.00	567.56	1,432.44	28.38	0.00	
101-215-730.000	PRINTED FORMS	1,500.00	159.58	1,340.42	10.64	0.00	
101-215-740.000	OPERATING SUPPLIES	5,700.00	5,619.97	80.03	98.60	0.00	
101-215-803.000	AUDIT FEES	76,790.00	76,490.00	300.00	99.61	0.00	
101-215-806.000	CONTRACTUAL HELP	3,000.00	2,154.34	845.66	71.81	0.00	
101-215-807.000	DATA PROCESSING	50,200.00	29,175.25	21,024.75	58.12	0.00	
101-215-851.000	TELEPHONE-DESK PHONES	1,700.00	1,498.90	201.10	88.17	0.00	
101-215-851.001	CELLULAR-PHONES/TABLETS	600.00	752.45	(152.45)	125.41	0.00	
101-215-861.000	MILEAGE	1,000.00	298.90	701.10	29.89	0.00	
101-215-863.000	TRAVEL ALLOWANCE	2,500.00	9.82	2,490.18	0.39	0.00	
101-215-901.000	LEGAL NOTICE	26,000.00	22,394.63	3,605.37	86.13	0.00	
101-215-956.000	DUES & MISC	4,750.00	5,347.42	(597.42)	112.58	0.00	
101-215-957.000	EDUCATION & TRAINING	50,500.00	21,465.99	29,034.01	42.51	0.00	
Total Dept 215 - CLERK'S DEPARTMENT		846,802.29	655,862.02	190,940.27	77.45	0.00	
Dept 228 - INFORMATION TECHNOLOGY DEPARTMENT							
101-228-702.000	SUPERVISORY SALARIES	68,000.00	60,153.74	7,846.26	88.46	0.00	



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		2022		YTD BALANCE			ENCUMBERED
GL NUMBER	DESCRIPTION	AMENDED BUDGET	NORMAL	11/30/2022 (ABNORMAL)	UNENCUMBERED BALANCE	% BDGT USED	YEAR-TO-DATE
Fund 101 - GENERAL FUND							
Expenditures							
101-228-704.000	ACCRUED PAYOUTS	800.00		768.27	31.73	96.03	0.00
101-228-715.000	SOC SEC/MED	5,440.00		4,997.96	442.04	91.87	0.00
101-228-716.000	HOSPITALIZATION INSURANCE	15,300.00		13,408.74	1,891.26	87.64	0.00
101-228-716.002	PEHP - RETIREE MEDICAL PLAN	1,260.00		1,050.00	210.00	83.33	0.00
101-228-716.004	FSA ADMIN FEES	100.00		32.65	67.35	32.65	0.00
101-228-717.000	LIFE INSURANCE	200.00		165.00	35.00	82.50	0.00
101-228-718.000	PENSION	9,520.00		8,529.01	990.99	89.59	0.00
101-228-719.000	DISABILITY INSURANCE	700.00		631.43	68.57	90.20	0.00
101-228-724.000	DENTAL/VISION INSURANCE	1,836.00		1,472.60	363.40	80.21	0.00
101-228-727.000	OFFICE SUPPLIES	300.00		110.69	189.31	36.90	0.00
101-228-740.000	OPERATING SUPPLIES	4,467.12		3,710.68	756.44	83.07	0.00
101-228-741.000	SMALL TOOLS	3,000.00		2,012.08	987.92	67.07	0.00
101-228-807.000	DATA PROCESSING	7,099.50		7,009.46	90.04	98.73	0.00
101-228-820.000	COMPUTER CONSULTANT	22,000.00		18,139.68	3,860.32	82.45	0.00
101-228-851.000	TELEPHONE-DESK PHONES	1,330.00		200.16	1,129.84	15.05	0.00
101-228-851.001	CELLULAR-PHONES/TABLETS	565.00		421.59	143.41	74.62	0.00
101-228-861.000	MILEAGE	1,000.00		408.13	591.87	40.81	0.00
101-228-863.000	TRAVEL ALLOWANCE	5,000.00		0.00	5,000.00	0.00	0.00
101-228-956.000	DUES & MISC	3,540.00		369.97	3,170.03	10.45	0.00
101-228-957.000	EDUCATION & TRAINING	2,000.00		0.00	2,000.00	0.00	0.00
101-228-977.000	CAPITAL OUTLAY-EQUIPMENT	6,000.00		5,520.09	479.91	92.00	0.00
Total Dept 228 - INFORMATION TECHNOLOGY DEPARTMENT		159,457.62		129,111.93	30,345.69	80.97	0.00
Dept 247 - BOARD OF REVIEW							
101-247-705.000	PER DIEM FEES	1,500.00		1,020.00	480.00	68.00	0.00
101-247-715.000	SOC SEC/MED	120.00		25.25	94.75	21.04	0.00
101-247-956.000	DUES & MISC	100.00		45.96	54.04	45.96	0.00
101-247-957.000	EDUCATION & TRAINING	100.00		0.00	100.00	0.00	289.00
Total Dept 247 - BOARD OF REVIEW		1,820.00		1,091.21	728.79	59.96	0.00
Dept 248 - GENERAL GOV'T ACTIVITIES							
101-248-722.000	WORKMEN'S COMP	20,000.00		10,161.92	9,838.08	50.81	0.00
101-248-728.000	POSTAGE	20,900.00		15,371.56	5,528.44	73.55	0.00
101-248-730.000	PRINTED FORMS	625.00		0.00	625.00	0.00	0.00
101-248-806.000	CONTRACTUAL HELP	153,500.00		113,311.90	15,688.10	89.78	24,500.00
101-248-807.000	DATA PROCESSING	19,798.00		9,648.28	10,149.72	48.73	0.00
101-248-807.001	WEB SITE/INTERNET	2,140.00		2,100.00	40.00	98.13	0.00
101-248-812.000	NEWSLETTER	70,500.00		57,125.02	13,374.98	81.03	0.00
101-248-902.000	ADVERTISING	3,075.00		1,179.60	1,895.40	38.36	0.00
101-248-917.000	IBNR INSURANCE DEDUCTIBLE	0.00		(3,000.00)	3,000.00	100.00	0.00
101-248-956.000	DUES & MISC	21,000.00		19,380.30	1,619.70	92.29	0.00
101-248-957.000	EDUCATION & TRAINING	1,900.00		950.00	950.00	50.00	0.00
101-248-964.003	TAX TRIBUNALS	1,000.00		0.00	1,000.00	0.00	0.00
101-248-965.208	CONTRIBUTION TO PARK & RECREATION FUND	136,000.00		0.00	136,000.00	0.00	0.00
101-248-965.247	CONTRIBUTION TO CIA FUND	350,000.00		0.00	350,000.00	0.00	0.00
101-248-965.265	CONTRIB SSH & SSH1 RD MTCE FUND	1,759.85		1,759.85	0.00	100.00	0.00
101-248-965.370	CONTRIBUTION TO MUNICIPAL DEBT FUND	484,117.00		0.00	484,117.00	0.00	0.00
101-248-965.596	CONTRIBUTION TO GARBAGE/RUBBISH FUND FUN	11,750.00		0.00	11,750.00	0.00	0.00
Total Dept 248 - GENERAL GOV'T ACTIVITIES		1,298,064.85		227,988.43	1,045,576.42	19.45	24,500.00

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GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE 11/30/2022		UNENCUMBERED BALANCE	% BDGT USED	ENCUMBERED YEAR-TO-DATE
			NORMAL	(ABNORMAL)			
Fund 101 - GENERAL FUND							
Expenditures							
Dept 253 - TREASURER'S DEPARTMENT							
101-253-702.000	SUPERVISORY SALARIES	90,597.00		80,146.26	10,450.74	88.46	0.00
101-253-703.000	NONSUPERVISORY SALARIES	194,662.02		158,486.84	36,175.18	81.42	0.00
101-253-704.000	ACCRUED PAYOUTS	5,400.00		9,228.88	(3,828.88)	170.91	0.00
101-253-713.000	OVERTIME	16,463.00		696.32	15,766.68	4.23	0.00
101-253-715.000	SOC SEC/MED	26,781.88		22,450.37	4,331.51	83.83	0.00
101-253-716.000	HOSPITALIZATION INSURANCE	55,119.00		51,791.05	3,327.95	93.96	0.00
101-253-716.001	HEALTH ALLOWANCE	5,000.00		4,166.70	833.30	83.33	0.00
101-253-716.002	PEHP - RETIREE MEDICAL PLAN	5,040.00		4,095.00	945.00	81.25	0.00
101-253-716.004	FSA ADMIN FEES	50.00		49.05	0.95	98.10	0.00
101-253-717.000	LIFE INSURANCE	800.00		628.54	171.46	78.57	0.00
101-253-718.000	PENSION	45,671.55		35,323.44	10,348.11	77.34	0.00
101-253-719.000	DISABILITY INSURANCE	2,200.00		1,832.75	367.25	83.31	0.00
101-253-720.000	DEPUTY WAGES	3,535.00		3,127.08	407.92	88.46	0.00
101-253-723.000	LONGEVITY	27,170.03		28,300.61	(1,130.58)	104.16	0.00
101-253-724.000	DENTAL/VISION INSURANCE	7,344.00		5,789.90	1,554.10	78.84	0.00
101-253-727.000	OFFICE SUPPLIES	2,500.00		1,013.82	1,486.18	40.55	0.00
101-253-728.000	POSTAGE	16,000.00		15,842.96	157.04	99.02	0.00
101-253-730.000	PRINTED FORMS	9,500.00		4,306.89	5,193.11	45.34	0.00
101-253-740.000	OPERATING SUPPLIES	1,000.00		570.91	429.09	57.09	0.00
101-253-806.000	CONTRACTUAL HELP	10,500.00		9,559.08	940.92	91.04	0.00
101-253-807.000	DATA PROCESSING	8,700.00		3,661.41	5,038.59	42.09	0.00
101-253-851.000	TELEPHONE-DESK PHONES	1,000.00		710.34	289.66	71.03	0.00
101-253-861.000	MILEAGE	3,500.00		686.12	2,813.88	19.60	0.00
101-253-863.000	TRAVEL ALLOWANCE	3,000.00		1,242.57	1,757.43	41.42	0.00
101-253-936.000	REPAIRS & MAINT-EQUIPMENT	2,000.00		1,559.89	440.11	77.99	0.00
101-253-956.000	DUES & MISC	8,650.00		2,427.78	6,222.22	28.07	0.00
101-253-957.000	EDUCATION & TRAINING	7,000.00		5,041.25	1,958.75	72.02	0.00
101-253-958.000	BANK/CREDIT CARD FEES	19,000.00		5,505.69	13,494.31	28.98	0.00
							290
Total Dept 253 - TREASURER'S DEPARTMENT		578,183.48		458,241.50	119,941.98	79.26	0.00
Dept 257 - ASSESSING DEPARTMENT							
101-257-703.000	NONSUPERVISORY SALARIES	30,209.17		724.50	29,484.67	2.40	0.00
101-257-713.000	OVERTIME	3,021.62		0.00	3,021.62	0.00	0.00
101-257-715.000	SOC SEC/MED	2,659.06		55.42	2,603.64	2.08	0.00
101-257-716.004	FSA ADMIN FEES	1.97		1.97	0.00	100.00	0.00
101-257-727.000	OFFICE SUPPLIES	100.00		0.00	100.00	0.00	0.00
101-257-728.000	POSTAGE	7,000.00		6,685.06	314.94	95.50	0.00
101-257-740.000	OPERATING SUPPLIES	1,500.00		314.59	1,185.41	20.97	0.00
101-257-806.000	CONTRACTUAL HELP	265,000.00		260,457.69	4,542.31	98.29	0.00
101-257-851.000	TELEPHONE-DESK PHONES	1,330.00		170.06	1,159.94	12.79	0.00
101-257-956.000	DUES & MISC	2,838.03		0.00	2,838.03	0.00	0.00
101-257-957.000	EDUCATION & TRAINING	100.00		0.00	100.00	0.00	0.00
Total Dept 257 - ASSESSING DEPARTMENT		313,759.85		268,409.29	45,350.56	85.55	0.00
Dept 262 - ELECTIONS DEPARTMENT							
101-262-703.000	NONSUPERVISORY SALARIES	30,000.00		22,726.71	7,273.29	75.76	0.00
101-262-705.000	PER DIEM FEES	60,000.00		26,208.00	33,792.00	43.68	0.00
101-262-713.000	OVERTIME	5,000.00		1,735.69	3,264.31	34.71	0.00
101-262-715.000	SOC SEC/MED	3,000.00		1,695.89	1,304.11	56.53	0.00
101-262-728.000	POSTAGE	35,000.00		14,715.95	20,284.05	42.05	0.00
101-262-730.000	PRINTED FORMS	16,000.00		4,749.82	11,250.18	29.69	0.00

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		YTD BALANCE				
GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	11/30/2022 NORMAL (ABNORMAL)	UNENCUMBERED BALANCE	% BDGT USED	ENCUMBERED YEAR-TO-DATE
Fund 101 - GENERAL FUND						
Expenditures						
101-262-740.000	OPERATING SUPPLIES	23,000.00	27,546.72	(4,546.72)	119.77	0.00
101-262-806.000	CONTRACTUAL HELP	19,000.00	19,845.44	(845.44)	104.45	0.00
101-262-861.000	MILEAGE	1,000.00	584.50	415.50	58.45	0.00
101-262-863.000	TRAVEL ALLOWANCE	1,000.00	0.00	1,000.00	0.00	0.00
101-262-901.000	LEGAL NOTICE	6,000.00	0.00	6,000.00	0.00	0.00
101-262-936.000	REPAIRS & MAINT-EQUIPMENT	5,000.00	0.00	5,000.00	0.00	0.00
101-262-941.000	RENT TO STORAGE UNIT	6,000.00	3,006.00	2,994.00	50.10	0.00
101-262-956.000	DUES & MISC	3,000.00	2,732.81	267.19	91.09	0.00
101-262-957.000	EDUCATION & TRAINING	2,500.00	1,246.93	1,253.07	49.88	0.00
Total Dept 262 - ELECTIONS DEPARTMENT		215,500.00	126,794.46	88,705.54	58.84	0.00
Dept 265 - FACILITIES & GROUNDS DEPARTMENT						
101-265-702.000	SUPERVISORY SALARIES	58,580.00	51,838.55	6,741.45	88.49	0.00
101-265-703.000	NONSUPERVISORY SALARIES	192,408.36	148,964.61	43,443.75	77.42	0.00
101-265-704.000	ACCRUED PAYOUTS	5,000.00	1,992.27	3,007.73	39.85	0.00
101-265-713.000	OVERTIME	7,241.64	1,176.51	6,065.13	16.25	0.00
101-265-715.000	SOC SEC/MED	22,019.00	16,409.56	5,609.44	74.52	0.00
101-265-716.000	HOSPITALIZATION INSURANCE	51,395.00	28,754.31	22,640.69	55.95	0.00
101-265-716.001	HEALTH ALLOWANCE	10,000.00	10,000.08	(0.08)	100.00	0.00
101-265-716.002	PEHP - RETIREE MEDICAL PLAN	6,300.00	4,200.00	2,100.00	66.67	0.00
101-265-717.000	LIFE INSURANCE	1,000.00	746.12	253.88	74.61	0.00
101-265-718.000	PENSION	37,832.50	27,370.21	10,462.29	72.35	0.00
101-265-719.000	DISABILITY INSURANCE	2,808.00	2,397.72	410.28	85.39	0.00
101-265-724.000	DENTAL/VISION INSURANCE	9,180.00	6,794.90	2,385.10	74.02	0.00
101-265-727.000	OFFICE SUPPLIES	500.00	149.60	350.40	29.92	0.00
101-265-728.000	POSTAGE	100.00	0.00	100.00	0.00	0.00
101-265-740.000	OPERATING SUPPLIES	17,550.00	6,662.68	10,887.32	37.96	0.00
101-265-741.000	SMALL TOOLS	8,400.00	6,408.76	1,991.24	76.29	291.00
101-265-775.000	MAINTENANCE SUPPLIES	500.00	167.99	332.01	33.60	0.00
101-265-807.000	DATA PROCESSING	250.00	218.50	31.50	87.40	0.00
101-265-851.000	TELEPHONE-DESK PHONES	400.00	174.02	225.98	43.51	0.00
101-265-851.001	CELLULAR-PHONES/TABLETS	1,300.00	1,755.57	(455.57)	135.04	0.00
101-265-861.000	MILEAGE	200.00	0.00	200.00	0.00	0.00
101-265-863.000	TRAVEL ALLOWANCE	1,750.00	0.00	1,750.00	0.00	0.00
101-265-935.000	REPAIRS & MAINT.-VEHICLES	500.00	321.45	178.55	64.29	0.00
101-265-940.000	EQUIPMENT RENTAL	800.00	0.00	800.00	0.00	0.00
101-265-956.000	DUES & MISC	15,189.00	1,890.48	13,298.52	12.45	0.00
101-265-957.000	EDUCATION & TRAINING	6,000.00	417.82	5,582.18	6.96	0.00
101-265-977.000	CAPITAL OUTLAY-EQUIPMENT	40,075.00	6,749.00	33,326.00	16.84	0.00
101-265-978.000	CAPITAL OUTLAY-VEHICLES	105,711.00	105,711.00	0.00	100.00	0.00
Total Dept 265 - FACILITIES & GROUNDS DEPARTMENT		602,989.50	431,271.71	171,717.79	71.52	0.00
Dept 266 - ATTORNEY DEPARTMENT						
101-266-802.000	ATTORNEY FEES	350,000.00	156,114.00	193,886.00	44.60	0.00
101-266-802.001	RETAINER/PROSECUTION FEES	60,000.00	74,942.50	(14,942.50)	124.90	0.00
101-266-802.002	LEGAL TAX TRIBUNALS	30,000.00	51,090.50	(21,090.50)	170.30	0.00
101-266-802.003	LEGAL - LABOR	30,000.00	18,664.50	11,335.50	62.22	0.00
Total Dept 266 - ATTORNEY DEPARTMENT		470,000.00	300,811.50	169,188.50	64.00	0.00
Dept 267 - TWP HALL-BLDG/GROUNDS DEPARTMENT						

REVENUE AND EXPENDITURE REPORT FOR ORION TOWNSHIP  
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GL NUMBER	DESCRIPTION	2022		YTD BALANCE	UNENCUMBERED	% BDGT USED	ENCUMBERED YEAR-TO-DATE
		AMENDED BUDGET	NORMAL	11/30/2022 (ABNORMAL)			
Fund 101 - GENERAL FUND							
Expenditures							
101-267-727.000	OFFICE SUPPLIES	6,000.00		3,255.73	2,744.27	54.26	0.00
101-267-730.000	PRINTED FORMS	3,000.00		1,629.00	1,371.00	54.30	0.00
101-267-732.000	COPIER LEASE/USAGE	25,000.00		26,570.86	(1,570.86)	106.28	0.00
101-267-740.000	OPERATING SUPPLIES	2,000.00		1,464.42	535.58	73.22	0.00
101-267-775.000	MAINTENANCE SUPPLIES	8,000.00		10,110.31	(2,110.31)	126.38	0.00
101-267-806.000	CONTRACTUAL HELP	5,000.00		1,600.00	3,400.00	32.00	0.00
101-267-807.000	DATA PROCESSING	17,913.00		10,014.92	5,645.91	68.48	2,252.17
101-267-807.001	WEB SITE/INTERNET	11,920.00		10,083.76	1,836.24	84.60	0.00
101-267-851.000	TELEPHONE-DESK PHONES	10,000.00		7,605.35	2,394.65	76.05	0.00
101-267-910.000	PROPERTY INSURANCE	13,800.00		26,653.50	(12,853.50)	193.14	0.00
101-267-911.000	LIABILITY INSURANCE	36,900.00		15,186.50	21,713.50	41.16	0.00
101-267-913.000	ERRORS & OMISSION	24,900.00		25,279.00	(379.00)	101.52	0.00
101-267-914.000	AUTO INSURANCE	10,800.00		1,541.00	9,259.00	14.27	0.00
101-267-917.000	IBNR INSURANCE DEDUCTIBLE	50,000.00		0.00	50,000.00	0.00	0.00
101-267-920.000	ELECTRIC - TOWNSHIP HALL	42,000.00		47,567.48	(5,567.48)	113.26	0.00
101-267-921.000	NATURAL GAS - TOWNSHIP HALL	21,000.00		28,932.08	(7,932.08)	137.77	0.00
101-267-922.000	WATER - TOWNSHIP HALL	6,500.00		8,344.54	(1,844.54)	128.38	0.00
101-267-923.000	SEWER - TOWNSHIP HALL	100.00		31.92	68.08	31.92	0.00
101-267-930.000	REPAIRS & MAINT - TOWNSHIP HALL	16,160.00		21,560.80	(5,400.80)	133.42	0.00
101-267-930.001	CUSTODIAL SERVICES	15,321.00		11,491.02	3,829.98	75.00	0.00
101-267-934.000	GROUNDS MAINT - TOWNSHIP HALL	15,000.00		17,752.63	(2,752.63)	118.35	0.00
101-267-936.000	REPAIRS & MAINT-EQUIPMENT - TWP HALL	8,927.65		4,958.31	3,969.34	55.54	0.00
101-267-956.003	EMPLOYEE CONSUMER GOODS	0.00		1,586.28	(1,586.28)	100.00	0.00
101-267-956.004	COFFEE & WATER SERVICE	6,120.00		6,526.73	(406.73)	106.65	0.00
Total Dept 267 - TWP HALL-BLDG/GROUNDS DEPARTMENT		356,361.65		289,746.14	64,363.34	81.94	2,252.17
Dept 270 - HUMAN RESOURCES DEPARTMENT							
101-270-702.000	SUPERVISORY SALARIES	80,000.00		70,769.16	9,230.84	88.46	292.00
101-270-704.000	ACCRUED PAYOUTS	0.00		1,923.08	(1,923.08)	100.00	0.00
101-270-715.000	SOC SEC/MED	6,400.00		5,495.38	904.62	85.87	0.00
101-270-716.001	HEALTH ALLOWANCE	5,000.00		4,166.70	833.30	83.33	0.00
101-270-716.002	PEHP - RETIREE MEDICAL PLAN	1,260.00		1,050.00	210.00	83.33	0.00
101-270-716.004	FSA ADMIN FEES	200.00		49.20	150.80	24.60	0.00
101-270-717.000	LIFE INSURANCE	200.00		165.00	35.00	82.50	0.00
101-270-718.000	PENSION	11,200.00		9,907.71	1,292.29	88.46	0.00
101-270-719.000	DISABILITY INSURANCE	752.00		626.10	125.90	83.26	0.00
101-270-724.000	DENTAL/VISION INSURANCE	1,836.00		1,472.60	363.40	80.21	0.00
101-270-727.000	OFFICE SUPPLIES	500.00		16.99	483.01	3.40	0.00
101-270-740.000	OPERATING SUPPLIES	4,891.37		4,201.01	690.36	85.89	0.00
101-270-806.000	CONTRACTUAL HELP	6,000.00		2,070.00	3,930.00	34.50	0.00
101-270-807.000	DATA PROCESSING	7,400.00		4,762.96	2,637.04	64.36	0.00
101-270-851.000	TELEPHONE-DESK PHONES	600.00		200.16	399.84	33.36	0.00
101-270-851.001	CELLULAR-PHONES/TABLETS	500.00		376.22	123.78	75.24	0.00
101-270-861.000	MILEAGE	500.00		0.00	500.00	0.00	0.00
101-270-956.000	DUES & MISC	12,222.00		1,346.31	10,875.69	11.02	0.00
101-270-956.001	EMPLOYEE DEVELOPMENT	28,300.00		12,652.86	15,647.14	44.71	0.00
101-270-957.000	EDUCATION & TRAINING	5,000.00		65.00	4,935.00	1.30	0.00
Total Dept 270 - HUMAN RESOURCES DEPARTMENT		172,761.37		121,316.44	51,444.93	70.22	0.00
Dept 400 - ORDINANCE ENFORCEMENT DEPARTMENT							
101-400-703.000	NONSUPERVISORY SALARIES	93,064.39		81,111.38	11,953.01	87.16	0.00
101-400-713.000	OVERTIME	2,311.24		103.39	2,207.85	4.47	0.00

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GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE	UNENCUMBERED BALANCE	% BDGT USED	ENCUMBERED YEAR-TO-DATE
			11/30/2022 NORMAL (ABNORMAL)			
Fund 101 - GENERAL FUND						
Expenditures						
101-400-715.000	SOC SEC/MED	8,590.29	6,219.35	2,370.94	72.40	0.00
101-400-716.000	HOSPITALIZATION INSURANCE	9,961.00	6,073.02	3,887.98	60.97	0.00
101-400-716.001	HEALTH ALLOWANCE	5,000.00	4,166.70	833.30	83.33	0.00
101-400-716.002	PEHP - RETIREE MEDICAL PLAN	1,890.00	1,575.00	315.00	83.33	0.00
101-400-717.000	LIFE INSURANCE	300.00	165.09	134.91	55.03	0.00
101-400-718.000	PENSION	14,332.51	10,923.79	3,408.72	76.22	0.00
101-400-719.000	DISABILITY INSURANCE	997.00	892.27	104.73	89.50	0.00
101-400-724.000	DENTAL/VISION INSURANCE	2,754.00	2,208.90	545.10	80.21	0.00
101-400-727.000	OFFICE SUPPLIES	100.00	576.70	(476.70)	576.70	0.00
101-400-740.000	OPERATING SUPPLIES	400.00	0.00	400.00	0.00	0.00
101-400-778.000	BUILDING DEMOLITION	37,500.00	375.00	37,125.00	1.00	0.00
101-400-802.000	ATTORNEY FEES	2,500.00	1,326.00	1,174.00	53.04	0.00
101-400-802.004	LEGAL-DEMOLITION/CONDEMNATION	4,500.00	4,623.66	(123.66)	102.75	0.00
101-400-806.000	CONTRACTUAL HELP	0.00	10,200.00	(10,200.00)	100.00	0.00
101-400-807.000	DATA PROCESSING	500.00	88.00	412.00	17.60	0.00
101-400-851.000	TELEPHONE-DESK PHONES	1,100.00	170.06	929.94	15.46	0.00
101-400-851.001	CELLULAR-PHONES/TABLETS	1,200.00	1,404.77	(204.77)	117.06	0.00
101-400-861.000	MILEAGE	500.00	0.00	500.00	0.00	0.00
101-400-863.000	TRAVEL ALLOWANCE	500.00	0.00	500.00	0.00	0.00
101-400-935.000	REPAIRS & MAINT.-VEHICLES	1,000.00	433.49	566.51	43.35	0.00
101-400-935.001	AUTO LEASING	13,000.00	4,726.93	8,273.07	36.36	0.00
101-400-956.000	DUES & MISC	3,900.00	60.00	3,840.00	1.54	0.00
101-400-957.000	EDUCATION & TRAINING	1,000.00	258.50	741.50	25.85	0.00
Total Dept 400 - ORDINANCE ENFORCEMENT DEPARTMENT		206,900.43	137,682.00	69,218.43	66.55	0.00
Dept 446 - STREETS DEPARTMENT						
101-446-806.000	CONTRACTUAL HELP	8,250.00	6,647.25	1,602.75	80.57	0.00
101-446-902.000	ADVERTISING	3,325.00	0.00	3,325.00	0.00	293.00
101-446-920.901	ELECTRIC - INDIANWOOD ROUNDABOUT	600.00	0.00	600.00	0.00	0.00
101-446-920.902	ELECTRIC - BALDWIN/WALDON ROUNDABOUT	1,200.00	0.00	1,200.00	0.00	0.00
101-446-920.903	ELECTRIC - BALDWIN/MAYBEE ROUNDABOUT	1,200.00	480.15	719.85	40.01	0.00
101-446-920.904	ELECTRIC - BALDWIN FOUNTAIN	10,000.00	2,295.34	7,704.66	22.95	0.00
101-446-920.905	ELECTRIC - BALDWIN/GREGORY ROUNDABOUT	1,200.00	682.75	517.25	56.90	0.00
101-446-920.906	ELECTRIC - BALDWIN/JUDAH ROUNDABOUT 4404	1,200.00	290.49	909.51	24.21	0.00
101-446-920.907	ELECTRIC-BALDWIN/JUDAH ROUNDABOUT 4408	4,000.00	467.26	3,532.74	11.68	0.00
101-446-920.908	ELECTRIC - BALDWIN/JUDAH ROUNDABOUT 4410	500.00	213.14	286.86	42.63	0.00
101-446-920.909	BALDWIN STREETLIGHTS	18,000.00	12,897.94	5,102.06	71.66	0.00
101-446-922.902	WATER - BALDWIN/WALDON ROUNDABOUT	3,600.00	1,110.01	2,489.99	30.83	0.00
101-446-922.903	WATER - BALDWIN/MAYBEE ROUNDABOUT	6,000.00	2,148.55	3,851.45	35.81	0.00
101-446-922.904	WATER - BALDWIN FOUNTAIN	7,200.00	2,252.17	4,947.83	31.28	0.00
101-446-922.905	WATER - BALDWIN/GREGORY ROUNDABOUT	3,600.00	659.27	2,940.73	18.31	0.00
101-446-922.906	WATER - BALDWIN/JUDAH ROUNDABOUT	300.00	400.68	(100.68)	133.56	0.00
101-446-922.909	WATER-BALDWIN/MORGAN IRRIGATION	7,000.00	1,436.00	5,564.00	20.51	0.00
101-446-922.910	WATER - DRAGON PARK	200.00	122.61	77.39	61.31	0.00
101-446-922.911	WATER-2 JOSLYN RD/BROWN RD	0.00	7.46	(7.46)	100.00	0.00
101-446-922.912	WATER-3 JOSLYN RD/BROWN RD	0.00	7.46	(7.46)	100.00	0.00
101-446-924.000	STREET LIGHTS	31,000.00	36,854.74	(5,854.74)	118.89	0.00
101-446-934.000	GROUNDS MAINTENANCE	154,750.00	92,479.05	(4,889.83)	103.16	67,160.78
101-446-937.001	TRI PARTY ROADS	280,000.00	150,000.00	130,000.00	53.57	0.00
101-446-938.001	REPAIRS-ROADS	13,000.00	0.00	13,000.00	0.00	0.00
101-446-938.002	CHLORIDE	64,624.39	64,624.39	0.00	100.00	0.00
101-446-974.000	CAPITAL OUTLAY- GROUNDS	90,000.00	10,824.27	(11,822.02)	113.14	90,997.75



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			11/30/2022 NORMAL (ABNORMAL)			
Fund 101 - GENERAL FUND						
Expenditures						
Total Dept 446 - STREETS DEPARTMENT		710,749.39	386,900.98	165,689.88	76.69	158,158.53
Dept 721 - PLANNING & ZONING						
101-721-702.000	SUPERVISORY SALARIES	89,000.00	78,730.84	10,269.16	88.46	0.00
101-721-703.000	NONSUPERVISORY SALARIES	154,919.83	116,862.45	38,057.38	75.43	0.00
101-721-704.000	ACCRUED PAYOUTS	0.00	999.04	(999.04)	100.00	0.00
101-721-713.000	OVERTIME	14,491.88	351.23	14,140.65	2.42	0.00
101-721-715.000	SOC SEC/MED	20,753.66	16,554.54	4,199.12	79.77	0.00
101-721-716.000	HOSPITALIZATION INSURANCE	57,780.00	45,883.82	11,896.18	79.41	0.00
101-721-716.002	PEHP - RETIREE MEDICAL PLAN	5,040.00	3,150.00	1,890.00	62.50	0.00
101-721-717.000	LIFE INSURANCE	800.00	478.94	321.06	59.87	0.00
101-721-718.000	PENSION	36,317.90	24,495.13	11,822.77	67.45	0.00
101-721-719.000	DISABILITY INSURANCE	2,500.00	1,713.61	786.39	68.54	0.00
101-721-724.000	DENTAL/VISION INSURANCE	7,344.00	4,417.80	2,926.20	60.16	0.00
101-721-727.000	OFFICE SUPPLIES	1,000.00	277.77	722.23	27.78	0.00
101-721-728.000	POSTAGE	3,000.00	1,764.56	1,235.44	58.82	0.00
101-721-730.000	PRINTED FORMS	500.00	0.00	500.00	0.00	0.00
101-721-740.000	OPERATING SUPPLIES	265.30	0.00	265.30	0.00	0.00
101-721-804.000	PLANNING CONSULTANT	78,200.00	74,314.55	3,885.45	95.03	0.00
101-721-806.000	CONTRACTUAL HELP	24,599.00	6,434.00	18,165.00	26.16	0.00
101-721-807.000	DATA PROCESSING	11,191.00	4,792.67	6,398.33	42.83	0.00
101-721-810.001	ENGINEERING CONSULTANT	200,000.00	300,666.04	(100,666.04)	150.33	0.00
101-721-810.002	ENGINEERING LEGAL REVIEW	4,000.00	0.00	4,000.00	0.00	0.00
101-721-851.000	TELEPHONE-DESK PHONES	2,980.00	710.34	2,269.66	23.84	0.00
101-721-851.001	CELLULAR-PHONES/TABLETS	1,954.00	507.10	1,446.90	25.95	0.00
101-721-861.000	MILEAGE	200.00	12.87	187.13	6.44	0.00
101-721-863.000	TRAVEL ALLOWANCE	460.00	0.00	460.00	0.00	0.00
101-721-956.000	DUES & MISC	4,819.70	897.64	3,922.06	18.62	0.00
101-721-957.000	EDUCATION & TRAINING	2,980.00	35.00	2,945.00	1.17	0.00
						294
Total Dept 721 - PLANNING & ZONING		725,096.27	684,049.94	41,046.33	94.34	0.00
Dept 722 - ZONING BOARD OF APPEALS						
101-722-705.000	PER DIEM FEES-ZBA	12,120.00	7,675.00	4,445.00	63.33	0.00
101-722-715.000	SOC SEC/MED 8%-ZBA	970.00	543.54	426.46	56.04	0.00
101-722-861.000	MILEAGE-ZBA	700.00	0.00	700.00	0.00	0.00
101-722-863.000	TRAVEL ALLOWANCE-ZBA	1,840.00	0.00	1,840.00	0.00	0.00
101-722-957.000	EDUCATION & TRAINING-ZBA	900.00	63.00	837.00	7.00	0.00
Total Dept 722 - ZONING BOARD OF APPEALS		16,530.00	8,281.54	8,248.46	50.10	0.00
Dept 723 - PLANNING COMMISSION						
101-723-705.000	PER DIEM FEES-PLANNING COMMISSION	21,900.00	15,180.00	6,720.00	69.32	0.00
101-723-715.000	SOC SEC/MED 8%-PLANNING COMMISSION	1,752.00	1,006.75	745.25	57.46	0.00
101-723-861.000	MILEAGE-PLANNING COMMISSION	1,200.00	0.00	1,200.00	0.00	0.00
101-723-863.000	TRAVEL ALLOWANCE-PLANNING COMMISSION	3,220.00	0.00	3,220.00	0.00	0.00
101-723-957.000	EDUCATION & TRAINING-PLANNING COMMISSION	2,625.00	350.00	2,275.00	13.33	0.00
Total Dept 723 - PLANNING COMMISSION		30,697.00	16,536.75	14,160.25	53.87	0.00
Dept 747 - COMMUNITY ACTION PROGRAMS						
101-747-806.000	CONTRACTUAL HELP-STORMWATER	9,400.00	5,597.25	3,802.75	59.55	0.00

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Fund 101 - GENERAL FUND						
Expenditures						
101-747-808.000	NOTA PAYMENT	65,000.00	0.00	65,000.00	0.00	0.00
101-747-861.001	HOMEBOUND MILEAGE	6,000.00	2,894.78	3,105.22	48.25	0.00
101-747-959.000	EDUCATION & MEMBERSHIP FEES	6,860.00	5,180.00	1,680.00	75.51	0.00
101-747-962.000	DRAIN @ LARGE	10,000.00	6,847.80	3,152.20	68.48	0.00
101-747-964.004	CLEAN SWEEP	1,000.00	205.00	795.00	20.50	0.00
101-747-964.005	WEST NILE VIRUS	5,793.00	5,793.00	0.00	100.00	0.00
101-747-964.009	INVASIVE SPECIES	5,500.00	153.00	5,347.00	2.78	0.00
101-747-964.010	HAZARDOUS WASTE DAY	93,000.00	38,685.16	54,314.84	41.60	0.00
101-747-969.002	YOUTH ASSISTANCE/NOCC	45,000.00	45,000.00	0.00	100.00	0.00
101-747-969.008	LAKE ORION SCHOOL CROSSING GUARDS	5,050.00	5,048.04	1.96	99.96	0.00
101-747-969.022	WELFARE SERVICES - MEALS ON WHEELS	6,500.00	3,500.00	3,000.00	53.85	0.00
101-747-969.024	NOTA - OPERATIONAL EXPENSE	23,000.00	16,844.00	6,156.00	73.23	0.00
101-747-976.002	STORMWATER DRAINS	35,969.50	35,944.50	25.00	99.93	0.00
Total Dept 747 - COMMUNITY ACTION PROGRAMS		318,072.50	171,692.53	146,379.97	53.98	0.00
TOTAL EXPENDITURES		7,762,371.20	5,034,039.15	2,543,421.35	67.23	184,910.70
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		7,124,089.00	8,294,340.61	(1,170,251.61)	116.43	0.00
TOTAL EXPENDITURES		7,762,371.20	5,034,039.15	2,543,421.35	67.23	184,910.70
NET OF REVENUES & EXPENDITURES		(638,282.20)	3,260,301.46	(3,713,672.96)	481.82	(184,910.70)

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			11/30/2022 NORMAL (ABNORMAL)			
Fund 206 - FIRE FUND						
Revenues						
Dept 000						
206-000-403.000	CURRENT PROPERTY TAXES	5,781,042.00	5,737,308.64	43,733.36	99.24	0.00
206-000-432.000	PAYMENT IN LIEU OF TAXES (PILT)	0.00	32,442.15	(32,442.15)	100.00	0.00
206-000-449.000	PRIOR YEAR TAX ADJ'S & COLLECTIONS	0.00	5,716.57	(5,716.57)	100.00	0.00
206-000-482.000	FIRE PREVENTION MISC	1,500.00	941.10	558.90	62.74	0.00
206-000-485.000	FIRE ALARM & SUPPRESSION PERMIT FEES	0.00	9,850.00	(9,850.00)	100.00	0.00
206-000-505.000	FEDERAL GRANT - PUBLIC SAFETY	129,835.20	3,160.81	126,674.39	2.43	0.00
206-000-634.001	ORD 162 INSPECTIONS (FOOD TRUCK)	0.00	6,150.00	(6,150.00)	100.00	0.00
206-000-634.002	ORD 154 INSPECTIONS (MARIHUANA)	0.00	6,250.00	(6,250.00)	100.00	0.00
206-000-638.000	AMBULANCE TRANSPORT FEE	624,000.00	666,122.26	(42,122.26)	106.75	0.00
206-000-660.000	ORDINANCE FINES & COSTS - FIRE	1,500.00	1,750.00	(250.00)	116.67	0.00
206-000-664.000	INTEREST EARNED	40,000.00	32,123.70	7,876.30	80.31	0.00
206-000-665.000	INVESTMENTS GAIN & LOSSES	0.00	(129,080.90)	129,080.90	100.00	0.00
206-000-673.000	GAIN/LOSS ON SALE OF ASSETS	0.00	90,000.00	(90,000.00)	100.00	0.00
206-000-677.000	PRIVATE GRANTS	0.00	1,400.00	(1,400.00)	100.00	0.00
206-000-687.000	REIMBURSEMENT -MMRMA REFUND DISTRIBUTION	15,000.00	13,760.74	1,239.26	91.74	0.00
206-000-690.000	INSURANCE RECOVERY - MMRMA CLAIMS	0.00	5,739.63	(5,739.63)	100.00	0.00
206-000-693.002	REIMBURSEMENT- COST RECOVERY	2,000.00	5,683.61	(3,683.61)	284.18	0.00
206-000-694.000	MISC INCOME	1,000.00	1,325.00	(325.00)	132.50	0.00
Total Dept 000		6,595,877.20	6,490,643.31	105,233.89	98.40	0.00
TOTAL REVENUES		6,595,877.20	6,490,643.31	105,233.89	98.40	0.00
Expenditures						
Dept 336 - FIRE DEPARTMENT						
206-336-702.000	SUPERVISORY SALARIES	197,000.00	92,884.58	104,115.42	47.15	0.00
206-336-703.000	NONSUPERVISORY SALARIES	2,142,684.00	1,712,622.05	430,061.95	79.93	296.00
206-336-703.001	PARAMEDIC STIPEND	162,500.00	107,032.59	55,467.41	65.87	0.00
206-336-703.002	FIRE HOLIDAY PAY	62,576.00	55,204.40	7,371.60	88.22	0.00
206-336-704.000	ACCRUED PAYOUTS	20,000.00	19,744.46	255.54	98.72	0.00
206-336-706.005	EMERGENCY/MITIGATION RESPONSE	5,000.00	0.00	5,000.00	0.00	0.00
206-336-707.000	PT TIME FIREFIGHTER COMPENSATION	60,000.00	57,893.07	2,106.93	96.49	0.00
206-336-708.000	FIRE DISPATCH	100,589.00	69,167.63	31,421.37	68.76	0.00
206-336-713.000	OVERTIME	258,922.00	226,334.11	32,587.89	87.41	0.00
206-336-713.001	OVERTIME-FLSA	147,925.00	101,406.90	46,518.10	68.55	0.00
206-336-715.000	SOC SEC/MED	239,329.00	181,084.92	58,244.08	75.66	0.00
206-336-716.000	HOSPITALIZATION INSURANCE	681,334.00	543,863.14	137,470.86	79.82	0.00
206-336-716.001	HEALTH ALLOWANCE (OPT OUT)	5,500.00	6,750.05	(1,250.05)	122.73	0.00
206-336-716.002	PEHP - RETIREE MEDICAL PLAN	49,140.00	34,545.00	14,595.00	70.30	0.00
206-336-716.004	FSA ADMIN FEES	600.00	678.65	(78.65)	113.11	0.00
206-336-717.000	LIFE INSURANCE	7,800.00	4,865.11	2,934.89	62.37	0.00
206-336-718.000	PENSION	352,406.00	255,667.70	96,738.30	72.55	0.00
206-336-718.001	PENSION-PART TIME	18,500.00	5,789.27	12,710.73	31.29	0.00
206-336-719.000	DISABILITY INSURANCE	25,267.00	15,527.14	9,739.86	61.45	0.00
206-336-722.000	WORKMEN'S COMP	106,800.00	49,978.68	56,821.32	46.80	0.00
206-336-724.000	DENTAL/VISION INSURANCE	71,700.00	53,848.60	17,851.40	75.10	0.00
206-336-727.000	OFFICE SUPPLIES	3,500.00	1,361.43	2,138.57	38.90	0.00
206-336-728.000	POSTAGE	100.00	73.90	26.10	73.90	0.00
206-336-732.000	COPIER LEASE/USAGE	3,500.00	3,953.32	(453.32)	112.95	0.00
206-336-740.000	OPERATING SUPPLIES	21,197.96	12,444.33	8,753.63	58.71	0.00
206-336-740.005	EMERG/MITIGATION RESP SUPPLIE	1,575.00	575.00	1,000.00	36.51	0.00
206-336-741.000	SMALL TOOLS	5,000.00	990.94	4,009.06	19.82	0.00
206-336-742.000	PROTECTIVE CLOTHING	47,100.00	28,263.54	18,836.46	60.01	0.00

REVENUE AND EXPENDITURE REPORT FOR ORION TOWNSHIP  
 PERIOD ENDING 11/30/2022  
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GL NUMBER	DESCRIPTION	2022		YTD BALANCE	UNENCUMBERED BALANCE	% BDGT USED	ENCUMBERED YEAR-TO-DATE
		AMENDED BUDGET	NORMAL	11/30/2022 (ABNORMAL)			
Fund 206 - FIRE FUND							
Expenditures							
206-336-743.000	MEDICAL SUPPLIES	51,755.00		36,619.63	15,135.37	70.76	0.00
206-336-743.001	EMS OPERATING SUPPLIES	2,000.00		1,637.50	362.50	81.88	0.00
206-336-775.000	MAINTENANCE SUPPLIES	8,000.00		7,179.47	820.53	89.74	0.00
206-336-802.000	ATTORNEY FEES	40,000.00		51,460.50	(11,460.50)	128.65	0.00
206-336-803.000	AUDIT FEES	3,000.00		2,710.00	290.00	90.33	0.00
206-336-806.000	CONTRACTUAL HELP	57,700.00		45,768.47	11,931.53	79.32	0.00
206-336-807.000	DATA PROCESSING	35,083.00		12,465.26	21,793.36	37.88	824.38
206-336-807.001	WEB SITE/INTERNET	8,000.00		4,727.55	3,272.45	59.09	0.00
206-336-820.000	COMPUTER CONSULTANT	5,700.00		5,540.40	159.60	97.20	0.00
206-336-821.000	FIRE PREVENTION SUPPLIES	6,000.00		5,896.43	103.57	98.27	0.00
206-336-851.000	TELEPHONE-DESK PHONES	3,900.00		3,384.69	515.31	86.79	0.00
206-336-851.001	CELLULAR-PHONES/TABLETS	10,200.00		8,188.82	2,011.18	80.28	0.00
206-336-861.000	MILEAGE	1,000.00		0.00	1,000.00	0.00	0.00
206-336-863.000	TRAVEL ALLOWANCE	5,000.00		3,263.83	1,736.17	65.28	0.00
206-336-865.000	GASOLINE & OIL	60,000.00		49,805.21	10,194.79	83.01	0.00
206-336-910.000	PROPERTY INSURANCE	20,500.00		17,677.50	2,822.50	86.23	0.00
206-336-911.000	LIABILITY INSURANCE	6,500.00		6,031.50	468.50	92.79	0.00
206-336-913.000	ERRORS & OMISSION	12,000.00		10,117.00	1,883.00	84.31	0.00
206-336-914.000	AUTO INSURANCE	48,000.00		46,443.00	1,557.00	96.76	0.00
206-336-916.000	HEALTH & ACCIDENT INSURANCE	20,000.00		18,068.00	1,932.00	90.34	0.00
206-336-920.001	ELECTRIC-STATION 1	5,500.00		2,935.66	2,564.34	53.38	0.00
206-336-920.002	ELECTRIC-STATION 2	5,500.00		4,149.46	1,350.54	75.44	0.00
206-336-920.003	ELECTRIC-STATION 3	5,500.00		4,913.26	586.74	89.33	0.00
206-336-920.004	ELECTRIC-STATION 4	5,500.00		3,334.33	2,165.67	60.62	0.00
206-336-921.001	NATURAL GAS-STATION 1	3,000.00		2,790.96	209.04	93.03	0.00
206-336-921.002	NATURAL GAS-STATION 2	5,000.00		3,390.04	1,609.96	67.80	0.00
206-336-921.003	NATURAL GAS-STATION 3	6,000.00		4,026.94	1,973.06	67.12	0.00
206-336-921.004	NATURAL GAS-STATION 4	5,000.00		3,218.47	1,781.53	64.37	0.00
206-336-922.001	WATER-STATION 1	3,000.00		593.76	2,406.24	19.79	0.00
206-336-922.002	WATER-STATION 2	3,000.00		480.99	2,519.01	16.03	297.00
206-336-922.003	WATER-STATION 3	3,000.00		965.32	2,034.68	32.18	0.00
206-336-922.004	WATER-STATION 4	3,000.00		462.94	2,537.06	15.43	0.00
206-336-923.001	SEWER-STATION 1	800.00		679.47	120.53	84.93	0.00
206-336-923.002	SEWER-STATION 2	600.00		63.21	536.79	10.54	0.00
206-336-923.003	SEWER-STATION 3	600.00		63.21	536.79	10.54	0.00
206-336-923.004	SEWER-STATION 4	600.00		63.21	536.79	10.54	0.00
206-336-930.000	REPAIRS & MAINT.-BLDG	55,000.00		20,064.42	34,935.58	36.48	0.00
206-336-935.000	REPAIRS & MAINT.-VEHICLES	97,200.00		77,164.07	20,035.93	79.39	0.00
206-336-936.000	REPAIRS & MAINT-EQUIPMENT	16,500.00		19,766.33	(3,266.33)	119.80	0.00
206-336-937.000	HYDRANT MAINTEN	42,000.00		0.00	42,000.00	0.00	0.00
206-336-955.000	ADMIN SERVICE CHARGE TO GENERAL FUND	49,143.00		45,047.75	4,095.25	91.67	0.00
206-336-956.000	DUES & MISC	17,900.00		8,146.12	9,753.88	45.51	0.00
206-336-956.002	PHYSICAL & FITNESS EXAM	74,040.43		31,330.00	42,710.43	42.31	0.00
206-336-956.004	COFFEE & WATER SERVICE	4,000.00		2,015.54	1,984.46	50.39	0.00
206-336-957.000	EDUCATION & TRAINING	32,019.00		19,563.19	12,455.81	61.10	0.00
206-336-964.003	TAX TRIBUNALS	1,000.00		0.00	1,000.00	0.00	0.00
206-336-975.000	CAPITAL OUTLAY-BLDGS	173,922.93		32,922.93	675.00	99.61	140,325.00
206-336-977.000	CAPITAL OUTLAY-EQUIPMENT	339,824.44		287,512.18	6,348.71	98.13	45,963.55
206-336-978.000	CAPITAL OUTLAY-VEHICLES	1,009,896.00		1,003,584.98	6,311.02	99.38	0.00
Total Dept 336 - FIRE DEPARTMENT		7,169,928.76		5,558,784.01	1,424,031.82	80.14	187,112.93
TOTAL EXPENDITURES		7,169,928.76		5,558,784.01	1,424,031.82	80.14	187,112.93

REVENUE AND EXPENDITURE REPORT FOR ORION TOWNSHIP  
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GL NUMBER	DESCRIPTION	YTD BALANCE		UNENCUMBERED	% BDGT	ENCUMBERED
		2022	11/30/2022			
		AMENDED BUDGET	NORMAL (ABNORMAL)	BALANCE	USED	YEAR-TO-DATE
Fund 206 - FIRE FUND						
Fund 206 - FIRE FUND:						
TOTAL REVENUES		6,595,877.20	6,490,643.31	105,233.89	98.40	0.00
TOTAL EXPENDITURES		7,169,928.76	5,558,784.01	1,424,031.82	80.14	187,112.93
NET OF REVENUES & EXPENDITURES		(574,051.56)	931,859.30	(1,318,797.93)	129.74	(187,112.93)



REVENUE AND EXPENDITURE REPORT FOR ORION TOWNSHIP  
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GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE	UNENCUMBERED BALANCE	% BDGT USED	ENCUMBERED YEAR-TO-DATE
			11/30/2022 NORMAL (ABNORMAL)			
Fund 207 - SHERIFF FUND						
Revenues						
Dept 000						
207-000-403.000	CURRENT PROPERTY TAXES	6,338,511.00	6,288,237.10	50,273.90	99.21	0.00
207-000-432.000	PAYMENT IN LIEU OF TAXES (PILT)	0.00	27,993.49	(27,993.49)	100.00	0.00
207-000-449.000	PRIOR YEAR TAX ADJ'S & COLLECTIONS	0.00	6,677.87	(6,677.87)	100.00	0.00
207-000-460.000	LICENSE - LIQUOR	19,000.00	21,705.75	(2,705.75)	114.24	0.00
207-000-664.000	INTEREST EARNED	58,000.00	41,306.83	16,693.17	71.22	0.00
207-000-665.000	INVESTMENTS GAIN & LOSSES	0.00	(171,642.44)	171,642.44	100.00	0.00
207-000-687.000	REIMBURSEMENT -MMRMA REFUND DISTRIBUTION	0.00	445.80	(445.80)	100.00	0.00
207-000-693.000	FINES	55,000.00	52,878.91	2,121.09	96.14	0.00
207-000-693.002	REIMBURSEMENT- COST RECOVERY	12,000.00	77,514.64	(65,514.64)	645.96	0.00
207-000-694.000	MISC INCOME	200.00	2,277.00	(2,077.00)	1,138.50	0.00
Total Dept 000		6,482,711.00	6,347,394.95	135,316.05	97.91	0.00
TOTAL REVENUES		6,482,711.00	6,347,394.95	135,316.05	97.91	0.00
Expenditures						
Dept 301 - SHERIFF'S DEPARTMENT						
207-301-706.000	SHERIFF PROTECTION	5,384,850.00	3,494,530.07	1,890,319.93	64.90	0.00
207-301-706.001	SHERIFF PROTECTION - OT	188,470.00	133,242.24	55,227.76	70.70	0.00
207-301-706.003	SHERIFF PROTECTION - MARINE PATROL	12,000.00	7,805.32	4,194.68	65.04	0.00
207-301-732.000	COPIER LEASE/USAGE	471.32	471.32	0.00	100.00	0.00
207-301-740.000	OPERATING SUPPLIES	47,000.00	5,964.17	41,035.83	12.69	0.00
207-301-775.000	MAINTENANCE SUPPLIES	5,000.00	650.35	4,349.65	13.01	0.00
207-301-802.000	ATTORNEY FEES	1,212.00	261.00	951.00	21.53	0.00
207-301-803.000	AUDIT FEES	4,200.00	4,100.00	100.00	97.62	0.00
207-301-807.000	DATA PROCESSING	4,000.00	2,573.33	697.41	82.56	729.26
207-301-910.000	PROPERTY INSURANCE	5,530.00	5,530.00	0.00	100.00	299.00
207-301-922.000	WATER	6,000.00	459.09	5,540.91	7.65	0.00
207-301-930.000	REPAIRS & MAINT.-BLDG	2,900.00	2,252.58	647.42	77.68	0.00
207-301-930.001	CUSTODIAL SERVICES	16,955.00	12,716.10	4,238.90	75.00	0.00
207-301-936.000	REPAIRS & MAINT-EQUIPMENT	4,000.00	0.00	4,000.00	0.00	0.00
207-301-941.000	RENT/UTILITIES TO GENERAL FUND	170,094.00	155,919.50	14,174.50	91.67	0.00
207-301-955.000	ADMIN SERVICE CHARGE TO GENERAL FUND	34,592.00	31,709.37	2,882.63	91.67	0.00
207-301-956.000	DUES & MISC	7,798.68	160.29	7,618.39	2.31	20.00
207-301-956.004	COFFEE & WATER SERVICE	2,500.00	563.45	1,936.55	22.54	0.00
207-301-964.003	TAX TRIBUNALS	4,000.00	0.00	4,000.00	0.00	0.00
207-301-965.470	CONTRIBUTION TO MUNICIPAL BUILDING FUND	10,094.50	10,094.50	0.00	100.00	0.00
207-301-975.000	CAPITAL OUTLAY-BLDGS	99,000.00	22,845.00	76,155.00	23.08	0.00
207-301-977.000	CAPITAL OUTLAY-EQUIPMENT	100,000.00	81,733.81	3,614.42	96.39	14,651.77
Total Dept 301 - SHERIFF'S DEPARTMENT		6,110,667.50	3,973,581.49	2,121,684.98	65.28	15,401.03
TOTAL EXPENDITURES		6,110,667.50	3,973,581.49	2,121,684.98	65.28	15,401.03
Fund 207 - SHERIFF FUND:						
TOTAL REVENUES		6,482,711.00	6,347,394.95	135,316.05	97.91	0.00
TOTAL EXPENDITURES		6,110,667.50	3,973,581.49	2,121,684.98	65.28	15,401.03
NET OF REVENUES & EXPENDITURES		372,043.50	2,373,813.46	(1,986,368.93)	633.91	(15,401.03)

REVENUE AND EXPENDITURE REPORT FOR ORION TOWNSHIP  
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GL NUMBER	DESCRIPTION	2022		YTD BALANCE	UNENCUMBERED BALANCE	% BDGT USED	ENCUMBERED YEAR-TO-DATE
		AMENDED BUDGET	NORMAL	11/30/2022 (ABNORMAL)			
Fund 208 - PARKS/RECREATION FUND							
Revenues							
Dept 000							
208-000-403.000	CURRENT PROPERTY TAXES	1,890,823.00		1,876,515.86	14,307.14	99.24	0.00
208-000-403.001	LOCAL COMM STABILIZATION - PPT SHARE	12,544.00		15,318.90	(2,774.90)	122.12	0.00
208-000-432.000	PAYMENT IN LIEU OF TAXES (PILT)	7,980.00		7,843.42	136.58	98.29	0.00
208-000-437.000	INDUSTRIAL FACILITY TAX (IFT)	3,675.00		0.00	3,675.00	0.00	0.00
208-000-449.000	PRIOR YEAR TAX ADJ'S & COLLECTIONS	0.00		1,783.23	(1,783.23)	100.00	0.00
208-000-569.000	STATE GRANT	30,000.00		0.00	30,000.00	0.00	0.00
208-000-607.000	CHARGES FOR SERVICES	1,000.00		950.00	50.00	95.00	0.00
208-000-653.000	EV CHARGERS	0.00		132.66	(132.66)	100.00	0.00
208-000-664.000	INTEREST EARNED	20,450.00		27,736.09	(7,286.09)	135.63	0.00
208-000-665.000	INVESTMENTS GAIN & LOSSES	0.00		(110,809.30)	110,809.30	100.00	0.00
208-000-668.001	RENTS - EXTERNAL	8,100.00		14,550.00	(6,450.00)	179.63	0.00
208-000-673.000	GAIN/LOSS ON SALE OF ASSETS	0.00		7,532.00	(7,532.00)	100.00	0.00
208-000-674.751	PRIVATE CONTRIBUTIONS - PARKS & REC	3,000.00		210.00	2,790.00	7.00	0.00
208-000-676.101	CONTRIBUTION FROM GENERAL FUND	136,000.00		0.00	136,000.00	0.00	0.00
208-000-677.000	PRIVATE GRANTS	0.00		45,000.00	(45,000.00)	100.00	0.00
208-000-687.000	REIMBURSEMENT -MMRMA REFUND DISTRIBUTION	0.00		5,271.30	(5,271.30)	100.00	0.00
208-000-690.000	INSURANCE RECOVERY - MMRMA CLAIMS	0.00		2,603.83	(2,603.83)	100.00	0.00
208-000-694.000	MISC INCOME	8,500.00		12,857.57	(4,357.57)	151.27	0.00
208-000-694.001	ORION CABLE COMMISSION 16%	0.00		4,161.77	(4,161.77)	100.00	0.00
208-000-694.002	P/R - WILDWOOD CONCESSIONS	7,000.00		13,000.00	(6,000.00)	185.71	0.00
208-000-695.000	RENTAL - PARKS/REC	129,000.00		153,939.59	(24,939.59)	119.33	0.00
208-000-695.002	SPONSORSHIP FOR WILDWOOD	0.00		2,250.00	(2,250.00)	100.00	0.00
208-000-695.004	PARK/REC - TRIPS/TOURS	3,000.00		5,536.00	(2,536.00)	184.53	0.00
208-000-695.006	PARK/REC - CAMP	44,150.00		18,872.87	25,277.13	42.75	0.00
208-000-695.009	PARK/REC - LEAGUES	222,450.00		200,760.50	21,689.50	90.25	0.00
208-000-695.011	PARK/REC - LESSONS	58,130.00		96,372.30	(38,242.30)	165.79	0.00
208-000-695.012	PARK/REC - SPECIAL EVENTS	16,700.00		19,967.70	(3,267.70)	119.57	0.00
208-000-695.015	PARK/REC - COMMUNITY GARDEN	640.00		740.00	(100.00)	115.63	0.00
208-000-695.020	PRIVATE CONTRIBUTIONS - PARK BANNER	3,000.00		3,100.00	(100.00)	103.33	300.00
208-000-695.025	PRIVATE CONTRIBUTION-COMM PROGRAM	24,500.00		23,550.00	950.00	96.12	0.00
208-000-695.305	PRIVATE CONTRIBUTION - MIRACLE FIELD	0.00		31,000.00	(31,000.00)	100.00	0.00
Total Dept 000		2,630,642.00		2,480,746.29	149,895.71	94.30	0.00
TOTAL REVENUES		2,630,642.00		2,480,746.29	149,895.71	94.30	0.00
Expenditures							
Dept 751 - PARKS & RECREATION DEPT							
208-751-702.000	SUPERVISORY SALARIES	164,994.92		145,250.04	19,744.88	88.03	0.00
208-751-703.000	NONSUPERVISORY SALARIES	634,072.62		462,489.05	171,583.57	72.94	0.00
208-751-704.000	ACCRUED PAYOUTS	3,000.00		9,311.25	(6,311.25)	310.38	0.00
208-751-713.000	OVERTIME	55,812.54		3,973.10	51,839.44	7.12	0.00
208-751-714.000	UNIFORMS	1,300.00		2,452.61	(1,152.61)	188.66	0.00
208-751-715.000	SOC SEC/MED	69,016.89		50,337.27	18,679.62	72.93	0.00
208-751-716.000	HOSPITALIZATION INSURANCE	174,654.00		124,691.42	49,962.58	71.39	0.00
208-751-716.001	HEALTH ALLOWANCE	5,000.00		8,666.70	(3,666.70)	173.33	0.00
208-751-716.002	PEHP - RETIREE MEDICAL PLAN	16,380.00		9,450.00	6,930.00	57.69	0.00
208-751-716.004	FSA ADMIN FEES	150.00		273.80	(123.80)	182.53	0.00
208-751-717.000	LIFE INSURANCE	2,600.00		1,916.69	683.31	73.72	0.00
208-751-718.000	PENSION	107,332.00		80,420.21	26,911.79	74.93	0.00
208-751-719.000	DISABILITY INSURANCE	7,756.00		6,483.27	1,272.73	83.59	0.00
208-751-722.000	WORKMEN'S COMP	18,300.00		(1,436.41)	19,736.41	(7.85)	0.00
208-751-724.000	DENTAL/VISION INSURANCE	23,868.00		18,642.10	5,225.90	78.10	0.00

REVENUE AND EXPENDITURE REPORT FOR ORION TOWNSHIP  
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GL NUMBER	DESCRIPTION	2022		YTD BALANCE	UNENCUMBERED	% BDGT	ENCUMBERED
		AMENDED BUDGET	NORMAL	11/30/2022 (ABNORMAL)			
Fund 208 - PARKS/RECREATION FUND							
Expenditures							
208-751-727.000	OFFICE SUPPLIES	2,000.00		963.77	1,036.23	48.19	0.00
208-751-728.000	POSTAGE	3,500.00		2,311.96	1,188.04	66.06	0.00
208-751-730.000	PRINTED FORMS	2,000.00		30.00	1,970.00	1.50	0.00
208-751-732.000	COPIER LEASE/USAGE	8,500.00		3,949.94	4,550.06	46.47	0.00
208-751-740.000	OPERATING SUPPLIES	13,000.00		10,743.76	2,256.24	82.64	0.00
208-751-741.000	SMALL TOOLS	5,500.00		2,392.46	3,107.54	43.50	0.00
208-751-775.000	MAINTENANCE SUPPLIES	0.00		1,403.86	(1,403.86)	100.00	0.00
208-751-775.100	MAINT SUPPLIES - CIVIC CENTER PARK	1,000.00		665.79	334.21	66.58	0.00
208-751-775.200	MAINT SUPPLIES - ORION CENTER	11,000.00		2,820.59	8,179.41	25.64	0.00
208-751-775.300	MAINT SUPPLIES - FRIENDSHIP PARK	6,500.00		4,730.26	1,769.74	72.77	0.00
208-751-775.400	MAINT SUPPLIES - WILDWOOD	2,000.00		1,021.06	978.94	51.05	0.00
208-751-775.500	MAINT SUPPLIES - CAMP AGAWAM	4,000.00		1,076.71	2,923.29	26.92	0.00
208-751-775.600	MAINT SUPPLIES - JESSE DECKER	1,500.00		0.00	1,500.00	0.00	0.00
208-751-802.000	ATTORNEY FEES	8,000.00		13,598.00	(5,598.00)	169.98	0.00
208-751-806.000	CONTRACTUAL HELP	23,217.00		5,487.50	15,929.50	31.39	1,800.00
208-751-807.000	DATA PROCESSING	7,758.00		7,364.41	298.47	96.15	95.12
208-751-807.001	WEB SITE/INTERNET	11,500.00		11,243.67	256.33	97.77	0.00
208-751-810.001	ENGINEERING CONSULTANT	20,000.00		8,379.00	227.75	98.86	11,393.25
208-751-820.000	COMPUTER CONSULTANT	7,100.00		7,099.92	0.08	100.00	0.00
208-751-851.000	TELEPHONE-DESK PHONES	5,700.00		3,821.62	1,878.38	67.05	0.00
208-751-851.001	CELLULAR-PHONES/TABLETS	6,800.00		4,853.60	1,946.40	71.38	0.00
208-751-851.672	TELEPHONE - ORION CTR	2,700.00		632.57	2,067.43	23.43	0.00
208-751-861.000	MILEAGE	500.00		119.92	380.08	23.98	0.00
208-751-863.000	TRAVEL ALLOWANCE	2,200.00		210.37	1,989.63	9.56	0.00
208-751-864.000	SENIOR TRIPS/TOURS	12,000.00		8,554.09	3,445.91	71.28	0.00
208-751-865.000	GASOLINE & OIL	19,500.00		18,877.18	622.82	96.81	0.00
208-751-881.006	CAMPS EXPENSE	21,000.00		19,768.64	1,231.36	94.14	0.00
208-751-881.009	LEAGUES	141,100.00		106,753.11	34,346.89	75.66	0.00
208-751-881.011	LESSONS	40,275.00		57,538.72	(17,263.72)	142.86	0.00
208-751-881.012	SPECIAL EVENTS	22,750.00		15,284.55	7,465.45	67.18	300.00
208-751-902.000	ADVERTISING	18,500.00		17,630.32	869.68	95.30	0.00
208-751-902.751	ADVERTISING - WILDWOOD	15,000.00		14,000.00	1,000.00	93.33	0.00
208-751-910.000	PROPERTY INSURANCE	13,000.00		17,625.50	(4,625.50)	135.58	0.00
208-751-911.000	LIABILITY INSURANCE	3,500.00		3,410.50	89.50	97.44	0.00
208-751-913.000	ERRORS & OMISSION	5,000.00		5,756.00	(756.00)	115.12	0.00
208-751-914.000	AUTO INSURANCE	5,750.00		7,649.50	(1,899.50)	133.03	0.00
208-751-917.000	IBNR INSURANCE DEDUCTIBLE	3,000.00		2,603.83	396.17	86.79	0.00
208-751-920.101	ELECTRIC - SHEARDY PAVILLION	3,750.00		1,972.56	1,777.44	52.60	0.00
208-751-920.102	ELECTRIC- CIV CEN BALLFIELD	1,500.00		529.08	970.92	35.27	0.00
208-751-920.103	ELECTRIC - CIV CEN SOCCER FIELDS	500.00		899.12	(399.12)	179.82	0.00
208-751-920.200	ELECTRIC - ORION CENTER	30,500.00		35,428.84	(4,928.84)	116.16	0.00
208-751-920.201	ELECTRIC - ORION CEN FIRE SUPPRESSION	3,000.00		154.66	2,845.34	5.16	0.00
208-751-920.301	ELECTRIC - FP - PORRIT BARN	3,000.00		290.92	2,709.08	9.70	0.00
208-751-920.302	ELECTRIC - FP - PICNIC SHELTER	3,500.00		594.26	2,905.74	16.98	0.00
208-751-920.303	ELECTRIC - FP - SUPPORT BLDG	3,500.00		3,533.75	(33.75)	100.96	0.00
208-751-920.304	ELECTRIC - FP - LAWN SPRINKLERS	1,500.00		779.96	720.04	52.00	0.00
208-751-920.401	ELECTRIC - WILDWD - BANDSHELL	2,200.00		423.61	1,776.39	19.26	0.00
208-751-920.402	ELECTRIC - WILDWD - PARKING	1,000.00		1,055.54	(55.54)	105.55	0.00
208-751-920.500	ELECTRIC-CAMP AGAWAM	1,000.00		0.00	1,000.00	0.00	0.00
208-751-920.502	ELECTRIC-CAMP AG-SERVICE RACK 1	2,250.00		134.59	2,115.41	5.98	0.00
208-751-920.503	ELECTRIC-CAMP AG-SERVICE RACK 2	2,250.00		1,865.88	384.12	82.93	0.00
208-751-920.505	ELECTRIC-CAMP AG-PETERSON LODGE	500.00		210.42	289.58	42.08	0.00
208-751-920.506	ELECTRIC-CAMP AG-RESTROOMS	500.00		4,685.36	(4,185.36)	937.07	0.00
208-751-920.508	ELECTRIC-CAMP AG-BAKER BUILDING	1,000.00		0.00	1,000.00	0.00	0.00
208-751-920.509	ELECTRIC-CAMP AG-ALBERICI LODGE	1,000.00		0.00	1,000.00	0.00	0.00
208-751-921.200	NATURAL GAS - ORION CENTER	14,500.00		12,683.68	1,816.32	87.47	0.00

REVENUE AND EXPENDITURE REPORT FOR ORION TOWNSHIP  
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GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE	UNENCUMBERED BALANCE	% BDGT USED	ENCUMBERED YEAR-TO-DATE
			11/30/2022 NORMAL (ABNORMAL)			
Fund 208 - PARKS/RECREATION FUND						
Expenditures						
208-751-921.303	NATURAL GAS - FP - SUPPORT BLDG	6,700.00	2,803.30	3,896.70	41.84	0.00
208-751-921.500	NATURAL GAS - CAMP AGAWAM	0.00	75.57	(75.57)	100.00	0.00
208-751-921.501	NATURAL GAS - CAMP SQUARE	250.00	120.00	130.00	48.00	0.00
208-751-921.502	NATURAL GAS - CAMP-SERVICE RACK 1	250.00	120.00	130.00	48.00	0.00
208-751-921.504	NATURAL GAS - CAMP - MNTCE GARAGE	550.00	457.04	92.96	83.10	0.00
208-751-921.507	NATURAL GAS - CAMP - BIRCH GROVE LODGE	750.00	1,018.19	(268.19)	135.76	0.00
208-751-921.508	NATURAL GAS - CAMP - BAKER BUILDING	750.00	1,004.30	(254.30)	133.91	0.00
208-751-921.509	NATURAL GAS - CAMP - ALBERICI LODGE	750.00	954.82	(204.82)	127.31	0.00
208-751-922.100	WATER - CIVIC CENTER PARK	800.00	354.00	446.00	44.25	0.00
208-751-922.200	WATER - ORION CENTER	2,800.00	3,775.12	(975.12)	134.83	0.00
208-751-922.303	WATER - FP - SUPPORT BLDG	500.00	746.07	(246.07)	149.21	0.00
208-751-922.305	WATER - FP - MIRACLE FIELD	800.00	357.17	442.83	44.65	0.00
208-751-922.306	WATER - FP - RESTROOMS	500.00	393.51	106.49	78.70	0.00
208-751-922.400	WATER - WILDWOOD	800.00	0.00	800.00	0.00	0.00
208-751-923.200	SEWER - ORION CENTER	1,500.00	63.21	1,436.79	4.21	0.00
208-751-923.303	SEWER - FP - SUPPORT BUILDING	500.00	63.21	436.79	12.64	0.00
208-751-923.305	SEWER - FP - MIRACLE FIELD	500.00	63.21	436.79	12.64	0.00
208-751-923.306	SEWER - FP - RESTROOMS	500.00	63.21	436.79	12.64	0.00
208-751-923.400	SEWER - WILDWOOD	500.00	0.00	500.00	0.00	0.00
208-751-930.001	CUSTODIAL SERVICES	19,217.00	15,806.66	3,410.34	82.25	0.00
208-751-930.100	REPAIR & MAINT - CIVIC CENTER PARK	4,500.00	1,372.48	3,127.52	30.50	0.00
208-751-930.200	REPAIR & MAINT - ORION CENTER	46,420.00	42,092.13	4,327.87	90.68	0.00
208-751-930.300	REPAIR & MAINT - FRIENDSHIP PARK	34,500.00	31,079.92	3,420.08	90.09	0.00
208-751-930.305	REPAIR/MAINT - MIRACLE FIELD	3,000.00	27,154.66	(24,154.66)	905.16	0.00
208-751-930.400	REPAIR & MAINT - WILDWOOD	7,500.00	2,582.76	4,917.24	34.44	0.00
208-751-930.500	REPAIR & MAINT - CAMP AGAWAM	30,000.00	14,801.52	9,655.48	67.82	5,543.00
208-751-930.600	REPAIR & MAINT - JESSE DECKER	1,000.00	752.86	247.14	75.29	0.00
208-751-934.001	PARKS MAINTENANCE	54,200.00	27,157.58	27,042.42	50.11	0.00
208-751-934.002	SIDEWALK REPAIR	6,500.00	2,499.99	4,000.01	38.46	0.00
208-751-934.100	GROUND - CIVIC CEN PARK	30,000.00	23,343.03	6,656.97	77.81	302.00
208-751-934.200	GROUND - ORION CENTER	15,000.00	17,519.81	(2,519.81)	116.80	0.00
208-751-934.300	GROUND - FRIENDSHIP PARK	30,000.00	39,221.62	(9,221.62)	130.74	0.00
208-751-934.400	GROUND - WILDWOOD	12,500.00	11,211.23	1,288.77	89.69	0.00
208-751-934.500	GROUND - CAMP AGAWAM	58,500.00	35,881.30	22,618.70	61.34	0.00
208-751-934.600	GROUND - JESSE DECKER	10,000.00	12,630.50	(2,630.50)	126.31	0.00
208-751-935.000	REPAIRS & MAINT - VEHICLES	8,200.00	9,068.89	(868.89)	110.60	0.00
208-751-936.000	REPAIRS & MAINT-EQUIPMENT	6,500.00	9,739.23	(3,239.23)	149.83	0.00
208-751-940.000	EQUIPMENT RENTAL	5,000.00	2,436.72	2,563.28	48.73	0.00
208-751-951.000	PAINT CREEK TRAIL EXPENSES	32,500.00	21,489.74	11,010.26	66.12	0.00
208-751-951.001	POLLY ANN TRAIL EXPENSES	25,000.00	20,193.89	4,806.11	80.78	0.00
208-751-955.000	ADMIN SERVICE CHARGE TO GENERAL FUND	36,650.00	33,595.87	3,054.13	91.67	0.00
208-751-956.000	DUES & MISC	6,750.00	6,694.93	55.07	99.18	0.00
208-751-956.004	COFFEE & WATER SERVICE	1,000.00	2,329.42	(1,329.42)	232.94	0.00
208-751-957.000	EDUCATION & TRAINING	21,579.00	9,681.25	11,897.75	44.86	0.00
208-751-964.003	TAX TRIBUNALS	2,000.00	0.00	2,000.00	0.00	0.00
208-751-973.000	CAPITAL OUTLAY-PARKS	506,979.00	730,964.10	(510,927.55)	200.78	286,942.45
208-751-973.000-20PR003	C/O SEALCOAT ASPHALT SURFACES	35,000.00	2,844.50	32,155.50	8.13	0.00
208-751-973.000-22PR005	C/O - ROAD RESURFACING	75,000.00	6,167.00	31,753.00	57.66	37,080.00
208-751-973.000-23PR001	C/O - WAYFINDING SIGNAGE/NETWRK	20,000.00	0.00	1,500.00	92.50	18,500.00
208-751-975.000	CAPITAL OUTLAY-BLDGS	25,000.00	0.00	25,000.00	0.00	0.00
208-751-975.000-20PR007	C/O CAMP AGAWAM VAULT TOILET	55,000.00	0.00	(34,500.00)	162.73	89,500.00
208-751-975.000-22PR001	C/O-WW AMPH SHELTER	47,000.00	47,000.00	0.00	100.00	0.00
208-751-977.000	CAPITAL OUTLAY-EQUIPMENT	137,980.00	84,038.00	29,755.15	78.44	24,186.85
208-751-977.000-22PR006	C/O - SECURITY UPGRADES	40,000.00	0.00	40,000.00	0.00	0.00
208-751-978.000	CAPITAL OUTLAY-VEHICLES	155,679.00	156,443.00	(764.00)	100.49	0.00

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REVENUE AND EXPENDITURE REPORT FOR ORION TOWNSHIP  
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GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE 11/30/2022 NORMAL (ABNORMAL)	UNENCUMBERED BALANCE	% BDGT USED	ENCUMBERED YEAR-TO-DATE
Fund 208 - PARKS/RECREATION FUND						
Expenditures						
Total Dept 751 - PARKS & RECREATION DEPT		3,462,890.97	2,838,762.53	149,087.77	95.69	475,040.67
TOTAL EXPENDITURES		3,462,890.97	2,838,762.53	149,087.77	95.69	475,040.67
Fund 208 - PARKS/RECREATION FUND:						
TOTAL REVENUES		2,630,642.00	2,480,746.29	149,895.71	94.30	0.00
TOTAL EXPENDITURES		3,462,890.97	2,838,762.53	149,087.77	95.69	475,040.67
NET OF REVENUES & EXPENDITURES		(832,248.97)	(358,016.24)	807.94	100.10	(475,040.67)



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REVENUE AND EXPENDITURE REPORT FOR ORION TOWNSHIP  
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GL NUMBER	DESCRIPTION	2022		YTD BALANCE	UNENCUMBERED	% BDGT	ENCUMBERED
		AMENDED	BUDGET	11/30/2022 (ABNORMAL)			
Fund 247 - CORRIDOR IMPROVEMENT AUTHORITY							
Revenues							
Dept 000							
247-000-403.000	CURRENT PROPERTY TAXES	200,306.00		195,797.98	4,508.02	97.75	0.00
247-000-449.000	PRIOR YEAR TAX ADJ'S & COLLECTIONS	0.00		1,977.78	(1,977.78)	100.00	0.00
247-000-664.000	INTEREST EARNED	0.00		2,226.73	(2,226.73)	100.00	0.00
247-000-665.000	INVESTMENTS GAIN & LOSSES	0.00		(8,705.21)	8,705.21	100.00	0.00
247-000-673.000	GAIN/LOSS ON SALE OF ASSETS	269,725.00		0.00	269,725.00	0.00	0.00
247-000-676.101	CONTRIBUTION FROM GENERAL FUND	350,000.00		0.00	350,000.00	0.00	0.00
Total Dept 000		820,031.00		191,297.28	628,733.72	23.33	0.00
TOTAL REVENUES		820,031.00		191,297.28	628,733.72	23.33	0.00
Expenditures							
Dept 751 - PARKS & RECREATION DEPT							
247-751-802.000	ATTORNEY FEES	400.00		607.50	(207.50)	151.88	0.00
247-751-974.000	CAPITAL OUTLAY- GROUNDS	245,654.67		43,556.51	137,832.33	43.89	64,265.83
247-751-992.000	NOTE PRINCIPAL EXPENSE	438,450.30		438,450.30	0.00	100.00	0.00
247-751-996.000	INTEREST EXPENSE	50,718.03		50,718.03	0.00	100.00	0.00
Total Dept 751 - PARKS & RECREATION DEPT		735,223.00		533,332.34	137,624.83	81.28	64,265.83
TOTAL EXPENDITURES		735,223.00		533,332.34	137,624.83	81.28	64,265.83
Fund 247 - CORRIDOR IMPROVEMENT AUTHORITY:							
TOTAL REVENUES		820,031.00		191,297.28	628,733.72	23.33	304.00
TOTAL EXPENDITURES		735,223.00		533,332.34	137,624.83	81.28	64,265.83
NET OF REVENUES & EXPENDITURES		84,808.00		(342,035.06)	491,108.89	479.08	(64,265.83)

REVENUE AND EXPENDITURE REPORT FOR ORION TOWNSHIP  
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GL NUMBER	DESCRIPTION	2022		YTD BALANCE	UNENCUMBERED	% BDGT	ENCUMBERED
		AMENDED BUDGET	NORMAL	11/30/2022 (ABNORMAL)			
Fund 249 - BUILDING DEPARTMENT FUND							
Revenues							
Dept 000							
249-000-481.000	PERMITS - BUILDING	800,000.00		1,366,141.50	(566,141.50)	170.77	0.00
249-000-481.001	PERMITS - VILLAGE	28,000.00		35,664.00	(7,664.00)	127.37	0.00
249-000-481.002	BUILDING REINSPECTION FEES - VILLAGE	1,000.00		240.00	760.00	24.00	0.00
249-000-481.004	BUILDING REINSPECTION FEES - TOWNSHIP	10,000.00		8,040.00	1,960.00	80.40	0.00
249-000-482.000	CHARGES FOR SERVICES - APPLICATION FEES	60,000.00		78,150.00	(18,150.00)	130.25	0.00
249-000-482.001	CHARGES FOR SERVICES - PLAN REVIEW FEES	95,000.00		147,767.00	(52,767.00)	155.54	0.00
249-000-483.000	LICENSE - BUILDING TRADES	10,000.00		11,815.00	(1,815.00)	118.15	0.00
249-000-485.000	PERMITS - FIRE ALARM & SUPPRESSION	10,000.00		31,195.40	(21,195.40)	311.95	0.00
249-000-512.000	PERMITS - SOIL EROSON	40,000.00		49,580.00	(9,580.00)	123.95	0.00
249-000-607.000	CHARGES FOR SERVICES	0.00		2,103.31	(2,103.31)	100.00	0.00
249-000-637.000	SERVICES RENDERED - DIGITAL IMAGING FEES	0.00		900.00	(900.00)	100.00	0.00
249-000-664.000	INTEREST EARNED	0.00		20,400.30	(20,400.30)	100.00	0.00
249-000-665.000	INVESTMENTS GAIN & LOSSES	0.00		(85,217.70)	85,217.70	100.00	0.00
249-000-676.002	COST RECOVERY	0.00		431.24	(431.24)	100.00	0.00
249-000-687.000	REIMBURSEMENT -MMRMA REFUND DISTRIBUTION	0.00		1,304.80	(1,304.80)	100.00	0.00
249-000-694.000	MISC INCOME	0.00		925.57	(925.57)	100.00	0.00
Total Dept 000		1,054,000.00	1,669,440.42	(615,440.42)	158.39	0.00	
TOTAL REVENUES		1,054,000.00	1,669,440.42	(615,440.42)	158.39	0.00	
Expenditures							
Dept 371 - BUILDING DEPARTMENT							
249-371-702.000	SUPERVISORY SALARIES	96,000.00		84,923.13	11,076.87	88.46	0.00
249-371-703.000	NONSUPERVISORY SALARIES	326,991.80		224,527.54	102,464.26	68.66	0.00
249-371-704.000	ACCRUED PAYOUTS	1,000.00		812.97	187.03	81.30	0.00
249-371-705.000	PER DIEM FEES	400.00		200.00	200.00	50.00	305.00
249-371-713.000	OVERTIME	30,699.58		8,651.69	22,047.89	28.18	0.00
249-371-714.000	UNIFORMS	500.00		592.03	(92.03)	118.41	0.00
249-371-715.000	SOC SEC/MED	36,856.11		25,480.36	11,375.75	69.13	0.00
249-371-716.000	HOSPITALIZATION INSURANCE	96,952.00		51,169.61	45,782.39	52.78	0.00
249-371-716.001	HEALTH ALLOWANCE	5,000.00		4,166.70	833.30	83.33	0.00
249-371-716.002	PEHP - RETIREE MEDICAL PLAN	8,190.00		4,725.00	3,465.00	57.69	0.00
249-371-716.004	FSA ADMIN FEES	115.00		128.63	(13.63)	111.85	0.00
249-371-717.000	LIFE INSURANCE	1,300.00		1,212.34	87.66	93.26	0.00
249-371-718.000	PENSION	63,796.69		39,994.80	23,801.89	62.69	0.00
249-371-719.000	DISABILITY INSURANCE	4,330.00		3,035.71	1,294.29	70.11	0.00
249-371-722.000	WORKMEN'S COMP	2,000.00		913.12	1,086.88	45.66	0.00
249-371-724.000	DENTAL/VISION INSURANCE	11,935.00		7,665.20	4,269.80	64.22	0.00
249-371-727.000	OFFICE SUPPLIES	3,000.00		2,381.20	618.80	79.37	0.00
249-371-728.000	POSTAGE	2,000.00		1,490.32	509.68	74.52	0.00
249-371-730.000	PRINTED FORMS	500.00		302.97	197.03	60.59	0.00
249-371-740.000	OPERATING SUPPLIES	4,000.00		3,263.93	736.07	81.60	0.00
249-371-802.000	ATTORNEY FEES	1,000.00		3,286.50	(2,286.50)	328.65	0.00
249-371-803.000	AUDIT FEES	8,500.00		8,380.00	120.00	98.59	0.00
249-371-805.000	VILLAGE INSPECTION FEES	1,000.00		0.00	1,000.00	0.00	0.00
249-371-806.000	CONTRACTUAL HELP	166,500.00		170,242.00	(3,742.00)	102.25	0.00
249-371-807.000	DATA PROCESSING	20,500.00		18,544.33	1,955.67	90.46	0.00
249-371-817.000	FIRE SUPPRESSION CONSULTANT	15,485.00		18,382.50	(2,897.50)	118.71	0.00
249-371-820.000	COMPUTER CONSULTANT	9,400.00		5,540.40	3,859.60	58.94	0.00
249-371-851.000	TELEPHONE-DESK PHONES	2,500.00		1,730.70	769.30	69.23	0.00
249-371-851.001	CELLULAR-PHONES/TABLETS	3,300.00		3,993.84	(693.84)	121.03	0.00
249-371-861.000	MILEAGE	500.00		0.00	500.00	0.00	0.00

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GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE	UNENCUMBERED BALANCE	% BDGT USED	ENCUMBERED YEAR-TO-DATE
			11/30/2022 (NORMAL (ABNORMAL))			
Fund 249 - BUILDING DEPARTMENT FUND						
Expenditures						
249-371-863.000	TRAVEL ALLOWANCE	1,000.00	75.37	924.63	7.54	0.00
249-371-865.000	GASOLINE & OIL	7,000.00	285.04	6,714.96	4.07	0.00
249-371-911.000	LIABILITY INSURANCE	2,200.00	1,582.50	617.50	71.93	0.00
249-371-913.000	ERRORS & OMISSION	3,300.00	3,139.00	161.00	95.12	0.00
249-371-914.000	AUTO INSURANCE	3,520.00	3,402.50	117.50	96.66	0.00
249-371-930.001	CUSTODIAL SERVICES	6,127.00	4,595.13	1,531.87	75.00	0.00
249-371-935.000	REPAIRS & MAINT.-VEHICLES	2,500.00	3,693.35	(1,193.35)	147.73	0.00
249-371-935.001	AUTO LEASING	23,072.14	4,071.02	19,001.12	17.64	0.00
249-371-941.000	RENT/UTILITIES TO GENERAL FUND	219,665.00	201,359.62	18,305.38	91.67	0.00
249-371-956.000	DUES & MISC	3,000.00	2,566.11	433.89	85.54	0.00
249-371-956.001	EMPLOYEE DEVELOPMENT	200.00	101.47	98.53	50.74	0.00
249-371-957.000	EDUCATION & TRAINING	9,215.00	5,415.82	3,799.18	58.77	0.00
249-371-958.000	BANK/CREDIT CARD FEES	5,000.00	0.00	5,000.00	0.00	0.00
249-371-977.000	CAPITAL OUTLAY-EQUIPMENT	27,322.19	17,773.09	9,549.10	65.05	0.00
249-371-978.000	CAPITAL OUTLAY-VEHICLES	59,845.06	59,845.06	0.00	100.00	0.00
Total Dept 371 - BUILDING DEPARTMENT		1,297,217.57	1,003,642.60	293,574.97	77.37	0.00
TOTAL EXPENDITURES		1,297,217.57	1,003,642.60	293,574.97	77.37	0.00
Fund 249 - BUILDING DEPARTMENT FUND:						
TOTAL REVENUES		1,054,000.00	1,669,440.42	(615,440.42)	158.39	0.00
TOTAL EXPENDITURES		1,297,217.57	1,003,642.60	293,574.97	77.37	0.00
NET OF REVENUES & EXPENDITURES		(243,217.57)	665,797.82	(909,015.39)	273.75	0.00

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GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE		UNENCUMBERED BALANCE	% BDGT USED	ENCUMBERED YEAR-TO-DATE
			NORMAL	11/30/2022 (ABNORMAL)			
Fund 370 - MUNICIPAL BUILDING DEBT FUND							
Revenues							
Dept 000							
370-000-676.101	CONTRIBUTION FROM GENERAL FUND	484,117.00		0.00	484,117.00	0.00	0.00
370-000-676.417	CONTRIBUTION FROM HOST FEE FUND	550,000.00		0.00	550,000.00	0.00	0.00
Total Dept 000		1,034,117.00		0.00	1,034,117.00	0.00	0.00
TOTAL REVENUES		1,034,117.00		0.00	1,034,117.00	0.00	0.00
Expenditures							
Dept 277 - MUNICIPAL BUILDING DEBT DEPARTMENT							
370-277-991.470	BOND PRINCIPAL - MUNICIPAL BUILDING	560,000.00		560,000.00	0.00	100.00	0.00
370-277-992.470	INTEREST EXPENSE-MUNICIPAL COMPLEX BOND	411,075.00		411,075.00	0.00	100.00	0.00
370-277-993.470	PAYING AGENT FEES	1,500.00		1,500.00	0.00	100.00	0.00
Total Dept 277 - MUNICIPAL BUILDING DEBT DEPARTMENT		972,575.00		972,575.00	0.00	100.00	0.00
TOTAL EXPENDITURES		972,575.00		972,575.00	0.00	100.00	0.00
Fund 370 - MUNICIPAL BUILDING DEBT FUND:							
TOTAL REVENUES		1,034,117.00		0.00	1,034,117.00	0.00	0.00
TOTAL EXPENDITURES		972,575.00		972,575.00	0.00	100.00	0.00
NET OF REVENUES & EXPENDITURES		61,542.00		(972,575.00)	1,034,117.00	1,580.34	0.00

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GL NUMBER	DESCRIPTION	2022		YTD BALANCE	UNENCUMBERED	% BDGT	ENCUMBERED
		AMENDED BUDGET	NORMAL	11/30/2022 (ABNORMAL)			
					BALANCE	USED	YEAR-TO-DATE
Fund 401 - GENERAL CAPITAL IMPROVEMENT							
Revenues							
Dept 000							
401-000-664.000	INTEREST EARNED	0.00		1,357.12	(1,357.12)	100.00	0.00
401-000-665.000	INVESTMENTS GAIN & LOSSES	0.00		(9,034.47)	9,034.47	100.00	0.00
401-000-673.000	GAIN/LOSS ON SALE OF ASSETS	270,000.00		268,332.50	1,667.50	99.38	0.00
401-000-674.000	PRIVATE CONTRIBUTIONS AND DONATIONS	0.00		2,428.57	(2,428.57)	100.00	0.00
Total Dept 000		270,000.00		263,083.72	6,916.28	97.44	0.00
TOTAL REVENUES		270,000.00		263,083.72	6,916.28	97.44	0.00
Expenditures							
Dept 958 - CAPITAL OUTLAY							
401-958-965.101	CONTRIBUTION TO GENERAL FUND	120,000.00		0.00	120,000.00	0.00	0.00
401-958-972.000	CAPITAL OUTLAY-LAND	150,000.00		0.00	150,000.00	0.00	0.00
401-958-974.000	CAPITAL OUTLAY- GROUND	50,000.00		23,767.90	26,232.10	47.54	0.00
401-958-980.000	CAPITAL OUTLAY-ROADS	160,000.00		157,985.52	2,014.48	98.74	0.00
Total Dept 958 - CAPITAL OUTLAY		480,000.00		181,753.42	298,246.58	37.87	0.00
TOTAL EXPENDITURES		480,000.00		181,753.42	298,246.58	37.87	0.00
Fund 401 - GENERAL CAPITAL IMPROVEMENT:							
TOTAL REVENUES		270,000.00		263,083.72	6,916.28	97.44	0.00
TOTAL EXPENDITURES		480,000.00		181,753.42	298,246.58	37.87	0.00
NET OF REVENUES & EXPENDITURES		(210,000.00)		81,330.30	(291,330.30)	38.73	0.00

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REVENUE AND EXPENDITURE REPORT FOR ORION TOWNSHIP  
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GL NUMBER	DESCRIPTION	2022		YTD BALANCE	UNENCUMBERED	% BDGT USED	ENCUMBERED YEAR-TO-DATE
		AMENDED BUDGET	NORMAL	11/30/2022 (ABNORMAL)			
Fund 402 - SAFETY PATH							
Revenues							
Dept 000							
402-000-403.000	CURRENT PROPERTY TAXES	433,255.00		429,972.92	3,282.08	99.24	0.00
402-000-403.001	LOCAL COMM STABILIZATION - PPT SHARE	3,722.00		3,510.87	211.13	94.33	0.00
402-000-432.000	PAYMENT IN LIEU OF TAXES (PILT)	1,750.00		1,797.35	(47.35)	102.71	0.00
402-000-449.000	PRIOR YEAR TAX ADJ'S & COLLECTIONS	0.00		433.73	(433.73)	100.00	0.00
402-000-486.000	LOCAL COMM STABILIZATION - ROW METRO ACT	15,500.00		28,114.23	(12,614.23)	181.38	0.00
402-000-569.000	STATE GRANT	0.00		87,113.81	(87,113.81)	100.00	0.00
402-000-664.000	INTEREST EARNED	7,000.00		5,023.74	1,976.26	71.77	0.00
402-000-665.000	INVESTMENTS GAIN & LOSSES	0.00		(21,465.35)	21,465.35	100.00	0.00
402-000-674.000	PRIVATE CONTRIBUTIONS AND DONATIONS	10,000.00		43,331.44	(33,331.44)	433.31	0.00
402-000-694.000	MISC INCOME	0.00		400.00	(400.00)	100.00	0.00
Total Dept 000		471,227.00		578,232.74	(107,005.74)	122.71	0.00
TOTAL REVENUES		471,227.00		578,232.74	(107,005.74)	122.71	0.00
Expenditures							
Dept 444 - SAFETY PATHS							
402-444-982.000	CAPITAL OUTLAY-SAFETY PATH	0.00		0.00	(50,215.00)	0.00	50,215.00
Total Dept 444 - SAFETY PATHS		0.00		0.00	(50,215.00)	0.00	50,215.00
Dept 751 - PARKS & RECREATION DEPT							
402-751-703.000	NONSUPERVISORY SALARIES	90,243.35		33,502.18	56,741.17	37.12	0.00
402-751-713.000	OVERTIME	2,040.43		73.55	1,966.88	3.60	0.00
402-751-715.000	SOC SEC/MED	7,235.58		2,366.19	4,869.39	32.70	0.00
402-751-716.000	HOSPITALIZATION INSURANCE	15,000.00		2,203.80	12,796.20	14.69	0.00
402-751-716.001	HEALTH ALLOWANCE	5,000.00		500.00	4,500.00	10.00	0.00
402-751-716.002	PEHP - RETIREE MEDICAL PLAN	1,260.00		0.00	1,260.00	0.00	0.00
402-751-717.000	LIFE INSURANCE	200.00		97.49	102.51	48.75	0.00
402-751-718.000	PENSION	5,782.27		2,364.12	3,418.15	40.89	0.00
402-751-719.000	DISABILITY INSURANCE	752.00		293.27	458.73	39.00	0.00
402-751-724.000	DENTAL/VISION INSURANCE	1,836.00		1,037.60	798.40	56.51	0.00
402-751-740.000	OPERATING SUPPLIES	1,500.00		571.24	928.76	38.08	0.00
402-751-741.000	SMALL TOOLS	2,500.00		1,137.64	1,362.36	45.51	0.00
402-751-806.000	CONTRACTUAL HELP	0.00		600.00	(1,500.00)	100.00	900.00
402-751-811.000-22PR007	ENGINEERING-CAPITALIZED-BOARDWALK REPAIR	12,500.00		12,805.65	(305.65)	102.45	0.00
402-751-811.000-22PR008	ENGINEERING-CAPITALIZED-RETAINING WALL	15,000.00		2,400.50	0.00	100.00	12,599.50
402-751-934.000	GROUNDS MAINTENANCE	1,000.00		531.27	468.73	53.13	0.00
402-751-934.003	SAFETY PATH REPAIRS	182,326.00		107,158.20	30,533.65	83.25	44,634.15
402-751-934.004	SAFETY PATH MOWING	6,500.00		5,905.34	594.66	90.85	0.00
402-751-955.000	ADMIN SERVICE CHARGE TO GENERAL FUND	11,528.00		10,567.37	960.63	91.67	0.00
402-751-956.000	DUES & MISC	4,905.00		267.82	4,637.18	5.46	0.00
402-751-965.004	FUTURE MAINTENANCE	64,988.00		288.34	64,699.66	0.44	0.00
402-751-972.000	CAPITAL OUTLAY-LAND	50,000.00		0.00	50,000.00	0.00	0.00
402-751-977.000	CAPITAL OUTLAY-EQUIPMENT	12,750.00		12,057.48	692.52	94.57	0.00
402-751-982.000	CAPITAL OUTLAY-SAFETY PATH	30,000.00		0.00	(5,000.00)	116.67	35,000.00
402-751-982.000-19SP001	C/O SP SAFE ROUTE TO SCHOOL	45,000.00		36,035.50	8,964.50	80.08	0.00
Total Dept 751 - PARKS & RECREATION DEPT		569,846.63		232,764.55	243,948.43	57.19	93,133.65
TOTAL EXPENDITURES		569,846.63		232,764.55	193,733.43	66.00	143,348.65

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		2022	11/30/2022			
		AMENDED BUDGET	NORMAL (ABNORMAL)	BALANCE	USED	YEAR-TO-DATE
Fund 402 - SAFETY PATH						
Fund 402 - SAFETY PATH:						
TOTAL REVENUES		471,227.00	578,232.74	(107,005.74)	122.71	0.00
TOTAL EXPENDITURES		569,846.63	232,764.55	193,733.43	66.00	143,348.65
NET OF REVENUES & EXPENDITURES		(98,619.63)	345,468.19	(300,739.17)	204.95	(143,348.65)

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GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE	UNENCUMBERED BALANCE	% BDGT USED	ENCUMBERED YEAR-TO-DATE
			11/30/2022 NORMAL (ABNORMAL)			
Fund 417 - HOST FEE						
Revenues						
Dept 000						
417-000-584.001	USE FEE - EAGLE VALLEY-HOST FEES	550,000.00	576,169.53	(26,169.53)	104.76	0.00
417-000-664.000	INTEREST EARNED	0.00	8,102.80	(8,102.80)	100.00	0.00
417-000-665.000	INVESTMENTS GAIN & LOSSES	0.00	(35,544.18)	35,544.18	100.00	0.00
Total Dept 000		550,000.00	548,728.15	1,271.85	99.77	0.00
TOTAL REVENUES		550,000.00	548,728.15	1,271.85	99.77	0.00
Expenditures						
Dept 526 - SANITARY LANDFILL DEPARTMENT						
417-526-965.101	CONTRIBUTION TO GENERAL FUND	86,103.00	0.00	86,103.00	0.00	0.00
417-526-965.370	CONTRIBUTION TO MUNICIPAL DEBT FUND	550,000.00	0.00	550,000.00	0.00	0.00
417-526-974.000	CAPITAL OUTLAY- GROUNDS	0.00	0.00	(235,456.00)	0.00	235,456.00
Total Dept 526 - SANITARY LANDFILL DEPARTMENT		636,103.00	0.00	400,647.00	37.02	235,456.00
TOTAL EXPENDITURES		636,103.00	0.00	400,647.00	37.02	235,456.00
Fund 417 - HOST FEE:						
TOTAL REVENUES		550,000.00	548,728.15	1,271.85	99.77	0.00
TOTAL EXPENDITURES		636,103.00	0.00	400,647.00	37.02	235,456.00
NET OF REVENUES & EXPENDITURES		(86,103.00)	548,728.15	(399,375.15)	363.83	(235,456.00)

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GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE	UNENCUMBERED BALANCE	% BDGT USED	ENCUMBERED YEAR-TO-DATE
			11/30/2022 (ABNORMAL)			
Fund 470 - MUNICIPAL BUILDING FUND						
Revenues						
Dept 000						
470-000-664.000	INTEREST EARNED	4,731.93	8,081.77	(3,349.84)	170.79	0.00
470-000-674.001	CONTRIBUTIONS-COST SHARING	350,000.00	350,000.00	0.00	100.00	0.00
470-000-676.101	CONTRIBUTION FROM GENERAL FUND	0.00	150,000.00	(150,000.00)	100.00	0.00
470-000-676.207	CONTRIBUTION FROM POLICE FUND	10,094.50	10,094.50	0.00	100.00	0.00
470-000-677.000	PRIVATE GRANTS	43,000.00	43,000.00	0.00	100.00	0.00
Total Dept 000		407,826.43	561,176.27	(153,349.84)	137.60	0.00
TOTAL REVENUES		407,826.43	561,176.27	(153,349.84)	137.60	0.00
Expenditures						
Dept 958 - CAPITAL OUTLAY						
470-958-806.000	CONTRACTUAL HELP	4,400.00	4,400.00	0.00	100.00	0.00
470-958-958.000	BANK/CREDIT CARD FEES	1,000.00	565.20	434.80	56.52	0.00
470-958-974.000	CAPITAL OUTLAY- GROUND	358,400.00	339,532.00	18,868.00	94.74	0.00
470-958-975.001	CAPITAL OUTLAY-CONSTRUCTION SERVICES	416,876.00	269,016.91	147,859.09	64.53	0.00
470-958-975.003	CAPITAL OUTLAY-BLDGS-ENGINEERING SERVICE	7,004.50	7,004.50	0.00	100.00	0.00
470-958-977.001	CAPITAL OUTLAY-OWNER PROCURED	433,155.04	361,391.30	60,590.74	86.01	11,173.00
470-958-980.000	CAPITAL OUTLAY-ROADS	1,214,919.20	1,195,215.68	(45,160.00)	103.72	64,863.52
Total Dept 958 - CAPITAL OUTLAY		2,435,754.74	2,177,125.59	182,592.63	92.50	76,036.52
TOTAL EXPENDITURES		2,435,754.74	2,177,125.59	182,592.63	92.50	76,036.52
						312
Fund 470 - MUNICIPAL BUILDING FUND:						
TOTAL REVENUES		407,826.43	561,176.27	(153,349.84)	137.60	0.00
TOTAL EXPENDITURES		2,435,754.74	2,177,125.59	182,592.63	92.50	76,036.52
NET OF REVENUES & EXPENDITURES		(2,027,928.31)	(1,615,949.32)	(335,942.47)	83.43	(76,036.52)

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		2022		YTD BALANCE	UNENCUMBERED	% BDGT	ENCUMBERED
GL NUMBER	DESCRIPTION	AMENDED BUDGET	NORMAL	11/30/2022 (ABNORMAL)	BALANCE	USED	YEAR-TO-DATE
Fund 592 - WATER & SEWER							
Revenues							
Dept 000							
592-000-455.000	LICENSES & PERMITS	8,500.00		6,200.00	2,300.00	72.94	0.00
592-000-482.001	CHARGES FOR SERVICES - PLAN REVIEW FEES	11,025.00		9,000.00	2,025.00	81.63	0.00
592-000-486.000	LOCAL COMM STABILIZATION - ROW METRO ACT	500.00		0.00	500.00	0.00	0.00
592-000-607.000	CHARGES FOR SERVICES	40,000.00		0.00	40,000.00	0.00	0.00
592-000-608.000	WATER TAP IN CHARGES	290,000.00		233,989.51	56,010.49	80.69	0.00
592-000-628.000	SEWER USAGE	4,500,000.00		4,209,403.99	290,596.01	93.54	0.00
592-000-629.000	SEWER USAGE - GM	250,000.00		152,334.28	97,665.72	60.93	0.00
592-000-630.000	WATER USAGE	4,760,000.00		3,819,480.50	940,519.50	80.24	0.00
592-000-631.000	WATER USAGE - GM	405,000.00		241,247.70	163,752.30	59.57	0.00
592-000-631.001	WATER USAGE - VILLAGE	475,000.00		387,309.82	87,690.18	81.54	0.00
592-000-632.001	CHARGES FOR SERVICES-WATER	2,000.00		3,169.04	(1,169.04)	158.45	0.00
592-000-664.000	INTEREST EARNED	375,000.00		144,820.22	230,179.78	38.62	0.00
592-000-664.247	INTEREST - CIA	178,500.00		16,418.40	162,081.60	9.20	0.00
592-000-665.000	INVESTMENTS GAIN & LOSSES	0.00		(811,864.01)	811,864.01	100.00	0.00
592-000-666.000	INTEREST ON LT W/S CONTRACTS	14,000.00		(15,173.18)	29,173.18	(108.38)	0.00
592-000-673.000	GAIN/LOSS ON SALE OF ASSETS	20,000.00		0.00	20,000.00	0.00	0.00
592-000-674.000	PRIVATE CONTRIBUTIONS AND DONATIONS	500,000.00		0.00	500,000.00	0.00	0.00
592-000-677.000	PRIVATE GRANTS	0.00		350.00	(350.00)	100.00	0.00
592-000-687.000	REIMBURSEMENT -MMRMA REFUND DISTRIBUTION	8,000.00		9,427.76	(1,427.76)	117.85	0.00
592-000-693.000	PENALTY FEES - SEWER	60,000.00		245,126.78	(185,126.78)	408.54	0.00
592-000-693.001	PENALTY FEES-WATER	50,000.00		157,078.08	(107,078.08)	314.16	0.00
592-000-694.000	BILL ADJUSTMENTS	5,000.00		3,010.00	1,990.00	60.20	0.00
592-000-694.592	MISC-W/S	0.00		2,074.85	(2,074.85)	100.00	0.00
592-000-696.000	SEWER CAPITAL - CONNECTION FEES	300,000.00		393,499.00	(93,499.00)	131.17	0.00
592-000-696.001	WATER CAPITAL - CONNECTION FEES	300,000.00		329,913.50	(29,913.50)	109.97	0.00
592-000-697.000	SEWER LATERAL-CONNECTION FEES	80,000.00		106,879.20	(26,879.20)	133.60	0.00
592-000-697.001	WATER LATERAL-CONNECTION FEES	31,000.00		16,703.25	14,296.75	53.88	0.00
Total Dept 000		12,663,525.00		9,660,398.69	3,003,126.31	76.29	313 0.00
TOTAL REVENUES		12,663,525.00		9,660,398.69	3,003,126.31	76.29	0.00
Expenditures							
Dept 248 - GENERAL GOV'T ACTIVITIES							
592-248-702.000	SUPERVISORY SALARIES	178,000.00		146,444.59	31,555.41	82.27	0.00
592-248-703.000	NONSUPERVISORY SALARIES	748,449.74		592,264.49	156,185.25	79.13	0.00
592-248-704.000	ACCRUED PAYOUTS	5,000.00		(21,577.89)	26,577.89	(431.56)	0.00
592-248-713.000	OVERTIME	65,844.77		27,218.79	38,625.98	41.34	0.00
592-248-714.000	UNIFORMS & MEALS	16,000.00		10,580.19	5,419.81	66.13	0.00
592-248-715.000	SOC SEC/MED	81,827.83		61,158.70	20,669.13	74.74	0.00
592-248-716.000	HOSPITALIZATION INSURANCE	205,200.00		164,106.18	41,093.82	79.97	0.00
592-248-716.001	HEALTH ALLOWANCE	15,000.00		12,083.43	2,916.57	80.56	0.00
592-248-716.002	PEHP - RETIREE MEDICAL PLAN	17,640.00		12,285.00	5,355.00	69.64	0.00
592-248-716.004	FSA ADMIN FEES	1,200.00		326.80	873.20	27.23	0.00
592-248-717.000	LIFE INSURANCE	2,800.00		2,140.53	659.47	76.45	0.00
592-248-718.000	PENSION	139,316.53		93,546.31	45,770.22	67.15	0.00
592-248-719.000	DISABILITY INSURANCE	9,100.00		7,799.58	1,300.42	85.71	0.00
592-248-722.000	WORKMEN'S COMP	23,000.00		6,801.19	16,198.81	29.57	0.00
592-248-723.000	LONGEVITY	6,664.25		4,873.42	1,790.83	73.13	0.00
592-248-724.000	DENTAL/VISION INSURANCE	25,704.00		21,046.25	4,657.75	81.88	0.00
592-248-727.000	OFFICE SUPPLIES	6,000.00		33.05	5,966.95	0.55	0.00
592-248-728.000	POSTAGE	65,000.00		34,173.60	30,826.40	52.57	0.00
592-248-730.000	PRINTED FORMS	14,200.00		0.00	14,200.00	0.00	0.00

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GL NUMBER	DESCRIPTION	2022		YTD BALANCE	UNENCUMBERED	% BDGT	ENCUMBERED
		AMENDED BUDGET	NORMAL	11/30/2022 (ABNORMAL)	BALANCE	USED	YEAR-TO-DATE
Fund 592 - WATER & SEWER							
Expenditures							
592-248-740.000	OPERATING SUPPLIES	29,000.00		19,071.55	9,928.45	65.76	0.00
592-248-741.000	SMALL TOOLS	11,000.00		3,802.41	7,197.59	34.57	0.00
592-248-802.000	ATTORNEY FEES	11,000.00		3,969.00	7,031.00	36.08	0.00
592-248-803.000	AUDIT FEES	16,000.00		12,040.00	3,960.00	75.25	0.00
592-248-806.000	CONTRACTUAL HELP	149,483.00		42,559.70	101,215.05	32.29	5,708.25
592-248-807.000	DATA PROCESSING	8,000.00		7,778.31	(95.38)	101.19	317.07
592-248-807.001	WEB SITE/INTERNET	3,500.00		3,443.14	56.86	98.38	0.00
592-248-811.001	ENGINEER FEES-NOT CAPITALIZED	20,000.00		4,842.50	15,157.50	24.21	0.00
592-248-820.000	COMPUTER CONSULTANT	9,000.00		4,719.60	4,280.40	52.44	0.00
592-248-851.000	TELEPHONE-DESK PHONES	10,000.00		2,096.33	7,903.67	20.96	0.00
592-248-851.001	CELLULAR-PHONES/TABLETS	5,000.00		6,529.54	(1,529.54)	130.59	0.00
592-248-861.000	MILEAGE	1,000.00		168.79	831.21	16.88	0.00
592-248-863.000	TRAVEL ALLOWANCE	6,000.00		0.00	6,000.00	0.00	0.00
592-248-865.000	GASOLINE & OIL	40,000.00		40,875.84	(875.84)	102.19	0.00
592-248-901.000	LEGAL NOTICE	100.00		0.00	100.00	0.00	0.00
592-248-910.000	PROPERTY INSURANCE	9,000.00		8,850.50	149.50	98.34	0.00
592-248-911.000	LIABILITY INSURANCE	30,000.00		17,463.36	12,536.64	58.21	0.00
592-248-913.000	ERRORS & OMISSION	37,000.00		25,893.00	11,107.00	69.98	0.00
592-248-914.000	AUTO INSURANCE	8,000.00		5,583.50	2,416.50	69.79	0.00
592-248-920.000	ELECTRIC-DPS 2685 JOSLYN	12,000.00		11,394.99	605.01	94.96	0.00
592-248-921.000	NATURAL GAS-DPS BLDG 2685 JOSLYN	7,500.00		6,181.90	1,318.10	82.43	0.00
592-248-922.000	WATER	800.00		499.32	300.68	62.42	0.00
592-248-930.000	REPAIRS & MAINT.-BLDG	5,000.00		4,011.35	988.65	80.23	0.00
592-248-930.001	CUSTODIAL SERVICES	15,001.00		12,332.15	2,668.85	82.21	0.00
592-248-935.000	REPAIRS & MAINT.-VEHICLES	10,000.00		2,944.09	7,055.91	29.44	0.00
592-248-936.000	REPAIRS & MAINT-EQUIPMENT	13,000.00		6,335.51	6,664.49	48.73	0.00
592-248-941.000	RENT/UTILITIES TO GENERAL FUND	94,358.00		86,494.87	7,863.13	91.67	0.00
592-248-955.000	ADMIN SERVICE CHARGE TO GENERAL FUND	82,058.00		75,219.87	6,838.13	91.67	0.00
592-248-956.000	DUES & MISC	12,000.00		5,534.08	6,465.92	46.12	0.00
592-248-956.001	EMPLOYEE DEVELOPMENT	500.00		85.36	414.64	17.07	314.00
592-248-956.004	COFFEE & WATER SERVICE	800.00		339.95	460.05	42.49	0.00
592-248-957.000	EDUCATION & TRAINING	5,500.00		3,559.33	1,940.67	64.72	0.00
592-248-958.000	BANK/CREDIT CARD FEES	14,000.00		2,715.10	11,284.90	19.39	0.00
592-248-975.000	CAPITAL OUTLAY-BLDGS	10,000.00		9,731.97	268.03	97.32	0.00
592-248-977.000	CAPITAL OUTLAY-EQUIPMENT	14,881.46		7,352.94	7,528.52	49.41	0.00
592-248-978.000	CAPITAL OUTLAY-VEHICLES	30,000.00		0.00	30,000.00	0.00	0.00
Total Dept 248 - GENERAL GOV'T ACTIVITIES		2,356,428.58		1,619,724.06	730,679.20	68.99	6,025.32
Dept 548 - SEWER DEPARTMENT							
592-548-740.000	OPERATING SUPPLIES	19,000.00		484.38	18,515.62	2.55	0.00
592-548-806.000	CONTRACTUAL HELP	18,000.00		0.00	4,050.00	77.50	13,950.00
592-548-811.001	ENGINEER FEES-NOT CAPITALIZED	50,000.00		652.50	49,347.50	1.31	0.00
592-548-920.011	ELECTRIC-LIFT 4882 BALDWIN	28,800.00		2,293.07	26,506.93	7.96	0.00
592-548-920.012	ELECTRIC-LIFT 248 BARRINGTON	1,575.00		966.72	608.28	61.38	0.00
592-548-920.013	ELECTRIC-LIFT 134 CHAMBERLAIN	1,200.00		587.74	612.26	48.98	0.00
592-548-920.014	ELECTRIC-LIFT 510 CLARKSTON	1,300.00		679.99	620.01	52.31	0.00
592-548-920.015	ELECTRIC-LIFT 375 CONKLIN	3,350.00		2,248.12	1,101.88	67.11	0.00
592-548-920.016	ELECTRIC-LIFT 698 CUSHING	1,010.00		680.01	329.99	67.33	0.00
592-548-920.017	ELECTRIC-LIFT 844 FAIRVIEW	850.00		455.48	394.52	53.59	0.00
592-548-920.018	ELECTRIC-LIFT 655 FERNHURST	1,900.00		1,291.54	608.46	67.98	0.00
592-548-920.019	ELECTRIC-LIFT 895 HEIGHTS	1,410.00		1,039.29	370.71	73.71	0.00
592-548-920.020	ELECTRIC-LIFT 1803 INDIANWOOD	1,310.00		851.07	458.93	64.97	0.00
592-548-920.021	ELECTRIC-LIFT 369 JOSLYN	1,015.00		468.91	546.09	46.20	0.00
592-548-920.022	ELECTRIC-LIFT 3825 JOSLYN	3,700.00		3,443.82	256.18	93.08	0.00

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GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE	UNENCUMBERED BALANCE	% BDGT USED	ENCUMBERED YEAR-TO-DATE
			11/30/2022 (ABNORMAL)			
Fund 592 - WATER & SEWER						
Expenditures						
592-548-920.023	ELECTRIC-LIFT 4430 JOSLYN	1,850.00	2,083.90	(233.90)	112.64	0.00
592-548-920.024	ELECTRIC-LIFT 1551 MILLER	1,300.00	863.00	437.00	66.38	0.00
592-548-920.025	ELECTRIC-LIFT 15 OVERLAKE	1,850.00	1,171.37	678.63	63.32	0.00
592-548-920.026	ELECTRIC-LIFT 877 PINE TREE	1,325.00	1,172.21	152.79	88.47	0.00
592-548-920.027	ELECTRIC-LIFT 298 SCRIPPS	1,700.00	1,355.29	344.71	79.72	0.00
592-548-920.028	ELECTRIC-LIFT 510 SHADY OAKS	1,950.00	1,381.23	568.77	70.83	0.00
592-548-920.029	ELECTRIC-LIFT 592 SHREWSBURY	1,100.00	598.48	501.52	54.41	0.00
592-548-920.030	ELECTRIC-LIFT 1201 SILVERBELL	1,125.00	923.72	201.28	82.11	0.00
592-548-920.031	ELECTRIC-LIFT 4955 LAPEER	1,575.00	0.00	1,575.00	0.00	0.00
592-548-921.011	NATURAL GAS-LIFT 4900 BALDWIN	450.00	0.00	450.00	0.00	0.00
592-548-921.012	NATURAL GAS-LIFT 248 BARRINGTON	350.00	219.97	130.03	62.85	0.00
592-548-921.013	NATURAL GAS-LIFT 134 CHAMBERLAIN	250.00	129.11	120.89	51.64	0.00
592-548-921.014	NATURAL GAS-LIFT 510 CLARKSTON	300.00	143.10	156.90	47.70	0.00
592-548-921.015	NATURAL GAS-LIFT 375 CONKLIN	500.00	154.86	345.14	30.97	0.00
592-548-921.016	NATURAL GAS-LIFT 698 CUSHING	250.00	129.33	120.67	51.73	0.00
592-548-921.017	NATURAL GAS-LIFT 844 FAIRVIEW	250.00	129.10	120.90	51.64	0.00
592-548-921.018	NATURAL GAS-LIFT 655 FERNHURST	250.00	150.90	99.10	60.36	0.00
592-548-921.019	NATURAL GAS-LIFT 895 HEIGHTS	275.00	143.85	131.15	52.31	0.00
592-548-921.020	NATURAL GAS-LIFT 1803 INDIANWOOD	425.00	359.55	65.45	84.60	0.00
592-548-921.021	NATURAL GAS-LIFT 369 JOSLYN	300.00	238.04	61.96	79.35	0.00
592-548-921.022	NATURAL GAS-LIFT 3825 JOSLYN	850.00	241.31	608.69	28.39	0.00
592-548-921.023	NATURAL GAS-LIFT 4430 JOSLYN	650.00	249.04	400.96	38.31	0.00
592-548-921.024	NATURAL GAS-LIFT 1551 MILLER	250.00	143.24	106.76	57.30	0.00
592-548-921.025	NATURAL GAS-LIFT 15 OVERLAKE	260.00	139.42	120.58	53.62	0.00
592-548-921.026	NATURAL GAS-LIFT 877 PINE TREE	275.00	139.79	135.21	50.83	0.00
592-548-921.027	NATURAL GAS-LIFT 298 SCRIPPS	350.00	132.67	217.33	37.91	0.00
592-548-921.028	NATURAL GAS-LIFT 510 SHADY OAKS	275.00	137.75	137.25	50.09	0.00
592-548-921.029	NATURAL GAS-LIFT 592 SHREWSBURY	450.00	309.51	140.49	68.78	0.00
592-548-921.030	NATURAL GAS-LIFT 1201 SILVERBELL	525.00	235.03	289.97	44.77	0.00
592-548-921.031	NATURAL GAS-LIFT 4955 LAPEER	500.00	225.82	274.18	45.16	315.00
592-548-926.000	COUNTY SEWER USAGE	4,204,500.00	2,727,690.83	1,476,809.17	64.88	0.00
592-548-936.000	REPAIRS & MAINT-EQUIPMENT	9,000.00	268.00	8,732.00	2.98	0.00
592-548-939.001	REPAIRS-SEWERS	150,000.00	15,768.44	124,114.68	17.26	10,116.88
592-548-939.003	REPAIRS-SEWER LIFTS	100,000.00	44,568.44	43,326.56	56.67	12,105.00
592-548-939.004	INTERCEPTOR REPAIR OAK/MACOMB	37.00	23.06	13.94	62.32	0.00
592-548-967.003	INFLOW & INFILTRATION PROJECT	100,000.00	0.00	100,000.00	0.00	0.00
592-548-976.000	CAPITAL OUTLAY-SEWERS	310,000.00	436,463.38	(190,830.88)	161.56	64,367.50
592-548-977.000	CAPITAL OUTLAY-EQUIPMENT	30,000.00	0.00	8,761.00	70.80	21,239.00
592-548-991.000	BOND PRINCIPAL - SRF LOAN	35,000.00	0.00	35,000.00	0.00	0.00
592-548-991.001	BOND PRINCIPAL - OMID SERIES A	61,830.00	0.00	61,830.00	0.00	0.00
592-548-991.002	BOND PRINCIPAL OMID SERIES B	15,690.00	0.00	15,690.00	0.00	0.00
592-548-991.003	BOND PRINCIPAL OMID SERIES 2013A	152,125.00	0.00	152,125.00	0.00	0.00
592-548-995.000	INTEREST EXPENSE- SRF BOND	10,000.00	8,235.48	1,764.52	82.35	0.00
592-548-996.001	BOND INT - OMID SERIES A	16,200.00	16,157.30	42.70	99.74	0.00
592-548-996.002	BOND INT - OMID SERIES B	9,700.00	3,156.08	6,543.92	32.54	0.00
592-548-996.003	BOND INT - OMID SERIES 2013A	45,400.00	43,805.84	1,594.16	96.49	0.00
Total Dept 548 - SEWER DEPARTMENT		5,405,662.00	3,325,580.08	1,958,303.54	63.77	121,778.38
Dept 556 - WATER DEPARTMENT						
592-556-740.000	OPERATING SUPPLIES	185,000.00	177,922.45	7,077.55	96.17	0.00
592-556-806.000	CONTRACTUAL HELP	45,000.00	16,992.80	28,007.20	37.76	0.00
592-556-807.000	DATA PROCESSING	6,906.31	5,970.80	935.51	86.45	0.00
592-556-807.001	WEB SITE/INTERNET	1,593.69	0.00	1,593.69	0.00	0.00
592-556-811.001	ENGINEER FEES-NOT CAPITALIZED	34,000.00	2,099.25	31,900.75	6.17	0.00

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GL NUMBER	DESCRIPTION	2022		YTD BALANCE	UNENCUMBERED	% BDGT	ENCUMBERED
		AMENDED BUDGET	NORMAL	11/30/2022 (ABNORMAL)			
					BALANCE	USED	YEAR-TO-DATE
Fund 592 - WATER & SEWER							
Expenditures							
592-556-830.000	REGULATORY FEES & TESTING	24,000.00		687.00	23,313.00	2.86	0.00
592-556-920.001	ELECTRIC-TOWER 2011 BROWN	3,500.00		1,449.93	2,050.07	41.43	0.00
592-556-920.002	ELECTRIC-VAULT 1690 BROWN	350.00		0.00	350.00	0.00	0.00
592-556-920.003	ELECTRIC-BOOSTER 789 BALDWIN	6,000.00		5,918.18	81.82	98.64	0.00
592-556-920.004	ELECTRIC-PRV 4560 GIDDINGS	300.00		277.24	22.76	92.41	0.00
592-556-920.005	ELECTRIC-PRV 4901 GIDDINGS	300.00		285.35	14.65	95.12	0.00
592-556-920.006	ELECTRIC-PRV 2247 INDIANWOOD	300.00		117.62	182.38	39.21	0.00
592-556-920.007	ELECTRIC-PRV 600 LAPEER	375.00		341.62	33.38	91.10	0.00
592-556-920.008	ELECTRIC-PRV 3345 LAPEER	300.00		262.91	37.09	87.64	0.00
592-556-920.009	ELECTRIC-802 LAPEER	375.00		334.20	40.80	89.12	0.00
592-556-920.010	ELECTRIC-3100 LAPEER	300.00		236.19	63.81	78.73	0.00
592-556-921.001	NATURAL GAS-WATER TOWER 2011 BROWN	8,200.00		958.24	7,241.76	11.69	0.00
592-556-921.002	NATURAL GAS-VAULT 1690 BROWN	350.00		94.91	255.09	27.12	0.00
592-556-921.003	NATURAL GAS-BOOSTER 789 BALDWIN	300.00		147.49	152.51	49.16	0.00
592-556-927.000	NOCWA- WATER PURCHASES	3,700,000.00		3,051,504.77	648,495.23	82.47	0.00
592-556-936.000	REPAIRS & MAINT-EQUIPMENT	10,500.00		3,727.03	6,772.97	35.50	0.00
592-556-938.000	REPAIRS-PUMP HOUSES	6,000.00		0.00	6,000.00	0.00	0.00
592-556-939.002	REPAIRS WATER SYSTEM	80,000.00		41,842.47	38,157.53	52.30	0.00
592-556-976.001	CAPITAL OUTLAY-WATER	22,000.00		20,395.64	(206,453.64)	1,038.43	208,058.00
592-556-976.001-21WS002	CAPITAL OUTLAY-WATER	306.11		8,726.32	(55,358.46)	8,184.50	46,938.25
592-556-977.000	CAPITAL OUTLAY-EQUIPMENT	10,000.00		0.00	10,000.00	0.00	0.00
Total Dept 556 - WATER DEPARTMENT		4,146,256.11		3,340,292.41	550,967.45	86.71	254,996.25
TOTAL EXPENDITURES		11,908,346.69		8,285,596.55	3,239,950.19	72.79	382,799.95
Fund 592 - WATER & SEWER:							316
TOTAL REVENUES		12,663,525.00		9,660,398.69	3,003,126.31	76.29	0.00
TOTAL EXPENDITURES		11,908,346.69		8,285,596.55	3,239,950.19	72.79	382,799.95
NET OF REVENUES & EXPENDITURES		755,178.31		1,374,802.14	(236,823.88)	131.36	(382,799.95)

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		AMENDED	BUDGET	11/30/2022 (ABNORMAL)			
Fund 596 - GARBAGE/RUBBISH COLLECTION FUND							
Revenues							
Dept 000							
596-000-607.000	CHARGES FOR SERVICES	365,000.00		178,963.00	186,037.00	49.03	0.00
596-000-676.101	CONTRIBUTION FROM GENERAL FUND	11,750.00		0.00	11,750.00	0.00	0.00
Total Dept 000		376,750.00		178,963.00	197,787.00	47.50	0.00
TOTAL REVENUES		376,750.00		178,963.00	197,787.00	47.50	0.00
Expenditures							
Dept 528 - RUBBISH COLLECTION/DISPOSAL DEPARTMENT							
596-528-728.000	POSTAGE	3,500.00		560.07	2,939.93	16.00	0.00
596-528-730.000	PRINTED FORMS	2,000.00		271.45	1,728.55	13.57	0.00
596-528-807.000	DATA PROCESSING	5,539.00		2,769.66	2,769.34	50.00	0.00
596-528-851.000	TELEPHONE-DESK PHONES	672.00		0.00	672.00	0.00	0.00
596-528-919.000	WASTE AND RUBBISH DISPOSAL	235,000.00		150,333.65	84,666.35	63.97	0.00
596-528-955.000	ADMIN SERVICE CHARGE TO GENERAL FUND	96,000.00		34,076.00	61,924.00	35.50	0.00
Total Dept 528 - RUBBISH COLLECTION/DISPOSAL DEPARTMENT		342,711.00		188,010.83	154,700.17	54.86	0.00
TOTAL EXPENDITURES		342,711.00		188,010.83	154,700.17	54.86	0.00
Fund 596 - GARBAGE/RUBBISH COLLECTION FUND:							
TOTAL REVENUES		376,750.00		178,963.00	197,787.00	47.50	0.00
TOTAL EXPENDITURES		342,711.00		188,010.83	154,700.17	54.86	0.00
NET OF REVENUES & EXPENDITURES		34,039.00		(9,047.83)	43,086.83	26.58	0.00
TOTAL REVENUES - ALL FUNDS							
TOTAL REVENUES - ALL FUNDS		40,480,795.63		37,264,445.43	3,216,350.20	92.05	0.00
TOTAL EXPENDITURES - ALL FUNDS		43,883,636.06		30,979,968.06	11,139,295.72	74.62	1,764,372.28
NET OF REVENUES & EXPENDITURES		(3,402,840.43)		6,284,477.37	(7,922,945.52)	132.83	(1,764,372.28)

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<b>17648</b> POSTED BY tgraves	09/28/2022	POOL	RECORD DEPOSIT SLIP EXPENSE	tgraves		
100-000-001.000	CHECKING - POOLED CASH - CHASE BANK					106.47
101-253-740.000	OPERATING SUPPLIES			106.47		
101-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					106.47
100-000-214.101	DUE TO GENERAL FUND			106.47		
				212.94		212.94
<b>17649</b> POSTED BY tgraves	09/29/2022	POOL	RECORD BANK DEPOSIT ERROR CORRECTION	tgraves		
100-000-001.000	CHECKING - POOLED CASH - CHASE BANK			0.01		
101-000-694.248	MISC-GENERAL ACTIVITIES					0.01
101-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			0.01		
100-000-214.101	DUE TO GENERAL FUND					0.01
				0.02		0.02
<b>17650</b> POSTED BY tgraves	10/27/2022	GJ	TRANSFER #3 FROM OC POOL TO GEN POOL	tgraves		
100-000-017.005	INVESTMENTS-GEN-OAK COUNTY POOLED					1,500,000.00
100-000-001.000	CHECKING - POOLED CASH - CHASE BANK			1,500,000.00		
				1,500,000.00		1,500,000.00
<b>17651</b> POSTED BY tgraves	10/26/2022	GJ	TRANSFER #4 FROM GEN POOL TO INV POOL	tgraves		
100-000-001.000	CHECKING - POOLED CASH - CHASE BANK					500.00
100-000-017.008	INVESTMENTS- GEN POOLED - MICHIGAN CLASS			500.00		
				500.00		500.00
<b>17652</b> POSTED BY tgraves	10/27/2022	GJ	TRANSFER #5 FROM GEN TO INV POOL	tgraves		
100-000-001.000	CHECKING - POOLED CASH - CHASE BANK					5,000,000.00
100-000-017.008	INVESTMENTS- GEN POOLED - MICHIGAN CLASS			5,000,000.00		
				5,000,000.00		5,000,000.00
<b>17653</b> POSTED BY tgraves	10/28/2022	GJ	TRANSFER #6 FROM GEN TO INV POOL	tgraves		
100-000-001.000	CHECKING - POOLED CASH - CHASE BANK					3,000,000.00
100-000-017.008	INVESTMENTS- GEN POOLED - MICHIGAN CLASS			3,000,000.00		
				3,000,000.00		3,000,000.00
<b>17654</b> POSTED BY tgraves	10/28/2022	GJ	TRANSFER #7 FROM GEN POOL TO INV POOL	tgraves		
100-000-001.000	CHECKING - POOLED CASH - CHASE BANK					2,000,000.00
100-000-017.009	INVESTMENTS - W/S - MICHIGAN CLASS			2,000,000.00		
				2,000,000.00		2,000,000.00
<b>17655</b> POSTED BY ACoyle	11/01/2022	BA	BA - BUILDING DEPT VEHICLE	ACoyle		
249-371-730.000	PRINTED FORMS			2,500.00		
249-371-740.000	OPERATING SUPPLIES			4,000.00		
249-371-820.000	COMPUTER CONSULTANT			15,000.00		
249-371-851.000	TELEPHONE-DESK PHONES			5,500.00		
249-371-863.000	TRAVEL ALLOWANCE			2,000.00		
249-371-935.001	AUTO LEASING			1,927.86		
249-371-978.000	CAPITAL OUTLAY-VEHICLES					30,927.86
				30,927.86		30,927.86
<b>17656</b> POSTED BY tgraves	11/01/2022	GJ	CELL TOWER DEFERRED REVENUE	tgraves		
101-000-339.003	DEFERRED-UNEARNED			1,200.00		
101-000-668.001	RENTS - EXTERNAL - TOWER					1,200.00
				1,200.00		1,200.00
<b>17657</b> POSTED BY tgraves	11/01/2022	POOL	DEPARTMENT RENT	tgraves		
592-248-941.000	RENT/UTILITIES			6,046.50		
592-248-941.000	RENT/UTILITIES			1,816.67		
207-301-941.000	RENT/UTILITIES			14,174.50		
249-371-941.000	RENT/UTILITIES			18,305.42		



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101-000-668.000	RENTS - INTERNAL					40,343.09
592-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					7,863.17
100-000-214.592	DUE TO W/S			7,863.17		
101-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			40,343.09		
100-000-214.101	DUE TO GENERAL					40,343.09
207-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					14,174.50
100-000-214.207	DUE TO POLICE			14,174.50		
249-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					18,305.42
100-000-214.249	DUE TO BUILDING DEPT FUND			18,305.42		
				121,029.27		121,029.27
17658	11/01/2022	POOL	ADMINISTRATIVE SERVICE CHARGE	tgraves		
POSTED BY tgraves						
206-336-955.000	ADMINISTRATIVE SERVICE CHARGE			4,095.25		
207-301-955.000	ADMINISTRATIVE SERVICE CHARGE			2,882.67		
208-751-955.000	ADMINISTRATIVE SERVICE CHARGE			3,054.17		
402-751-955.000	ADMINISTRATIVE SERVICE CHARGE			960.67		
592-248-955.000	ADMINISTRATIVE SERVICE CHARGE			6,838.17		
101-000-614.000	ADMIN FEE INCOME					17,830.93
100-000-214.206	DUE TO FIRE			4,095.25		
206-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					4,095.25
100-000-214.207	DUE TO POLICE			2,882.67		
207-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					2,882.67
100-000-214.208	DUE TO PARK & RECREATION FUND			3,054.17		
208-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					3,054.17
100-000-214.402	DUE TO SAFETY PATHS			960.67		
402-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					960.67
100-000-214.592	DUE TO W/S			6,838.17		
592-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					6,838.17
101-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			17,830.93		
100-000-214.101	DUE TO GENERAL					17,830.93
				53,492.79		53,492.79
17659	10/31/2022	POOL	POSTAGE -OCTOBER	tgraves		
POSTED BY tgraves						
101-253-728.000	POSTAGE			127.68		
592-248-728.000	POSTAGE			60.48		
101-171-728.000	POSTAGE			19.74		
101-215-728.000	POSTAGE			76.55		
249-371-728.000	POSTAGE			122.18		
101-262-728.000	POSTAGE			1,322.44		
101-721-728.000	POSTAGE			156.18		
208-751-728.000	POSTAGE			1.95		
101-257-728.000	POSTAGE			1.14		
101-000-123.001	PREPAID POSTAGE					1,888.34
101-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			184.61		
100-000-214.101	DUE TO GENERAL FUND					184.61
592-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					60.48
100-000-214.592	DUE TO WATER/SEWER FUND			60.48		
249-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					122.18
100-000-214.249	DUE TO BUILDING DEPT FUND			122.18		
208-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					1.95
100-000-214.208	DUE TO PARK & RECREATION FUND			1.95		
				2,257.56		2,257.56
17660	07/07/2022	GJ	CORRECT AP CHECK REQUEST #14047	tgraves		
POSTED BY tgraves						
701-000-222.000	DUE TO OAKLAND COUNTY-TRAILER TAX			686.00		
701-000-225.000	DUE LAKE ORION SCHOOLS-TRAILER TAX					686.00
				686.00		686.00
17661	10/31/2022	POOL	INTEREST-OXFORD-OCTOBER	tgraves		
POSTED BY tgraves						
100-000-003.004	OXFORD BANK COLLECTIONS			0.39		
592-000-664.000	INTEREST EARNED					0.39
592-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			0.39		
100-000-214.592	DUE TO W/S					0.39
				0.78		0.78

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17662	09/26/2022	POOL	RECLASS YTD POSTAGE REV INTO FUND 249	tgraves		
POSTED BY tgraves						
Notes: POSTAGE PAID BY THE BUILDING DEPT IS HITTING THE GENERAL FUND WHEN REINBURSED BY CUSTOMERS.						
101-248-728.000	POSTAGE					34.80
249-371-728.000	POSTAGE INV#7-759-26568			34.80		
101-248-728.000	POSTAGE			431.24		
249-000-676.002	COST RECOVERY					431.24
101-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					396.44
100-000-214.101	DUE TO GENERAL FUND			396.44		
249-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			396.44		
100-000-214.249	DUE TO BUILDING DEPT FUND					396.44
				1,258.92		1,258.92
17663	02/07/2022	POOL	RECLASS PARKS PORTION OF WINTER 2022 MAG	tgraves		
POSTED BY tgraves						
208-751-728.000	POSTAGE			1,022.28		
101-000-694.248	MISC-GENERAL ACTIVITIES					1,022.28
208-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					1,022.28
100-000-214.208	DUE TO PARK & RECREATION FUND			1,022.28		
101-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			1,022.28		
100-000-214.101	DUE TO GENERAL FUND					1,022.28
				3,066.84		3,066.84
17664	10/28/2022	POOL	RECLASS PARKS POSTAGE FOR 2022 FALL MAG	tgraves		
POSTED BY tgraves						
208-751-728.000	POSTAGE			1,183.18		
101-000-694.248	MISC-GENERAL ACTIVITIES					1,183.18
208-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					1,183.18
100-000-214.208	DUE TO PARK & RECREATION FUND			1,183.18		
101-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			1,183.18		
100-000-214.101	DUE TO GENERAL FUND					1,183.18
				3,549.54		3,549.54
17665	11/01/2022	POOL	RECORD PREPAID LEASE PAYMENT	tgraves		
POSTED BY tgraves						
Notes: THE LEASED VEHICLE WAS PURCHASED OUTRIGHT. FINAL LEASE PAYMENT SET FOR 2023 EXPENSES NEEDS TO EXPENSE IN 2022.						
101-000-123.000	PREPAID EXPENSES					208.00
101-400-935.001	AUTO LEASING			208.00		
249-000-123.000	PREPAID EXPENSES					208.00
249-371-935.001	AUTO LEASING			208.00		
				416.00		416.00
17666	07/01/2022	GJ	RECLASS INV#58633303	tgraves		
POSTED BY tgraves						
Notes: ORIGINAL INVOICE PAYMENT FROM 2021 WAS NOT RECEIVED. WHEN VOIDED AND CHECK RECUT, WE						
101-253-936.000	REPAIRS & MAINT-EQUIPMENT					486.00
101-248-936.000	REPAIRS & MAINT-EQUIPMENT			486.00		
				486.00		486.00
17667	11/04/2022	GJ	TRANSFER #9 FROM OC POOL TO GEN POOL	tgraves		
POSTED BY tgraves						
100-000-017.006	INVESTMENTS-W/S-OAKLAND COUNTY					5,000,000.00
100-000-001.000	CHECKING - POOLED CASH - CHASE BANK			5,000,000.00		
				5,000,000.00		5,000,000.00
17668	11/02/2022	GJ	TRANSFER #8 FROM INDNWD TO GEN POOL	tgraves		
POSTED BY tgraves						
100-000-003.710	SAVINGS - INDIANWOOD LK BOARD - CHASE					4,110.00
100-000-001.000	CHECKING - POOLED CASH - CHASE BANK			4,110.00		
				4,110.00		4,110.00
17669	07/01/2022	GJ	RECLASS INVOICE 22-518-1	tgraves		
POSTED BY tgraves						
208-751-934.100	GROUNDS - CIVIC CEN PARK					55,416.00

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208-751-973.000	CAPITAL OUTLAY-PARKS			55,416.00		
				55,416.00		55,416.00
17670 POSTED BY tgraves	08/01/2022	GJ	RECLASS PRINCIPLE TO CORRECT BOND	tgraves		
592-000-300.001	BONDS PAYABLE - OMIDD 2010A					149,216.98
592-000-300.003	BONDS PAYABLE - OMID 2013A SEG 3			149,216.98		
				149,216.98		149,216.98
17677 POSTED BY tgraves	10/02/2022		POOL TO REVERSE MANUAL JOURNAL ENTRY: 17673	tgraves		
100-000-003.004	OXFORD BANK COLLECTIONS					0.41
592-000-664.000	INTEREST EARNED			0.41		
592-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					0.41
100-000-214.592	DUE TO W/S			0.41		
				0.82		0.82
17671 POSTED BY tgraves	11/04/2022	GJ	TRANSFER#10 FROM EV TO GEN POOL	tgraves		
100-000-001.008	CHECKING - EV CHARGERS - CHASE BANK					93.99
100-000-001.000	CHECKING - POOLED CASH - CHASE BANK			93.99		
				93.99		93.99
17672 POSTED BY tgraves	09/30/2022	GJ	RECORD CHANGES IN RETENTION FUND 3RD QTR	tgraves		
101-000-664.000	INTEREST EARNED					1,348.18
101-000-059.000	ASSETS HELD AT SELF-INSURANCE-MRMMMA			1,348.18		
				1,348.18		1,348.18
17673 POSTED BY tgraves	10/02/2022		POOL INTEREST-OXFORD-OCTOBER	tgraves		
100-000-003.004	OXFORD BANK COLLECTIONS			0.41		
592-000-664.000	INTEREST EARNED					0.41
592-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			0.41		
100-000-214.592	DUE TO W/S					0.41
				0.82		0.82
17674 POSTED BY tgraves	10/31/2022		POOL BANK FEES-HUNTINGTON-OCTOBER	tgraves		
100-000-017.010	HUNTINGTON BANK POOLED					122.35
101-253-958.000	BANK/CREDIT CARD FEES			122.35		
101-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					122.35
100-000-214.101	DUE TO GENERAL			122.35		
				244.70		244.70
17675 POSTED BY tgraves	10/31/2022	GJ	INTEREST-GEN POOLED-OCTOBER	tgraves		
100-000-017.010	INVESTMENTS-GEN- HUNTINGTON BANK POOLED			19,067.61		
100-000-214.101	DUE TO GENERAL FUND					6,695.39
100-000-214.206	DUE TO FIRE FUND					2,650.21
100-000-214.207	DUE TO SHERIFF FUND					3,607.59
100-000-214.208	DUE TO PARK & RECREATION FUND					2,547.62
100-000-214.247	DUE TO CIA FUND					132.33
100-000-214.249	DUE TO BUILDING DEPT FUND					1,917.25
100-000-214.401	DUE TO GEN CAPITAL IMPROVEMENT FUND					184.77
100-000-214.402	DUE TO SAFETY PATHS FUND					483.94
100-000-214.417	DUE TO HOST FEE FUND					848.51
101-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			6,695.39		
101-000-664.000	INTEREST EARNED					6,695.39
206-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			2,650.21		
206-000-664.000	INTEREST EARNED					2,650.21
207-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			3,607.59		
207-000-664.000	INTEREST EARNED					3,607.59
208-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			2,547.62		
208-000-664.000	INTEREST EARNED					2,547.62
247-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			132.33		
247-000-664.000	INTEREST EARNED					132.33
249-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			1,917.25		
249-000-664.000	INTEREST EARNED					1,917.25
401-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			184.77		
401-000-664.000	INTEREST EARNED					184.77

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402-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			483.94		
402-000-664.000	INTEREST EARNED					483.94
417-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			848.51		
417-000-664.000	INTEREST EARNED					848.51
				38,135.22		38,135.22
17676	10/31/2022	GJ	LOSS-HUNTINGTON-POOLED	tgraves		
POSTED BY tgraves						
100-000-017.010	INVESTMENTS-GEN- HUNTINGTON BANK POOLED					90,562.92
100-000-214.101	DUE TO GENERAL FUND			31,800.27		
100-000-214.206	DUE TO FIRE FUND			12,587.34		
100-000-214.207	DUE TO SHERIFF FUND			17,134.50		
100-000-214.208	DUE TO PARK & RECREATION FUND			12,100.11		
100-000-214.247	DUE TO CIA FUND			628.51		
100-000-214.249	DUE TO BUILDING DEPT FUND			9,106.10		
100-000-214.401	DUE TO GEN CAPITAL IMPROVEMENT FUND			877.55		
100-000-214.402	DUE TO SAFETY PATHS FUND			2,298.49		
100-000-214.417	DUE TO HOST FEE FUND			4,030.05		
101-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					31,800.27
101-000-665.000	INVESTMENTS GAIN & LOSSES			31,800.27		
206-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					12,587.34
206-000-665.000	INVESTMENTS GAIN & LOSSES			12,587.34		
207-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					17,134.50
207-000-665.000	INVESTMENTS GAIN & LOSSES			17,134.50		
208-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					12,100.11
208-000-665.000	INVESTMENTS GAIN & LOSSES			12,100.11		
247-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					628.51
247-000-665.000	INVESTMENTS GAIN & LOSSES			628.51		
249-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					9,106.10
249-000-665.000	INVESTMENTS GAIN & LOSSES			9,106.10		
401-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					877.55
401-000-665.000	INVESTMENTS GAIN & LOSSES			877.55		
402-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					2,298.49
402-000-665.000	INVESTMENTS GAIN & LOSSES			2,298.49		
417-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					4,030.05
417-000-665.000	INVESTMENTS GAIN & LOSSES			4,030.05		
				181,125.84		181,125.84
17678	10/31/2022	POOL	INTEREST-HUNTINGTON-W/S-OCTOBER	tgraves		
POSTED BY tgraves						
100-000-017.014	INVESTMENT W/S HUNTINGTON			11,912.59		
592-000-664.000	INTEREST EARNED					11,912.59
592-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			11,912.59		
100-000-214.592	DUE TO W/S					11,912.59
				23,825.18		23,825.18
17679	10/31/2022	POOL	LOSS-HUNTINGTON-W/S-OCTOBER	tgraves		
POSTED BY tgraves						
Notes: LOSS						
100-000-017.014	INVESTMENT W/S HUNTINGTON					97,001.52
592-000-665.000	GAIN/(LOSS) ON INVESTMENTS			97,001.52		
592-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					97,001.52
100-000-214.592	DUE TO W/S			97,001.52		
				194,003.04		194,003.04
17680	10/31/2022	POOL	BANK FEES-HUNTINGTON-W/S-OCTOBER	tgraves		
POSTED BY tgraves						
592-248-958.000	BANK/CREDIT CARD FEES			90.98		
100-000-017.014	INVESTMENT W/S HUNTINGTON					90.98
592-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					90.98
100-000-214.592	DUE TO W/S			90.98		
				181.96		181.96
17681	10/31/2022	POOL	INTEREST-CHASE-INDN LK BD-OCTOBER	tgraves		
POSTED BY tgraves						
100-000-003.710	INTEREST-OXFORD INDIANWOOD LAKE BOARD			7.68		
710-000-664.000	INTEREST-OXFORD INDIANWOOD LAKE BOARD					7.68
710-000-010.000	INTEREST-OXFORD INDIANWOOD LAKE BOARD			7.68		
100-000-214.710	INTEREST-OXFORD INDIANWOOD LAKE BOARD					7.68
				15.36		15.36

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<b>17682</b> POSTED BY tgraves	10/31/2022	GJ	RECORD BANK CORRECTION	tgraves		
703-000-003.002	CHECKING - TAX - CHASE BANK				0.01	
703-000-220.000	CURRENT TAX COLLECTIONS					0.01
					0.01	0.01
<b>17683</b> POSTED BY tgraves	10/31/2022		POOL BANK FSA WITHDRAWALS-CHASE	tgraves		
101-000-231.006	HEALTH CARE EMPLOYEE SAVINGS FSA				841.90	
100-000-001.025	CHASE FSA					841.90
100-000-214.101	DUE TO GENERAL				841.90	
101-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					841.90
					1,683.80	1,683.80
<b>17699</b> POSTED BY tgraves	11/15/2022		POOL TO REVERSE MANUAL JOURNAL ENTRY: 17697	tgraves		
100-000-017.006	INVESTMENTS W/S OAK CTY					6,577.85
592-000-664.000	INTEREST EARNED				6,577.85	
592-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					6,577.85
100-000-214.592	DUE TO WATER/SEWER FUND				6,577.85	
					13,155.70	13,155.70
<b>17684</b> POSTED BY tgraves	10/05/2022		POOL BLUE CARE NETWORK	tgraves		
100-000-001.000	CASH-CHECKING					2,341.00
101-253-716.000	HOSPITALIZATION INSURANCE				75.54	
206-336-716.000	HOSPITALIZATION INSURANCE				1,409.19	
101-721-716.000	HOSPITALIZATION INSURANCE				140.00	
208-751-716.000	HOSPITALIZATION INSURANCE				716.27	
101-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					215.54
100-000-214.101	DUE TO GENERAL FUND				215.54	
206-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					1,409.19
100-000-214.206	DUE TO FIRE FUND				1,409.19	
208-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					716.27
100-000-214.208	DUE TO PARK & RECREATION FUND				716.27	
					4,682.00	4,682.00
<b>17685</b> POSTED BY tgraves	10/19/2022		POOL BLUE CARE NETWORK	tgraves		
100-000-001.000	CASH-CHECKING					3,432.27
101-171-716.000	HOSPITALIZATION				486.26	
101-215-716.000	HOSPITALIZATION INSURANCE				153.39	
592-248-716.000	HOSPITALIZATION INSURANCE				93.82	
101-253-716.000	HOSPITALIZATION INSURANCE				830.37	
206-336-716.000	HOSPITALIZATION INSURANCE				771.97	
101-721-716.000	HOSPITALIZATION INSURANCE				872.99	
208-751-716.000	HOSPITALIZATION INSURANCE				223.47	
101-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					2,343.01
100-000-214.101	DUE TO GENERAL FUND				2,343.01	
592-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					93.82
100-000-214.592	DUE TO WATER/SEWER FUND				93.82	
206-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					771.97
100-000-214.206	DUE TO FIRE FUND				771.97	
208-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					223.47
100-000-214.208	DUE TO PARK & RECREATION FUND				223.47	
					6,864.54	6,864.54
<b>17686</b> POSTED BY tgraves	10/26/2022		POOL BLUE CARE NETWORK	tgraves		
100-000-001.000	CASH-CHECKING					3,347.44
101-171-716.000	HOSPITALIZATION				501.60	
101-212-716.000	HOSPITALIZATION INSURANCE				287.72	
101-228-716.000	HOSPITALIZATION INSURANCE				37.31	
206-336-716.000	HOSPITALIZATION INSURANCE				2,354.48	
249-371-716.000	HOSPITALIZATION INSURANCE				40.30	
101-721-716.000	HOSPITALIZATION INSURANCE				126.03	
101-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					952.66
100-000-214.101	DUE TO GENERAL FUND				952.66	
206-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					2,354.48
100-000-214.206	DUE TO FIRE FUND				2,354.48	
249-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					40.30
100-000-214.249	DUE TO BUILDING DEPT FUND				40.30	



Journal Number GL Number	Date Description	JNL	Description	User	DR	CR
					6,694.88	6,694.88
17687	10/07/2022		POOL RECORD ELECTION RETURN POSTAGE	tgraves		
POSTED BY tgraves						
101-262-728.000	POSTAGE				3.00	
100-000-001.000	CHECKING - POOLED CASH - CHASE BANK					3.00
101-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					3.00
100-000-214.101	DUE TO GENERAL FUND				3.00	
					6.00	6.00
17688	10/11/2022		POOL RECORD ELECTION RETURN POSTAGE	tgraves		
POSTED BY tgraves						
101-262-728.000	POSTAGE				7.20	
100-000-001.000	CHECKING - POOLED CASH - CHASE BANK					7.20
101-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					7.20
100-000-214.101	DUE TO GENERAL FUND				7.20	
					14.40	14.40
17689	10/12/2022		POOL RECORD ELECTION RETURN POSTAGE	tgraves		
POSTED BY tgraves						
101-262-728.000	POSTAGE				4.20	
100-000-001.000	CHECKING - POOLED CASH - CHASE BANK					4.20
100-000-214.101	DUE TO GENERAL FUND				4.20	
101-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					4.20
					8.40	8.40
17690	10/19/2022		POOL RECORD ELECTION RETURN POSTAGE	tgraves		
POSTED BY tgraves						
101-262-728.000	POSTAGE				0.60	
100-000-001.000	CHECKING - POOLED CASH - CHASE BANK					0.60
101-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					0.60
100-000-214.101	DUE TO GENERAL FUND				0.60	
					1.20	1.20
17691	10/20/2022		POOL RECORD ELECTION RETURN POSTAGE	tgraves		
POSTED BY tgraves						
101-262-728.000	POSTAGE				0.60	
100-000-001.000	CHECKING - POOLED CASH - CHASE BANK					0.60
101-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					0.60
100-000-214.101	DUE TO GENERAL FUND				0.60	
					1.20	1.20
17692	11/15/2022	BA	BA - PARKS MAINT SUPPLIES	ACoyle		
POSTED BY ACoyle						
208-751-775.200	MAINT SUPPLIES - ORION CENTER					6,000.00
208-751-775.672	MAINT SUPPLIES - ORION CTR				6,000.00	
					6,000.00	6,000.00
17693	11/15/2022	GJ	RECLASS ORION CENTER EXPENSES TO NEW GL	tgraves		
POSTED BY tgraves						
208-751-775.672	MAINT SUPPLIES - ORION CTR					495.97
208-751-775.200	MAINT SUPPLIES - ORION CENTER				495.97	
					495.97	495.97
17694	10/03/2022	GJ	CORRECT CASH RECEIPT #15453	tgraves		
POSTED BY tgraves						
Notes: EV CHARGES RECEIPTED INTO INCORRECT BANK CODE						
100-000-001.000	CHECKING - POOLED CASH - CHASE BANK					101.57
100-000-001.008	CHECKING - EV CHARGERS - CHASE BANK				101.57	
					101.57	101.57
17695	10/17/2022		POOL RECORD PNP WITHDRAWAL	tgraves		
POSTED BY tgraves						
Notes: AMBULANCE CUSTOMER DISPUTED CREDIT CARD CHARGE AND PNP WITHDREW FROM THE ACCOUNT.						
100-000-001.000	CHECKING - POOLED CASH - CHASE BANK					55.66
206-000-638.000	AMBULANCE TRANSPORT FEE				55.66	
206-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					55.66

Journal Number GL Number	Date Description	JNL	Description	User DR	CR
100-000-214.206	DUE TO FIRE FUND			55.66	
				111.32	111.32
17696	10/17/2022	POOL	RECORD PNP WITHDRAWAL FOR CLASS	tgraves	
POSTED BY tgraves					
Notes: CUSTOMER DISPUTED WITH CREDIT CARD COMPANY INSTEAD OF LETTING THE ORION CENTER REFUND HER					
100-000-001.000	CHECKING - POOLED CASH - CHASE BANK				40.00
208-000-695.011	PARK/REC - LESSONS			40.00	
208-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS				40.00
100-000-214.208	DUE TO PARK & RECREATION FUND			40.00	
				80.00	80.00
17697	11/15/2022	POOL	INTEREST-OAK CTY POOL-W/S-OCTOBER	tgraves	
POSTED BY tgraves					
100-000-017.006	INVESTMENTS W/S OAK CTY			6,577.85	
592-000-664.000	INTEREST EARNED				6,577.85
592-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			6,577.85	
100-000-214.592	DUE TO WATER/SEWER FUND				6,577.85
				13,155.70	13,155.70
17698	10/31/2022	POOL	INTEREST-OAK CTY POOL-W/S-MONTH	tgraves	
POSTED BY tgraves					
100-000-017.006	INVESTMENTS W/S OAK CTY				176.15
592-248-958.000	BANK/CREDIT CARD FEES			176.15	
592-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS				176.15
100-000-214.592	DUE TO WATER/SEWER FUND			176.15	
				352.30	352.30
17700	10/31/2022	POOL	INTEREST-OAK CTY POOL-W/S-OCTOBER	tgraves	
POSTED BY tgraves					
100-000-017.006	INVESTMENTS W/S OAK CTY			6,577.85	
592-000-664.000	INTEREST EARNED				6,577.85
592-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			6,577.85	
100-000-214.592	DUE TO WATER/SEWER FUND				6,577.85
				13,155.70	13,155.70
17701	10/31/2022	GJ	INTEREST-OC INV POOL-GENERAL-OCTOBER	tgraves	
POSTED BY tgraves					
100-000-017.005	INVESTMENTS-GEN-OAK COUNTY POOLED			15,491.34	
100-000-214.101	DUE TO GENERAL FUND				5,439.64
100-000-214.206	DUE TO FIRE FUND				2,153.14
100-000-214.207	DUE TO SHERIFF FUND				2,930.96
100-000-214.208	DUE TO PARK & RECREATION FUND				2,069.80
100-000-214.247	DUE TO CIA FUND				107.51
100-000-214.249	DUE TO BUILDING DEPT FUND				1,557.65
100-000-214.401	DUE TO GEN CAPITAL IMPROVEMENT FUND				150.11
100-000-214.402	DUE TO SAFETY PATHS FUND				393.17
100-000-214.417	DUE TO HOST FEE FUND				689.36
101-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			5,439.64	
101-000-664.000	INTEREST EARNED				5,439.64
206-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			2,153.14	
206-000-664.000	INTEREST EARNED				2,153.14
207-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			2,930.96	
207-000-664.000	INTEREST EARNED				2,930.96
208-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			2,069.80	
208-000-664.000	INTEREST EARNED				2,069.80
247-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			107.51	
247-000-664.000	INTEREST EARNED				107.51
249-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			1,557.65	
249-000-664.000	INTEREST EARNED				1,557.65
401-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			150.11	
401-000-664.000	INTEREST EARNED				150.11
402-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			393.17	
402-000-664.000	INTEREST EARNED				393.17
417-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			689.36	
417-000-664.000	INTEREST EARNED				689.36
				30,982.68	30,982.68
17702	10/31/2022	POOL	FEES-OC INV POOL-GENERAL-OCTOBER	tgraves	
POSTED BY tgraves					

Journal Number GL Number	Date Description	JNL	Description	User	DR	CR
100-000-017.005	INVESTMENTS-GEN-OAK COUNTY POOLED					414.86
101-253-958.000	BANK/CREDIT CARD FEES			414.86		
101-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS					414.86
100-000-214.101	DUE TO GENERAL FUND			414.86		
				829.72		829.72
17703	10/31/2022	GJ	INTEREST-INV-MI CLASS-OCTOBER	tgraves		
POSTED BY tgraves						
100-000-017.008	INVESTMENTS- GEN POOLED - MICHIGAN CLASS			3,326.34		
100-000-214.101	DUE TO GENERAL FUND					1,168.03
100-000-214.206	DUE TO FIRE FUND					462.33
100-000-214.207	DUE TO SHERIFF FUND					629.34
100-000-214.208	DUE TO PARK & RECREATION FUND					444.43
100-000-214.247	DUE TO CIA FUND					23.08
100-000-214.249	DUE TO BUILDING DEPT FUND					334.46
100-000-214.401	DUE TO GEN CAPITAL IMPROVEMENT FUND					32.23
100-000-214.402	DUE TO SAFETY PATHS FUND					84.42
100-000-214.417	DUE TO HOST FEE FUND					148.02
101-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			1,168.03		
101-000-664.000	INTEREST EARNED					1,168.03
206-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			462.33		
206-000-664.000	INTEREST EARNED					462.33
207-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			629.34		
207-000-664.000	INTEREST EARNED					629.34
208-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			444.43		
208-000-664.000	INTEREST EARNED					444.43
247-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			23.08		
247-000-664.000	INTEREST EARNED					23.08
249-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			334.46		
249-000-664.000	INTEREST EARNED					334.46
401-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			32.23		
401-000-664.000	INTEREST EARNED					32.23
402-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			84.42		
402-000-664.000	INTEREST EARNED					84.42
417-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			148.02		
417-000-664.000	INTEREST EARNED					148.02
				6,652.68		6,652.68
17704	10/31/2022		POOL INTEREST-INVESTMENTS-MI CLASS-OCTOBER	tgraves		
POSTED BY tgraves						
100-000-017.009	INVESTMENTS - W/S - MICHIGAN CLASS			719.55		
592-000-664.000	INTEREST EARNED					719.55
592-000-010.000	EQUITY IN POOLED CASH AND INVESTMENTS			719.55		
100-000-214.592	DUE TO WATER/SEWER FUND					719.55
				1,439.10		1,439.10
17705	09/07/2022	GJ	RECLASS DEPOSIT REFUND	tgraves		
POSTED BY tgraves						
592-000-630.000	WATER USAGE					750.00
592-000-282.000	POOL & HYDRANT BONDS			750.00		
				750.00		750.00
17706	09/09/2022	GJ	RECLASS DEPOSIT REFUND	tgraves		
POSTED BY tgraves						
592-000-630.000	WATER USAGE					250.00
592-000-282.000	POOL & HYDRANT BONDS			250.00		
				250.00		250.00
17707	09/15/2022	GJ	RECLASS DEPOSIT REFUND	tgraves		
POSTED BY tgraves						
592-000-630.000	WATER USAGE					1,500.00
592-000-282.000	POOL & HYDRANT BONDS			1,500.00		
				1,500.00		1,500.00
17708	11/01/2022	GJ	EDIBLE ARRANGEMENTS LEASE-OCTOBER	tgraves		
POSTED BY tgraves						
401-000-042.000	ACCOUNTS RECEIVABLE - VETERANS MEMORIAL					2,585.70
401-000-042.001	ACCOUNTS RECEIVABLE - VETERANS MEMORIAL			2,585.70		
				2,585.70		2,585.70

Journal Number GL Number	Date Description	JNL	Description	User	DR	CR
17709	11/17/2022	GJ	RECORD CURRENT FUNDBALANCES	tgraves		
POSTED BY tgraves						
101-000-390.002	FUND BALANCE-NONSPENDABLE PREPAIDS			1,896.34		
101-000-390.000	FUND BALANCE-UNASSIGNED					1,896.34
206-000-390.002	FUND BALANCE-NONSPENDABLE PREPAIDS					75.00
206-000-393.000	FUND BALANCE-RESTRICTED			75.00		
208-000-385.001	FUND BALANCE-ASSIGNED-COMM IMPRV PLAN					1,621.56
208-000-393.000	FUND BALANCE-RESTRICTED			1,621.56		
249-000-390.002	FUND BALANCE-NONSPENDABLE PREPAIDS			208.00		
249-000-390.000	FUND BALANCE-UNASSIGNED					208.00
470-000-390.005	FUND BALANCE-CONTRACTS			178,041.00		
470-000-393.000	FUND BALANCE-RESTRICTED					178,041.00
592-000-395.004	RETAINED EARNINGS-RESTR COMM IMPRV PLAN			1,621.56		
592-000-395.003	RETAINED EARNINGS-UNRESTRICTED					1,621.56
				183,463.46		183,463.46
Total:				17,661,820.64		17,661,820.64