

**CHARTER TOWNSHIP OF VAN BUREN BOARD OF TRUSTEES  
AUGUST 15, 2017 BOARD MEETING 7:00 P.M.  
REVISED TENTATIVE AGENDA**

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

Supervisor McNamara \_\_\_\_\_  
Clerk Wright \_\_\_\_\_  
Treasurer Budd \_\_\_\_\_  
Trustee Frazier \_\_\_\_\_  
Trustee Martin \_\_\_\_\_

Trustee Miller \_\_\_\_\_  
Trustee White \_\_\_\_\_  
Engineer Nummer \_\_\_\_\_  
Attorney McCauley \_\_\_\_\_  
Secretary Montgomery \_\_\_\_\_

**APPROVAL OF AGENDA:**

**CONSENT AGENDA:**

1. Work Study Session minutes of July 17, 2017.
2. Closed Session minutes of July 17, 2017.
3. Board Meeting minutes of July 18, 2017.
4. Prepaid List of July 20, 2017.
5. Prepaid List of July 27, 2017.
6. Prepaid List of August 3, 2017
7. Prepaid List of August 10, 2017.
8. Voucher List of August 1, 2017.
9. Amended Voucher List of August 15, 2017
10. Approval of Resolution 2017-18 the 2017 Tax Rate Request.
11. Approval of Resolution 2017-19, affirming the Senior Alliance Annual Implementation Plan for Aging Services.
12. Approval of the FY 2018 Suburban Mobility Authority for Regional Transportation (SMART) Municipal Credit Contract.
13. Approval of the attorney recommendation in the settlement of the case Van Buren Twp. V. Amanda Jackson, Wayne County Circuit Case No. 15-01063.

**PUBLIC HEARING:**

**CORRESPONDENCE:**

1. Presentation by Van Buren Civic Fund

**PUBLIC COMMENT:**

**UNFINISHED BUSINESS:**

**NEW BUSINESS:**

1. To consider approval of the second (final) reading of Ordinance 07-18-17 (1) to amend the General Code of Ordinances Chapter 50 (Law Enforcement) Article 1 (General) Sec. 50-1 to 50-3.
2. To consider approval of the contract between FTCH and the Township for in the amount of \$57,500 for design, construction administration and engineering services for the pavilion and playground structure project for Van Buren Park with expenses to be paid with CDBG funds.
3. To consider approval of the towing agreement with local towing services and authorize the Township Supervisor and Clerk to enter into non-binding agreements.

**REPORTS:**

**ANNOUNCEMENTS:**

**NON-AGENDA ITEMS:**

**ADJOURNMENT:**

**CHARTER TOWNSHIP OF VAN BUREN**  
**WORK STUDY MEETING MINUTES**  
**JULY 17, 2017**

Supervisor McNamara called the meeting to order at 4:00 p.m. in the Sheldon Room. Present: Supervisor McNamara, Clerk Wright, Trustee White, Trustee Frazier, Trustee Martin and Trustee Miller. Absent and Excused: Treasurer Budd. Others in attendance: Secretary Montgomery, Developmental Services Director Akers and Deputy Director Best, DDA Director Ireland and Deputy Director Lothringer, Public Services Director Taylor, Executive Assistant Selman, H.R. Director Sumpter, Public Safety Director Laurain, Deputy Director (Police) Wright, Deputy Director (fire) Brow, Fire Marshall McNally, Lt. Lunsford, Engineer Nummer, Attorney McCauley, Attorney Mannarino, and an audience of ten (10).

**PUBLIC COMMENT:** Resident requested assistance in addressing the road condition of Bemis Rd. between Sumpter and Haggerty. He questioned why Wayne County only re-surfaced a quarter mile stretch for a specific resident. Board members were unaware of the re-surfacing and will contact Wayne County for clarification.

**NEW BUSINESS:**

It was noted that there were two item #5's on the agenda. The Supervisor requested they be corrected to 5a. and 5b.

Discussion on the re-appointments of Steve Partridge and Gerald Graf to the Water and Sewer Commission with terms to expire June 1, 2019. Both Candidates have been active members and have expressed the desire to continue their service.

Discussion on Resolution 2017-15 the Downriver Utility Wastewater Authority (DUWA) Stipulated Agreement. The agreement allows Wayne County to continue its court ordered financing plan with the transfer of ownership of the Downriver Sanitary Disposal System to the local communities of the DUWA Board.

Discussion on the Township Vehicle Management & Replacement Policy. The policy was developed by a work group comprised of the Public Services Director, Deputy Director of Developmental Services, Senior Director, Recreation Director and Executive Assistant. It (a) establishes a vehicle pool, (b) transportation account in the Building & Grounds budget, (c) establishes a Board Fleet Subcommittee and provides for the acquisition of a GPS fleet tracking system that includes maintenance records and reporting capabilities.

Discussion on the Fire Department Fleet. Presentation by Lt. Lunsford on the Fire Department fleet status. The Department recently underwent a state mandated vehicle inspection and Ladder 1 failed inspection. It cannot be deployed for services and repairs are cost prohibitive. Grant funding had been requested however funding was not approved. Several replacement options were presented to the board which included leasing, purchase and purchase financing options.

Discussion on the Public Hearing for the McBride Road Improvement Special Assessment District. The public hearing will be held in conjunction with the Board meeting on July 18, 2018. This hearing provides the opportunity for public comment on the assessment role for the McBride Road Improvement project.

Discussion on Resolution 2017-16 the assessment role for the McBride Road Improvement Special Assessment District. The resolution confirms the assessment role for the McBride Road Improvement project, divides the payments into five (5) equal annual installments and sets a 1.25% interest rate on the loan the Township will provide to cover the cost of the special assessment district.

Discussion on Resolution 2017-17 authorizing a loan from the Landfill Fund in the amount of \$185,407.00 at an interest rate of 1.25% for the McBride Road Improvement Project. The loan will be paid back over the next five

years with funds received from the Special Assessment District and the contribution of 90K from the Van Buren Public Schools District.

Discussion on the re-authorization of Wade Trim to continue preliminary Engineering Services for the McBride Road Improvement Project. Wade Trim began the survey when the project was put on hold and has agreed to resume work at the original pricing which includes the survey work already performed.

Discussion on the first reading of Ordinance 07-18-17 (1) an amendment to the General Code of Ordinances Chapter 50 (Law Enforcement), Article 1 (In General) Sec. 50-1 to 50-3. The ordinance authorizes the Township to train and utilize persons other than Police Officers to issue certain parking citations (civil infractions only).

Discussion on Edward Jones and One America. The Township's defined contribution retirement plans have been under review for over a year. The Retirement Committee interviewed several companies, while Plante Moran Financial Advisor completed an extensive analysis on fees associated with the current providers. The Committee concluded that Edward Jones and One America were best suited for the employees and the Township.

Discussion on the Landlord Consent Agreement with STS Hydropower LTD (operator of French Landing Dam). The agreement is a necessary component due to the financial restructuring by their parent company, Eagle Creek Hydro Holdings, LLC. and allows Eagle Creek to use the French Landing Dam lease as an asset in the restructuring.

Discussion on the Consent and Acknowledgement with Eagle Creek Hydro Holdings, LLC (Parent Company of STS Hydropower, LTD.) The agreement is a necessary component due the financial restructuring and informs DTE Energy of the re-financing.

Discussion on the Drawdown Agreement with Eagle Creek Hydro Holdings, LLC (Parent Company of STS Hydropower, LTD.). The agreement allows the Township to authorize a one-time drawdown of the lake level for maintenance activities. The Supervisor stated that residents would be given a two-year advance notice if a drawdown were to occur and notices would be placed in the local newspaper and mailed to lake front property owners.

**PUBLIC COMMENT:**

Public comment in support of replacement of the Fire Ladder truck.

**ADJOURNMENT:** Motion by Frazier, seconded by Miller to enter in to closed session at 6:11 p.m. Roll Call Vote. Yeas: McNamara, Wright, Frazier, Martin, Miller and White. Absent/ Excused: Budd Nays: None. Motion Carried.

**CLOSED SESSION:** The Township Board went into closed session, pursuant to MCL 15.268(e), to discuss trial and/or settlement strategy involved in the pending litigation, Van Buren Twp. v. Amanda Jackson, Wayne County Circuit Case No. 15-015063 and pursuant to MCL 15.268 (h) to discuss attorney-client privileged written opinion letter regarding Cobblestone Ridge.

The Work Study Session was reconvened at 7:10 p.m.

**ADJOURNMENT:** There being no further discussion Frazier moved, Martin seconded to adjourn the Work Study Session at 7:13 p.m. Motion Carried.

\_\_\_\_\_  
Leon Wright, Township Clerk

Date: \_\_\_\_\_.

\_\_\_\_\_  
Kevin McNamara, Supervisor

Date: \_\_\_\_\_.

**CHARTER TOWNSHIP OF VAN BUREN**  
**BOARD MEETING MINUTES**  
**JULY 18, 2017**

Supervisor McNamara called the meeting to order at 7:00 p.m. in the Board Room. Present: Supervisor McNamara, Clerk Wright, Treasurer Budd, Trustee Frazier, Trustee Martin, Trustee Miller and Trustee White. Others in attendance: Planning and Economic Development Director Akers and Deputy Director Best, Human Resource Director Sumpter, Lieutenant Bazzy, Public Safety Director Laurain and Deputy Director (Police) Wright, Executive Assistant Selman, Fire Marshall McInally, Public Services Director Taylor, Attorney Mannarino and an audience of twenty-nine (29).

Supervisor McNamara congratulated Clerk Leon on Wright for recently being election the Michigan Association of Municipal Clerk's 2017 Township Clerk of the Year. Clerk Wright was presented with commemorations in recognition of his achievement by Congresswoman Dingell, Senator Hopgood and Representative Pagan and on behalf of Governor Snyder and Lt. Governor Calley) and Wayne County Commissioner Hadius.

**APPROVAL OF AGENDA:** Budd moved, Frazier seconded to approve the revised agenda which added the Closed Session minutes of June 19, 2017 to the consent agenda and to consider approval of Edward Jones and One America as service providers for the Townships defined contribution plans, authorize the transfer of all funds, and further authorize the Supervisor and Clerk to execute the agreements. Motion Carried.

**PUBLIC HEARING:** Martin moved, White seconded to open the Public Hearing to receive public comment on the Assessment Roll for the McBride Rd. Improvement Special Assessment District at 7:14 p.m.. Motion Carried. Director Akers explained that each homeowner in the assessment district would be assessed at \$578.22 for five years for the road improvements. The Van Buren Public Schools district has committed to \$90,000.00 for the project to be paid upon completion of the preliminary engineering. The balance of the project is being funded (80% of the total cost) by the Wayne County Local Road Initiative. Resident Richard Jurnigan of 46680 McBride opposed the Special Assessment District questioning why Beck Road was not being paved and requesting increased Police presence to enforce speed limits. Supervisor McNamara, in conjunction with Director Akers, explained that Beck Road was identified by Wayne County as a primary road and that funding was only provided for improvements to local roads. Budd moved, Wright seconded to closed the public hearing at 7:23 p.m. Motion Carried.

**CONSENT AGENDA:** Miller moved, Budd seconded to approve the revised Consent Agenda [Work Study Session minutes of June 19, 2017, Closed Session minutes of June 19, 2017, Board Meeting minutes of June 20, 2017, Prepaid List of June 23, 2017, Prepaid List of June 29, 2017, Prepaid List of July 13, 2017, Voucher List of July 5, 2017 and the Voucher List of July 18, 2017]. Motion Carried.

**CORRESPONDENCE:** Supervisor McNamara recognized Wayne County Sheriff Benny Napoleon honoring him for his commitment to the safety and welfare of the Township. Sheriff Napoleon deputized fire Van Buren Township Marine Officers with County authority, with shared use of the County patrol boat, in a collaborative effort to patrol the lake. Representative of the auditing firm Plante Moran presented the results of the 2016 Township financial audit. Trustee White announced the Red Cross will hold a blood drive at the Township on Saturday July 22, 2017 from 9 a.m. until 3:00 p.m.

**PUBLIC COMMENT:** Resident questioned the Board as to what efforts were being made to fund Other Post-Employment Benefits (OPEB). Treasurer Budd indicated OPEB funds in the amount of 100K were being put away annually for general OPEB liabilities and that the Downtown Development Authority and Water and Sewer Departments were also funding for OPEB liabilities for their Departments.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** Budd moved, Miller seconded to accept the Plante Moran 2016 financial audit. Motion Carried. The Township received an overall unqualified audit which translates into a financially secure position and the Township is in an overall good financial state.

Frazier moved, Miller seconded to approve Edward Jones and One America as service providers for the Townships defined contribution plans, authorize the transfer of all funds, and further authorize the Supervisor and Clerk to execute the agreements. Motion Carried. The Township defined contribution retirement plan has been under review for over a year. The Retirement Committee interviewed several companies, while Plante Moran Financial Advisor completed an extensive analysis on fees associated with the current providers. The Committee concluded that Edward Jones and One America were best suited for the employees and the Township.

Frazier moved, White seconded to approve the re-appointments of Steve Partridge and Gerald Graf to the Water and Sewer Commission with terms to expire June 1, 2019. Motion Carried.

Martin moved, White seconded to approve Resolution 2017-15 the Downriver Utility Wastewater Authority (DUWA) Stipulated Agreement. Motion Carried. The agreement allows Wayne County to continue its court ordered financing plan with the transfer of ownership of the Downriver Sanitary Disposal System to the local communities of the DUWA Board.

Miller moved, Budd seconded to approve the Township Vehicle Management & Replacement Policy. Motion Carried. The policy was developed by a work group comprised of the Public Services Director, Deputy Director of Developmental Services, Senior Director, Recreation Director and Executive Assistant. It (a) establishes a vehicle pool, (b) transportation account in the Building & Grounds budget, (c) establishes a Board Fleet Subcommittee and provides for the acquisition of a GPS fleet tracking system that includes maintenance records and reporting capabilities.

Frazier moved, White seconded to approve and confirm Resolution 2017-16 the assessment role for the McBride Road Improvement Special Assessment District. Motion Carried. The resolution confirms the assessment role for the McBride Road Improvement project, divides the payments into five (5) equal annual installments and sets a 1.25% interest rate on the loan the Township will provide to cover the cost of the special assessment district.

Frazier moved, White seconded to approve Resolution 2017-17 authorizing a loan from the Landfill fund in the amount of \$185,407.00 at an interest rate of 1.25% for the McBride Road Improvement Project. Motion Carried. The loan will be paid back over the next five years with funds received from the Special Assessment District and the contribution of 90K from the Van Buren Public Schools District.

Frazier moved, White seconded to approve the re-authorization of Wade Trim to continue preliminary Engineering Services for the McBride Road Improvement Project. Motion Carried. Wade Trim began the

survey when the project was put on hold and has agreed to resume work at the original pricing which includes the survey work already performed.

Budd moved, Wright seconded to approve the second (final) reading of Ordinance 06-20-17 (1) an amendment to the General Code of Ordinances Article II (Municipal Civil Infractions) of Chapter 1 (General Provisions). Roll Call Vote. Yeas: McNamara, Budd, Wright, Frazier, Martin, Miller and White. Motion Carried. The addition of Article II (municipal Civil Infraction) of Chapter 1 (General Provisions) provides enforcement power/remedies to the township to take action against violations and provides enforcement power in the district court, which will allow for more cost-effective ordinance enforcement.

Wright moved, Martin seconded to approve the second (final) reading of Ordinance 06-20-17 (2) the addition to the General Code of Ordinances Section 14-36 (Animal Waste) to Chapter 14 (Animals), Article II (Dogs), Division 1 (Generally). Roll Call Vote. Yeas: McNamara, Budd, Wright, Frazier, Martin, Miller and White. Motion Carried. The addition of Section 14-36 provides enforcement power/remedies to the township to take action against this nuisance as well as civil infraction penalties for violation.

Miller moved, Budd seconded to approve the second (final) first reading of Ordinance 06-20-17 (3) the addition to the General Code of Ordinances Article VI (Diseased or Dangerous Trees, Shrubs, or Plants) to Chapter 42 (Environment). Roll Call Vote. Yeas: McNamara, Budd, Wright, Frazier, Martin, Miller and White. Motion Carried. The addition of Article VI to Chapter 42 provides enforcement power/remedies to the township to take action against these nuisances.

Wright moved, White seconded to approve the second (final) reading of Ordinance 06-20-17 (5) an amendment to the General Code of Ordinances Section 66-34 to 66-36 of Article II (Collection and Disposal) of Chapter 66 (Solid Waste). Roll Call Vote. Yeas: McNamara, Budd, Wright, Frazier, Martin, Miller and White. Motion Carried. The addition of the storage container ordinances, Sec. 66-34 to 66-36, provides rules for the rules of placement and time limit for the containers as well as penalties for the violation of the article and remedies available to the township.

Wright moved, Miller seconded to approve the first reading of Ordinance 07-18-17 (1) an amendment to the General Code of Ordinances Chapter 50 (Law Enforcement), Article 1 (In General) Sec. 50-1 to 50-3. Motion Carried. The ordinance authorizes the Township to train and utilize persons other than Police Officers to issue certain parking citations (civil infractions only).

Martin moved, White seconded to approve the Landlord Consent Agreement with STS Hydropower LTD (operator of French Landing Dam). Motion Carried. The agreement is a necessary component due to the financial restructuring by their parent company, Eagle Creek Hydro Holdings, LLC. and allows Eagle Creek to use the French Landing Dam lease as an asset in the restructuring.

Martin moved, White seconded to approve the Consent and Acknowledgement with Eagle Creek Hydro Holdings, LLC (Parent Company of STS Hydropower, LTD.). Motion Carried. The agreement is a necessary component due the financial restructuring and informs DTE Energy of the re-financing.

Frazier moved, Miller seconded to approve the Drawdown Agreement with Eagle Creek Hydro Holdings, LLC (Parent Company of STS Hydropower, LTD.). Motion Carried. The agreement allows the Township to authorize a one-time drawdown of the lake level for maintenance activities. Residents would be given a two-year advance notice if a drawdown were to occur and notices would be placed in the local newspaper and mailed to lake front property owners.

**REPORTS:** April 2017 Budgetary Report. The April Budgetary Report was received by the Board. Copies are available for review at the Clerk's Office 46425 Tyler Rd., Van Buren Township, MI 48111.

**ANNOUNCEMENTS:** Belleville Council for the Arts will hold its monthly meeting and annual picnic at Horizon Park on August 3, 2017 at 5:00 p.m. before Music Lakeside which begins at 7:00 p.m., Wayne County Community College District-Western Campus hosts Inter-Cultural Conversations, focusing on diverse cultures, the last Wednesday of every month at 9 a.m. in the Ted Scott room.

**NON-AGENDA ITEMS:** Residents from the Cobblestone Ridge Subdivision commented on the poor condition the developer has left throughout their subdivision specifically noting the foundations, open basements, lack of attention to the common areas, and safety issues. Supervisor McNamara in conjunction with Director Akers, provided an update to the residents on the efforts underway to remedy the situation which include a 25K performance bond and commencement of construction upon finalization of the bond agreement. Residents cautioned the Board that the developer has made numerous promises in the past that have not been kept and urged the Board to closely monitor all agreements made to resolve issued. Board members assured the residents that they will keep a close eye on the progress. The public is invited to attend meetings of the Western Wayne County Chapter of the NAACP the 2<sup>nd</sup> Monday of each month at 7:00 p.m. Meetings are held at Christian Faith Ministries 27500 Marquette in Garden City. For more information contact Gina Wilson-Steward at 313-949-3133 for additional information.

**ADJOURNMENT:** Miller moved, Frazier seconded to adjourn at 9:36 p.m. Motion Carried.

\_\_\_\_\_  
Leon Wright, Township Clerk

Date: \_\_\_\_\_

\_\_\_\_\_  
Kevin McNamara, Supervisor

Date: \_\_\_\_\_

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DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
INVOICE DUE DATES 08/15/2017 - 08/15/2017  
UNJOURNALIZED  
OPEN  
8/15/2017 VOUCHER

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
377 80514	Absolute Heating & Cooling SVS FOR SENIORS, CHECKED RTU 101-265-931-000	06/02/2017 CTowles	08/15/2017	90.00 90.00	90.00	Open	N 08/15/2017
378 80515	Absolute Heating & Cooling SVS SENIOR CTR, CLEANED COILS & DR 101-265-931-000	06/02/2017 CTowles	08/15/2017	270.00 270.00	270.00	Open	N 08/15/2017
379 80516	Absolute Heating & Cooling SVS SENIORS CTR REPAIRED WIRING TO 101-265-931-000	06/02/2017 CTowles	08/15/2017	1,000.00 1,000.00	1,000.00	Open	N 08/15/2017
48834039 80517	Accountemps MILLER W/E 7.21 24.18 HRS 101-215-705-000	07/24/2017 CTowles	08/15/2017	742.57 742.57	742.57	Open	N 08/15/2017
48912758 80615	Accountemps MCCUNE W/E 7.28- 36.5 HRS 101-215-705-000	08/05/2017 CTowles	08/15/2017	1,063.61 1,063.61	1,063.61	Open	N 08/15/2017
12577 80518	Advanced Underground Inspection, LL TV/UNIT CAMERA FOR MENARDS 592-537-970-000	07/27/2017 CTowles	08/15/2017	1,574.50 1,574.50	1,574.50	Open	N 08/15/2017
S-1601 80679	All-Pro Exercise, Inc MAINTENANCE AND REPAIR OF EXCERSIS 101-336-933-000 101-336-933-000 101-336-933-000 101-336-933-000 101-336-933-000 101-336-933-000 101-336-933-000 101-336-933-000	07/17/2017 CTowles RUNNING BELT FOR PRECOR TREADMILL RUNNING BELT FOR OTHER TREADMILL BATTERY FOR PRECOR 524I EFX ELLIPTICAL LABOR CHARGE REPAIR A>C> POWER CORD TREADMILL (STA 1 DRIVE BELT FOR MOTOR ON TREADMILL STA 1 DISCOUNT SHIPPING AND HANDLING	08/15/2017	911.50 229.00 229.00 59.00 227.50 59.00 29.00 40.00 39.00	911.50	Open	N 08/15/2017
190984 80520	Atchinson Ford Sales, Inc COOL FAN/CLUTCH, A/C TRUCK #525 101-265-860-000	07/26/2017 CTowles	08/15/2017	573.11 573.11	573.11	Open	N 08/15/2017
190357 80521	Atchinson Ford Sales, Inc 142 REPLACED STREACHED TIMING CHAI 592-536-932-000	07/24/2017 CTowles	08/15/2017	17.23 17.23	17.23	Open	N 08/15/2017

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
73442806975194							
80617	AT&T	07/28/2017	08/15/2017	87.91	87.91	Open	N
	7.28-8.27 482-0697	CTowles					08/15/2017
	101-718-850-000	7.28-8.27 482-0697		87.91			
906R1105377543							
80618	AT&T	07/28/2017	08/15/2017	559.43	559.43	Open	N
	8.1-8.31 R11-0537	CTowles					08/15/2017
	101-265-850-000	8.1-8.31 R11-0537		559.43			
73439879432386							
80619	AT&T	07/28/2017	08/15/2017	179.34	179.34	Open	N
	8.1-8.31 398-7943	CTowles					08/15/2017
	592-536-920-000	8.1-8.31 398-7943		179.34			
MI688057							
80522	AT&T	07/17/2017	08/15/2017	866.24	866.24	Open	N
	JULY TELEPHONE SYSTEM MAINT	CTowles					08/15/2017
	101-265-933-000	JULY TELEPHONE SYSTEM MAINT		866.24			
65032							
80614	Atlantic Welding Supply	08/04/2017	08/15/2017	115.50	115.50	Open	N
	AUT,SEPT,OCT CYLINDER RENTAL	CTowles					08/15/2017
	592-536-940-000	AUT,SEPT,OCT CYLINDER RENTAL		115.50			
45996							
80524	Belleville Area Independent	08/01/2017	08/15/2017	420.00	420.00	Open	N
	PRINTING OF ANNUAL REPORT	CTowles					08/15/2017
	101-248-900-000	PRINTING OF ANNUAL REPORT		420.00			
46000							
80551	Belleville Area Independent	07/26/2017	08/15/2017	170.00	170.00	Open	N
	7.18 BRD MTG MIN	CTowles					08/15/2017
	101-248-900-000	7.18 BRD MTG MIN		170.00			
46007							
80552	Belleville Area Independent	07/26/2017	08/15/2017	220.00	220.00	Open	N
	ADOPT ORDINANCE 6.20.17	CTowles					08/15/2017
	101-248-900-000	ADOPT ORDINANCE 6.20.17		220.00			
46008							
80553	Belleville Area Independent	07/26/2017	08/15/2017	135.00	135.00	Open	N
	ADOPT ORDINANCE 6.20.17	CTowles					08/15/2017
	101-248-900-000	ADOPT ORDINANCE 6.20.17		135.00			
46010							
80554	Belleville Area Independent	07/26/2017	08/15/2017	175.00	175.00	Open	N
	ADOPT ORDINANCE 6.20.17 FINAL	CTowles					08/15/2017
	101-248-900-000	ADOPT ORDINANCE 6.20.17 FINAL		175.00			
46009							
80555	Belleville Area Independent	07/26/2017	08/15/2017	260.00	260.00	Open	N
	ADOPT ORDINANCE 6.20.17	CTowles					08/15/2017
	101-248-900-000	ADOPT ORDINANCE 6.20.17		260.00			

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
45995 80658	Belleville Area Independent NOTICE SPECIAL BOARD MEETING 101-248-900-000	07/26/2017 CTowles NOTICE SPECIAL BOARD MEETING	08/15/2017	145.00  145.00	145.00	Open	N 08/15/2017
46055 80659	Belleville Area Independent DEMO BIDS AD- I94 SERVICE DR 279-370-941-013	07/26/2017 CTowles DEMO BIDS AD- I94 SERVICE DR	08/15/2017	40.00  40.00	40.00	Open	N 08/15/2017
46056 80660	Belleville Area Independent DEMO BIDS- VAN NUREN PARK 279-370-941-013	07/26/2017 CTowles DEMO BIDS- VAN NUREN PARK	08/15/2017	60.00  60.00	60.00	Open	N 08/15/2017
INSTRUCTOR1 80639	Virginia Belinski BALANCE & EXERCISE CLASS 101-692-742-000	08/04/2017 CTowles BALANCE & EXERCISE CLASS	08/15/2017	60.00  60.00	60.00	Open	N 08/15/2017
INSTRUCTOR2 80640	Virginia Belinski AFEP CLASS 101-692-742-000	08/04/2017 CTowles AFEP CLASS	08/15/2017	140.00  140.00	140.00	Open	N 08/15/2017
82575112 80680	Bound Tree Medical LLC GLOVES, LANCET, TEST STRIPS 101-336-740-000	07/28/2017 CTowles GLOVES, LANCET, TEST STRIPS	08/15/2017	267.34  267.34	267.34	Open	N 08/15/2017
82575113 80681	Bound Tree Medical LLC HAND WIPES 101-336-740-000	07/28/2017 CTowles HAND WIPES	08/15/2017	9.26  9.26	9.26	Open	N 08/15/2017
113932 80579	BS& A Software TAX SYSTEM/FIELD INSPECTION 101-228-939-000 101-228-939-000	08/04/2017 CTowles TAX SYSTEM ANNUAL MAINTANCE FIELD INSPECTION SYSTEM ANNUAL MAINTANC	08/15/2017	2,544.00  1,902.00 642.00	2,544.00	Open	N 08/15/2017
TRAVEL 80577	Sharry Budd 1.27. - 6.22 MILEAGE 101-253-860-000	09/07/2017 CTowles 1.27. - 6.22 MILEAGE	08/15/2017	334.96  334.96	334.96	Open	N 08/15/2017
JQC2038 80688	CDW Government ADOBE CREATIVE CLOUD 101-101-956-000	07/27/2017 CTowles ADOBE CLOUD-5 MONTHS	08/15/2017	341.54  341.54	341.54	Open	N 08/15/2017
158282 80528	Chapp & Bushey Oil Co. FUEL	07/24/2017 CTowles	08/15/2017	4,109.45	4,109.45	Open	N 08/15/2017

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	GL Distribution						
	101-301-860-001	FUEL		2,564.30			
	101-336-860-001	FUEL		152.05			
	592-536-751-000	FUEL		608.20			
	101-265-860-000	FUEL		254.78			
	101-692-860-000	FUEL		246.57			
	101-370-860-000	FUEL		78.08			
	101-718-860-000	FUEL		176.71			
	101-171-860-000	FUEL		28.76			
158281 80529	Chapp & Bushey Oil Co. DIESEL FUEL	07/24/2017 CTowles	08/15/2017	755.66	755.66	Open	N 08/15/2017
	101-301-860-001	DIESAL FUEL		253.90			
	592-536-751-000	DIESEL FUEL		501.76			
721236 80547	CLARK HILL PLC JUNE LEGAL SVS	07/18/2017 CTowles	08/15/2017	27,845.76	27,845.76	Open	N 08/15/2017
	251-000-802-000	JUNE LEGAL SVS		27,845.76			
721238 80548	CLARK HILL PLC JUNE LEGAL SVS	07/18/2017 CTowles	08/15/2017	60.00	60.00	Open	N 08/15/2017
	251-000-802-000	JUNE LEGAL SVS		60.00			
VBN 2259-017 80578	Lawrence M. Clark, Inc. #2 HARBOUR CLUB LIFT STATION	08/02/2017 CTowles	08/15/2017	153,107.26	153,107.26	Open	N 08/15/2017
	592-537-970-000	#2 HARBOUR CLUB LIFT STATION		153,107.26			
0064356 80621	COMCAST 8.14 - 9.13 WABASH INTERNET & PHON	08/22/2017 CTowles	08/15/2017	145.22	145.22	Open	N 08/15/2017
	592-536-920-000	8.14 - 9.13 WABASH INTERNET & PHONE		145.22			
124429 80527	COMSOURCE UPGRADED DISPATCH CONSOLES	07/19/2017 CTowles	08/15/2017	270.00	270.00	Open	N 08/15/2017
	101-336-933-000	UPGRADED DISPATCH CONSOLES		270.00			
3277 80620	CPI EXCAVATING, INC INSTALL GATE VALVE & GATE WELL	07/28/2017 CTowles	08/15/2017	7,975.00	7,975.00	Open	N 08/15/2017
	592-537-970-000	INSTALL GATE VALVE & GATE WELL		7,975.00			
91004064027 80580	DTE ENERGY COMPANY JULY STREET LIGHTING	08/01/2017 CTowles	08/15/2017	22,799.75	22,799.75	Open	N 08/15/2017
	101-450-926-000	JULY STREET LIGHTING		18,200.64			
	247-000-920-000	JULY STREETCAPE LIGHTING		4,599.11			
401226 80530	DMP SIGN CO VINYL NAMEPLATE	08/01/2017 CTowles	08/15/2017	55.00	55.00	Open	N 08/15/2017

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	101-336-741-000	VINYL NAMEPLATE		55.00			
REGISTRATIONS							
80675	DOLAN CONSULTING GROUP	08/02/2017	08/15/2017	390.00	390.00	Open	N
	PERFORMANCE EVAL CLASS ON 10.3	CTowles					08/15/2017
	101-301-861-000	10.3 PERF EVAL CLASS KEELE		195.00			
	101-301-861-000	10.3 PERF EVAL CLASS FLORO		195.00			
W80931							
80531	Jack Doheny Companies, Inc.	07/26/2017	08/15/2017	3,166.00	3,166.00	Open	N
	REPLACE VACTOR HOSES & ADD GUIDES	CTowles					08/15/2017
	592-536-933-000	800 FT VACTOR JET HOSE		2,480.00			
	592-536-933-000	25 FT LEADER HOSE		87.50			
	592-536-933-000	HOSE GUIDES		140.00			
	592-536-933-000	HOSE SWIVEL		9.00			
	592-536-933-000	LABOR (NOT TO EXCEED)		415.00			
	592-536-933-000	MISC SUPPLIES		34.50			
A05339							
80532	Jack Doheny Companies, Inc.	07/20/2017	08/15/2017	1,325.00	1,325.00	Open	N
	PACP/MACP/LACP TRAINING SEPT.	CTowles					08/15/2017
	592-536-861-000	9.19-21 PINARD PACP TRNG		662.50			
	592-536-861-000	9.19-21 PATTON PACP TRNG		662.50			
072617							
80519	ALEX DUNCAN	07/26/2017	08/15/2017	280.00	280.00	Open	N
	FEB,MAR.- PIANO CLASS 4	CTowles					08/15/2017
	101-692-742-000	FEB,MAR.- PIANO CLASS 4		280.00			
58824							
80536	ENVIRONMENTAL TESTING & CONSULTING	07/07/2017	08/15/2017	400.00	400.00	Open	N
	ASBESTOS SURVEY- I94 SVS DR.	CTowles					08/15/2017
	279-822-819-209	ASBESTOS SURVEY- I94 SVS DR.		400.00			
TRAVEL							
80588	FELLOWS CREEK GOLF COURSE	08/02/2017	08/15/2017	190.30	190.30	Open	N
	SENIOR GOLF LUNCHEON	CTowles					08/15/2017
	101-692-742-000	SENIOR GOLF LUNCHEON		190.30			
0025260							
80538	FERGUSON WATERWORKS	07/21/2017	08/15/2017	2,348.67	2,348.67	Open	N
	3" COMPOUND NEPTUNE CAPE CONDO	CTowles					08/15/2017
	592-536-970-003	3" COMPOUND NEPTUNE CAPE CONDO		2,348.67			
0022442							
80539	FERGUSON WATERWORKS	06/21/2017	08/15/2017	2,330.00	2,330.00	Open	N
	3" WATER METER 6200 SCHOONER	CTowles					08/15/2017
	592-536-970-003	3" WATER METER 6200 SCHOONER		2,330.00			
MB03665							
80611	GALLAGHER FIRE EQUIPMENT CO	07/27/2017	08/15/2017	750.00	750.00	Open	N
	FLOW TEST, HYDRANT	CTowles					08/15/2017
	592-536-970-000	FLOW TEST, HYDRANT		750.00			

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6542 80623	Gasiorek, Morgan, Greco & McCauley, LEGAL SVS- JULY 247-000-803-000	07/04/2017 CTowles LEGAL SVS- JULY	08/15/2017	163.40  163.40	163.40	Open	N 08/15/2017
6538 80653	Gasiorek, Morgan, Greco & McCauley, JULY LEGAL SVS 101-210-801-000 592-536-801-002	07/01/2017 CTowles JULY LEGAL SVS JULY LEGAL SVS	08/15/2017	11,091.34  7,874.85 3,216.49	11,091.34	Open	N 08/15/2017
6539 80654	Gasiorek, Morgan, Greco & McCauley, JULY LEGAL SVS 101-210-801-000 592-536-801-002	07/01/2017 CTowles JULY LEGAL SVS JULY LEGAL SVS	08/15/2017	5,218.08  3,704.84 1,513.24	5,218.08	Open	N 08/15/2017
6541 80655	Gasiorek, Morgan, Greco & McCauley, JULY LEGAL SVS 101-210-801-000 592-536-801-002	07/01/2017 CTowles JULY LEGAL SVS JULY LEGAL SVS	08/15/2017	850.84  603.50 247.34	850.84	Open	N 08/15/2017
6543 80656	Gasiorek, Morgan, Greco & McCauley, JULY LEGAL SVS 101-210-801-000 592-536-801-002	07/01/2017 CTowles JULY LEGAL SVS JULY LEGAL SVS	08/15/2017	192.40  136.60 55.80	192.40	Open	N 08/15/2017
6544 80657	Gasiorek, Morgan, Greco & McCauley, JULY LEGAL SVS 101-210-801-000 592-536-801-002	07/01/2017 CTowles JULY LEGAL SVS JULY LEGAL SVS	08/15/2017	2,520.18  1,789.33 730.85	2,520.18	Open	N 08/15/2017
6540 80702	Gasiorek, Morgan, Greco & McCauley, JULY LEGAL SVS 101-210-801-000 592-536-801-002	08/01/2017 CTowles JULY LEGAL SVS JULY LEGAL SVS	08/15/2017	124.80  88.61 36.19	124.80	Open	N 08/15/2017
97633 80540	Gen Power Products CONTROL BOARD MAIN GENERATOR 101-265-933-000	07/18/2017 CTowles CONTROL BOARD MAIN GENERATOR	08/15/2017	1,285.54  1,285.54	1,285.54	Open	N 08/15/2017
3001511S 80544	GREAT LAKES WATER AUTHORITY JUNE IWC 592-537-924-000	07/17/2017 CTowles JUNE IWC	08/15/2017	548.13  548.13	548.13	Open	N 08/15/2017
30351 80543	Governor Business Solutions PLOTTER PAPER	07/26/2017 CTowles	08/15/2017	163.00	163.00	Open	N 08/15/2017

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	GL Distribution						
	101-248-727-000	PLOTTER PAPER ROLL		37.25			
	101-692-742-000	PLOTTER PAPER ROLL		37.25			
	101-691-740-000	PLOTTER PAPER ROLL		74.50			
	101-691-740-000	DELIVERY FEE		14.00			
920124355 80678	Gordon Food Service	08/08/2017	08/15/2017	56.40	56.40	Open	N
	REFRESHMENTS FOR BUGET REVIEW	CTowles					08/15/2017
	101-101-956-000	REFRESHMENTS FOR BUGET REVIEW		56.40			
4331 80486	Gonczy's Property Maintenance	07/27/2017	08/15/2017	4,755.00	4,755.00	Open	N
	GRASS CUTTING 7/5/17-7/18/17	CTowles					08/15/2017
	101-276-932-000	GRASS CUTTING 7/5/17-7/18/17		860.00			
	101-265-819-000	GRASS CUTTING 7/5/17-7/18/17		3,775.00			
	592-536-819-000	GRASS CUTTING 7/5/17-7/18/17		120.00			
4332 80541	Gonczy's Property Maintenance	07/31/2017	08/15/2017	1,690.00	1,690.00	Open	N
	LANDSCAPE SENIOR ENTERANCE	CTowles					08/15/2017
	101-265-931-000	LANDSCAPE SENIOR ENTERANCE		1,690.00			
INSPECTOR 80545	GERALD HARDER, JR.	07/20/2017	08/15/2017	3,905.00	3,905.00	Open	N
	BUILDING INSPECTOR 7.11 - 7.19	CTowles					08/15/2017
	101-370-819-000	BUILDING INSPECTOR 7.11 - 7.19		3,905.00			
REIMBURSE 80549	Bradley Hine	07/31/2017	08/15/2017	63.54	63.54	Open	N
	REIMBURSE PHONE CASE	CTowles					08/15/2017
	592-536-740-000	REIMBURSE PHONE CASE		63.54			
RESERVATIONS 80676	HOLIDAY INN GRAND RAPIDS- AIRPORT	08/02/2017	08/15/2017	172.50	172.50	Open	N
	10.2 - 1 NIGHT 2RMS KEELE, FLORO	CTowles					08/15/2017
	101-301-861-000	10.2 - KEELE HOTEL RESERV		86.25			
	101-301-861-000	10.2 - FLORO HOTEL RESERV		86.25			
43830IN 80546	HydroCorp, Inc	07/27/2017	08/15/2017	1,190.00	1,190.00	Open	N
	3 OF 36 CONNECT CONTROL PROG.	CTowles					08/15/2017
	592-536-819-000	3 OF 36 CONNECT CONTROL PROG.		1,190.00			
1000791559 80550	International Code Council	07/21/2017	08/15/2017	143.00	143.00	Open	N
	BUILDING CODE BOOK FOR JUDY FIELDS	CTowles					08/15/2017
	101-370-956-000	BUILDING CODE BOOK FOR JUDY FIELDS		143.00			
92743 80582	Johnston Lithograph, Inc.	08/01/2017	08/15/2017	224.00	224.00	Open	N
	BUILDING DEPT. APPROVAL LABELS AND	CTowles					08/15/2017
	101-370-740-000	1,500 APPROVED GREEN LABELS		187.00			
	101-370-740-000	200 SHEETS 8.5 X 11 ORANGE CRACK & PEEL		37.00			

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REIMBURSE							
80587	Lynette Jordan GOLF OUTING PRIZES 8.02.17 101-692-742-000	08/01/2017 CTowles GOLF OUTING PRIZES 8.02.17	08/15/2017	78.19  78.19	78.19	Open	N 08/15/2017
TRAVEL							
80589	Lynette Jordan MILEAGE REIMBURSE. JULY 101-692-860-000	07/24/2017 CTowles MILEAGE REIMBURSE. JULY	08/15/2017	90.74  90.74	90.74	Open	N 08/15/2017
REIMBURSE							
80590	Lynette Jordan REIMBURSE. GOLF GLOVES 8.02 101-692-742-000	08/02/2017 CTowles REIMBURSE. GOLF GLOVES 8.02	08/15/2017	20.00  20.00	20.00	Open	N 08/15/2017
INSPECTOR							
80583	Robert Lenz ELECTRICAL INSPECTIONS FOR 7.01-7. 101-370-819-000	08/01/2017 CTowles ELECTRICAL INSPECTIONS FOR 7.01-7.31	08/15/2017	3,994.50  3,994.50	3,994.50	Open	N 08/15/2017
045604							
80557	LIBERTY PLUMBING SUPPLY PVC NIPPLE, 2 TEE SOC 592-536-740-000	06/22/2017 CTowles PVC NIPPLE, 2 TEE SOC	08/15/2017	15.05  15.05	15.05	Open	N 08/15/2017
413252							
80584	LOWER HURON SUPPLY CLEANER, 2PC. POLE, TRIGGER SPRAYE 592-536-740-000	08/01/2017 CTowles CLEANER, 2PC. POLE, TRIGGER SPRAYER	08/15/2017	202.34  202.34	202.34	Open	N 08/15/2017
4127171							
80585	LOWER HURON SUPPLY LENS TISSUE, MED DISPEN, WIPES 592-536-740-000	07/21/2017 CTowles LENS TISSUE, MED DISPEN, WIPES	08/15/2017	297.83  297.83	297.83	Open	N 08/15/2017
REIMBURSE							
80558	MICHAEL LONG REIMBURSE EVIDENCE AND MASKS 101-301-743-000	07/31/2017 CTowles REIMBURSE EVIDENCE AND MASKS	08/15/2017	101.46  101.46	101.46	Open	N 08/15/2017
89815							
80586	THE LUBE STOP 121 OIL CHNG 101-718-860-000	07/26/2017 CTowles 121 OIL CHNG	08/15/2017	43.95  43.95	43.95	Open	N 08/15/2017
8036							
80685	Marquis Food Service 8.4 PRISONER MEALS 101-301-862-000	08/04/2017 CTowles 8.4 PRISONER MEALS	08/15/2017	39.00  39.00	39.00	Open	N 08/15/2017
8034							
80686	Marquis Food Service 8.4 PRISONER MEALS 101-301-862-000	08/04/2017 CTowles 8.4 PRISONER MEALS	08/15/2017	103.25  103.25	103.25	Open	N 08/15/2017

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16361 80677	MAJIK GRAPHICS GRAPHICS FOR COUNTY BOAT 101-301-860-000	08/08/2017 CTowles GRAPHICS FOR COUNTY BOAT	08/15/2017	560.00 560.00	560.00	Open	N 08/15/2017
REGISTRATIONS							
80673	MI Assoc Of Senior Centers 11.1-3 CONFERENCE REGISTRATIONS 101-692-810-000 101-692-861-000	08/02/2017 CTowles JORDAN CONFERENCE REGISTRATIONS MCBRIDE CONFERENCE REGISTRATIONS	08/15/2017	350.00 175.00 175.00	350.00	Open	N 08/15/2017
215117 80591	McKenna Associates JUNE INTERIM SVS 101-370-819-000	07/31/2017 CTowles JUNE INTERIM SVS	08/15/2017	3,684.19 3,684.19	3,684.19	Open	N 08/15/2017
214667 80592	McKenna Associates CDBG ADMIN. SVS JUNE 101-370-821-000	07/31/2017 CTowles CDBG ADMIN. SVS JUNE	08/15/2017	1,093.01 1,093.01	1,093.01	Open	N 08/15/2017
980207 80593	McKenna Associates PLANNING & ECON. SVS JUNE 101-370-821-000 101-000-286-000	07/31/2017 CTowles PLANNING & ECON. SVS JUNE PLANNING & ECON. SVS JUNE	08/15/2017	1,661.60 770.25 891.35	1,661.60	Open	N 08/15/2017
4587 80632	State of Michigan RENEW CERT. FOR - JAMES TAYLOR 592-536-810-000	07/25/2017 CTowles RENEW CERT. FOR - JAMES TAYLOR	08/15/2017	95.00 95.00	95.00	Open	N 08/15/2017
168567 80594	Michigan Police Equipment REEPLACE HOLSTERS 101-301-741-000	07/20/2017 CTowles REEPLACE HOLSTERS	08/15/2017	85.00 85.00	85.00	Open	N 08/15/2017
REFUND							
80485	BK DEVELOPMENT GROUP LLC BOND #90295- 14128 WOODGROVE 101-000-285-000	07/21/2017 CTowles BOND #90295- 14128 WOODGROVE	08/15/2017	4,250.00 4,250.00	4,250.00	Open	N 08/15/2017
REFUND							
80526	APRIL WELSING REFUND FOR CPR CLASS 101-000-691-000	07/27/2017 CTowles REFUND FOR CPR CLASS	08/15/2017	50.00 50.00	50.00	Open	N 08/15/2017
REFUND							
80556	KATHERINE CALLAGHAN REFUND UNUSED PORTION OF DEPOSIT 592-000-284-000	07/31/2017 CTowles REFUND UNUSED PORTION OF DEPOSIT	08/15/2017	93.92 93.92	93.92	Open	N 08/15/2017

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REFUND							
80610	R&L COOLSEAT CONSTRUCTION REFUND UNUSED HYDRANT DEP. 592-000-284-000	07/28/2017 CTowles	08/15/2017	2,469.96 2,469.96	2,469.96	Open	N 08/15/2017
551490917							
80595	State of Michigan SOR X3 101-301-956-000	07/31/2017 CTowles	08/15/2017	90.00 90.00	90.00	Open	N 08/15/2017
46449							
80596	National Hose Testing Specialties I GROUND LADDER TESTING 2017 101-336-933-000	07/25/2017 CTowles	08/15/2017	439.25 439.25	439.25	Open	N 08/15/2017
FRM0001579							
80597	Oakland County Treasurers 2ND QTR CLEMIS FEES 101-336-819-000	07/25/2017 CTowles	08/15/2017	1,938.54 1,938.54	1,938.54	Open	N 08/15/2017
159363336							
80598	Orkin JULY PEST SVS- FIRE STA 2 101-265-931-000	07/13/2017 CTowles	08/15/2017	90.23 90.23	90.23	Open	N 08/15/2017
159362715							
80599	Orkin JULY PEST SVS- TWP HALL 101-265-931-000	07/13/2017 CTowles	08/15/2017	210.55 210.55	210.55	Open	N 08/15/2017
159364431							
80600	Orkin JULY PEST SVS- MUSEUM 101-265-931-000	07/13/2017 CTowles	08/15/2017	81.15 81.15	81.15	Open	N 08/15/2017
57704101318,19							
80609	Paragon Laboratories WATER TESTING 592-536-819-000	07/31/2017 CTowles	08/15/2017	465.00 465.00	465.00	Open	N 08/15/2017
A-106234							
80687	PARKWAY SERVICES PORT-AJOHN RENTALS FOR TAKIN' IT T 279-691-740-000	06/22/2017 CTowles	08/15/2017	480.00 480.00	480.00	Open	N 08/15/2017
POSTAGE							
80624	PITNEY BOWES RESERVE ACCOUNT 5.30-8.29 POSTAGE MACHINE RENTAL 101-248-940-000	07/04/2017 CTowles	08/15/2017	1,176.64 1,176.64	1,176.64	Open	N 08/15/2017
1128							
80672	Pioneer Landscaping WEEDED BRIDGE & TRIANGLE 247-000-979-001	07/31/2017 CTowles	08/15/2017	950.00 950.00	950.00	Open	N 08/15/2017

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34435 80608	Poco Sales RIGHT LANE CLOSEURE PER MDOT 592-536-819-000	07/19/2017 CTowles	08/15/2017	750.00 750.00	750.00	Open	N 08/15/2017
70032214 80605	PRIORITY ONE EMERGENCY REPLACEMENT OF BOOTS MCCARTHY 101-301-741-000	07/31/2017 CTowles	08/15/2017	169.99 169.99	169.99	Open	N 08/15/2017
70032081 80606	PRIORITY ONE EMERGENCY HERNANDEZ- 1 SHIRT 101-301-741-000	07/26/2017 CTowles	08/15/2017	91.99 91.99	91.99	Open	N 08/15/2017
70032002 80607	PRIORITY ONE EMERGENCY CHRIS HAYES- 1 HAT 101-301-741-000	07/25/2017 CTowles	08/15/2017	69.99 69.99	69.99	Open	N 08/15/2017
70032362 80683	PRIORITY ONE EMERGENCY BATTERY LITEBOX 101-336-740-000	08/03/2017 CTowles	08/15/2017	43.99 43.99	43.99	Open	N 08/15/2017
8241389 80601	Quill Corporation OFFICE SUPPLIES, WOOD DESK SIGNS F 592-536-727-000 101-370-740-000 101-370-740-000 101-370-740-000 101-370-740-000	07/14/2017 CTowles	08/15/2017	429.93 78.69 36.06 266.00 24.59 24.59	429.93	Open	N 08/15/2017
8236402 80602	Quill Corporation CAT 5E CABLES-LAPTOP NETWORKING 101-191-727-000	07/14/2017 CTowles	08/15/2017	26.20 26.20	26.20	Open	N 08/15/2017
8307638 80603	Quill Corporation OFFICE SUPPLIES FOR FD/DISPATCH 101-325-740-000 101-336-740-000	07/18/2017 CTowles	08/15/2017	602.10 520.14 81.96	602.10	Open	N 08/15/2017
8492247 80604	Quill Corporation OFFICE SUPPLIES 101-691-740-000 101-691-740-000 101-691-740-000 101-691-740-000	07/25/2017 CTowles	08/15/2017	147.87 20.49 25.40 66.29 35.69	147.87	Open	N 08/15/2017

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8679125 80625	Quill Corporation BINDERS-BOARD DOCUMENT PREPARATION CTowles 101-248-727-000 BINDERS-BOARD DOCUMENT PREPARATION	07/04/2017	08/15/2017	75.36 75.36	75.36	Open	N 08/15/2017
8644891 80626	Quill Corporation VOICE RECORDERS/CLOCK/POST ITS/BAT CTowles 101-248-727-000 4" BINDERS 101-248-727-000 POST IT NOTES 101-248-727-000 VOICE RECORDERS-TINA 101-248-727-000 AAA BATTERIES 101-248-727-000 3 TIER CLIP HOLDER 101-248-727-000 WALL CLOCK	07/04/2017	08/15/2017	288.69 42.54 34.41 143.98 14.39 32.38 20.99	288.69	Open	N 08/15/2017
8637792 80627	Quill Corporation CASH RECEIPT BOOKS TRIPLICATE # 90 CTowles 101-248-727-000 RECEIPT BOOKS #901 1173I START #96400	07/04/2017	08/15/2017	385.25 385.25	385.25	Open	N 08/15/2017
27372 80636	RELINER/DURAN SEWER LINER BOWL CTowles 592-537-970-000 SEWER LINER BOWL	07/26/2017	08/15/2017	519.20 519.20	519.20	Open	N 08/15/2017
189964 80542	Reprographics One RENEWAL OF OCE' 300 PLOTTER MAINT CTowles 101-228-939-000 RENEWAL OF OCE PLOTTER SPLIT COST (I.T. 592-536-937-000 RENEWAL OF OCE PLOTTER SPLIT COST (W&S 101-370-740-000 RENEWAL OF OCE PLOTTER SPLIT COST (BLDG	07/21/2017	08/15/2017	950.00 316.68 316.66 316.66	950.00	Open	N 08/15/2017
5049590251 80612	Ricoh USA, Inc. REC CTR. COPIER MNT-7.31-10.30 CTowles 101-228-939-000 REC CTR. COPIER MNT-7.31-10.30	07/25/2017	08/15/2017	276.00 276.00	276.00	Open	N 08/15/2017
5048526323 80667	Ricoh USA, Inc. 4.30 - 7.29 COPIER MNT- REC CTowles 101-691-933-000 4.30 - 7.29 COPIER MNT- REC	05/15/2017	08/15/2017	276.00 276.00	276.00	Open	N 08/15/2017
747 80613	S&L Electrical Services LLC RECEPTACLES FOR EXERCISE EQUIPMENT CTowles 101-265-931-000 RECEPTACLES FOR EXERCISE EQUIPMENT- SEN	07/24/2017	08/15/2017	495.00 495.00	495.00	Open	N 08/15/2017
728575-00 80628	SERVICE ELECTRIC SUPPLY CO BALLAST, SAFETY GLASSES CTowles 101-265-740-000 BALLAST, SAFETY GLASSES	08/03/2017	08/15/2017	343.98 343.98	343.98	Open	N 08/15/2017

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RESERVATIONS							
80629	Shanty Creek 3 RMS FOR ARMOR EXPRESS TRAINING	08/01/2017 CTowles	08/15/2017	643.68	643.68	Open	N 08/15/2017
	101-301-861-000	BUCKBERRY	9/9-10 LODGING TRNG	214.56			
	101-301-861-000	ABDILLA	9/9-10 LODGING TRNG	214.56			
	101-301-861-000	SCHULTZ	9/9-10 LODGING TRNG	214.56			
9753198 80484	S&S Worldwide CAMP SUPPLIES	07/07/2017 CTowles	08/15/2017	325.44	325.44	Open	N 08/15/2017
	101-691-742-001	COLOR ME BACK PACK		38.38			
	101-691-742-001	SUPER HERO MASKS		23.97			
	101-691-742-001	4MM STEMS ASSORTED COLORS		15.99			
	101-691-742-001	SUPER HERO CAPES 30"		55.98			
	101-691-742-001	SUPER HERO CAPES 18"		47.98			
	101-691-742-001	COLOR ME FLAG		28.77			
	101-691-742-001	CRAYOLA FABRIC MARKERS		50.39			
	101-691-742-001	COLD WATER DYES		35.99			
	101-691-742-001	COLOR SPLASH DIMENSIONAL FABRIC PAINT		27.99			
TRAVEL							
80576	Linda Stevenson THREAT ASSESSMENT/MAA CONFERN	06/01/2017 CTowles	08/15/2017	214.52	214.52	Open	N 08/15/2017
	101-247-860-000	THREAT ASSESS CLASS MILEAGE		54.04			
	101-247-860-000	MMA CONFERN. MILEAGE		126.26			
	101-247-861-000	MAA CONFERN. MEALS		34.22			
JULY STMT							
80635*	SUMPTER ACE HARDWARE JULY STATEMENT	07/31/2017 CTowles	08/15/2017	2,509.03	2,509.03	Open	N 08/15/2017
	101-718-740-000	FLEX TAPE, TOOL BIN		29.13			
	101-718-740-000	TOTE,, BUCKET		53.86			
	101-265-931-000	HEAT GUN		35.99			
	101-265-740-000	PEDESTAL FAN		46.78			
	592-536-740-000	HOSE FLEXOGEN,4WAY SHUTOFF		191.43			
	592-536-740-000	PLYWOOD		233.83			
	592-536-740-000	CREDIT RETURN		(143.88)			
	592-536-740-000	WRAPCHAPS, CHAIN OIL		161.08			
	101-265-740-000	ROLLERCOVER		53.78			
	592-536-740-000	GLUE		10.78			
	592-536-740-000	AUTO CLOTH, BATTERIES		34.70			
	592-536-740-000	CASTER PLATE, FASTNERS		71.40			
	101-265-740-000	AIR BLOW GUN, CAN SPOUT		23.87			
	592-536-740-000	KNIFE, GLOVES, PACKING SHEET		118.68			
	592-537-930-000	WORK GLOVE, RAID, LATCH		64.92			
	101-265-740-000	SPRAY GUN		48.94			
	101-265-740-000	PAINT TRAY, SUPER GLUE, INSERT		31.15			
	592-536-740-000	HYDRANT PAINT		22.45			
	592-536-740-000	HINGE RES, SWIVEL		54.64			
	592-536-740-000	HYDRANT PAINT		53.89			
	592-536-740-000	PIPE BLACK		32.33			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
	101-301-743-000	CABLE TIES, FASTNERS		57.33			
	592-536-740-000	WEED WHIP		359.95			
	592-536-740-000	COOLER, REDIMIX		44.71			
	592-536-740-000	POST		10.58			
	101-265-740-000	WASP SPRAY, BULB		41.16			
	592-536-740-000	TAPE MEASURE, PRO LINE, GROUND CLEAR		84.57			
	592-536-740-000	TOLLBIN, PIPE		44.67			
	592-536-740-000	FASTNERS		1.48			
	101-265-931-000	DRANO, PLUNGER		8.26			
	101-301-743-000	WAX		7.73			
	247-000-001-000	CASTER, GLASS		21.57			
	592-536-740-000	LAWN AND LEAF BAGS		17.98			
	592-536-740-000	WEED KILLER, TAPE, FUSE		72.65			
	101-718-740-000	GLOVES, AIR CIRCULATOR,		59.37			
	101-718-740-000	AIR CONDITIONER		119.99			
	592-536-740-000	WIRE BRUSH, SQUEEGE, PAINTER		60.93			
	592-536-740-000	FOGGER		27.96			
	592-536-740-000	FASTNERS		7.88			
	592-536-740-000	KNIFELOCE, MASK, TAPE		57.19			
	592-536-740-000	RED SAFETY SPRAY, HANDLE		22.45			
	592-536-740-000	SAFETY GLASSES, GLOVES		51.67			
	592-536-740-000	PAIL, TAPE, BALL		29.67			
	592-536-740-000	WASP SPRAY, TIES, CABLES, GLASSES		33.65			
	592-536-740-000	UNTREATED		35.88			
53913							
80630	Suburban Calcium Chloride Sales	07/31/2017	08/15/2017	11,250.00	11,250.00	Open	N
	DUST CONTROL SVS	CTowles					08/15/2017
	101-446-830-000	Dust Prevention Services		11,250.00			
385966							
80631	SURE-FIT LAUNDRY	08/01/2017	08/15/2017	49.00	49.00	Open	N
	CLEAN PRISONER BLANKETS	CTowles					08/15/2017
	101-301-862-000	CLEAN PRISONER BLANKETS		49.00			
385607							
80633	SURE-FIT LAUNDRY	07/25/2017	08/15/2017	70.50	70.50	Open	N
	CLEAN PRISONER BLANKETS	CTowles					08/15/2017
	101-301-862-000	CLEAN PRISONER BLANKETS		70.50			
386308							
80684	SURE-FIT LAUNDRY	08/08/2017	08/15/2017	61.50	61.50	Open	N
	CLEAN PRISONER BLANKETS	CTowles					08/15/2017
	101-301-862-000	CLEAN PRISONER BLANKETS		61.50			
0287087IN							
80634	Symbol Arts	07/28/2017	08/15/2017	835.00	835.00	Open	N
	PURCHASE COINS FOR HANDOUTS	CTowles					08/15/2017
	101-301-750-000	PUBLIC SAFETY COINS		795.00			
	101-301-750-000	SHIPPING CHARGES		40.00			

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530351431 80641	UIS SCADA FLO-DAR MTR NHV MANHOLE 592-537-970-000	07/28/2017 CTowles	08/15/2017	46,025.00 46,025.00	46,025.00	Open	N 08/15/2017
530351422 80642	UIS SCADA TROUBLE SHOOT & REPAIR PUMP ISSUES 592-537-970-000	08/02/2017 CTowles	08/15/2017	2,204.50 2,204.50	2,204.50	Open	N 08/15/2017
530351432 80643	UIS SCADA TROUBLE SHOOT @ TWP HALL 592-537-970-000	08/02/2017 CTowles	08/15/2017	4,425.00 4,425.00	4,425.00	Open	N 08/15/2017
148687 80616	H.J. Umbauch & Associates 2016 AUDIT 247-000-801-000	07/11/2017 CTowles	08/15/2017	450.00 450.00	450.00	Open	N 08/15/2017
JULY STMT 80689	UniFirst Corp JULY STATEMENT 101-265-740-000 101-265-740-000 592-536-741-000	07/03/2017 CTowles	08/15/2017	690.37 215.00 253.10 222.27	690.37	Open	N 08/15/2017
1872534 80690	UniFirst Corp 99LM PVC DOT GLOVES 592-536-740-000 592-536-740-000	05/29/2017 CTowles	08/15/2017	209.29 201.24 8.05	209.29	Open	N 08/15/2017
4702564 80638	US BANK DDA TAX INCEMENT REV. BONDS HNDL F 247-000-996-000	07/25/2017 CTowles	08/15/2017	500.00 500.00	500.00	Open	N 08/15/2017
1626 80661	VICTORY LANE QUICK OIL CHANGE #516 - OIL CHNG 592-536-932-000	08/01/2017 CTowles	08/15/2017	58.48 58.48	58.48	Open	N 08/15/2017
1452 80662	VICTORY LANE QUICK OIL CHANGE #532 OIL CHNG 592-536-932-000	08/01/2017 CTowles	08/15/2017	68.41 68.41	68.41	Open	N 08/15/2017
561210 80663	VIGILANTE SECURITY 8.1 - 10.31 ALARM MONITORING 101-265-931-000	07/19/2017 CTowles	08/15/2017	495.00 495.00	495.00	Open	N 08/15/2017

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2009091 80637	WADE-TRIM ASSOCIATES ALDI FOOD MARKET 592-000-286-000	08/01/2017 CTowles ALDI FOOD MARKET	08/15/2017	3,186.30 3,186.30	3,186.30	Open	N 08/15/2017
2008803 80644	WADE-TRIM ASSOCIATES GENERAL SVS-PLNG DEPT 101-370-820-000	07/21/2017 CTowles GENERAL SVS-PLNG DEPT	08/15/2017	125.00 125.00	125.00	Open	N 08/15/2017
2009092 80646	WADE-TRIM ASSOCIATES CONTINENTAL CANTEEN 592-000-286-000	07/31/2017 CTowles CONTINENTAL CANTEEN	08/15/2017	320.00 320.00	320.00	Open	N 08/15/2017
2009087 80647	WADE-TRIM ASSOCIATES MENARDS 592-000-286-000	07/31/2017 CTowles MENARDS	08/15/2017	6,865.00 6,865.00	6,865.00	Open	N 08/15/2017
2009093 80648	WADE-TRIM ASSOCIATES SPEEDWAY STORES 592-000-286-000	07/31/2017 CTowles SPEEDWAY STORES	08/15/2017	975.00 975.00	975.00	Open	N 08/15/2017
2009088 80649	WADE-TRIM ASSOCIATES WILLOW CREEK 592-000-286-000	07/31/2017 CTowles WILLOW CREEK	08/15/2017	320.00 320.00	320.00	Open	N 08/15/2017
2009086 80650	WADE-TRIM ASSOCIATES GENERAL SERVICES-DPS 592-536-820-000	07/31/2017 CTowles GENERAL SERVICES-DPS	08/15/2017	2,607.50 2,607.50	2,607.50	Open	N 08/15/2017
2009089 80651	WADE-TRIM ASSOCIATES HARBOUR CLUB PUMP STATION 592-537-970-004	07/31/2017 CTowles HARBOUR CLUB PUMP STATION CONSTRUCT.	08/15/2017	4,318.00 4,318.00	4,318.00	Open	N 08/15/2017
2009090 80652	WADE-TRIM ASSOCIATES HARBOUR CLUB PUMP STATION 592-537-970-004	07/31/2017 CTowles HARBOUR CLUB PUMP STATION INSPECTION	08/15/2017	1,137.50 1,137.50	1,137.50	Open	N 08/15/2017
60322020220100 80674	Walmart JULY STMT 101-691-742-001	08/03/2017 CTowles CAMP SUPPLIES	08/15/2017	84.61 84.61	84.61	Open	N 08/15/2017
1008721 80669	WAYNE COUNTY JUNE WALMART TRAF SIG 101-450-926-000	07/19/2017 CTowles JUNE WALMART TRAF SIG	08/15/2017	75.05 75.05	75.05	Open	N 08/15/2017

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291305 80682	WAYNE COUNTY MAY PRISONER HOUSING 101-301-819-000	08/02/2017 CTowles	08/15/2017	2,345.00 2,345.00	2,345.00	Open	N 08/15/2017
14135 80670	WEST SHORE FIRE 1 SET OF TURNOUT GEAR- A. BROW 101-336-741-000	07/25/2017 CTowles	08/15/2017	2,173.79 2,173.79	2,173.79	Open	N 08/15/2017
TRAVEL 80664	Paul White 8.6-8.4 MTA ACADEMY - MILEAGE 101-101-860-000	07/30/2017 CTowles	08/15/2017	102.72 102.72	102.72	Open	N 08/15/2017
10935 80666	Wiese's Lawn Care MOW ORDINANCE VIOLATED PROPERTIES 101-329-819-000	07/27/2017 CTowles	08/15/2017	539.50 539.50	539.50	Open	N 08/15/2017
10937 80668	Wiese's Lawn Care MOW ORDINANCE VIOLATED PROPERTIES 101-329-819-000	07/27/2017 CTowles	08/15/2017	143.00 143.00	143.00	Open	N 08/15/2017
10936 80701	Wiese's Lawn Care MOW ORDINANCE VIOLATED PROPERTIES 101-329-819-000	07/04/2017 CTowles	08/15/2017	124.50 124.50	124.50	Open	N 08/10/2017
20171852 80665	WINDER POLICE EQUIPMENT TAPE,EVIDENCE BOX, SQUEEGE, BRUSH 101-301-860-000	08/03/2017 CTowles	08/15/2017	497.81 497.81	497.81	Open	N 08/15/2017
40000501 80645	Ypsilanti Community Util Autho JULY YCUA SEWAGE 592-537-924-000	08/11/2017 CTowles	08/15/2017	4,380.15 4,380.15	4,380.15	Open	N 08/15/2017
TRAVEL 80671	Jennifer B. Zaenglein REIMBURSE- MILEAGE 3.25 - 7.25 101-718-860-000	07/25/2017 CTowles	08/15/2017	137.12 137.12	137.12	Open	N 08/15/2017
# of Invoices:	157	# Due:	157	Totals:	408,817.42	408,817.42	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:				408,817.42	408,817.42		

\* 1 Net Invoices have Credits Totalling: (143.88)

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	GL Distribution						
--- TOTALS BY FUND ---							
	101 - General Fund			106,886.15	106,886.15		
	247 - DDA Fund			6,684.08	6,684.08		
	251 - LDFA Fund			27,905.76	27,905.76		
	279 - CDBG Fund			980.00	980.00		
	592 - Water/Sewer Fund			266,361.43	266,361.43		
--- TOTALS BY DEPT/ACTIVITY ---							
	000 -			54,011.37	54,011.37		
	101 - Township Board			500.66	500.66		
	171 - Supervisor Department			28.76	28.76		
	191 - Election Department			26.20	26.20		
	210 - Attorney Fees			14,197.73	14,197.73		
	215 - Clerk Department			1,806.18	1,806.18		
	228 - IT Department			3,136.68	3,136.68		
	247 - Assessing Department			214.52	214.52		
	248 - General Office			3,488.19	3,488.19		
	253 - Treasurer Department			334.96	334.96		
	265 - Building & Grounds			12,838.04	12,838.04		
	276 - Cemetery			860.00	860.00		
	301 - Police Department			9,258.93	9,258.93		
	325 - Dispatch			520.14	520.14		
	329 - Ordinance Enforcement			807.00	807.00		
	336 - Fire Department			6,342.68	6,342.68		
	370 - Building/Planning Dept.			14,784.93	14,784.93		
	446 - Public Services			11,250.00	11,250.00		
	450 - Public Services			18,275.69	18,275.69		
	536 - Water Department			25,852.09	25,852.09		
	537 - Sewer Department			226,279.16	226,279.16		
	691 - Recreation Dept			1,402.42	1,402.42		
	692 - Seniors Dept			1,493.05	1,493.05		
	718 - Park & Lake Dept			708.04	708.04		
	822 - Rehab			400.00	400.00		

Please amend the 8/15/2017 Voucher List to reflect the following change:

<b>Shanty Creek</b>	3 Rooms for Armor Express Training	
Buckberry: 9/9-10 Lodging	214.56	
Less: Deposit Charged to VISA	<u>(89.00)</u>	
	Corrected Balance to be Paid	125.56
Abdilla: 9/9-10 Lodging	214.56	
Less: Deposit Charged to VISA	<u>(89.00)</u>	
	Corrected Balance to be Paid	125.56
Schulz: 9/9-10 Lodging	214.56	
Less: Deposit Charged to VISA	<u>(89.00)</u>	
	Corrected Balance to be Paid	125.56
Shanty Creek Corrected Check Amount		376.68

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59145 80212*	AMERA PLAN AUGUST ADMIN FEES 101-101-719-000 101-171-719-000 101-191-719-000 101-215-719-000 101-228-719-000 101-247-719-000 101-253-719-000 101-265-719-000 101-301-719-000 101-325-719-000 101-329-719-000 101-336-719-000 101-370-719-000 101-691-719-000 101-692-719-000 250-000-719-000 592-536-719-000 247-000-719-000	07/11/2017 CTowles AUGUST ADMIN FEES AUGUST ADMIN FEES AUGUST ADMIN FEES AUGUST ADMIN FEES AUGUST ADMIN FEES AUGUST ADMIN FEES AUGUST ADMIN FEES AUGUST ADMIN FEES AUGUST ADMIN FEES AUGUST ADMIN FEES AUGUST ADMIN FEES AUGUST ADMIN FEES AUGUST ADMIN FEES AUGUST ADMIN FEES AUGUST ADMIN FEES AUGUST ADMIN FEES AUGUST ADMIN FEES AUGUST ADMIN FEES AUGUST ADMIN FEES	07/20/2017	1,401.80  14.95 26.90 (11.95) 26.90 41.85 29.90 50.80 110.60 594.75 104.60 26.90 11.95 92.70 47.80 26.90 14.95 161.40 29.90	1,401.80	Open	N 07/20/2017
7343262982 80225	AT&T 7.7-8.6 326-2982 101-265-850-000	07/07/2017 CTowles 7.7-8.6 326-2982	07/20/2017	172.24  172.24	172.24	Open	N 07/20/2017
1717974154993 80227	AT&T JULY FIBER OPTIC INTERNET LINE 101-228-817-000	07/07/2017 CTowles JULY FIBER OPTIC INTERNET LINE	07/20/2017	1,653.28  1,653.28	1,653.28	Open	N 07/20/2017
1717997112001 80228	AT&T JULY 1717997112001 101-265-850-000	07/07/2017 CTowles JULY 1717997112001	07/20/2017	1,402.30  1,402.30	1,402.30	Open	N 07/20/2017
287272396924 80226	AT&T MOBILITY 6.3-7.2 TABLET/ BROADBAND ACCCESS 250-000-850-000	07/07/2017 CTowles 6.3-7.2 TABLET/ BROADBAND ACCESS	07/20/2017	54.92  54.92	54.92	Open	N 07/20/2017
007002712 80206	BLUE CROSS BLUE SHIELD OF MI AUGUST HEALTH INS 101-101-719-000 101-171-719-000 101-215-719-000 101-247-719-000 101-253-719-000 101-265-719-000 101-301-719-000	07/07/2017 CTowles AUGUST HEALTH INS AUGUST HEALTH INS AUGUST HEALTH INS AUGUST HEALTH INS AUGUST HEALTH INS AUGUST HEALTH INS AUGUST HEALTH INS	07/20/2017	100,039.50  1,957.35 823.58 2,494.83 4,989.66 823.58 3,318.41 34,962.34	100,039.50	Open	N 07/20/2017

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
	101-325-719-000	AUGUST HEALTH INS		3,604.51			
	101-329-719-000	AUGUST HEALTH INS		2,494.83			
	101-370-719-000	AUGUST HEALTH INS		7,233.11			
	101-692-719-000	AUGUST HEALTH INS		1,957.35			
	101-900-719-000	AUGUST HEALTH INS		17,905.51			
	247-000-719-000	AUGUST HEALTH INS		1,647.16			
	250-000-719-000	AUGUST HEALTH INS		823.58			
	592-536-719-000	AUGUST HEALTH INS		13,356.54			
	101-228-719-000	AUGUST HEALTH INS		1,647.16			
UTILITY							
80210	City Of Belleville	07/10/2017	07/20/2017	42.28	42.28	Open	N
	WS 6.11-7.10 405 MAIN	CTowles					07/20/2017
	250-000-920-000	WS 6.11-7.10 405 MAIN		42.28			
171890000072							
80213*	BLUE CARE NETWORK	07/07/2017	07/20/2017	80,390.22	80,390.22	Open	N
	AUGUST HEALTH INS	CTowles					07/20/2017
	101-171-719-000	AUGUST HEALTH INS		1,518.02			
	101-191-719-000	AUGUST HEALTH INS		(1,518.02)			
	101-228-719-000	AUGUST HEALTH INS		1,518.02			
	101-253-719-000	AUGUST HEALTH INS		4,211.60			
	101-265-719-000	AUGUST HEALTH INS		4,865.08			
	101-301-719-000	AUGUST HEALTH INS		32,842.92			
	101-325-719-000	AUGUST HEALTH INS		4,529.95			
	101-329-719-000	AUGUST HEALTH INS		1,518.02			
	101-336-719-000	AUGUST HEALTH INS		1,518.02			
	101-370-719-000	AUGUST HEALTH INS		1,518.02			
	101-691-719-000	AUGUST HEALTH INS		5,729.62			
	101-692-719-000	AUGUST HEALTH INS		497.97			
	101-900-719-000	AUGUST HEALTH INS		12,516.46			
	592-536-719-000	AUGUST HEALTH INS		7,745.61			
	592-536-719-001	AUGUST HEALTH INS		1,378.93			
0010623							
80209	COMCAST	07/06/2017	07/20/2017	78.22	78.22	Open	N
	7.19-8.18 CABLE BOX/ TV FEE	CTowles					07/20/2017
	101-171-956-000	7.19-8.18 CABLE BOX/ TV FEE		6.42			
	101-215-956-000	7.19-8.18 CABLE BOX/ TV FEE		6.42			
	101-253-956-000	7.19-8.18 CABLE BOX/ TV FEE		6.42			
	101-301-956-000	7.19-8.18 CABLE BOX/ TV FEE		38.52			
	101-715-740-000	7.19-8.18 CABLE BOX/ TV FEE		20.44			
910013925714							
80214	DTE ENERGY	07/20/2017	07/20/2017	1,747.04	1,747.04	Open	N
	6.1-7.5 7981 BELLEVILLE	CTowles					07/20/2017
	101-336-920-000	6.1-7.5 7981 BELLEVILLE		1,747.04			
910016815052							
80215	DTE ENERGY	07/20/2017	07/20/2017	91.01	91.01	Open	N
	6.13-7.12 48791 DENTON	CTowles					07/20/2017
	592-536-920-000	6.13-7.12 48791 DENTON		91.01			

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910022836811 80216	DTE ENERGY 6.13-7.12 48791 DENTON 592-536-920-000	07/20/2017 CTowles 6.13-7.12 48791 DENTON	07/20/2017	32.27  32.27	32.27	Open	N 07/20/2017
910016815763 80217	DTE ENERGY 6.10-7.10 45581 ECORSE 101-265-920-000	07/20/2017 CTowles 6.10-7.10 45581 ECORSE	07/20/2017	66.19  66.19	66.19	Open	N 07/20/2017
910015586795 80218	DTE ENERGY 6.11-7.11 45581 ECORSE 101-265-920-000	07/20/2017 CTowles 6.11-7.11 45581 ECORSE	07/20/2017	49.11  49.11	49.11	Open	N 07/20/2017
910013925979 80219	DTE ENERGY 6.14-7.11 7563 HAGGERTY 592-536-920-000	07/20/2017 CTowles 6.14-7.11 7563 HAGGERTY	07/20/2017	141.14  141.14	141.14	Open	N 07/20/2017
910013926803 80220	DTE ENERGY 6.6-7.5 9260 HAGGERTY 592-536-920-000	07/20/2017 CTowles 6.6-7.5 9260 HAGGERTY	07/20/2017	147.04  147.04	147.04	Open	N 07/20/2017
910013926647 80221	DTE ENERGY 6.9-7.7 11940 HANNAN 592-536-920-000	07/20/2017 CTowles 6.9-7.7 11940 HANNAN	07/20/2017	60.81  60.81	60.81	Open	N 07/20/2017
910013925011 80222	DTE ENERGY 6.7-7.6 39600 TYLER 101-265-920-000	07/20/2017 CTowles 6.7-7.6 39600 TYLER	07/20/2017	43.29  43.29	43.29	Open	N 07/20/2017
910016815318 80223	DTE ENERGY 6.6-7.5 39600 TYLER 101-265-920-000	07/20/2017 CTowles 6.6-7.5 39600 TYLER	07/20/2017	106.88  106.88	106.88	Open	N 07/20/2017
910016828634 80224	DTE ENERGY 6.2-6.30 13085 VENTURA 592-536-920-000	07/20/2017 CTowles 6.2-6.30 13085 VENTURA	07/20/2017	125.53  125.53	125.53	Open	N 07/20/2017
7102017 80211	MONROE CO ASSOC ASSESSING OFFICERS BELLINGHAM 8.30 ASSESSOR COURSE 101-253-861-000	07/10/2017 CTowles BELLINGHAM 8.30 ASSESSOR COURSE	07/20/2017	10.00  10.00	10.00	Open	N 07/20/2017
020185 80208	CITY OF ROMULUS WS 39605 WABASH 592-536-920-000	06/01/2017 CTowles WS 3.1-6.1 39605 WABASH	07/20/2017	116.37  116.37	116.37	Open	N 07/20/2017

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05949570012							
80207	UNUM Life Ins Co of America AUG S &A/ LIFE INS	07/14/2017 CTowles	07/20/2017	11,505.05	11,505.05	Open	N 07/20/2017
	101-101-719-000	AUG LIFE INS		19.20			
	101-171-719-000	AUG S &A/ LIFE INS		222.96			
	101-215-719-000	AUG S &A/ LIFE INS		474.36			
	101-228-719-000	AUG S &A/ LIFE INS		333.02			
	101-247-719-000	AUG S &A/ LIFE INS		188.12			
	101-253-719-000	AUG S &A/ LIFE INS		405.68			
	101-265-719-000	AUG S &A/ LIFE INS		716.23			
	101-301-719-000	AUG S &A/ LIFE INS		4,931.84			
	101-325-719-000	AUG S &A/ LIFE INS		995.01			
	101-329-719-000	AUG S &A/ LIFE INS		175.66			
	101-336-719-000	AUG S &A/ LIFE INS		309.00			
	101-370-719-000	AUG S &A/ LIFE INS		513.92			
	101-691-719-000	AUG S &A/ LIFE INS		389.08			
	101-692-719-000	AUG S &A/ LIFE INS		172.88			
	101-715-719-000	AUG S &A/ LIFE INS		94.28			
	101-900-719-000	AUG LIFE INS		16.00			
	101-247-719-000	AUG S &A/ LIFE INS		218.71			
	250-000-719-000	AUG S &A/ LIFE INS		78.10			
	592-536-719-000	AUG S &A/ LIFE INS		1,251.00			
JE WRIGHT							
80197	Chase Card Services	07/08/2017 CTowles	07/20/2017	2,350.30	2,350.30	Open	N 07/20/2017
	101-691-742-001	DETROIT ZOO		520.00			
	101-691-742-000	SCRAPBOOK PIZZA		28.15			
	101-691-742-000	DANCE RECITAL ICE		13.47			
	101-691-742-001	IMAGINATION STATION		35.00			
	101-691-742-001	ROMULUS ATHLETIC CENTER		185.00			
	101-691-742-001	ZAP ZONE		220.00			
	101-691-742-001	AMERICAN PIE		312.06			
	101-691-742-001	CHUCK E CHEESE		201.09			
	101-691-742-000	TAKIN TO STREETS ICE		8.98			
	101-691-742-000	SCRAPBOOK PIZZA		22.15			
	101-691-740-000	OFFICE SUPPLIES		58.00			
	101-691-742-000	TAKIN TO STREETS ICE		254.40			
	101-691-740-000	DUPLICATOR INK		68.50			
	101-691-742-001	SKATIN STATION		188.50			
	101-691-742-001	EMAGINE THEATER		235.00			
L WRIGHT							
80198	Chase Card Services	07/08/2017 CTowles	07/20/2017	791.78	791.78	Open	N 07/20/2017
	101-215-956-000	SILENT AUCTION-REIMBURSED BY MMRMA		100.00			
	101-215-861-000	L WRIGHT 6.19-21 MAMC CONFERENCE MEALS		109.98			
	101-215-861-000	MONTGOMERY 6.19-21 MAMC CONF LODGING		561.80			
	101-215-861-000	MONTGOMERY 6.19-21 MAMC CONF PKING		20.00			

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DALLOS 80199	Chase Card Services	07/08/2017 CTowles	07/20/2017	20.00	20.00	Open	N 07/20/2017
	250-000-900-000	FACEBOOK EVENT PROMO		20.00			
JORDAN 80200	Chase Card Services	07/08/2017 CTowles	07/20/2017	100.26	100.26	Open	N 07/20/2017
	101-718-740-000	PARK ACTIVITY SUPPLIES		100.26			
LAURAIN 80201	Chase Card Services	07/08/2017 CTowles	07/20/2017	1,511.90	1,511.90	Open	N 07/20/2017
	101-325-740-000	WALMART PRINTER INK		251.88			
	101-301-727-000	EVIDENCE TECH SUPPLIES CABINET		381.58			
	101-301-861-000	LAURAIN 6.25-27 MACP CONF LODGING		314.60			
	101-301-861-000	LAURAIN 6.25-27 MACP CONF MEALS		139.07			
	101-301-860-001	FUEL		27.04			
	101-301-860-001	FUEL		27.02			
	101-301-861-000	J WRIGHT 6.25-27 MACP CONF LODGING		314.60			
	101-301-861-000	J WRIGHT 6.25-27 MACP CONF MEALS		56.11			
RANKIN 80202	Chase Card Services	07/08/2017 CTowles	07/20/2017	120.58	120.58	Open	N 07/20/2017
	101-228-817-000	TWP PHONE APP MONTHLY FEE		57.00			
	101-228-956-000	RACK SHELVES		63.58			
MCCRACKEN 80203	Chase Card Services	07/08/2017 CTowles	07/20/2017	81.68	81.68	Open	N 07/20/2017
	101-715-861-000	BARNES & NOBLE PERIODICALS		81.68			
MCNAMARA 80204	Chase Card Services	07/08/2017 CTowles	07/20/2017	45.00	45.00	Open	N 07/20/2017
	101-101-956-000	SELMAN 7.26 FINANCE BASIC WKSHOP		45.00			
BROW 80205	Chase Card Services	07/08/2017 CTowles	07/20/2017	266.36	266.36	Open	N 07/20/2017
	101-336-741-000	CAR CHARGERS		27.61			
	101-336-956-000	FIREWORKS STAFF MEALS		177.38			
	101-336-740-000	WALMART PRINT CARTS		23.29			
	101-336-741-000	STA 2 BIKE RACK HANGERS		38.08			
# of Invoices:	32	# Due:	32	Totals:	204,764.35	204,764.35	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:					204,764.35	204,764.35	

\* 2 Net Invoices have Credits Totalling: (1,529.97)

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Inv Ref#	Description	Entered By					Post Date
GL Distribution							
--- TOTALS BY FUND ---							
	101 - General Fund			177,445.81	177,445.81		
	247 - DDA Fund			1,677.06	1,677.06		
	250 - Museum Fund			1,033.83	1,033.83		
	592 - Water/Sewer Fund			24,607.65	24,607.65		
--- TOTALS BY DEPT/ACTIVITY ---							
	000 -			2,710.89	2,710.89		
	101 - Township Board			2,036.50	2,036.50		
	171 - Supervisor Department			2,597.88	2,597.88		
	191 - Election Department			(1,529.97)	(1,529.97)		
	215 - Clerk Department			3,794.29	3,794.29		
	228 - IT Department			5,313.91	5,313.91		
	247 - Assessing Department			5,426.39	5,426.39		
	253 - Treasurer Department			5,508.08	5,508.08		
	265 - Building & Grounds			10,850.33	10,850.33		
	301 - Police Department			74,630.39	74,630.39		
	325 - Dispatch			9,485.95	9,485.95		
	329 - Ordinance Enforcement			4,215.41	4,215.41		
	336 - Fire Department			3,852.37	3,852.37		
	370 - Building/Planning Dept.			9,357.75	9,357.75		
	536 - Water Department			24,607.65	24,607.65		
	691 - Recreation Dept			8,516.80	8,516.80		
	692 - Seniors Dept			2,655.10	2,655.10		
	715 - Cable Dept			196.40	196.40		
	718 - Park & Lake Dept			100.26	100.26		
	900 - Insurance			30,437.97	30,437.97		

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10648-10653 80447	AmeraPlan Reimbursable EMPLOYEE HRA 101-247-719-000 101-301-719-000 592-536-719-000	07/16/2017 CTowles EMPLOYEE HRA EMPLOYEE HRA EMPLOYEE HRA	07/27/2017	242.52 20.00 162.52 60.00	242.52	Open	N 07/27/2017
34213-34230 80448	AmeraPlan Reimbursable EMPLOYEE HRA 101-253-719-000 101-265-719-000 101-301-719-000 101-325-719-000 101-336-719-000 101-691-719-000 592-536-719-000	07/18/2017 CTowles EMPLOYEE HRA EMPLOYEE HRA EMPLOYEE HRA EMPLOYEE HRA EMPLOYEE HRA EMPLOYEE HRA	07/27/2017	625.77 40.00 20.00 410.77 35.00 20.00 20.00 80.00	625.77	Open	N 07/27/2017
34231-34254 80450	AmeraPlan Reimbursable EMPLOYEE HRA 101-253-719-000 101-265-719-000 101-301-719-000 101-325-719-000 101-691-719-000	07/24/2017 CTowles EMPLOYEE HRA EMPLOYEE HRA EMPLOYEE HRA EMPLOYEE HRA EMPLOYEE HRA	07/27/2017	4,327.83 107.33 100.00 1,228.60 2,435.29 456.61	4,327.83	Open	N 07/27/2017
73448436663311 80444	AT&T 07.16 - 08.15 484-3666 101-718-850-000	08/04/2017 CTowles 07.16 - 08.15 484-3666	07/27/2017	134.77 134.77	134.77	Open	N 07/27/2017
73469741052390 80446	AT&T 06.16 -07.16 697-4105 250-000-850-000	08/07/2017 CTowles 06.16 -07.16 697-4105	07/27/2017	69.78 69.78	69.78	Open	N 07/27/2017
73469746539524 80449	AT&T 07.16 - 08.15 734-697-4653 101-265-850-000	08/07/2017 CTowles 07.16 - 08.15 734-697-4653	07/27/2017	525.89 525.89	525.89	Open	N 07/27/2017
73469778359718 80451	AT&T 07.16 - 08.15 734-697-7835 250-000-850-000	08/07/2017 CTowles 07.16 - 08.15 734-697-7835	07/27/2017	74.32 74.32	74.32	Open	N 07/27/2017
73469952139637 80452	AT&T 07.16 - 08.15 699-5213 101-265-850-000	08/07/2017 CTowles 07.16 - 08.15 699-5213	07/27/2017	87.64 87.64	87.64	Open	N 07/27/2017

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73469960754658 80453	AT&T 07.16- 08.15 7346996075 101-265-850-000	08/07/2017 CTowles 07.16- 08.15 7346996075	07/27/2017	1,037.00  1,037.00	1,037.00	Open	N 07/27/2017
73469963230623 80454	AT&T 07.16 - 08.15 7346996323 101-265-850-000	08/07/2017 CTowles 07.16 - 08.15 7346996323	07/27/2017	262.95  262.95	262.95	Open	N 07/27/2017
6035322003346768 80442	AT&T AUGUST STATMENT 592-536-970-000	07/14/2017 CTowles TORO LAWN MOWER	07/27/2017	999.00  999.00	999.00	Open	N 07/27/2017
152636557 80443	AT&T 08.08 MUSEUM INTERNET & PHOME 250-000-850-000	08/04/2017 CTowles 08.08 MUSEUM INTERNET & PHOME	07/27/2017	131.71  131.71	131.71	Open	N 07/27/2017
072117 80440	EDDIE EDGAR ICE ARENA TWEEN CAMP TRIP 101-691-742-001	06/21/2017 CTowles TWEEN CAMP TRIP	07/27/2017	148.50  148.50	148.50	Open	N 07/27/2017
DOWN PAYMENT 80456	KELLY AND SONS TRAILERS 50% DIVE TEAM TRAILER 101-301-970-000	07/25/2017 CTowles 50% DIVE TEAM TRAILER	07/27/2017	17,980.00  17,980.00	17,980.00	Open	N 07/27/2017
D17061005 80441	MI Municipal Risk Management Author JUNE 46425 TYLER RD. 101-265-920-000	07/14/2017 CTowles JUNE 46425 TYLER RD.	07/27/2017	4,023.79  4,023.79	4,023.79	Open	N 07/27/2017
PINBALLPETES 80455	Petty Cash TWEEN FIELD TRIP 101-691-742-001	07/18/2017 CTowles TWEEN FIELD TRIP	07/27/2017	110.00  110.00	110.00	Open	N 07/27/2017
127004050001 80445	Vision Service Plan AUGUST VISION INS 101-101-719-000 101-171-719-000 101-215-719-000 101-228-719-000 101-247-719-000 101-253-719-000 101-265-719-000 101-301-719-000 101-325-719-000 101-329-719-000	07/18/2017 CTowles AUGUST VISION INS AUGUST VISION INS AUGUST VISION INS AUGUST VISION INS AUGUST VISION INS AUGUST VISION INS AUGUST VISION INS AUGUST VISION INS AUGUST VISION INS AUGUST VISION INS AUGUST VISION INS	07/27/2017	2,357.44  59.36 62.32 76.56 48.08 51.04 87.84 135.92 972.16 184.00 51.04	2,357.44	Open	N 07/27/2017

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
	101-336-719-000	AUGUST VISION INS		25.52			
	101-370-719-000	AUGUST VISION INS		113.36			
	101-691-719-000	AUGUST VISION INS		102.08			
	101-692-719-000	AUGUST VISION INS		36.80			
	101-715-719-000	AUGUST VISION INS		25.52			
	247-000-719-000	AUGUST VISION INS		36.80			
	250-000-719-000	AUGUST VISION INS		11.28			
	592-536-719-000	AUGUST VISION INS		277.76			
# of Invoices:	17	# Due:	17	Totals:	33,138.91	33,138.91	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:					33,138.91	33,138.91	

## --- TOTALS BY FUND ---

101 - General Fund	31,398.26	31,398.26
247 - DDA Fund	36.80	36.80
250 - Museum Fund	287.09	287.09
592 - Water/Sewer Fund	1,416.76	1,416.76

## --- TOTALS BY DEPT/ACTIVITY ---

000 -	323.89	323.89
101 - Township Board	59.36	59.36
171 - Supervisor Department	62.32	62.32
215 - Clerk Department	76.56	76.56
228 - IT Department	48.08	48.08
247 - Assessing Department	71.04	71.04
253 - Treasurer Department	235.17	235.17
265 - Building & Grounds	6,193.19	6,193.19
301 - Police Department	20,754.05	20,754.05
325 - Dispatch	2,654.29	2,654.29
329 - Ordinance Enforcement	51.04	51.04
336 - Fire Department	45.52	45.52
370 - Building/Planning Dept.	113.36	113.36
536 - Water Department	1,416.76	1,416.76
691 - Recreation Dept	837.19	837.19
692 - Seniors Dept	36.80	36.80
715 - Cable Dept	25.52	25.52
718 - Park & Lake Dept	134.77	134.77

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
BOND1 80568	14-A1 District Court BOND TIAHYESHA WEATHERS 760-000-299-000	08/01/2017 CTowles	08/03/2017	500.00 500.00	500.00	Open	N 08/03/2017
BOND 2 80569	14-A1 District Court BOND TIAHYESHA WEATHERS 760-000-299-000	08/01/2017 CTowles	08/03/2017	1,000.00 1,000.00	1,000.00	Open	N 08/03/2017
BOND 80570	14-A2 District Court BOND MARCUS ALLEN JETER 760-000-299-000	08/01/2017 CTowles	08/03/2017	500.00 500.00	500.00	Open	N 08/03/2017
BOND1 80465	14-B District Court BOND DANA YOLANDA EPPS-\$500 760-000-299-000	07/18/2017 CTowles	08/03/2017	500.00 500.00	500.00	Open	N 08/03/2017
BOND2 80572	14-B District Court BOND- MARCUS ALLEN JETER 760-000-299-000	08/01/2017 CTowles	08/03/2017	850.00 850.00	850.00	Open	N 08/03/2017
BOND 80466	33rd District Court BOND- QUIROZ FELIX 760-000-299-000	07/25/2017 CTowles	08/03/2017	1,000.00 1,000.00	1,000.00	Open	N 08/03/2017
BOND 80571	35th District Court BOND TIAHYESHA WEATHERS 760-000-299-000	08/01/2017 CTowles	08/03/2017	600.00 600.00	600.00	Open	N 08/03/2017
34255-34271 80505	AmeraPlan Reimbursable EMPLOYEE HRA 101-228-719-000 101-253-719-000 101-265-719-000 101-301-719-000 101-325-719-000 101-336-719-000 592-536-719-000	07/31/2017 CTowles	08/03/2017	1,391.92 858.01 20.00 107.33 224.00 54.28 68.30 60.00	1,391.92	Open	N 08/03/2017
10654-10670 80506	AmeraPlan Reimbursable EMPLOYEE HRA 101-228-719-000 101-301-719-000 101-329-719-000 592-536-719-000	07/25/2017 CTowles	08/03/2017	1,523.47 20.00 850.56 352.57 300.34	1,523.47	Open	N 08/03/2017

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
7344859079 80502	AT&T 6.23 - 7.22 485-9079 101-718-850-000	08/22/2017 CTowles 6.23 - 7.22 485-9079	08/03/2017	84.37 84.37	84.37	Open	N 08/03/2017
8310006514363 80481	AT&T FIRE STAT. 2 ROUTER 6.18-7.18 101-265-850-000	07/19/2017 CTowles 6.18-7.18 8310006514363	08/03/2017	710.48 710.48	710.48	Open	N 08/03/2017
ADVERTISING 80567	Belleville Area Museum ARCHIVIST CONSULTANT 250-000-821-000	08/01/2017 CTowles ARCHIVIST CONSULTANT	08/03/2017	720.00 720.00	720.00	Open	N 08/03/2017
80117 80508	Brownstown Charter Township 9 ICX CASES AND 9 SCREENS -NEW VOT 101-191-727-000	08/01/2017 CTowles 9 ICX CASES AND 9 SCREENS -NEW VOTING E	08/03/2017	3,420.00 3,420.00	3,420.00	Open	N 08/03/2017
249435 80503	COMCAST 8.9 - 9.8 CAMERA CONNECTION 101-336-920-000	08/16/2017 CTowles 8.9 - 9.8 CAMERA CONNECTION	08/03/2017	144.85 144.85	144.85	Open	N 08/03/2017
245565 80504	COMCAST 8.7 - 9.6 TV SERVICE 101-265-920-000 101-336-920-000	08/14/2017 CTowles 8.7 - 9.6 TV SERVICE 8.7 - 9.6 TV SERVICE	08/03/2017	189.97 85.07 104.90	189.97	Open	N 08/03/2017
910013924881 80473	DTE ENERGY 6.24 -7.25 4TH ST. 101-265-920-000	08/16/2017 CTowles 6.24 -7.25 4TH ST.	08/03/2017	75.56 75.56	75.56	Open	N 08/03/2017
910016828261 80474	DTE ENERGY 6.23 - 7.24 405 MAIN ST. 250-000-920-000	08/16/2017 CTowles 6.23 - 7.24 405 MAIN ST.	08/03/2017	166.93 166.93	166.93	Open	N 08/03/2017
910016828139 80475	DTE ENERGY 6.23-7.24 130 4TH ST. 101-265-920-000	08/16/2017 CTowles 6.23-7.24 130 4TH ST.	08/03/2017	157.46 157.46	157.46	Open	N 08/03/2017
910013926951 80476	DTE ENERGY 6.16-7.17 17395 HAGGERTY 592-536-920-000	08/14/2017 CTowles 6.16-7.17 17395 HAGGERTY	08/03/2017	185.08 185.08	185.08	Open	N 08/03/2017
910016829905 80477	DTE ENERGY 6.18-7.17 8145 JEREMY RD.	08/10/2017 CTowles	08/03/2017	186.28	186.28	Open	N 08/03/2017

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
	592-536-920-000	6.18-7.17 8145 JEREMY RD.		186.28			
910022836944 80478	DTE ENERGY 6.17-7.18 9297 PARKWOOD ST. 592-536-920-000	08/10/2017 CTowles 6.17-7.18 9297 PARKWOOD ST.	08/03/2017	129.79 129.79	129.79	Open	N 08/03/2017
910013925151 80479	DTE ENERGY 6.24-7.25 405 MAIN ST. 250-000-920-000	08/16/2017 CTowles 6.24-7.25 405 MAIN ST.	08/03/2017	34.21 34.21	34.21	Open	N 08/03/2017
930001988474 80480	DTE ENERGY 6.24-7.25 EMERGENCY SIRENS 101-265-920-000	08/24/2017 CTowles 6.24-7.25 11860 BELLEVILLE RD.	08/03/2017	302.64 302.64	302.64	Open	N 08/03/2017
910016828386 80487	DTE ENERGY 6.27-7.26 10200 S BECK 101-691-920-000	08/18/2017 CTowles 6.27-7.26 10200 S BECK	08/03/2017	156.16 156.16	156.16	Open	N 08/03/2017
910016815664 80488	DTE ENERGY 6.27-7.26 45400 HARMONY LN 592-536-920-000	08/18/2017 CTowles 6.27-7.26 45400 HARMONY LN	08/03/2017	93.46 93.46	93.46	Open	N 08/03/2017
910016815904 80489	DTE ENERGY 6.27-7.26 12302 RYZNAR DR. 592-536-920-000	08/18/2017 CTowles 6.27-7.26 12302 RYZNAR DR.	08/03/2017	78.57 78.57	78.57	Open	N 08/03/2017
910013926241 80490	DTE ENERGY 6.27-7.26 46805 TYLER RD 592-536-920-000	08/18/2017 CTowles 6.27-7.26 46805 TYLER RD	08/03/2017	398.06 398.06	398.06	Open	N 08/03/2017
910013927108 80491	DTE ENERGY 6.27-7.26 46293 TYLER RD. 592-536-920-000	08/18/2017 CTowles 6.27-7.26 46293 TYLER RD.	08/03/2017	16.80 16.80	16.80	Open	N 08/03/2017
910016815185 80492	DTE ENERGY 6.27-7.26 47555 N SHORE DR. 592-536-920-000	08/18/2017 CTowles 6.27-7.26 47555 N SHORE DR.	08/03/2017	48.64 48.64	48.64	Open	N 08/03/2017
910022836324 80493	DTE ENERGY 6.27-7.26 12095 QUIRK RD. 247-000-920-000	08/18/2017 CTowles 6.27-7.26 12095 QUIRK RD.	08/03/2017	45.83 45.83	45.83	Open	N 08/03/2017
910022836571 80494	DTE ENERGY 6.27-7.26 45400 HARMONY LN.	08/18/2017 CTowles	08/03/2017	33.57	33.57	Open	N 08/03/2017

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
	592-536-920-000	6.27-7.26 45400 HARMONY LN.		33.57			
910013924766 80495	DTE ENERGY 6.27-7.26 46421 TYLER RD. 101-691-920-000	08/18/2017 CTowles 6.27-7.26 46421 TYLER RD.	08/03/2017	62.21 62.21	62.21	Open	N 08/03/2017
910013925276 80496	DTE ENERGY 6.27-7.26 46805 TYLER RD. 592-536-920-000	08/18/2017 CTowles 6.27-7.26 46805 TYLER RD.	08/03/2017	32.27 32.27	32.27	Open	N 08/03/2017
910016829640 80497	DTE ENERGY 6.27-7.26 46425 TYLER RD. 101-265-920-000	08/18/2017 CTowles 6.27-7.26 46425 TYLER RD.	08/03/2017	636.86 636.86	636.86	Open	N 08/03/2017
910016815557 80498	DTE ENERGY 6.27-7.26 11972 BECKLEY RD. 592-536-920-000	08/18/2017 CTowles 6.27-7.26 11972 BECKLEY RD.	08/03/2017	120.79 120.79	120.79	Open	N 08/03/2017
910022836712 80499	DTE ENERGY 6.27-7.26 47555 N SHORE DR. 592-536-920-000	08/18/2017 CTowles 6.27-7.26 47555 N SHORE DR.	08/03/2017	32.27 32.27	32.27	Open	N 08/03/2017
910016829772 80500	DTE ENERGY 6.27-7.26 46425 TYLER RD (TWP HALL 101-265-920-000	08/18/2017 CTowles 6.27-7.26 46425 TYLER RD (TWP HALL)	08/03/2017	37.46 37.46	37.46	Open	N 08/03/2017
930001913563 80501	DTE ENERGY 6.27-7.26 51372 OLD RAWSONVILLE 592-536-920-000	08/18/2017 CTowles 6.27-7.26 51372 OLD RAWSONVILLE	08/03/2017	46.57 46.57	46.57	Open	N 08/03/2017
910013926118 80510	DTE ENERGY 6.29. - 7..28 39605 WABASH TEMP. 592-536-920-000	08/22/2017 CTowles 6.29. - 7..28 39605 WABASH TEMP.	08/03/2017	318.59 318.59	318.59	Open	N 08/03/2017
910013925862 80511	DTE ENERGY 6.29-7.28 39895 INTERSTATE 94 SERV 592-536-920-000	08/22/2017 CTowles 6.29-7.28 39895 INTERSTATE 94 SERVICE D	08/03/2017	19.49 19.49	19.49	Open	N 08/03/2017
910015586928 80512	DTE ENERGY 6.29 - 7.28 45400 HULL RD. 101-336-920-000	08/22/2017 CTowles 6.29 - 7.28 45400 HULL RD.	08/03/2017	1,059.01 1,059.01	1,059.01	Open	N 08/03/2017
910016814931 80513	DTE ENERGY 6.29 - 7.28 14200 HAGGERTY RD	08/22/2017 CTowles	08/03/2017	84.18	84.18	Open	N 08/03/2017

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
	592-536-920-000	6.29 - 7.28 14200 HAGGERTY RD		84.18			
910013925581 80559	DTE ENERGY 6.30 - 7.31 50901 I 94 SVS DR. 101-718-920-000	07/23/2017 CTowles 6.30 - 7.31 50901 I 94 SVS DR.	08/03/2017	333.15 333.15	333.15	Open	N 08/03/2017
930002720306 80560	DTE ENERGY 7.1-8.1 46425 TYLER RD. 101-265-920-000	07/24/2017 CTowles 7.1-8.1 46425 TYLER RD.	08/03/2017	145.67 145.67	145.67	Open	N 08/03/2017
910016815425 80561	DTE ENERGY 6.30-7.31 2457 RAWSONVILLE RD. 592-536-920-000	07/23/2017 CTowles 6.30-7.31 2457 RAWSONVILLE RD.	08/03/2017	177.58 177.58	177.58	Open	N 08/03/2017
910015587074 80562	DTE ENERGY 6.30-7.31 49475 EDISON PKWY DR. 101-718-920-000	07/23/2017 CTowles 6.30-7.31 49475 EDISON PKWY DR.	08/03/2017	62.68 62.68	62.68	Open	N 08/03/2017
910016828014 80563	DTE ENERGY 6.30-7.31 50075 EDISON PKWY DR. 101-718-920-000	07/23/2017 CTowles 6.30-7.31 50075 EDISON PKWY DR.	08/03/2017	18.09 18.09	18.09	Open	N 08/03/2017
910016828493 80564	DTE ENERGY 6.30-7.3150745 EDISON PKWY DR. 101-718-920-000	07/23/2017 CTowles 6.30-7.3150745 EDISON PKWY DR.	08/03/2017	25.82 25.82	25.82	Open	N 08/03/2017
910022836431 80565	DTE ENERGY 6.30-7.31 46270 AYRES AVE. 101-718-920-000	07/23/2017 CTowles 6.30-7.31 46270 AYRES AVE.	08/03/2017	141.07 141.07	141.07	Open	N 08/03/2017
930002720306 80575	DTE ENERGY 50335 EDISON PKWY DR. 101-718-920-000	07/24/2017 CTowles 50335 EDISON PKWY DR.	08/03/2017	66.66 66.66	66.66	Open	N 08/03/2017
5473785177001867 80471	Fifth Third Bank JULY STATMENT 247-000-861-000 247-000-861-000 247-000-861-000 247-000-822-000 247-000-822-000	07/15/2017 CTowles IRELAND MAA SUMMER SCHOOL LOTHRINGER MAA SUMMER SCHOOL LOTHRINGER MAA DUES PS DAY GIVEAWAYS PS DAY GIVE AWAYS	08/03/2017	860.69 153.75 205.00 77.00 334.95 89.99	860.69	Open	N 08/03/2017
6035322003346768 80472	HOME DEPOT CREDIT SERVICES REEL PROG. TORO LAWN MOWER 592-536-970-000	06/23/2017 CTowles REEL PROG. TORO LAWN MOWER	08/03/2017	999.00 999.00	999.00	Open	N 08/03/2017

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
72817 80483	Independent Carpet One BLUE SHOE MOLDING, POLICE DEPT FIS CTowles 101-265-931-000 BLUE SHOE MOLDING, POLICE DEPT FISH BO	07/28/2017 CTowles	08/03/2017	98.00 98.00	98.00	Open	N 08/03/2017
TAXES 80470	Lincoln Consolidated Schools DIST. SUMMER TAXES 703-000-233-000 DIST. SUMMER TAXES 703-000-236-000 DIST. SUMMER TAXES 703-000-246-000 DIST. SUMMER TAXES	07/26/2017 CTowles	08/03/2017	10,658.56 3,988.15 6,582.18 88.23	10,658.56	Open	N 08/03/2017
REFUND 80460	ROBERTA SAFFRON OVERPAYMENT TAXES 703-000-226-000 REFUND	07/24/2017 CTowles	08/03/2017	2.00 2.00	2.00	Open	N 08/03/2017
REFUND 80461	LARRY & PATRICIA LUDTKE REFUND 703-000-226-000 REFUND	07/26/2017 CTowles	08/03/2017	1,378.25 1,378.25	1,378.25	Open	N 08/03/2017
REFUND 80462	WALDEN WOODS HOMEOWNERS ASSOC. OVERPAYMENT MUTIPLE PARCELS 703-000-226-000 OVERPAYMENT MUTIPLE PARCELS	07/19/2017 CTowles	08/03/2017	9.00 9.00	9.00	Open	N 08/03/2017
REFUND 80463	MI SCHOOLS & GOVENMENT CREDIT UNION OVERPAYMENT TAXES 703-000-226-000 OVERPAYMENT 83-098-01-0036-000	07/13/2017 CTowles	08/03/2017	1,530.31 1,530.31	1,530.31	Open	N 08/03/2017
REFUND 80464	ZHIDONG CHEN LATE FEE WAS TRANSFERED 703-000-226-000 LATE FEE WAS TRANSFERED 83043010071000	07/24/2017 CTowles	08/03/2017	45.00 45.00	45.00	Open	N 08/03/2017
REFUND 80525	ALEXIS BROOKS & REFUND FIRE BOND #87520-6373 SADIE CTowles 101-000-285-000 REFUND FIRE BOND #87520-6373 SADIE LN	07/31/2017 CTowles	08/03/2017	12,056.00 12,056.00	12,056.00	Open	N 08/03/2017
REFUND 80573	JACO HOLDINGS, LLC REFUND -JACO HOLDINGS 703-000-226-000 REFUND -JACO HOLDINGS	08/01/2017 CTowles	08/03/2017	710.30 710.30	710.30	Open	N 08/03/2017
R804 80507	Michigan Municipal Risk CLAIM #1501966, OVERPAYMENT 101-301-860-000 CLAIM #1501966, OVERPAYMENT	06/21/2017 CTowles	08/03/2017	1,492.72 1,492.72	1,492.72	Open	N 08/03/2017

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TSA201765 80566	THE SENIOR ALLIANCE, INC. FY 2017 MATCH 101-692-956-000	08/01/2017 CTowles	08/03/2017	1,885.00 1,885.00	1,885.00	Open	N 08/03/2017
530350851 80482	UIS SCADA FURNISH/INSTALL 3 GE SURGE PROTECT 592-537-970-000	07/19/2017 CTowles	08/03/2017	12,325.00 12,325.00	12,325.00	Open	N 08/03/2017
		FURNISH/INSTALL 3 GE SURGE PROTECTORS E		12,325.00			
TAXES 80467	Van Buren Public School DIST SUMMER TAXES 703-000-231-000 703-000-234-000 703-000-235-000	07/25/2017 CTowles	08/03/2017	456,033.71 241,388.99 30,620.02 184,024.70	456,033.71	Open	N 08/03/2017
TAXES 80469	Wayne County Treasurer DIST. SUMMER TAXES 703-000-230-000 703-000-237-000 703-000-237-002	07/26/2017 CTowles	08/03/2017	577,386.33 363,458.00 207,973.05 5,955.28	577,386.33	Open	N 08/03/2017
TAXES 80468	Washtenaw Intermediate Schools DIST. SUMMER TAXES 703-000-239-000	07/25/2017 CTowles	08/03/2017	4,845.63 4,845.63	4,845.63	Open	N 08/03/2017
290754 80574	Wayne County Dept. Environment JULY FIXED EXCESS 592-537-925-000	07/27/2017 CTowles	08/03/2017	9,990.00 9,990.00	9,990.00	Open	N 08/03/2017
290783 80509	Wayne County Department of Public S JUNE FIXED SEWAGE 592-537-924-000	07/01/2017 CTowles	08/03/2017	67,639.85 67,639.85	67,639.85	Open	N 08/03/2017
# of Invoices:	69	# Due:	69	Totals:	1,178,609.87	1,178,609.87	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:				1,178,609.87	1,178,609.87		

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Inv Ref#	Description	Entered By					Post Date
GL Distribution							
--- TOTALS BY FUND ---							
	101 - General Fund			25,916.94	25,916.94		
	247 - DDA Fund			906.52	906.52		
	250 - Museum Fund			921.14	921.14		
	592 - Water/Sewer Fund			93,316.18	93,316.18		
	703 - Current Tax Fund			1,052,599.09	1,052,599.09		
	760 - Court Fund			4,950.00	4,950.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	000 -			1,071,432.75	1,071,432.75		
	191 - Election Department			3,420.00	3,420.00		
	228 - IT Department			878.01	878.01		
	253 - Treasurer Department			20.00	20.00		
	265 - Building & Grounds			2,356.53	2,356.53		
	301 - Police Department			2,567.28	2,567.28		
	325 - Dispatch			54.28	54.28		
	329 - Ordinance Enforcement			352.57	352.57		
	336 - Fire Department			1,377.06	1,377.06		
	536 - Water Department			3,361.33	3,361.33		
	537 - Sewer Department			89,954.85	89,954.85		
	691 - Recreation Dept			218.37	218.37		
	692 - Seniors Dept			1,885.00	1,885.00		
	718 - Park & Lake Dept			731.84	731.84		

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 08/04/2017 - 08/04/2017  
UNJOURNALIZED  
OPEN  
PREPAID

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
REFUND							
80523	ANGEL BATEAST	07/27/2017	08/04/2017	475.00	475.00	Open	N
	REFUND FOR TWEEN CAMP	CTowles					08/04/2017
	101-000-691-002	REFUND FOR TWEEN CAMP		475.00			
# of Invoices:	1	# Due:	1	Totals:	475.00	475.00	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:				475.00	475.00		
---							
TOTALS BY FUND ---							
	101 - General Fund			475.00	475.00		
---							
TOTALS BY DEPT/ACTIVITY ---							
	000 -			475.00	475.00		

08/10/2017 11:20 AM  
User: CTowles  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 08/10/2017 - 08/10/2017  
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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
34272-34286							
80698	AmeraPlan Reimbursable EMPLOYEE HRA	08/08/2017 CTowles	08/10/2017	559.05	559.05	Open	N 08/10/2017
	101-171-719-000	EMPLOYEE HRA		60.00			
	101-301-719-000	EMPLOYEE HRA		297.68			
	101-329-719-000	EMPLOYEE HRA		30.00			
	101-336-719-000	EMPLOYEE HRA		20.00			
	101-691-719-000	EMPLOYEE HRA		77.93			
	592-536-719-000	EMPLOYEE HRA		73.44			
10671-10693							
80699	AmeraPlan Reimbursable EMPLOYEE HRA	08/06/2017 CTowles	08/10/2017	1,300.88	1,300.88	Open	N 08/10/2017
	101-101-719-000	EMPLOYEE HRA		132.37			
	101-215-719-000	EMPLOYEE HRA		74.09			
	101-265-719-000	EMPLOYEE HRA		20.00			
	101-301-719-000	EMPLOYEE HRA		571.40			
	101-325-719-000	EMPLOYEE HRA		140.00			
	101-370-719-000	EMPLOYEE HRA		177.36			
	101-692-719-000	EMPLOYEE HRA		80.15			
	247-000-719-000	EMPLOYEE HRA		105.51			
TAXES							
80694	Lincoln Consolidated Schools DIST. SUMMER TAXES	08/02/2017 CTowles	08/10/2017	554.01	554.01	Open	N 08/10/2017
	703-000-236-000	DIST. SUMMER TAXES		546.68			
	703-000-246-000	DIST. SUMMER TAXES		7.33			
JULY STMT							
80695	O'Reilly Automotive JULY STATEMENT	07/28/2017 CTowles	08/10/2017	150.39	150.39	Open	N 08/10/2017
	101-265-740-000	MIRROR ADHSV		8.21			
	101-265-740-000	TIRE FOAM, MOTOR OIL		33.23			
	101-301-860-000	7.5 AMP NINI		3.99			
	592-537-930-000	BATTERY		104.96			
REGISTRATION							
80700	SECMAA BELLINGHAM 9/21 LEADERSHIP WKSHOP	08/10/2017 CTowles	08/10/2017	35.00	35.00	Open	N 08/10/2017
	101-253-861-000	BELLINGHAM 9/21 LEADERSHIP WKSHOP		35.00			
TAXES							
80693	Van Buren Public School DIST.SUMMER TAXES	08/02/2017 CTowles	08/10/2017	239,806.64	239,806.64	Open	N 08/10/2017
	703-000-231-000	DIST.SUMMER TAXES		174,102.34			
	703-000-234-000	DIST.SUMMER TAXES		9,373.30			
	703-000-235-000	DIST.SUMMER TAXES		56,331.00			
9789832204							
80696	Verizon Wireless 6.24-7.23 CELL PHONE SVS	07/23/2017 CTowles	08/10/2017	2,258.06	2,258.06	Open	N 08/10/2017
	101-101-956-000	6.24-7.23 CELL PHONE SVS		135.31			

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INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
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Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
	GL Distribution						
	101-171-956-000	6.24-7.23 CELL PHONE SVS		85.39			
	101-215-956-000	6.24-7.23 CELL PHONE SVS		37.01			
	101-228-956-000	6.24-7.23 CELL PHONE SVS		106.07			
	101-265-850-000	6.24-7.23 CELL PHONE SVS		341.86			
	101-329-740-000	6.24-7.23 CELL PHONE SVS		100.62			
	101-336-850-000	6.24-7.23 CELL PHONE SVS		200.69			
	101-370-740-000	6.24-7.23 CELL PHONE SVS		150.20			
	101-691-740-000	6.24-7.23 CELL PHONE SVS		101.18			
	101-692-740-000	6.24-7.23 CELL PHONE SVS		56.11			
	101-715-740-000	6.24-7.23 CELL PHONE SVS		50.14			
	247-000-740-000	6.24-7.23 CELL PHONE SVS		110.06			
	592-536-740-000	6.24-7.23 CELL PHONE SVS		533.44			
	101-215-956-000	TOWLES GAL PHONE		49.99			
	592-536-740-000	HINE I PHONE		199.99			
<hr/>							
9789327233							
80697	Verizon Wireless	07/15/2017	08/10/2017	343.96	343.96	Open	N
	6.16-7.15 BROADBAND ACCESS	CTowles					08/10/2017
	101-101-956-000	6.16-7.15 BROADBAND ACCESS		155.18			
	101-228-956-000	6.16-7.15 BROADBAND ACCESS		10.02			
	592-536-740-000	6.16-7.15 BROADBAND ACCESS		178.76			
<hr/>							
TAXES							
80691	Wayne County Treasurer	08/02/2017	08/10/2017	183,388.71	183,388.71	Open	N
	DIST. SUMMER TAXES	CTowles					08/10/2017
	703-000-230-000	DIST. SUMMER TAXES		117,903.86			
	703-000-237-000	DIST. SUMMER TAXES		63,661.60			
	703-000-237-002	DIST. SUMMER TAXES		1,823.25			
<hr/>							
TAXES							
80692	Washtenaw Intermediate Schools	08/02/2017	08/10/2017	402.45	402.45	Open	N
	DIST. SUMMER TAXES	CTowles					08/10/2017
	703-000-239-000	DIST. SUMMER TAXES		402.45			
# of Invoices:	10	# Due: 10	Totals:	428,799.15	428,799.15		
# of Credit Memos:	0	# Due: 0	Totals:	0.00	0.00		
Net of Invoices and Credit Memos:				428,799.15	428,799.15		

08/10/2017 11:20 AM  
User: CTowles  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 08/10/2017 - 08/10/2017  
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OPEN  
8/10/2017 PREPAID

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
GL Distribution							
--- TOTALS BY FUND ---							
101 -	General Fund			3,341.18	3,341.18		
247 -	DDA Fund			215.57	215.57		
592 -	Water/Sewer Fund			1,090.59	1,090.59		
703 -	Current Tax Fund			424,151.81	424,151.81		
--- TOTALS BY DEPT/ACTIVITY ---							
000 -				424,367.38	424,367.38		
101 -	Township Board			422.86	422.86		
171 -	Supervisor Department			145.39	145.39		
215 -	Clerk Department			161.09	161.09		
228 -	IT Department			116.09	116.09		
253 -	Treasurer Department			35.00	35.00		
265 -	Building & Grounds			403.30	403.30		
301 -	Police Department			873.07	873.07		
325 -	Dispatch			140.00	140.00		
329 -	Ordinance Enforcement			130.62	130.62		
336 -	Fire Department			220.69	220.69		
370 -	Building/Planning Dept.			327.56	327.56		
536 -	Water Department			985.63	985.63		
537 -	Sewer Department			104.96	104.96		
691 -	Recreation Dept			179.11	179.11		
692 -	Seniors Dept			136.26	136.26		
715 -	Cable Dept			50.14	50.14		

# **Invoice 2017-02V**

---

**To:** Leon Wright, Van Buren Clerk  
**From:** Amy Whipple, Brownstown Deputy Clerk  
**Date:** July 31, 2017  
**Re:** Bulk Election Reimbursement

---

Your election order placed with Brownstown Township has arrived! You can pick your order up Monday – Friday between 8:15 AM and 4:15 PM. Please come to the Clerk's Department and ask for Amy or Eric.

Attached for your records is a copy of the order you placed with Brownstown Township. Although we did not get a very strong response from our fellow comrades, I am pleased to share Election Source offered us **free shipping and handling and a 5% bulk discount**. I have included a copy of the quote from Election Source for your accounting records. As stated in the original email, Brownstown Township is paying the invoice to Election Source. The total due from your municipality already reflects the 5% discount.

**Please remit payment to Brownstown Township in the amount of \$3,420.00 by August 31, 2017.** This invoice is for the joint municipality bulk election order for election equipment and supplies.

Thank you for participating and helping each of our communities save a little extra money. If you have any questions or concerns, please feel free to contact me at 734-675-0910 or amyw@brownstown-mi.org.

**Please remit payment to:**

**Charter Township of Brownstown**

**Attn: Amy Whipple, Deputy Clerk**

**21313 Telegraph Road**

**Brownstown, MI 48183**

VAN BUREN

NEW 2017 ELECTION EQUIPMENT

VB-1000 Voting Booth	Thermal Paper Individual Roll	Thermal Paper 10 Rolls	Thermal Paper 100 rolls (case)	IM Collapse Bin	BA-58 Tabulator Bag	MI-458 Oval Secrecy NO Pocket	MI-459 Oval Secrecy Pocket	IM-1CP Demo Kit	IM-1CX Demo Kit	IM-1CX Shield	IM-1CX Cart	IM-1CX Case	
\$ Each	\$ Each Roll	\$ 10 Rolls	\$ Case	\$Each	\$ Each	\$Each	\$Each	\$ Each	\$ Each	\$ Each	\$ Each	\$ Each	
Vendor \$	\$385.00	\$3.50	\$34.00	\$339.95	\$950.00	\$49.00	\$3.75	\$5.00	\$195.00	\$145.00	\$20.00	\$450.00	\$380.00
Discount \$													
180 ea													
3,420													
Quantity:													

18000  
9  
9

Please send invoice to:

Jurisdiction: Van Buren Charter Township

Address: 46425 Tyler Rd.

City: Belleville

State: MI

Zip: 48111

Contact Name:

Leon Wright

Phone Number:

734-699-8909

Email: lwright@vanburen-mi.org

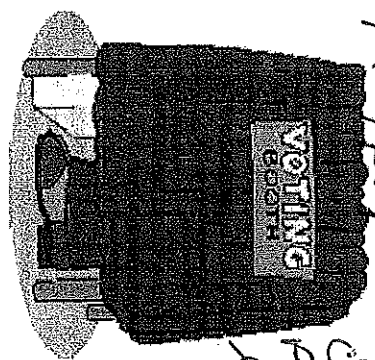
Signature:

Leon Wright

Date: 7-18-17

Please return form by July 21, 2017 @ 4:00PM  
Amvw@brownstown-mi.org

3600  
X 0.05% =  
180  
discount



only 9 approved by BAE  
change per BAE  
7/18/17

3430.00

2017-02V

# ElectionSource

4615 Danvers Drive S.E.  
Grand Rapids, MI 49512  
Phone: (616) 464-2283  
Fax:

Quote #:

**Cathy M. Garrett**  
**Wayne County**  
2 Woodward Avenue, Rooms  
201 Sz 207  
Detroit, MI 48226

Phone: 313-224-6262  
Fax: 313-224-5364  
Email: cgarrett@co.wayne.mi.us  
**PO #**

Date: 7/28/2017  
Rep.: Steve DeLongchamp  
sdelongchamp@electionsource.com

Qty	Item #	Name	Price	Total
2	IM-ICX Demo	1 Admin Card, 1 Poll Worker Card, 10 Voter Access Cards, 1 USB Drive with FN Election, Program for Loading ICX	\$145.00	\$290.00
3	IM-ICX Cart	Custom cart designed for use with the Dominion ImageCast X. The ICX can slide to the side to accommodate a wheel chair. Heavy Duty swiveling and locking casters make transporting smooth and easy. Comes with a power strip so you just need to roll it into place and plug it in. Size L22" x W22" H32"	\$450.00	\$1,350.00
2	IM-ICP Demo	100 Famous Names Ballots (ElectionSource Version), 2-8GB CF Cards Preloaded with FN Election, iButton for FN Election	\$195.00	\$390.00
43	IM-ICX Case	Case for Dominion ICX with custom cut foam. High strength plastic, waterproof, handles with wheels and retractable pull handle 24" X 24" X 14"	\$380.00	\$16,340.00
5	IM-05B	Imagecast Thermal Paper Roll, Case of 10	\$34.00	\$170.00
35	IM-ICX Shield	Pivacy shield for ICX screen	\$20.00	\$700.00
6	BA-58	Tabulator Bag Size 20"W X 15" H X 3"D	\$49.00	\$294.00
1	Discount	5% Discount		-\$976.70
Sub Total				\$18,267.30
Shipping & Handling				
Taxes			0.000%	\$ .00
<b>TOTAL</b>				<b>\$18,267.30</b>

Comments:

Office Use Only:

*Thank you for your business.*

By signing you accept the terms of this quote

Signature \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

This quote is valid for 90 days. Shipping & Handling prices are estimated are subject to change. Unless otherwise quoted freight is FOB Grand Rapids, MI. Taxes may also be additional dependent upon your state laws.

08/10/2017 12:52 PM

User: CTowles

DB: Van Buren Twp

## INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP

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INVOICE DUE DATES 08/15/2017 - 08/15/2017

UNJOURNALIZED

OPEN

8/15/2017 VOUCHER

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
377 80514	Absolute Heating & Cooling SVS FOR SENIORS, CHECKED RTU 101-265-931-000	06/02/2017 CTowles	08/15/2017	90.00 90.00	90.00	Open	N 08/15/2017
378 80515	Absolute Heating & Cooling SVS SENIOR CTR, CLEANED COILS & DR 101-265-931-000	06/02/2017 CTowles	08/15/2017	270.00 270.00	270.00	Open	N 08/15/2017
379 80516	Absolute Heating & Cooling SVS SENIORS CTR REPAIRED WIRING TO 101-265-931-000	06/02/2017 CTowles	08/15/2017	1,000.00 1,000.00	1,000.00	Open	N 08/15/2017
48834039 80517	Accountemps MILLER W/E 7.21 24.18 HRS 101-215-705-000	07/24/2017 CTowles	08/15/2017	742.57 742.57	742.57	Open	N 08/15/2017
48912758 80615	Accountemps MCCUNE W/E 7.28- 36.5 HRS 101-215-705-000	08/05/2017 CTowles	08/15/2017	1,063.61 1,063.61	1,063.61	Open	N 08/15/2017
12577 80518	Advanced Underground Inspection, LL TV/UNIT CAMERA FOR MENARDS 592-537-970-000	07/27/2017 CTowles	08/15/2017	1,574.50 1,574.50	1,574.50	Open	N 08/15/2017
S-1601 80679	All-Pro Exercise, Inc MAINTENANCE AND REPAIR OF EXCERSIS 101-336-933-000 101-336-933-000 101-336-933-000 101-336-933-000 101-336-933-000 101-336-933-000 101-336-933-000 101-336-933-000	07/17/2017 CTowles	08/15/2017	911.50 229.00 229.00 59.00 227.50 59.00 29.00 40.00 39.00	911.50	Open	N 08/15/2017
190984 80520	Atchinson Ford Sales, Inc COOL FAN/CLUTCH, A/C TRUCK #525 101-265-860-000	07/26/2017 CTowles	08/15/2017	573.11 573.11	573.11	Open	N 08/15/2017
190357 80521	Atchinson Ford Sales, Inc 142 REPLACED STREACHED TIMING CHAI 592-536-932-000	07/24/2017 CTowles	08/15/2017	17.23 17.23	17.23	Open	N 08/15/2017

INVOICE DUE DATES 08/15/2017 - 08/15/2017

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OPEN

8/15/2017 VOUCHER

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
GL Distribution							
73442806975194							
80617	AT&T	07/28/2017	08/15/2017	87.91	87.91	Open	N
	7.28-8.27 482-0697	CTowles					08/15/2017
	101-718-850-000	7.28-8.27 482-0697		87.91			
906R1105377543							
80618	AT&T	07/28/2017	08/15/2017	559.43	559.43	Open	N
	8.1-8.31 R11-0537	CTowles					08/15/2017
	101-265-850-000	8.1-8.31 R11-0537		559.43			
73439879432386							
80619	AT&T	07/28/2017	08/15/2017	179.34	179.34	Open	N
	8.1-8.31 398-7943	CTowles					08/15/2017
	592-536-920-000	8.1-8.31 398-7943		179.34			
MI688057							
80522	AT&T	07/17/2017	08/15/2017	866.24	866.24	Open	N
	JULY TELEPHONE SYSTEM MAINT	CTowles					08/15/2017
	101-265-933-000	JULY TELEPHONE SYSTEM MAINT		866.24			
65032							
80614	Atlantic Welding Supply	08/04/2017	08/15/2017	115.50	115.50	Open	N
	AUT,SEPT,OCT CYLINDER RENTAL	CTowles					08/15/2017
	592-536-940-000	AUT,SEPT,OCT CYLINDER RENTAL		115.50			
45996							
80524	Belleville Area Independent	08/01/2017	08/15/2017	420.00	420.00	Open	N
	PRINTING OF ANNUAL REPORT	CTowles					08/15/2017
	101-248-900-000	PRINTING OF ANNUAL REPORT		420.00			
46000							
80551	Belleville Area Independent	07/26/2017	08/15/2017	170.00	170.00	Open	N
	7.18 BRD MTG MIN	CTowles					08/15/2017
	101-248-900-000	7.18 BRD MTG MIN		170.00			
46007							
80552	Belleville Area Independent	07/26/2017	08/15/2017	220.00	220.00	Open	N
	ADOPT ORDINANCE 6.20.17	CTowles					08/15/2017
	101-248-900-000	ADOPT ORDINANCE 6.20.17		220.00			
46008							
80553	Belleville Area Independent	07/26/2017	08/15/2017	135.00	135.00	Open	N
	ADOPT ORDINANCE 6.20.17	CTowles					08/15/2017
	101-248-900-000	ADOPT ORDINANCE 6.20.17		135.00			
46010							
80554	Belleville Area Independent	07/26/2017	08/15/2017	175.00	175.00	Open	N
	ADOPT ORDINANCE 6.20.17 FINAL	CTowles					08/15/2017
	101-248-900-000	ADOPT ORDINANCE 6.20.17 FINAL		175.00			
46009							
80555	Belleville Area Independent	07/26/2017	08/15/2017	260.00	260.00	Open	N
	ADOPT ORDINANCE 6.20.17	CTowles					08/15/2017
	101-248-900-000	ADOPT ORDINANCE 6.20.17		260.00			

08/10/2017 12:52 PM  
User: CTowles  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
45995 80658	Belleville Area Independent NOTICE SPECIAL BOARD MEETING 101-248-900-000	07/26/2017 CTowles	08/15/2017	145.00 145.00	145.00	Open	N 08/15/2017
46055 80659	Belleville Area Independent DEMO BIDS AD- I94 SERVICE DR 279-370-941-013	07/26/2017 CTowles	08/15/2017	40.00 40.00	40.00	Open	N 08/15/2017
46056 80660	Belleville Area Independent DEMO BIDS- VAN NUREN PARK 279-370-941-013	07/26/2017 CTowles	08/15/2017	60.00 60.00	60.00	Open	N 08/15/2017
INSTRUCTOR1 80639	Virginia Belinski BALANCE & EXERCISE CLASS 101-692-742-000	08/04/2017 CTowles	08/15/2017	60.00 60.00	60.00	Open	N 08/15/2017
INSTRUCTOR2 80640	Virginia Belinski AFEP CLASS 101-692-742-000	08/04/2017 CTowles	08/15/2017	140.00 140.00	140.00	Open	N 08/15/2017
82575112 80680	Bound Tree Medical LLC GLOVES, LANCET, TEST STRIPS 101-336-740-000	07/28/2017 CTowles	08/15/2017	267.34 267.34	267.34	Open	N 08/15/2017
82575113 80681	Bound Tree Medical LLC HAND WIPEES 101-336-740-000	07/28/2017 CTowles	08/15/2017	9.26 9.26	9.26	Open	N 08/15/2017
113932 80579	BS& A Software TAX SYSTEM/FIELD INSPECTION 101-228-939-000 101-228-939-000	08/04/2017 CTowles	08/15/2017	2,544.00 1,902.00 642.00	2,544.00	Open	N 08/15/2017
TRAVEL 80577	Sharry Budd 1.27. - 6.22 MILEAGE 101-253-860-000	09/07/2017 CTowles	08/15/2017	334.96 334.96	334.96	Open	N 08/15/2017
JQC2038 80688	CDW Government ADOBE CREATIVE CLOUD 101-101-956-000	07/27/2017 CTowles	08/15/2017	341.54 341.54	341.54	Open	N 08/15/2017
158282 80528	Chapp & Bushey Oil Co. FUEL	07/24/2017 CTowles	08/15/2017	4,109.45	4,109.45	Open	N 08/15/2017

INVOICE DUE DATES 08/15/2017 - 08/15/2017

UNJOURNALIZED

OPEN

8/15/2017 VOUCHER

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
	101-301-860-001	FUEL		2,564.30			
	101-336-860-001	FUEL		152.05			
	592-536-751-000	FUEL		608.20			
	101-265-860-000	FUEL		254.78			
	101-692-860-000	FUEL		246.57			
	101-370-860-000	FUEL		78.08			
	101-718-860-000	FUEL		176.71			
	101-171-860-000	FUEL		28.76			
158281							
80529	Chapp & Bushey Oil Co.	07/24/2017	08/15/2017	755.66	755.66	Open	N
	DIESEL FUEL	CTowles					08/15/2017
	101-301-860-001	DIESAL FUEL		253.90			
	592-536-751-000	DIESEL FUEL		501.76			
721236							
80547	CLARK HILL PLC	07/18/2017	08/15/2017	27,845.76	27,845.76	Open	N
	JUNE LEGAL SVS	CTowles					08/15/2017
	251-000-802-000	JUNE LEGAL SVS		27,845.76			
721238							
80548	CLARK HILL PLC	07/18/2017	08/15/2017	60.00	60.00	Open	N
	JUNE LEGAL SVS	CTowles					08/15/2017
	251-000-802-000	JUNE LEGAL SVS		60.00			
VBN 2259-017							
80578	Lawrence M. Clark, Inc.	08/02/2017	08/15/2017	153,107.26	153,107.26	Open	N
	#2 HARBOUR CLUB LIFT STATION	CTowles					08/15/2017
	592-537-970-000	#2 HARBOUR CLUB LIFT STATION		153,107.26			
0064356							
80621	COMCAST	08/22/2017	08/15/2017	145.22	145.22	Open	N
	8.14 - 9.13 WABASH INTERNET & PHON	CTowles					08/15/2017
	592-536-920-000	8.14 - 9.13 WABASH INTERNET & PHONE		145.22			
124429							
80527	COMSOURCE	07/19/2017	08/15/2017	270.00	270.00	Open	N
	UPGRADED DISPATCH CONSOLES	CTowles					08/15/2017
	101-336-933-000	UPGRADED DISPATCH CONSOLES		270.00			
3277							
80620	CPI EXCAVATING, INC	07/28/2017	08/15/2017	7,975.00	7,975.00	Open	N
	INSTALL GATE VALVE & GATE WELL	CTowles					08/15/2017
	592-537-970-000	INSTALL GATE VALVE & GATE WELL		7,975.00			
91004064027							
80580	DTE ENERGY COMPANY	08/01/2017	08/15/2017	22,799.75	22,799.75	Open	N
	JULY STREET LIGHTING	CTowles					08/15/2017
	101-450-926-000	JULY STREET LIGHTING		18,200.64			
	247-000-920-000	JULY STREETCAPE LIGHTING		4,599.11			
401226							
80530	DMP SIGN CO	08/01/2017	08/15/2017	55.00	55.00	Open	N
	VINYL NAMEPLATE	CTowles					08/15/2017

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
	101-336-741-000	VINYL NAMEPLATE		55.00			
REGISTRATIONS							
80675	DOLAN CONSULTING GROUP	08/02/2017	08/15/2017	390.00	390.00	Open	N
	PERFORMANCE EVAL CLASS ON 10.3	CTowles					08/15/2017
	101-301-861-000	10.3 PERF EVAL CLASS KEELE		195.00			
	101-301-861-000	10.3 PERF EVAL CLASS FLORO		195.00			
W80931							
80531	Jack Doheny Companies, Inc.	07/26/2017	08/15/2017	3,166.00	3,166.00	Open	N
	REPLACE VACTOR HOSES & ADD GUIDES	CTowles					08/15/2017
	592-536-933-000	800 FT VACTOR JET HOSE		2,480.00			
	592-536-933-000	25 FT LEADER HOSE		87.50			
	592-536-933-000	HOSE GUIDES		140.00			
	592-536-933-000	HOSE SWIVEL		9.00			
	592-536-933-000	LABOR (NOT TO EXCEED)		415.00			
	592-536-933-000	MISC SUPPLIES		34.50			
A05339							
80532	Jack Doheny Companies, Inc.	07/20/2017	08/15/2017	1,325.00	1,325.00	Open	N
	PACP/MACP/LACP TRAINING SEPT.	CTowles					08/15/2017
	592-536-861-000	9.19-21 PINARD PACP TRNG		662.50			
	592-536-861-000	9.19-21 PATTON PACP TRNG		662.50			
072617							
80519	ALEX DUNCAN	07/26/2017	08/15/2017	280.00	280.00	Open	N
	FEB,MAR.- PIANO CLASS 4	CTowles					08/15/2017
	101-692-742-000	FEB,MAR.- PIANO CLASS 4		280.00			
58824							
80536	ENVIRONMENTAL TESTING & CONSULTING	07/07/2017	08/15/2017	400.00	400.00	Open	N
	ASBESTOS SURVEY- 194 SVS DR.	CTowles					08/15/2017
	279-822-819-209	ASBESTOS SURVEY- 194 SVS DR.		400.00			
TRAVEL							
80588	FELLOWS CREEK GOLF COURSE	08/02/2017	08/15/2017	190.30	190.30	Open	N
	SENIOR GOLF LUNCHEON	CTowles					08/15/2017
	101-692-742-000	SENIOR GOLF LUNCHEON		190.30			
0025260							
80538	FERGUSON WATERWORKS	07/21/2017	08/15/2017	2,348.67	2,348.67	Open	N
	3" COMPOUND NEPTUNE CAPE CONDO	CTowles					08/15/2017
	592-536-970-003	3" COMPOUND NEPTUNE CAPE CONDO		2,348.67			
0022442							
80539	FERGUSON WATERWORKS	06/21/2017	08/15/2017	2,330.00	2,330.00	Open	N
	3" WATER METER 6200 SCHOONER	CTowles					08/15/2017
	592-536-970-003	3" WATER METER 6200 SCHOONER		2,330.00			
MB03665							
80611	GALLAGHER FIRE EQUIPMENT CO	07/27/2017	08/15/2017	750.00	750.00	Open	N
	FLOW TEST, HYDRANT	CTowles					08/15/2017
	592-536-970-000	FLOW TEST, HYDRANT		750.00			

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6542 80623	Gasiorek, Morgan, Greco & McCauley, LEGAL SVS- JULY 247-000-803-000	07/04/2017 CTowles LEGAL SVS- JULY	08/15/2017	163.40  163.40	163.40	Open	N 08/15/2017
6538 80653	Gasiorek, Morgan, Greco & McCauley, JULY LEGAL SVS 101-210-801-000 592-536-801-002	07/01/2017 CTowles JULY LEGAL SVS JULY LEGAL SVS	08/15/2017	11,091.34  7,874.85 3,216.49	11,091.34	Open	N 08/15/2017
6539 80654	Gasiorek, Morgan, Greco & McCauley, JULY LEGAL SVS 101-210-801-000 592-536-801-002	07/01/2017 CTowles JULY LEGAL SVS JULY LEGAL SVS	08/15/2017	5,218.08  3,704.84 1,513.24	5,218.08	Open	N 08/15/2017
6541 80655	Gasiorek, Morgan, Greco & McCauley, JULY LEGAL SVS 101-210-801-000 592-536-801-002	07/01/2017 CTowles JULY LEGAL SVS JULY LEGAL SVS	08/15/2017	850.84  603.50 247.34	850.84	Open	N 08/15/2017
6543 80656	Gasiorek, Morgan, Greco & McCauley, JULY LEGAL SVS 101-210-801-000 592-536-801-002	07/01/2017 CTowles JULY LEGAL SVS JULY LEGAL SVS	08/15/2017	192.40  136.60 55.80	192.40	Open	N 08/15/2017
6544 80657	Gasiorek, Morgan, Greco & McCauley, JULY LEGAL SVS 101-210-801-000 592-536-801-002	07/01/2017 CTowles JULY LEGAL SVS JULY LEGAL SVS	08/15/2017	2,520.18  1,789.33 730.85	2,520.18	Open	N 08/15/2017
6540 80702	Gasiorek, Morgan, Greco & McCauley, JULY LEGAL SVS 101-210-801-000 592-536-801-002	08/01/2017 CTowles JULY LEGAL SVS JULY LEGAL SVS	08/15/2017	124.80  88.61 36.19	124.80	Open	N 08/15/2017
97633 80540	Gen Power Products CONTROL BOARD MAIN GENERATOR 101-265-933-000	07/18/2017 CTowles CONTROL BOARD MAIN GENERATOR	08/15/2017	1,285.54  1,285.54	1,285.54	Open	N 08/15/2017
3001511S 80544	GREAT LAKES WATER AUTHORITY JUNE IWC 592-537-924-000	07/17/2017 CTowles JUNE IWC	08/15/2017	548.13  548.13	548.13	Open	N 08/15/2017
30351 80543	Governor Business Solutions PLOTTER PAPER	07/26/2017 CTowles	08/15/2017	163.00	163.00	Open	N 08/15/2017

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	101-248-727-000	PLOTTER PAPER ROLL		37.25			
	101-692-742-000	PLOTTER PAPER ROLL		37.25			
	101-691-740-000	PLOTTER PAPER ROLL		74.50			
	101-691-740-000	DELIVERY FEE		14.00			
920124355 80678	Gordon Food Service REFRESHMENTS FOR BUGET REVIEW	08/08/2017 CTowles	08/15/2017	56.40	56.40	Open	N 08/15/2017
	101-101-956-000	REFRESHMENTS FOR BUGET REVIEW		56.40			
4331 80486	Gonczy's Property Maintenance GRASS CUTTING 7/5/17-7/18/17	07/27/2017 CTowles	08/15/2017	4,755.00	4,755.00	Open	N 08/15/2017
	101-276-932-000	GRASS CUTTING 7/5/17-7/18/17		860.00			
	101-265-819-000	GRASS CUTTING 7/5/17-7/18/17		3,775.00			
	592-536-819-000	GRASS CUTTING 7/5/17-7/18/17		120.00			
4332 80541	Gonczy's Property Maintenance LANDSCAPE SENIOR ENTERANCE	07/31/2017 CTowles	08/15/2017	1,690.00	1,690.00	Open	N 08/15/2017
	101-265-931-000	LANDSCAPE SENIOR ENTERANCE		1,690.00			
INSPECTOR 80545	GERALD HARDER, JR. BUILDING INSPECTOR 7.11 - 7.19	07/20/2017 CTowles	08/15/2017	3,905.00	3,905.00	Open	N 08/15/2017
	101-370-819-000	BUILDING INSPECTOR 7.11 - 7.19		3,905.00			
REIMBURSE 80549	Bradley Hine REIMBURSE PHONE CASE	07/31/2017 CTowles	08/15/2017	63.54	63.54	Open	N 08/15/2017
	592-536-740-000	REIMBURSE PHONE CASE		63.54			
RESERVATIONS 80676	HOLIDAY INN GRAND RAPIDS- AIRPORT 10.2 - 1 NIGHT 2RMS KEELE, FLORO	08/02/2017 CTowles	08/15/2017	172.50	172.50	Open	N 08/15/2017
	101-301-861-000	10.2 - KEELE HOTEL RESERV		86.25			
	101-301-861-000	10.2 - FLORO HOTEL RESERV		86.25			
43830IN 80546	HydroCorp, Inc 3 OF 36 CONNECT CONTROL PROG.	07/27/2017 CTowles	08/15/2017	1,190.00	1,190.00	Open	N 08/15/2017
	592-536-819-000	3 OF 36 CONNECT CONTROL PROG.		1,190.00			
1000791559 80550	International Code Council BUILDING CODE BOOK FOR JUDY FIELDS	07/21/2017 CTowles	08/15/2017	143.00	143.00	Open	N 08/15/2017
	101-370-956-000	BUILDING CODE BOOK FOR JUDY FIELDS		143.00			
92743 80582	Johnston Lithograph, Inc. BUILDING DEPT. APPROVAL LABELS AND	08/01/2017 CTowles	08/15/2017	224.00	224.00	Open	N 08/15/2017
	101-370-740-000	1,500 APPROVED GREEN LABELS		187.00			
	101-370-740-000	200 SHEETS 8.5 X 11 ORANGE CRACK & PEEL		37.00			

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REIMBURSE 80587	Lynette Jordan GOLF OUTING PRIZES 8.02.17 101-692-742-000	08/01/2017 CTowles	08/15/2017	78.19 78.19	78.19	Open	N 08/15/2017
TRAVEL 80589	Lynette Jordan MILEAGE REIMBURSE. JULY 101-692-860-000	07/24/2017 CTowles	08/15/2017	90.74 90.74	90.74	Open	N 08/15/2017
REIMBURSE 80590	Lynette Jordan REIMBURSE. GOLF GLOVES 8.02 101-692-742-000	08/02/2017 CTowles	08/15/2017	20.00 20.00	20.00	Open	N 08/15/2017
INSPECTOR 80583	Robert Lenz ELECTRICAL INSPECTIONS FOR 7.01-7. 101-370-819-000	08/01/2017 CTowles	08/15/2017	3,994.50 3,994.50	3,994.50	Open	N 08/15/2017
045604 80557	LIBERTY PLUMBING SUPPLY PVC NIPPLE, 2 TEE SOC 592-536-740-000	06/22/2017 CTowles	08/15/2017	15.05 15.05	15.05	Open	N 08/15/2017
413252 80584	LOWER HURON SUPPLY CLEANER, 2PC. POLE, TRIGGER SPRAYE 592-536-740-000	08/01/2017 CTowles	08/15/2017	202.34 202.34	202.34	Open	N 08/15/2017
4127171 80585	LOWER HURON SUPPLY LENS TISSUE, MED DISPEN, WIPES 592-536-740-000	07/21/2017 CTowles	08/15/2017	297.83 297.83	297.83	Open	N 08/15/2017
REIMBURSE 80558	MICHAEL LONG REIMBURSE EVIDENCE AND MASKS 101-301-743-000	07/31/2017 CTowles	08/15/2017	101.46 101.46	101.46	Open	N 08/15/2017
89815 80586	THE LUBE STOP 121 OIL CHNG 101-718-860-000	07/26/2017 CTowles	08/15/2017	43.95 43.95	43.95	Open	N 08/15/2017
8036 80685	Marquis Food Service 8.4 PRISONER MEALS 101-301-862-000	08/04/2017 CTowles	08/15/2017	39.00 39.00	39.00	Open	N 08/15/2017
8034 80686	Marquis Food Service 8.4 PRISONER MEALS 101-301-862-000	08/04/2017 CTowles	08/15/2017	103.25 103.25	103.25	Open	N 08/15/2017

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16361 80677	MAJIK GRAPHICS GRAPHICS FOR COUNTY BOAT 101-301-860-000	08/08/2017 CTowles GRAPHICS FOR COUNTY BOAT	08/15/2017	560.00 560.00	560.00	Open	N 08/15/2017
REGISTRATIONS							
80673	MI Assoc Of Senior Centers 11.1-3 CONFERENCE REGISTRATIONS 101-692-810-000 101-692-861-000	08/02/2017 CTowles JORDAN CONFERENCE REGISTRATIONS MCBRIDE CONFERENCE REGISTRATIONS	08/15/2017	350.00 175.00 175.00	350.00	Open	N 08/15/2017
215117 80591	McKenna Associates JUNE INTERIM SVS 101-370-819-000	07/31/2017 CTowles JUNE INTERIM SVS	08/15/2017	3,684.19 3,684.19	3,684.19	Open	N 08/15/2017
214667 80592	McKenna Associates CDBG ADMIN. SVS JUNE 101-370-821-000	07/31/2017 CTowles CDBG ADMIN. SVS JUNE	08/15/2017	1,093.01 1,093.01	1,093.01	Open	N 08/15/2017
980207 80593	McKenna Associates PLANNING & ECON. SVS JUNE 101-370-821-000 101-000-286-000	07/31/2017 CTowles PLANNING & ECON. SVS JUNE PLANNING & ECON. SVS JUNE	08/15/2017	1,661.60 770.25 891.35	1,661.60	Open	N 08/15/2017
4587 80632	State of Michigan RENEW CERT. FOR - JAMES TAYLOR 592-536-810-000	07/25/2017 CTowles RENEW CERT. FOR - JAMES TAYLOR	08/15/2017	95.00 95.00	95.00	Open	N 08/15/2017
168567 80594	Michigan Police Equipment REEPLACE HOLSTERS 101-301-741-000	07/20/2017 CTowles REEPLACE HOLSTERS	08/15/2017	85.00 85.00	85.00	Open	N 08/15/2017
REFUND							
80485	BK DEVELOPMENT GROUP LLC BOND #90295- 14128 WOODGROVE 101-000-285-000	07/21/2017 CTowles BOND #90295- 14128 WOODGROVE	08/15/2017	4,250.00 4,250.00	4,250.00	Open	N 08/15/2017
REFUND							
80526	APRIL WELSING REFUND FOR CPR CLASS 101-000-691-000	07/27/2017 CTowles REFUND FOR CPR CLASS	08/15/2017	50.00 50.00	50.00	Open	N 08/15/2017
REFUND							
80556	KATHERINE CALLAGHAN REFUND UNUSED PORTION OF DEPOSIT 592-000-284-000	07/31/2017 CTowles REFUND UNUSED PORTION OF DEPOSIT	08/15/2017	93.92 93.92	93.92	Open	N 08/15/2017

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REFUND							
80610	R&L COOLSEAT CONSTRUCTION REFUND UNUSED HYDRANT DEP. 592-000-284-000	07/28/2017 CTowles	08/15/2017	2,469.96 2,469.96	2,469.96	Open	N 08/15/2017
551490917							
80595	State of Michigan SOR X3 101-301-956-000	07/31/2017 CTowles	08/15/2017	90.00 90.00	90.00	Open	N 08/15/2017
46449							
80596	National Hose Testing Specialties I GROUND LADDER TESTING 2017 101-336-933-000	07/25/2017 CTowles	08/15/2017	439.25 439.25	439.25	Open	N 08/15/2017
FRM0001579							
80597	Oakland County Treasurers 2ND QTR CLEMIS FEES 101-336-819-000	07/25/2017 CTowles	08/15/2017	1,938.54 1,938.54	1,938.54	Open	N 08/15/2017
159363336							
80598	Orkin JULY PEST SVS- FIRE STA 2 101-265-931-000	07/13/2017 CTowles	08/15/2017	90.23 90.23	90.23	Open	N 08/15/2017
159362715							
80599	Orkin JULY PEST SVS- TWP HALL 101-265-931-000	07/13/2017 CTowles	08/15/2017	210.55 210.55	210.55	Open	N 08/15/2017
159364431							
80600	Orkin JULY PEST SVS- MUSEUM 101-265-931-000	07/13/2017 CTowles	08/15/2017	81.15 81.15	81.15	Open	N 08/15/2017
57704101318,19							
80609	Paragon Laboratories WATER TESTING 592-536-819-000	07/31/2017 CTowles	08/15/2017	465.00 465.00	465.00	Open	N 08/15/2017
A-106234							
80687	PARKWAY SERVICES PORT-AJOHN RENTALS FOR TAKIN' IT T 279-691-740-000	06/22/2017 CTowles	08/15/2017	480.00 480.00	480.00	Open	N 08/15/2017
POSTAGE							
80624	PITNEY BOWES RESERVE ACCOUNT 5.30-8.29 POSTAGE MACHINE RENTAL 101-248-940-000	07/04/2017 CTowles	08/15/2017	1,176.64 1,176.64	1,176.64	Open	N 08/15/2017
1128							
80672	Pioneer Landscaping WEEDED BRIDGE & TRIANGLE 247-000-979-001	07/31/2017 CTowles	08/15/2017	950.00 950.00	950.00	Open	N 08/15/2017

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34435 80608	Poco Sales RIGHT LANE CLOSEURE PER MDOT 592-536-819-000	07/19/2017 CTowles	08/15/2017	750.00 750.00	750.00	Open	N 08/15/2017
70032214 80605	PRIORITY ONE EMERGENCY REPLACEMENT OF BOOTS MCCARTHY 101-301-741-000	07/31/2017 CTowles	08/15/2017	169.99 169.99	169.99	Open	N 08/15/2017
70032081 80606	PRIORITY ONE EMERGENCY HERNANDEZ- 1 SHIRT 101-301-741-000	07/26/2017 CTowles	08/15/2017	91.99 91.99	91.99	Open	N 08/15/2017
70032002 80607	PRIORITY ONE EMERGENCY CHRIS HAYES- 1 HAT 101-301-741-000	07/25/2017 CTowles	08/15/2017	69.99 69.99	69.99	Open	N 08/15/2017
70032362 80683	PRIORITY ONE EMERGENCY BATTERY LITEBOX 101-336-740-000	08/03/2017 CTowles	08/15/2017	43.99 43.99	43.99	Open	N 08/15/2017
8241389 80601	Quill Corporation OFFICE SUPPLIES, WOOD DESK SIGNS F 592-536-727-000 101-370-740-000 101-370-740-000 101-370-740-000 101-370-740-000	07/14/2017 CTowles	08/15/2017	429.93 78.69 36.06 266.00 24.59 24.59	429.93	Open	N 08/15/2017
8236402 80602	Quill Corporation CAT 5E CABLES-LAPTOP NETWORKING 101-191-727-000	07/14/2017 CTowles	08/15/2017	26.20 26.20	26.20	Open	N 08/15/2017
8307638 80603	Quill Corporation OFFICE SUPPLIES FOR FD/DISPATCH 101-325-740-000 101-336-740-000	07/18/2017 CTowles	08/15/2017	602.10 520.14 81.96	602.10	Open	N 08/15/2017
8492247 80604	Quill Corporation OFFICE SUPPLIES 101-691-740-000 101-691-740-000 101-691-740-000 101-691-740-000	07/25/2017 CTowles	08/15/2017	147.87 20.49 25.40 66.29 35.69	147.87	Open	N 08/15/2017

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
8679125 80625	Quill Corporation BINDERS-BOARD DOCUMENT PREPARATION 101-248-727-000	07/04/2017 CTowles	08/15/2017	75.36 75.36	75.36	Open	N 08/15/2017
8644891 80626	Quill Corporation VOICE RECORDERS/CLOCK/POST ITS/BAT 101-248-727-000 101-248-727-000 101-248-727-000 101-248-727-000 101-248-727-000 101-248-727-000	07/04/2017 CTowles	08/15/2017	288.69 42.54 34.41 143.98 14.39 32.38 20.99	288.69	Open	N 08/15/2017
8637792 80627	Quill Corporation CASH RECEIPT BOOKS TRIPLICATE # 90 101-248-727-000	07/04/2017 CTowles	08/15/2017	385.25 385.25	385.25	Open	N 08/15/2017
27372 80636	RELINER/DURAN SEWER LINER BOWL 592-537-970-000	07/26/2017 CTowles	08/15/2017	519.20 519.20	519.20	Open	N 08/15/2017
189964 80542	Reprographics One RENEWAL OF OCE' 300 PLOTTER MAINT 101-228-939-000 592-536-937-000 101-370-740-000	07/21/2017 CTowles	08/15/2017	950.00 316.68 316.66 316.66	950.00	Open	N 08/15/2017
5049590251 80612	Ricoh USA, Inc. REC CTR. COPIER MNT-7.31-10.30 101-228-939-000	07/25/2017 CTowles	08/15/2017	276.00 276.00	276.00	Open	N 08/15/2017
5048526323 80667	Ricoh USA, Inc. 4.30 - 7.29 COPIER MNT- REC 101-691-933-000	05/15/2017 CTowles	08/15/2017	276.00 276.00	276.00	Open	N 08/15/2017
747 80613	S&L Electrical Services LLC RECEPTACLES FOR EXERCISE EQUIPMENT 101-265-931-000	07/24/2017 CTowles	08/15/2017	495.00 495.00	495.00	Open	N 08/15/2017
728575-00 80628	SERVICE ELECTRIC SUPPLY CO BALLAST, SAFETY GLASSES 101-265-740-000	08/03/2017 CTowles	08/15/2017	343.98 343.98	343.98	Open	N 08/15/2017

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
GL Distribution							
RESERVATIONS							
80629	Shanty Creek	08/01/2017	08/15/2017	643.68	643.68	Open	N
	3 RMS FOR ARMOR EXPRESS TRAINING	CTowles					08/15/2017
	101-301-861-000	BUCKBERRY	9/9-10 LODGING TRNG	214.56			
	101-301-861-000	ABDILLA	9/9-10 LODGING TRNG	214.56			
	101-301-861-000	SCHULTZ	9/9-10 LODGING TRNG	214.56			
9753198							
80484	S&S Worldwide	07/07/2017	08/15/2017	325.44	325.44	Open	N
	CAMP SUPPLIES	CTowles					08/15/2017
	101-691-742-001	COLOR ME BACK PACK		38.38			
	101-691-742-001	SUPER HERO MASKS		23.97			
	101-691-742-001	4MM STEMS ASSORTED COLORS		15.99			
	101-691-742-001	SUPER HERO CAPES 30"		55.98			
	101-691-742-001	SUPER HERO CAPES 18"		47.98			
	101-691-742-001	COLOR ME FLAG		28.77			
	101-691-742-001	CRAYOLA FABRIC MARKERS		50.39			
	101-691-742-001	COLD WATER DYES		35.99			
	101-691-742-001	COLOR SPLASH DIMENSIONAL FABRIC PAINT		27.99			
TRAVEL							
80576	Linda Stevenson	06/01/2017	08/15/2017	214.52	214.52	Open	N
	THREAT ASSESSMENT/MAA CONFERN	CTowles					08/15/2017
	101-247-860-000	THREAT ASSESS CLASS MILEAGE		54.04			
	101-247-860-000	MMA CONFERN. MILEAGE		126.26			
	101-247-861-000	MAA CONFERN. MEALS		34.22			
JULY STMT							
80635*	SUMPTER ACE HARDWARE	07/31/2017	08/15/2017	2,509.03	2,509.03	Open	N
	JULY STATEMENT	CTowles					08/15/2017
	101-718-740-000	FLEX TAPE, TOOL BIN		29.13			
	101-718-740-000	TOTE,, BUCKET		53.86			
	101-265-931-000	HEAT GUN		35.99			
	101-265-740-000	PEDESTAL FAN		46.78			
	592-536-740-000	HOSE FLEXOGEN,4WAY SHUTOFF		191.43			
	592-536-740-000	PLYWOOD		233.83			
	592-536-740-000	CREDIT RETURN		(143.88)			
	592-536-740-000	WRAPCHAPS, CHAIN OIL		161.08			
	101-265-740-000	ROLLERCOVER		53.78			
	592-536-740-000	GLUE		10.78			
	592-536-740-000	AUTO CLOTH, BATTERIES		34.70			
	592-536-740-000	CASTER PLATE, FASTNERS		71.40			
	101-265-740-000	AIR BLOW GUN, CAN SPOUT		23.87			
	592-536-740-000	KNIFE, GLOVES, PACKING SHEET		118.68			
	592-537-930-000	WORK GLOVE, RAID, LATCH		64.92			
	101-265-740-000	SPRAY GUN		48.94			
	101-265-740-000	PAINT TRAY, SUPER GLUE, INSERT		31.15			
	592-536-740-000	HYDRANT PAINT		22.45			
	592-536-740-000	HINGE RES, SWIVEL		54.64			
	592-536-740-000	HYDRANT PAINT		53.89			
	592-536-740-000	PIPE BLACK		32.33			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
	101-301-743-000	CABLE TIES, FASTNERS		57.33			
	592-536-740-000	WEED WHIP		359.95			
	592-536-740-000	COOLER, REDIMIX		44.71			
	592-536-740-000	POST		10.58			
	101-265-740-000	WASP SPRAY, BULB		41.16			
	592-536-740-000	TAPE MEASURE, PRO LINE, GROUND CLEAR		84.57			
	592-536-740-000	TOLLBIN, PIPE		44.67			
	592-536-740-000	FASTNERS		1.48			
	101-265-931-000	DRANO, PLUNGER		8.26			
	101-301-743-000	WAX		7.73			
	247-000-001-000	CASTER, GLASS		21.57			
	592-536-740-000	LAWN AND LEAF BAGS		17.98			
	592-536-740-000	WEED KILLER, TAPE, FUSE		72.65			
	101-718-740-000	GLOVES, AIR CIRCULATOR,		59.37			
	101-718-740-000	AIR CONDITIONER		119.99			
	592-536-740-000	WIRE BRUSH, SQUEEGE, PAINTER		60.93			
	592-536-740-000	FOGGER		27.96			
	592-536-740-000	FASTNERS		7.88			
	592-536-740-000	KNIFELOCE, MASK, TAPE		57.19			
	592-536-740-000	RED SAFETY SPRAY, HANDLE		22.45			
	592-536-740-000	SAFETY GLASSES, GLOVES		51.67			
	592-536-740-000	PAIL, TAPE, BALL		29.67			
	592-536-740-000	WASP SPRAY, TIES, CABLES, GLASSES		33.65			
	592-536-740-000	UNTREATED		35.88			
53913							
80630	Suburban Calcium Chloride Sales	07/31/2017	08/15/2017	11,250.00	11,250.00	Open	N
	DUST CONTROL SVS	CTowles					08/15/2017
	101-446-830-000	Dust Prevention Services		11,250.00			
385966							
80631	SURE-FIT LAUNDRY	08/01/2017	08/15/2017	49.00	49.00	Open	N
	CLEAN PRISONER BLANKETS	CTowles					08/15/2017
	101-301-862-000	CLEAN PRISONER BLANKETS		49.00			
385607							
80633	SURE-FIT LAUNDRY	07/25/2017	08/15/2017	70.50	70.50	Open	N
	CLEAN PRISONER BLANKETS	CTowles					08/15/2017
	101-301-862-000	CLEAN PRISONER BLANKETS		70.50			
386308							
80684	SURE-FIT LAUNDRY	08/08/2017	08/15/2017	61.50	61.50	Open	N
	CLEAN PRISONER BLANKETS	CTowles					08/15/2017
	101-301-862-000	CLEAN PRISONER BLANKETS		61.50			
0287087IN							
80634	Symbol Arts	07/28/2017	08/15/2017	835.00	835.00	Open	N
	PURCHASE COINS FOR HANDOUTS	CTowles					08/15/2017
	101-301-750-000	PUBLIC SAFETY COINS		795.00			
	101-301-750-000	SHIPPING CHARGES		40.00			

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530351431 80641	UIS SCADA FLO-DAR MTR NHV MANHOLE 592-537-970-000	07/28/2017 CTowles FLO-DAR MTR NHV MANHOLE	08/15/2017	46,025.00  46,025.00	46,025.00	Open	N 08/15/2017
530351422 80642	UIS SCADA TROUBLE SHOOT & REPAIR PUMP ISSUES 592-537-970-000	08/02/2017 CTowles TROUBLE SHOOT & REPAIR PUMP ISSUES	08/15/2017	2,204.50  2,204.50	2,204.50	Open	N 08/15/2017
530351432 80643	UIS SCADA TROUBLE SHOOT @ TWP HALL 592-537-970-000	08/02/2017 CTowles TROUBLE SHOOT @ TWP HALL	08/15/2017	4,425.00  4,425.00	4,425.00	Open	N 08/15/2017
148687 80616	H.J. Umbauch & Associates 2016 AUDIT 247-000-801-000	07/11/2017 CTowles Auditing/Accounting	08/15/2017	450.00  450.00	450.00	Open	N 08/15/2017
JULY STMT 80689	UniFirst Corp JULY STATEMENT 101-265-740-000 101-265-740-000 592-536-741-000	07/03/2017 CTowles UNIFORMS FOR GROUNDS RUGS UNIFORMS FOR WATAR	08/15/2017	690.37  215.00 253.10 222.27	690.37	Open	N 08/15/2017
1872534 80690	UniFirst Corp 99LM PVC DOT GLOVES 592-536-740-000 592-536-740-000	05/29/2017 CTowles 99LM PVC DOT GLOVES DIRECT HANDLING	08/15/2017	209.29  201.24 8.05	209.29	Open	N 08/15/2017
4702564 80638	US BANK DDA TAX INCEMENT REV. BONDS HNDL F 247-000-996-000	07/25/2017 CTowles DDA TAX INCEMENT REV. BONDS HNDL FEE	08/15/2017	500.00  500.00	500.00	Open	N 08/15/2017
1626 80661	VICTORY LANE QUICK OIL CHANGE #516 - OIL CHNG 592-536-932-000	08/01/2017 CTowles #516 - OIL CHNG	08/15/2017	58.48  58.48	58.48	Open	N 08/15/2017
1452 80662	VICTORY LANE QUICK OIL CHANGE #532 OIL CHNG 592-536-932-000	08/01/2017 CTowles #532 OIL CHNG	08/15/2017	68.41  68.41	68.41	Open	N 08/15/2017
561210 80663	VIGILANTE SECURITY 8.1 - 10.31 ALARM MONITORING 101-265-931-000	07/19/2017 CTowles 8.1 - 10.31 ALARM MONITORING	08/15/2017	495.00  495.00	495.00	Open	N 08/15/2017

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2009091 80637	WADE-TRIM ASSOCIATES ALDI FOOD MARKET 592-000-286-000	08/01/2017 CTowles ALDI FOOD MARKET	08/15/2017	3,186.30 3,186.30	3,186.30	Open	N 08/15/2017
2008803 80644	WADE-TRIM ASSOCIATES GENERAL SVS-PLNG DEPT 101-370-820-000	07/21/2017 CTowles GENERAL SVS-PLNG DEPT	08/15/2017	125.00 125.00	125.00	Open	N 08/15/2017
2009092 80646	WADE-TRIM ASSOCIATES CONTINENTAL CANTEEN 592-000-286-000	07/31/2017 CTowles CONTINENTAL CANTEEN	08/15/2017	320.00 320.00	320.00	Open	N 08/15/2017
2009087 80647	WADE-TRIM ASSOCIATES MENARDS 592-000-286-000	07/31/2017 CTowles MENARDS	08/15/2017	6,865.00 6,865.00	6,865.00	Open	N 08/15/2017
2009093 80648	WADE-TRIM ASSOCIATES SPEEDWAY STORES 592-000-286-000	07/31/2017 CTowles SPEEDWAY STORES	08/15/2017	975.00 975.00	975.00	Open	N 08/15/2017
2009088 80649	WADE-TRIM ASSOCIATES WILLOW CREEK 592-000-286-000	07/31/2017 CTowles WILLOW CREEK	08/15/2017	320.00 320.00	320.00	Open	N 08/15/2017
2009086 80650	WADE-TRIM ASSOCIATES GENERAL SERVICES-DPS 592-536-820-000	07/31/2017 CTowles GENERAL SERVICES-DPS	08/15/2017	2,607.50 2,607.50	2,607.50	Open	N 08/15/2017
2009089 80651	WADE-TRIM ASSOCIATES HARBOUR CLUB PUMP STATION 592-537-970-004	07/31/2017 CTowles HARBOUR CLUB PUMP STATION CONSTRUCT.	08/15/2017	4,318.00 4,318.00	4,318.00	Open	N 08/15/2017
2009090 80652	WADE-TRIM ASSOCIATES HARBOUR CLUB PUMP STATION 592-537-970-004	07/31/2017 CTowles HARBOUR CLUB PUMP STATION INSPECTION	08/15/2017	1,137.50 1,137.50	1,137.50	Open	N 08/15/2017
6032202020220100 80674	Walmart JULY STMT 101-691-742-001	08/03/2017 CTowles CAMP SUPPLIES	08/15/2017	84.61 84.61	84.61	Open	N 08/15/2017
1008721 80669	WAYNE COUNTY JUNE WALMART TRAF SIG 101-450-926-000	07/19/2017 CTowles JUNE WALMART TRAF SIG	08/15/2017	75.05 75.05	75.05	Open	N 08/15/2017

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INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
291305 80682	WAYNE COUNTY MAY PRISONER HOUSING 101-301-819-000	08/02/2017 CTowles	08/15/2017	2,345.00 2,345.00	2,345.00	Open	N 08/15/2017
14135 80670	WEST SHORE FIRE 1 SET OF TURNOUT GEAR- A. BROW 101-336-741-000	07/25/2017 CTowles	08/15/2017	2,173.79 2,173.79	2,173.79	Open	N 08/15/2017
TRAVEL 80664	Paul White 8.6-8.4 MTA ACADEMY - MILEAGE 101-101-860-000	07/30/2017 CTowles	08/15/2017	102.72 102.72	102.72	Open	N 08/15/2017
10935 80666	Wiese's Lawn Care MOW ORDINANCE VIOLATED PROPERTIES 101-329-819-000	07/27/2017 CTowles	08/15/2017	539.50 539.50	539.50	Open	N 08/15/2017
10937 80668	Wiese's Lawn Care MOW ORDINANCE VIOLATED PROPERTIES 101-329-819-000	07/27/2017 CTowles	08/15/2017	143.00 143.00	143.00	Open	N 08/15/2017
10936 80701	Wiese's Lawn Care MOW ORDINANCE VIOLATED PROPERTIES 101-329-819-000	07/04/2017 CTowles	08/15/2017	124.50 124.50	124.50	Open	N 08/10/2017
20171852 80665	WINDER POLICE EQUIPMENT TAPE,EVIDENCE BOX, SQUEEGE, BRUSH 101-301-860-000	08/03/2017 CTowles	08/15/2017	497.81 497.81	497.81	Open	N 08/15/2017
40000501 80645	Ypsilanti Community Util Autho JULY YCUA SEWAGE 592-537-924-000	08/11/2017 CTowles	08/15/2017	4,380.15 4,380.15	4,380.15	Open	N 08/15/2017
TRAVEL 80671	Jennifer B. Zaenglein REIMBURSE- MILEAGE 3.25 - 7.25 101-718-860-000	07/25/2017 CTowles	08/15/2017	137.12 137.12	137.12	Open	N 08/15/2017
# of Invoices:	157	# Due:	157	Totals:	408,817.42	408,817.42	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:				408,817.42	408,817.42		

\* 1 Net Invoices have Credits Totalling: (143.88)

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
GL Distribution							
--- TOTALS BY FUND ---							
	101 - General Fund			106,886.15	106,886.15		
	247 - DDA Fund			6,684.08	6,684.08		
	251 - LDFA Fund			27,905.76	27,905.76		
	279 - CDBG Fund			980.00	980.00		
	592 - Water/Sewer Fund			266,361.43	266,361.43		
--- TOTALS BY DEPT/ACTIVITY ---							
	000 -			54,011.37	54,011.37		
	101 - Township Board			500.66	500.66		
	171 - Supervisor Department			28.76	28.76		
	191 - Election Department			26.20	26.20		
	210 - Attorney Fees			14,197.73	14,197.73		
	215 - Clerk Department			1,806.18	1,806.18		
	228 - IT Department			3,136.68	3,136.68		
	247 - Assessing Department			214.52	214.52		
	248 - General Office			3,488.19	3,488.19		
	253 - Treasurer Department			334.96	334.96		
	265 - Building & Grounds			12,838.04	12,838.04		
	276 - Cemetery			860.00	860.00		
	301 - Police Department			9,258.93	9,258.93		
	325 - Dispatch			520.14	520.14		
	329 - Ordinance Enforcement			807.00	807.00		
	336 - Fire Department			6,342.68	6,342.68		
	370 - Building/Planning Dept.			14,784.93	14,784.93		
	446 - Public Services			11,250.00	11,250.00		
	450 - Public Services			18,275.69	18,275.69		
	536 - Water Department			25,852.09	25,852.09		
	537 - Sewer Department			226,279.16	226,279.16		
	691 - Recreation Dept			1,402.42	1,402.42		
	692 - Seniors Dept			1,493.05	1,493.05		
	718 - Park & Lake Dept			708.04	708.04		
	822 - Rehab			400.00	400.00		

# Charter Township of Van Buren

Agenda Item \_\_\_\_\_

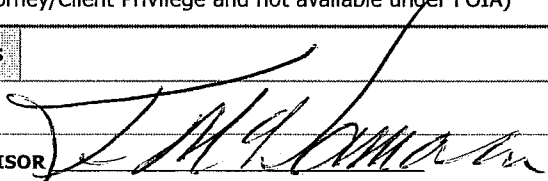
## REQUEST FOR BOARD ACTION

**MEETING DATE: AUGUST 15, 2017**

<input type="checkbox"/> New Business	<input type="checkbox"/> Unfinished Business	<input type="checkbox"/> Public Hearing	<input checked="" type="checkbox"/> Consent Agenda
<b>ITEM (SUBJECT)</b>	Consider Adoption of Resolution 2017-18, 2017 Tax Rate Request		
<b>DEPARTMENT</b>	Assessing		
<b>PRESENTER</b>	Linda M. Stevenson, Assessment Coordinator		
<b>PHONE NUMBER</b>	699-8946		
<b>INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)</b>			

### Agenda topic

<b>ACTION REQUESTED</b>	
Approval of Resolution 2017-18, 2017 Tax Rate Request	
<b>BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)</b>	
Every year the Township Board must approve a resolution establishing the Township's tax rate for the December Tax Levy. The requested tax rates comply with appropriate millage reduction fractions (Headlee and Truth in Assessing)	
Items included: 1. Resolution 2017-18 2. Form L-4029	

<b>BUDGET IMPLICATION</b>	None
<b>IMPLEMENTATION NEXT STEP</b>	Forward documentation to Wayne County
<b>DEPARTMENT RECOMMENDATION</b>	Approval
<b>COMMITTEE/COMMISSION RECOMMENDATION</b>	N/A
<b>ATTORNEY RECOMMENDATION</b>	N/A
(May be subject to Attorney/Client Privilege and not available under FOIA)	
<b>ADDITIONAL REMARKS</b>	
<b>APPROVAL OF SUPERVISOR</b>	

**CHARTER TOWNSHIP OF VAN BUREN  
RESOLUTION 2017-18**

**RESOLVED** by the Township Board of the Charter Township of Van Buren, that there be levied on the taxable property of said Township for the year 2017, for township purposes, a tax of mills on the 2017 Taxable Value as thereof (real and personal property), said value being \$986,123,655 and the tax amounting to \$7,311,515.

APPROVED:

August 15, 2017

Certified a true copy:

\_\_\_\_\_  
Leon Wright, Clerk  
Van Buren Charter Township

a.	Allocated Millage	.9144	
b.	Extra Voted Millage – 1.	<u>6.5000</u>	– Public Safety
Total . . . . .		7.4144	

# 2017 Tax Rate Request (This form must be completed and submitted on or before September 30, 2017)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

**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	2017 Taxable Value of ALL Properties in the Unit as of 5-22-17
<b>Wayne</b>	<b>986,123,655</b>
Local Government Unit Requesting Millage Levy	For LOCAL School Districts: 2017 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.
<b>Charter Township of Van Buren</b>	

This form must be completed 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 2017 tax roll.

[illegible]

Prepared by <b>Linda M. Stevenson</b>	Telephone Number <b>734-699-8946</b>	Title of Preparer <b>Assessment Coordinator</b>	Date <b>8-15-17</b>
--	---	--	------------------------

**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).

<input type="checkbox"/> Clerk	Signature	Print Name	Date	Rates to be Levied (nm/supp and NH Oper ONLY)	Rate
<input type="checkbox"/> Secretary		<b>Leon Wright</b>	<b>8-15-17</b>	For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	
<input checked="" type="checkbox"/> Chairperson	Signature	Print Name	Date	For Commercial Personal	
<input type="checkbox"/> President		<b>Kevin McNamara</b>	<b>8-15-17</b>	For all Other	

\* 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 lower than the rate in column 9.

\* 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).

# Charter Township of Van Buren

Agenda Item \_\_\_\_\_

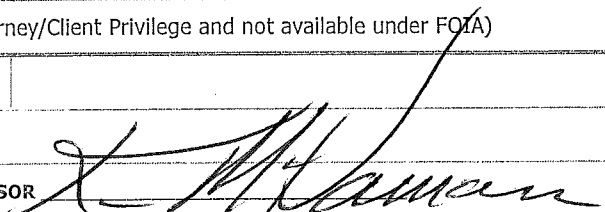
## REQUEST FOR BOARD ACTION

**MEETING DATE: 8-15-2017**

<input checked="" type="checkbox"/> Consent	<input type="checkbox"/> Unfinished Business	<input type="checkbox"/> Public Hearing
<b>ITEM (SUBJECT)</b>	Consider approval of Resolution 2017-19, affirming approval of Senior Alliance Annual Implementation Plan for Aging Services	
<b>DEPARTMENT</b>	September Days Senior Center	
<b>PRESENTER</b>	Lynette Jordan, Director	
<b>PHONE NUMBER</b>	(734)699-8918	
<b>INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)</b>		

### Agenda topic

<b>ACTION REQUESTED</b>	
Approve Resolution 2017-19, affirming approval of The Senior Alliance Annual Implementation Plan for Aging Services.	
<b>BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)</b>	
<p>The Senior Alliance (TSA) provides services to older adults in 34 Southern and Western Wayne County. The TSA Board approved the 2018 Annual Implementation Plan. As part of the approval process the Michigan Office of Services to the Aging requires that the TSA receive approval of the Implementation Plan from each of the 34 communities. The TSA held its Public Hearing on May 31, 2017.</p> <p>In turn the TSA then must request that each of the 34 communities approve a resolution that approves the Annual Implementation Plan. The proposed resolution is included with this item along with The Senior Alliance Executive Summary and Public Hearing Narrative. The 2018 Annual Implementation Plan is on file in the Clerk's Office should you wish to review or it can be reviewed on line at <a href="http://www.aaa1c.org">www.aaa1c.org</a>. Thank you for your consideration in this matter.</p>	

<b>BUDGET IMPLICATION</b>	
<b>IMPLEMENTATION NEXT STEP</b>	Senior Director to forward executed resolution to TSA.
<b>DEPARTMENT RECOMMENDATION</b>	approval
<b>COMMITTEE/COMMISSION RECOMMENDATION</b>	
<b>ATTORNEY RECOMMENDATION</b>	
(May be subject to Attorney/Client Privilege and not available under FOIA)	
<b>ADDITIONAL REMARKS</b>	
<b>APPROVAL OF SUPERVISOR</b>	

**Resolution 2017-19**  
**Charter Township of Van Buren**  
**Affirming approval of**  
**The Senior Alliance Annual Implementation Plan for Aging Services**

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ that

**Whereas**, the Charter Township of Van Buren, Wayne County, Michigan recognizes the role of the Senior Alliance as the designated Area Agency on Aging for Southern and Western Wayne County to be responsible for planning, developing, coordinating, monitoring and managing a comprehensive organized service delivery system of services for older adults and caregivers, and

**Whereas**, the 34 communities of Southern and Western Wayne County, including the Charter Township of Van Buren comprises the Planning and Service Area to the agency's governing body, and

**Whereas**, the Office of Services to the Aging require local Area Agencies on Aging to request approvals of their Annual Implementation Plan from their local governments, and

**Whereas**, The Senior Alliance has submitted the plan to this honorable body in accordance with federal and state laws, and

**Whereas**, The Senior Alliance has held a public hearing for client, caregiver and service provider population feedback which contributed to the development of the Annual Implementation Plan for Fiscal Year 2018.

**Now, Therefore Be It Resolved**, that the Charter Township of Van Buren Board of Trustees approves the Annual Implementation Plan for FY 2018, as presented to the Charter Township of Van Buren.

\* \* \* \* \*

APPROVED AND ADOPTED, by the Charter Township of Van Buren on  
August 15, 2017.

Yeas:

Nays:

Absent:

Abstain:

I hereby certify the foregoing is a true and correct copy of a resolution adopted by the Board of Trustees at a regular meeting held August 15, 2017.

Leon Wright, Clerk  
Charter Township of Van Buren



July 24, 2017

*Dear Honorable Mayors & Township Supervisors of the illustrious 34 communities of SWWC,*

As you know, The Senior Alliance: Area Agency on Aging 1-C (TSA), is committed to providing services that empower people with needs to live with dignity in the community of their choice, by providing available services. On June 22, 2017, The Senior Alliance's Board of Directors approved the agency's 2018 Annual Implementation Plan (AIP) which reports progress made under the 2017-2019 Multi-Year Plan (MYP), and outlines goals and objectives to be achieved in FY18.

Aging and Adult Services Agency (AASA) requires TSA to request a resolution approving the AIP from each local unit of government in our planning and service area. The final 2018 AIP for TSA that will be submitted to the State Commission on Services to the Aging for approval is available on our website: <http://www.aaa1c.org>. To view and print the AIP, click on the Annual Implementation Plan link on the left side of our homepage to open the Adobe .pdf document. Under the "File" tab, choose to either "Save As" to keep a local copy or "Print" to produce a hardcopy. A printed copy of the AIP will be sent to you via US postal mail or email only at your request.

Please share this document with your municipality's legislative body and consider a resolution approving TSA's AIP no later than August 16, 2017. We are also requesting that your local unit of government send email notification of your approval or related concerns regarding the AIP as soon as possible. A sample resolution is enclosed.

If you have any questions regarding the AIP, please contact me by phone (734.727.2058) or via email ([JMaciejewski@tsalink.org](mailto:JMaciejewski@tsalink.org))

Your community's continued support of TSA and our mission to provide services to older adults, individuals with disabilities, their families and caregivers throughout our region is deeply appreciated.

Thank you in advance for your consideration.

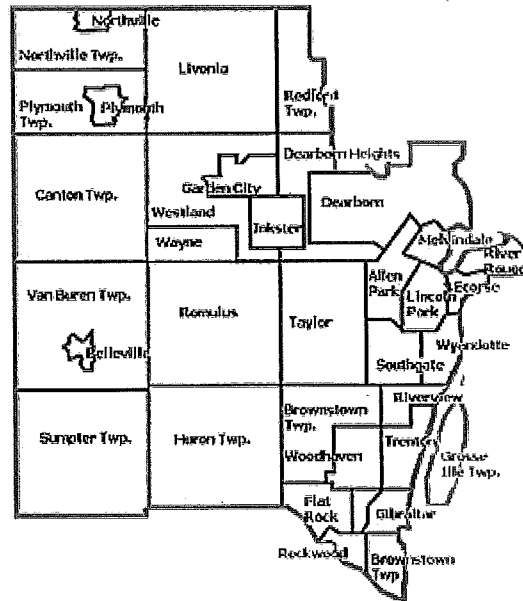
Sincerely,

A handwritten signature in black ink that reads 'Jason Maciejewski'.

Jason Maciejewski  
Chief Information & Planning Officer

*Enclosures (2)*

cc: Tamera Kiger, Executive Director, The Senior Alliance



517-284-0174



# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

## FY 2017-2019

The Senior Alliance, Inc.

FY 2018

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## ANNUAL & MULTI YEAR IMPLEMENTATION PLAN FY 2017-2019

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### County/Local Unit of Govt. Review

The Senior Alliance (TSA) informed each chief elected official of the 34 communities comprising southern and western Wayne County, embodying TSA's planning service area (PSA) 1-C, on the availability of the 2017-2019 multi-year plan (MYP). These officials were made aware of the MYP's purpose and progress, as members of TSA's Board of Directors are appointed by the Conference of Western Wayne and the Downriver Community Conference, representing each of the municipalities within the PSA 1-C.

#### **TIMELINE:**

- 4/20/2017- Public hearing information posted on TSA's website
- 4/23/2017- Public hearing ads were published in three (3) different newspapers:  
Times Herald, Observer/Eccentric, and Michigan Chronicle
- 4/28/2017- *Draft* 2018 AIP was posted on TSA's website
- 4/28/2017- Local municipalities were invited to comment on the 2017-2019 MYP
- 5/8/2017- Public hearing- TSA's Advisory Council meeting 9:30-11:00 a.m.
- 5/31/2017- Public hearing- Van Buren Township Senior Center 10:00-11:00 a.m.
- 5/25/2017- TSA's Advisory Council reported on public hearings to the Executive Committee of the Board of Directors
- 6/1/2017- Public hearing- Dearborn Heights Community Center 1:00-2:00 p.m.
- 6/2/2017- Last day of public comment
- 6/12/2017 - TSA Advisory Council review and recommendation of AIP
- 6/22/2017- *Final* 2018 AIP submitted for approval to TSA's Board of Directors
- 6/26/2017- *Final* 2018 AIP submitted to the Aging and Adult Services Agency (AASA) and made available on TSA's website
- 6/26/2016- Formal notice letter is sent to local government officials that TSA's 2018 AIP has been approved by the Board of Directors and requested resolutions from local governments are due by July 30, 2017
- 7/31/2016- Local government responses are forwarded to AASA



# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

## FY 2017-2019

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### Approved Multi-Year Plan Highlights

**1. A brief history of the area agency and respective PSA that provides a context for the MYP. It is appropriate to include the area agency's vision and/or mission statements in this section.**

The Senior Alliance (TSA) is a 501 (c)(3) that began serving older adults in 1980 and is designated by the Michigan Commission on Services to the Aging to operate as an Area Agency on Aging for the 34 communities of southern and western Wayne County (SWWC). In 1988, TSA was authorized to function as an Organized Health Care Delivery System, which allowed the agency to serve low-income adults living with disabilities.

TSA's mission statement was updated in 2013, to reflect its role in the vastly changing aging network and to reflect person-centered values that fuels TSA to take on innumerable challenges in the aging field.

*"We empower people with needs, to live with dignity in the community they choose, by providing available services."*

Individuals aged 60 and older and individuals living with disabilities, and who reside in SWWC are entitled to receive services from TSA; regardless of their financial or social status. However, TSA will give preference to those who are considered to be in the greatest economic and social need.

TSA is constantly growing, directly serving over 52,000 persons with a budget of over 20 million dollars in fiscal year 2016. Ninety-five percent of the budget is applied directly to services and five percent is used for administration.

TSA operates and manages a wide-ranged network of local services for older adults under Federal and State funding provided through the Older Americans Act (OAA) and the Older Michiganians Act. The 2017-2019 multi-year plan (MYP) is required by the OAA and is submitted to the Michigan Aging and Adult Services Agency prior to a review by the Michigan Commission on Services to the Aging. The purpose of the 2017-2019 MYP is to document accomplishments from the 2016 Annual Implementation Plan; and to articulate the vision, direction, and specific goals that will guide TSA's work in the upcoming three (3) years.

**2. A summary of the area agency's service population evaluation from the Scope of Services section.**

There are 191,493 individuals aged 60 and older (2010 Census) residing in TSA's planning service area (PSA) 1-C, making it the second largest senior population in Michigan. The 2014 five (5) year American Community Survey (ACS) estimated that there are 183,246 individuals aged 60 and older living in PSA 1-C.

With changing demographics, TSA's Board of Directors selected these communities to target during the 2017-2019 MYP cycle, based on the 60 and older population, poverty levels, and minority status to:

- Ecorse
- Inkster
- Lincoln Park
- Melvindale
- Redford Township
- River Rouge
- Romulus
- Wayne
- Woodhaven



## ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

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**3. A summary of services to be provided under the plan which includes identification of the five service categories receiving the most funds and the five service categories with the greatest number of anticipated participants.**

TSA anticipates providing the following services directly in fiscal year 2017:

- |   |  |
|---|--|
| - Care Management                             | - Case Coordination and Support              |
| - Chore Referrals                             | - Evidence Based Disease Prevention Programs |
| - Friendly Reassurance                        | - Information & Assistance                   |
| - Long-Term Care Ombudsman                    | - Medicare/Medicaid Assistance Program       |
| - MI Choice Waiver Program                    | - Medication Management                      |
| - Nursing Facility Transition Services        | - The Senior Alliance Holiday Meals Program  |
| - Senior Community Service Employment Program | - Transportation Programs                    |

The top five (5) service categories receiving the most funding are:

1. Home Delivered Meals
2. Care Management
3. Congregate Meals
4. Transportation
5. Adult Day Care

The top five (5) service categories with the greatest number of anticipated participants are:

1. Home Delivered Meals
2. Congregate Meals
3. Information and Assistance
4. Medicare/Medicaid Assistance Program
5. Transportation

The top ten (10) most requested needs, as identified by the Information Service Department:

1. Medicare/ Medicaid/ other healthcare benefits
2. Home health care/ long-term services and supports
3. Transportation
4. Chore services
5. Housing
6. Food/meals nutrition
7. Homemaker services
8. Government/ Veteran services
9. Healthcare supportive services
10. Legal/ consumer affairs

**4. Highlights of planned Program Development Objectives.**

TSA will pursue activities to achieve three (3) state goals during the fiscal year 2017-2019 multi-year plan period:

1. TSA will empower people through maintaining a variety of long-term options that are available and accessible in southern and western Wayne County.
2. TSA will support elder rights through advocacy, information, training, and services.
3. TSA will assist one (1) new community within its planning service area 1-C to be recognized as a community



## ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

### FY 2017-2019

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for a lifetime.

#### **5. A description of planned special projects and partnerships.**

In fiscal year 2016, TSA started a partnership with Wayne State University to host a free Diabetes Education and Wellness (DEW) clinic once a month. Individuals with type two (2) Diabetes meet with seven (7) Wayne State University departments: Medicine, Pharmacy, Social Work, Nutrition/Dietetics, Clinical Lab Services, Physical Therapy, and Occupational Therapy. Participants receive an individualized self-management plan and resources to help them manage their health.

In fiscal year 2017, TSA anticipates operating under full designation and certification by the American Association of Diabetes Educators to provide diabetes self-management services. Additionally, TSA's community-based programs will continue to expand by offering Medical Nutrition Therapy services with a Registered Dietitian. TSA will continue to evaluate and offer an assortment of evidence-based disease prevention programs in the planning service area (PSA) 1-C.

TSA's Safe-at-Home program will continue to build upon the success established with the assistance of its AmeriCorps VISTA volunteer in fiscal years 2015 and 2016, and into fiscal year 2017. The Safe-At-Home program will maintain collaborative relationships with the Home Depot Foundation, Team Depot, and the Livonia Firefighters to provide safety repairs and quality of life improvements for community dwelling older adults.

TSA is in collaboration with two (2) neighboring Area Agencies on Aging (AAA) that are working with Lesbian, Gay, Bisexual, and Transgendered (LGBT) caregivers, and caregivers of LGBT older adults in the metropolitan Detroit region to raise awareness about community-based resources for older adults. As the grant funded project continues, TSA will work with the coalition to develop sustainable materials for LGBT caregivers.

TSA has partnerships with several universities for internships. There are bachelor level nursing students from Eastern Michigan University and Michigan State University completing their clinical rotation in community health; as well as, bachelor and master level students completing social work internships from Eastern Michigan University and Wayne State University. TSA also has bachelor level students from Madonna University completing their gerontology field placement.

TSA has partnerships with several local managed care organizations, as part of the MI Health Link Demonstration project, in Wayne County. There are meetings on a weekly basis with these partners to develop processes and problem solve on issues, such as passive enrollment, eligibility, community resources and service provision.

TSA will be moving to a new location in a campus-like setting that will provide opportunities for growth. There has been an exploratory committee formed to evaluate older adult housing needs in the area, to determine the need and feasibility to build an on-site housing development. As part of the analysis, the exploratory committee has mapped the current housing options within a five (5) mile radius and are researching licensed and non-licensed housing requirements, as well as making visits to innovative leaders in the housing field, such as AAA's in Ohio that partnered to build veterans supportive housing.



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**6. A description of specific management initiatives the area agency plans to undertake to achieve increased efficiency in service delivery, including any relevant certifications or accreditations the area agency has received or is pursuing.**

TSA will continue to pursue accreditation from the *Alliance of Information and Referral Systems (AIRS)* and will stride towards implementation of the *AIRS Standards and Quality Indicators for Professional Information and Referral*. The *AIRS Standards* provides TSA with a standardized tool that sets benchmarks for every aspect of a quality information and referral service. All eligible Information and Assistance (I&A) staff will obtain the new AIRS certification in *Information and Referral for Aging and Disability*. Advancing toward the accreditation will help the I&A department operationalize consistent processes that facilitate improved communication internally, amongst staff and externally, between stakeholders and consumers.

The *Commission on Accreditation for Rehabilitation Facilities (CARF)* awarded TSA a three (3) year accreditation that started February 2014. CARF is an independent, non-profit organization focused on advancing the quality of services used to meet customer needs. This accreditation signifies TSA's commitment of continuous quality improvement, solicitation of feedback, and serving the community.

The *National Committee for Quality Assurance (NCQA)* is developing a new option for accreditation called, *Case Management for Long-Term Services and Supports*, which is geared toward community programs. The National Area Agencies on Aging Association is gathering public input on this initiative and TSA has submitted remarks for consideration. TSA has also participated in conference calls with NCQA to discuss this option, which is not available yet, but expected within the next year.

TSA is providing input to Michigan Department of Health and Human Services (MDHHS) on a pilot to add medical transportation as a purchased service for MI Choice Waiver participants. The current provider in TSA's planning service area 1-C, is the State contracted company, Logisticare. In other areas of the state medical transportation is arranged through the MDHHS Field Office workers (DHS worker). Both of these options have proven to be inefficient and TSA is supportive of MDHHS adding it as a MI Choice Waiver funded service and will continue to provide input.

TSA is currently in the process of pursuing accreditation for the American Association of Diabetes Educators (AADE), to provide reimbursable Diabetes Self-Management Education and Training (DSME/T) services.

**7. A description of how the area agency's strategy for developing non-formula resources (including utilization of volunteers) will support implementation of the MYP and help address the increased service demand.**

TSA constantly searches for new and innovative revenue streams to maintain an effective level of service for older adults, individuals living with disabilities, and their caregivers.

Volunteers are an important aspect of TSA's service delivery system, during the 2017-2019 multi-year plan cycle. Volunteers will be used for a variety of services, but is not limited to: general office work, fundraising, the safe-at-home program, and holiday meals, etc.

Volunteer Medicare and Medicaid Assistance Program (MMAAP) counselors and holiday meal drivers are the key force behind successful operations of these programs. MMAAP currently utilizes 45 Volunteer Counselors and there are 172 holiday meal drivers for older adults desiring to remain in the community.



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During fiscal years 2017-2019, TSA anticipates a growing need for adaptive equipment, such as grab bars and minor home repairs, including: installation of handrails and other entryway updates. In fiscal year 2016, TSA established a relationship with Livonia Firefighters to match their volunteers with older adults in need of minor safety enhancements. Through the next three (3) years, TSA will expand the Safe-at-Home volunteer base, leverage new and existing partnerships, and seek donations to keep pace with the demand for assistance.

TSA also engages interns from local colleges and universities to provide a hands-on learning experience and are a valuable asset to the agency.

### **8. Highlights of strategic planning activities.**

TSA will continue to be active in current collaborations including, the Southeast Michigan Senior Regional Collaborative, while also participating in new partnerships. This will boost TSA's brand and marketing capability, and continue to build TSA's capacity.

TSA is also preparing to start a Medicare billable Diabetes Self-Management Education, Training, and Support programs, as well as, Medical Nutrition Therapy in fiscal year 2017.

TSA will continue to work with Integrated Care Organizations to provide contracted Home-and Community-Based Services.

TSA will also continue to conduct a pilot project with a major insurance company for Enhanced Transitional Care.



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## 2018 AIP Highlights



## ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

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During FY 2017 The Senior Alliance - Area Agency on Aging 1-C's (TSA) Advisory Council and staff reviewed the implementation of Community Focal Points in PSA 1-C. Over four meetings the Advisory Council reviewed TSA's Community Focal Points definition, procedures, scope of inclusion and application for designation. In March of 2017 the Advisory Council reaffirmed the existing definition and designation criteria, as outlined in the 2017-2019 Multi-Year Plan. During calendar year 2016, the top needs as identified by the number of requests by individuals and families contacting the agency includes:

1. Medicare and Medicaid Related Counseling - 6,602 related contacts
2. Home Health Care (including referrals for MI Choice Waiver, Care Management, Adult Home Help, Veterans specific, and Private Pay Services) - 4,274 related contacts
3. Homemaker & Indoor/Outdoor Chore Services - 2,730 related contacts
4. Transportation - 2,151 related contacts
5. Food Assistance/Nutrition Services (including referrals/resources for Home Delivered Meals, Liquid Nutrition, Congregate Meals, Holiday Meals, Bridge Card Assistance, Food Commodities, and Food Pantries) - 1,279 related contacts
6. Housing (includes referrals/requests for Adult Foster Care (AFC), Independent Living Facilities, Homes for the Aged (HFA), Skilled Nursing Facilities, and Homelessness prevention/support) - 1,282 related contacts
7. Legal - 567 related contacts
8. Incontinence Supplies - 329 related contacts
9. Medical Equipment Loan - 325 related contacts
10. Utility Payment Assistance - 145 vrelated contacts

TSA and the Advisory Council will pursue qualifying community-based organizations to apply for Community Focal Point designation in order to expand the partnerships available for outreach and information distribution from older adults, individuals living with disabilities, caregivers, and family members. By increasing the number of designated Community Focal Points TSA will also be able to better seek feedback on programs, services and the aging environment.

To support successful aging-in-place, TSA will address needs covered by AASA Operating Standards on home injury control, chore, and home repair by focusing available funds on home accessibility projects such as: ramps for improved and/or barrier-free access, handrails, door locks, door repair/replacement, safety equipment and devices, stair and exterior step repair/replacement, and other tasks under these Operating Standards, as available funding allows. TSA will utilize a network of contractors to perform projects falling under these AASA Operating Standards. Activities persued under these AASA Operating Standards will replace activities previously persued through the Safe-at-Home Regional Service Definition.

To address unmet needs, TSA will make an effort to connect Care Management participants with Personal Emergency Response Systems (PERS) on a free basis for one year as safety and preventative measure. In addition, TSA will offer resource identification and Personal Emergency Response Systems to individuals placed on the waiting list for care management program services. This initiative will target older adults most in need while offering resources and assistance to everyone placed on the care management wait list.

In late 2016 TSA received accreditation from the American Association of Diabetes Educators (AADE) for a diabetes education model. AADE Accreditation allows TSA to conduct diabetes education workshops under this model as a benefit for Medicare participants. The workshop includes six 90-minute sessions led by a dietician or other health professional. TSA continues to have discussions with health providers and insurance companies to offer AADE Accredited diabetes workshops to their clients.



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Expanding on the foundational work completed during a pilot demonstration in 2014-2016, TSA will continue to serve as a mentor for other AAAs in an effort to strengthening the statewide network of LGBT friendly older adult resources.



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### Public Hearings

Date	Location	Time	Barrier Free?	No. of Attendees
05/08/2017	The Senior Alliance, 5454 Ven	09:30 AM	Yes	10
06/01/2017	Richard A. Young Center, 540	01:00 PM	Yes	0
05/31/2017	September Days Senior Cente	10:00 AM	Yes	1

Three Public Hearings on The Senior Alliance's, AAA 1-C (TSA) 2018 Draft Annual Implementation Plan (AIP) were conducted. A review of the DRAFT 2018 AIP document was provided by TSA staff covering information within the following sections: County/Local Unit of Govt. Review; Approved Multi-Year Plan Highlights and Goals; 2018 AIP Highlights; Access Services Review; Previously Approved MYP Program Development Objectives and Progress; Organization Chart; and Budget Charts. Specifically noted were TSA's desire to support successful aging-in-place by exploring a new model to better address home injury prevention and safety in the living environment, as well as an effort to connect individuals enrolled in the Care Management or on the programs's waitlist with resources to address unmet needs.



# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

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The Senior Alliance, Inc.

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### Regional Service Definitions

#### Service Name/Definition

Rationale (Explain why activities cannot be funded under an existing service definition.)

Service Category	Fund Source			Unit of Service
Access	Title III PartB	Title III PartD	Title III PartE	
In-Home	Title VII	State Alternative Care	State Access	
Community	State In-home	State Respite		
	Other _____			

#### Minimum Standards



# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

## FY 2017-2019

The Senior Alliance, Inc.

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### Access Services

#### Transportation (for MATF only)

Starting Date 10/01/2017 Ending Date 09/30/2018

Total of Federal Dollars \$0.00 Total of State Dollars

Geographic area to be served

PSA 1-C

#### Specify the planned goals and activities that will be undertaken to provide the service.

GOAL: Provide short notice ride-of-last resort transportation to clients unable to access and/or afford private transportation in areas where SMART or other local transportation providers are unable to, or do not, serve.

ACTIVITY: TSA will operate up to five vehicles to improve short-notice transportation options for residents of PSA 1-C to access non-emergency medical, housing transitions, benefit application, and enrollment appointments.

ACTIVITY: TSA will continue to seek out and identify additional resources in its' PSA to provide low cost alternatives to transportation.

ACTIVITY: TSA will continue to verify through its resource specialist and feedback from its clients if transportation is meeting TSA's standards.

ACTIVITY: TSA will continue to seek alternatives to meet the transportation needs of its' clients and will try and fill any gaps with its own transportation vehicles as appropriate and necessary.

#### Care Management

Starting Date 10/01/2017 Ending Date 09/30/2018

Total of Federal Dollars \$0.00 Total of State Dollars

Geographic area to be served

PSA 1-C

#### Specify the planned goals and activities that will be undertaken to provide the service.

GOAL: provide quality Care Management (CM) services throughout PSA 1-C.

#### ACTIVITIES:

1. CM clients will receive comprehensive assessment and the desired level of assistance with coordination of services most appropriate to their needs and wishes. Enrollment continues on an ongoing basis.
2. Program quality will be monitored on an ongoing basis. As necessary, program improvements will be made. Staff training will be identified through quality assurance and training will be provided, as needed.

Number of client pre-screenings:	Current Year:	506	Planned Next Year:	1,000
Number of initial client assessments:	Current Year:	169	Planned Next Year:	250
Number of initial client care plans:	Current Year:	169	Planned Next Year:	250



## ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

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Total number of clients (carry over plus new):	Current Year: 449	Planned Next Year: 550
Staff to client ratio (Active and maintenance per Full time care)	Current Year: 1:690	Planned Next Year:

#### Information and Assistance

<u>Starting Date</u>	10/01/2017	<u>Ending Date</u>	09/30/2018
Total of Federal Dollars		Total of State Dollars	
Geographic area to be served			
PSA 1-C			

#### Specify the planned goals and activities that will be undertaken to provide the service.

GOAL: Provide quality Information & Assistance (I&A) services to PSA 1-C by engaging with community-based organizations, community focal points, local governments, senior centers, and health care organizations to identify available resources to aid and inform residents of PSA 1-C and their caregivers.

#### ACTIVITIES:

1. Provide up-to-date aging-related information through resource referrals and connection to other appropriate organizations.
2. Continuously update the Area Agency on aging resource database utilized by the Information Services Department.
3. Monitor quality of service provided by I&A staff when interacting with individuals contacting the Area Agency on Aging via telephone.
4. Continue to develop operational policies and procedures that strive for a high quality of service.

#### Outreach

<u>Starting Date</u>	10/01/2017	<u>Ending Date</u>	09/30/2018
Total of Federal Dollars		Total of State Dollars	
Geographic area to be served			
PSA 1-C			

#### Specify the planned goals and activities that will be undertaken to provide the service.

GOAL: Ensure all areas of PSA 1-C receive information about programs and services available through The Senior Alliance - Area Agency on Aging 1-C and our vendor network.

#### ACTIVITIES:

1. Publish and disburse information about available programs services for older adults through a variety of communication methods, including: presentations, web page, social media, printed materials and presence at events for older adults.
2. Continue to maintain and build relationships with community focal points to effectively distribute information and support older adults, caregivers, individuals living with disabilities, and their families.
3. Continue to provide an annual update on programs and services to the city councils and township boards of



## ANNUAL & MULTI YEAR IMPLEMENTATION PLAN FY 2017-2019

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the 34 municipalities comprising The Senior Alliance - Area Agency on Aging 1-C's PSA.

### Case Coordination and Support

Starting Date 10/01/2017

Ending Date 09/30/2018

Total of Federal Dollars

Total of State Dollars

Geographic area to be served

PSA 1-C

### Specify the planned goals and activities that will be undertaken to provide the service.

GOAL: To provide quality Case Coordination and Support (CCS) services for older adults within PSA 1-C.

#### ACTIVITIES:

1. Provide support to clients who do not currently need a nursing facility level of service, but are at risk of needing that level of care, to prevent or slow a further physical health or functional decline. Enrollemnt continues on an ongoing basis.
2. Program quality will be monitored on an ongoing basis. As necessary, program improvements will be made. Staff training opportunities will be identified through quality assurance activities and trainings will be provided, as needed.



# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

FY 2017-2019

The Senior Alliance, Inc.

FY 2018

## Direct Service Request

Total of Federal Dollars

Total of State Dollars

Geographic Area Served

Planned goals and activities that will be undertaken to provide the service in the appropriate text box for each service category.

Section 307(a)(8) of the Older Americans Act provides that services will not be provided directly by an Area Agency on Aging unless, in the judgment of the State agency, it is necessary due to one or more of the three provisions described below. Please select the basis for the services provision request (more than one may be selected).

- (A) Provision of such services by the Area Agency is necessary to assure an adequate supply of such services.
- (B) Such services are directly related to the Area Agency's administrative functions.
- (C) Such services can be provided more economically and with comparable quality by the Area Agency.

Provide a detailed justification for the service provision request. The justification should address pertinent factors that may include: a cost analysis; needs assessment; a description of the area agency's efforts to secure services from an available provider of such services; or a description of the area agency's efforts to develop additional capacity among existing providers of such services. If the service is considered part of administrative activity, describe the rationale and authority for such a determination.

Describe the discussion, if any, at the public hearings related to this request. Include the date of the hearing(s).



## ANNUAL & MULTI YEAR IMPLEMENTATION PLAN FY 2017-2019

The Senior Alliance, Inc.

FY 2018

### Regional Direct Service Request

Total of Federal Dollars

Total of State Dollars

Geographic Area Served

Planned goals and activities that will be undertaken to provide the service in the appropriate text box for each service category.

Section 307(a)(8) of the Older Americans Act provides that services will not be provided directly by an Area Agency on Aging unless, in the judgment of the State agency, it is necessary due to one or more of the three provisions described below. Please select the basis for the services provision request (more than one may be selected).

- (A) Provision of such services by the Area Agency is necessary to assure an adequate supply of such services.
- (B) Such services are directly related to the Area Agency's administrative functions.
- (C) Such services can be provided more economically and with comparable quality by the Area Agency.

Provide a detailed justification for the service provision request. The justification should address pertinent factors that may include: a cost analysis; needs assessment; a description of the area agency's efforts to secure services from an available provider of such services; or a description of the area agency's efforts to develop additional capacity among existing providers of such services. If the service is considered part of administrative activity, describe the rationale and authority for such a determination.

Describe the discussion, if any, at the public hearings related to this request. Include the date of the hearing(s).



## ANNUAL & MULTI YEAR IMPLEMENTATION PLAN FY 2017-2019

The Senior Alliance, Inc.

FY 2018

### Approved MYP Program Development Objectives

#### Area Agency on Aging Goal

- A. A minimum of one (1) new community within The Senior Alliance's (TSA's) planning service area (PSA) 1-C will received recognition as a Community for a Lifetime (CFL).**

State Goal Match: 1

#### Narrative

Focusing on the aging network, public, municipal, and private partnerships to assess the aging-friendliness of communities to make them Communities for a Lifetime (CFL) and help them to retain and attract residents of all ages so the communities can thrive and have access to goods, services, and opportunities for quality living across the lifespan.

#### Objectives

1. To encourage the implementation and promotion of aging friendly principles within the PSA 1-C, TSA will provide technical assistance to community groups striving to receive CFL designation.

Timeline: 10/01/2016 to 09/30/2019

#### Activities

1. TSA will participate in at least one (1) status review meeting per year with PSA 1-C specific community groups in the process of assessing the age-friendliness of their community and/or submitting an application for CFL designation.
2. To support CFL initiatives, TSA will offer health, wellness, and injury prevention workshops and training to communities applying for designation.
3. TSA will work with communities to explore a range of transportation options designed to allow individuals to remain mobile and independently able to access needed services and activities.
4. TSA will offer to communities applying for CFL designation technical assistance, training, and other supports, as appropriate and requested.

#### Expected Outcome

TSA's PSA 1-C will obtain one (1) designated CFL during the 2017-2019 multi-year plan cycle.

#### Progress

In FY 2017 TSA staff discussed municipalities that might strive to achieve CFL designation with our Advisory Council on November 7, 2016. Canton Township was identified as a municipality poised to move toward designation. TSA has put a focus on operating EBDP workshops in Canton Township. During the 2nd quarter of FY 2017 a Diabetes PATH workshop was conducted at the Canton Summit Recreation Center and a Matter of Balance workshop was conducted at that same location in the 3rd quarter of the fiscal year. Another Diabetes PATH is scheduled for Canton Township in the 4th quarter of 2017.

During FY 2018 TSA will meet with Canton Township to set a strategy to achieve CFL designation. A second potential community will also be sought.

- B. Empower people through ensuring a variety of long-term care options are available and accessible**



## ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

### FY 2017-2019

The Senior Alliance, Inc.

FY 2018

in southern and western Wayne County.

State Goal Match: 2

#### Narrative

TSA will target Evidence-Based Disease Prevention programs (EBDP), Care Transitions, Safe-at-Home, Medicare/Medicaid Assistance Program (MMAP), Information and Assistance, Housing, Transportation, and meals program to:

1. Reduce avoidable hospitalization
2. Educate older adults to help them make informed choices
3. Maintain an active/healthy lifestyle
4. Reduce the need for expensive health utilization through health promotion and self-management
5. Increase ability to continue living in the community of their choice

#### Objectives

1. Expand the established sustainable system of program delivery to increase the availability of health and wellness programs.

Timeline: 10/01/2016 to 09/30/2019

#### Activities

1. Increase the number of Coaches and Lay Leaders for the Stanford Suite of Programs, including Personal Action Toward Health (PATH), Diabetes-PATH (DPATH), & Chronic Pain-PATH, and A Matter of Balance (MoB) through direct service provision and leveraging of new and existing partnerships by 10% in fiscal year 2017.
2. Monitor objective EBDP quality improvement metrics for program processes and outcomes to document program effectiveness.
3. Continue to share best practices and resources with medical and community-based providers to collaboratively meet the needs of older adults and individuals living with disabilities in southeast Michigan through bi-monthly meetings and workgroups of the Southeast Regional Partners on the PATH.
4. Through Community Focal Point designation, identify a minimum of 1 "lead champion" entity that is able to consistently serve as a reliable health and wellness hub for each municipality by September 30, 2019.

#### Expected Outcome

1. There will be an increase in availability of health and wellness programs throughout the PSA 1-C.
2. Through health promotion activities, education, and workshops, older adults and individuals living with disabilities will increase their health literacy to become better managers of their health.

#### Progress

Health promotion activities, education, and workshops for older adults and individuals living with disabilities are ongoing throughout the TSA PSA. Specific focus continues to be supporting successful chronic condition management (including diabetes), and falls prevention. Sustainable reimbursement or other payment models are still being investigated for feasibility of implementation.

2. Explore healthcare reimbursement models to establish sustainability of the health and wellness programs.

Timeline: 10/01/2016 to 09/30/2019



## ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

FY 2017-2019

The Senior Alliance, Inc.

FY 2018

### Activities

1. Identify three (3) payers to pursue the discussion of the feasibility for obtaining private pay, Medicare, and private insurance contracts.
2. Increase referrals to the MoB and D-PATH programs by 10% in fiscal year 2017.

### Expected Outcome

To increase the availability of EBDP programs.

### Progress

Relationships continue to be developed in efforts of implementing a successful healthcare reimbursement model, to encourage continuity of evidence based health & wellness service offerings and availability across the TSA service area.

3. Identify gaps in service to meet the changing needs of older adults and individuals living with disabilities to ensure quality, coordinated care, and accessibility of available services throughout PSA 1-C.  
Timeline: 10/01/2016 to 09/30/2019

### Activities

1. Staff will continue to participate in cultural competence and diversity trainings to promote inclusive agency culture.
2. TSA will continue to work with SAGE (Services and Advocacy for Gay, Lesbian, Bisexual, and Transgender Elders), to monitor sensitivity training for staff, as related to older adults.
3. TSA will perform an annual audit of the overall accessibility of services, facilities, and address barriers that have been identified, as possible.
4. TSA will continue to monitor sensitivity training for staff.

### Expected Outcome

Quality improvement for all programs and services will result in increased accessibility and efficient services provided to individuals and their families in PSA 1-C.

### Progress

Continuous Quality Improvement models continue to be explored to improve health and wellness program delivery evaluation. Techniques to analyze emerging trends related to the prevalence of chronic conditions and areas of opportunity to implement preventative services will be considered in 2018 to assist in the prioritization of service options.

4. Provide basic needs outreach (housing, food resources, social isolation) to community dwelling older adults to promote successful aging-in-place.  
Timeline: 10/01/2016 to 09/30/2019

### Activities

1. Increase the number of clients in the Friendly Reassurance program.
2. Survey existing clients to ensure that TSA's services are helping individuals feel independent.
3. Provide additional support to TSA through the Senior Community Service Employment Program (SCSEP) enrollees, who make the calls for the Friendly Reassurance program, and have additional office related skills training.
4. Assess client needs and provide appropriate information and referrals.



## ANNUAL & MULTI YEAR IMPLEMENTATION PLAN FY 2017-2019

The Senior Alliance, Inc.

FY 2018

5. Increase outreach efforts, including adding information to TSA's website, to improve awareness for older adults, individuals living with disabilities, and their caregivers.
6. Work with collaborative community groups (e.g. Council for Action on Aging and Senior Centers, etc.) to better service TSA's PSA 1-C.
7. Continue participation in professional groups (i.e. MI-AIRS Board, etc.).

### Expected Outcome

To allow PSA 1-C dwelling older adults to remain as independent as possible, within their own homes and feel secure.

### Progress

Community education on AAA1-C services and programs throughout the PSA, was provided in FY17 and will continue to be offered through use of outreach methods and materials including the TSA Service Network, TSA/MMAP bookmark, Facebook, maintenance of presentations on local cable networks, and other programmatic brochures. Additionally, being more proactive in engaging our local senior center staffing to share resources and promote the availability of services through TSA. Information & Assistance staff continually receive updates and participate in trainings to exceed the goal of providing current, accurate information and referrals. Such activities include, weekly and monthly departmental and mentorship meetings to monitor quality and update staff on evolving resources.

### **C. Support elder rights through advocacy, information, training, and services.**

State Goal Match: 4

### Narrative

TSA will target the Medicare Medicaid Assistance Program/Long-Term Care Ombudsman (MMAP/LTCO) and the Lesbian, Gay, Bisexual, and Transgender (LGBT) community to:

1. Educate stakeholders and advocate with healthcare consumers to increase community awareness of initiative
2. Ensure equal access and inclusivity to resources for older adults of all physical, mental, and cognitive abilities in addition to sexual orientation, gender identity, gender expression regardless of race, ethnicity, veteran status, etc.

### Objectives

1. To provide information and community education to older adults so that they will be able to identify elder abuse.  
Timeline: 10/01/2016 to 09/30/2019

### Activities

1. Collaborate with Adult Protective Services, legal assistance programs, Department of Human Services, and to other community programs in a multi-cross disciplinary approach in the efforts of preventing elder abuse.
2. Collaborate with local financial institutions, health fairs, senior fairs, community focal points, at public outreach events to raise awareness of elder abuse issues related to financial exploitation.
3. Identify other community partners, such as local pharmacies, doctors' offices, etc., as stakeholders to provide and share information related to elder abuse.
4. Participate in Older Michiganians Day steering committee.

### Expected Outcome

Older adults will have an increased awareness about elder abuse and exploitation.



## ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

### FY 2017-2019

The Senior Alliance, Inc.

FY 2018

#### Progress

Providing community education on AAA1-C services and programs throughout the PSA, with TSA Network, TSA/MMAP bookmark and brochures is ongoing.

2. The LTCO and the MMAP will increase community educational efforts in the prevention of elder abuse, neglect, and exploitation by providing education, outreach, and advocacy services.

Timeline: 10/01/2016 to 09/30/2019

#### Activities

1. Provide information and outreach to the underserved population located within TSA's PSA 1-C.
2. Expand consumer awareness in the prevention of elder abuse, neglect, and exploitation and the understanding how to report suspicion of elder abuse.
3. Strengthen TSA's advocacy efforts by collaborating with community organizations, coalitions, committees, stakeholders, partner organization, and other groups in elder abuse prevention.
4. Provide elder prevention educational seminars and training to direct care staff in long-term care facilities, senior centers, senior housing, underserved populations, and the community at-large.
5. Expand information and education of elder abuse to older adults with cultural difference and language barriers.

#### Expected Outcome

1. Older adults will have an increased awareness of financial abuse and fraud.
2. Information on how to prevent and handle financial abuse will be made available to older adults and their caregivers in a variety of formats.
3. TSA staff and partners will have an increased knowledge and skills regarding financial abuse recognition and how to provide person-centered assistance.

#### Progress

Through the second quarter 73 outreach activities have been completed with 2960 beneficiaries in attendance. Ongoing support of elder rights has been demonstrated through advocacy information dissemination, training, and targeted service provision. Outreach activities at all Nursing Homes were conducted on a quarterly basis including one on one and residents council meetings. The TSA LTCO also provided information about quality of care through the provision of offering trainings to LTC staff on a monthly basis. One intergenerational approach utilized to improve community awareness of elder abuse, neglect, and exploitation included, maintenance of relationships with local colleges and universities, which resulted in two internships with the LTCO program.

The Long Term Care Ombudsman program strives to improve the quality of care and quality of life experienced by residents who reside in licensed long term care facilities. Licensed long term care facilities are nursing homes, home for the aged and adult foster care homes. Ombudsman advocate for residents in these facilities, guided by the wishes of the resident. The program aims to improve the long term care system, speaking for passage of laws, regulations and policies benefiting residents. With oversight by the State Long Term Care Ombudsman, the Local Long term care Ombudsman operates out of the offices of The Senior Alliance. The location provides easy access to the entire service area and a local network of resources.

In Fiscal Year 2018, TSA's LTCO Program Objectives include:

1. Conduct outreach activities that result in interaction with 10% of Nursing Home residents each quarter.
2. Provide info about quality of care by providing training to LTC staff



## ANNUAL & MULTI YEAR IMPLEMENTATION PLAN FY 2017-2019

The Senior Alliance, Inc.

FY 2018

3. Build and maintain relationships with local colleges and universities to engage students who have an interest in advocacy and elder rights protections.
3. To increase coordinated and collaborative approaches to providing assistance to older adults and their families in understanding long-term care.  
Timeline: 10/01/2016 to 09/30/2019

### Activities

1. Encourage person-centered, multi-disciplinary team care planning approach, involving all disciplines related to resident care services, including outside services, such as laboratory and x-ray service.
2. Offer written materials pertaining to resolving concerns to family councils.
3. Provide and participate in community educational programs.
4. Maintain relationships with the Medicare/Medicaid Assistance Program, Adult Protective Services, Department of Human Services, legal services, Home and Community Based Services for the Elderly and Disabled Waiver of Department of Community Health, MPRO Bureau of Child and Adult licensing, the Attorney General's Health Care Fraud Unit, and other community organizations.

### Expected Outcome

1. The LTCO will be involved in advocacy efforts by participating in coalitions, committees, conferences, and workshops.
2. Information about the LTCO program will be made available throughout the PSA 1-C.

### Progress

Educational presentations are ongoing throughout the PSA area. Collaboration with government agencies MDHHS and Postal Inspection have been established to provide local information to seniors in PSA on financial exploitation and elder abuse. AA1C has a MMAP Counselor as a mentor on Michigan's LGBT & Aging Initiative with other AAA's in the state, Michigan Association of United Ways, the ACLU, SAGE Metro Detroit and LaTosch Diversity & Inclusion Consulting. The goal for this initiative is to educate, build relationships with the LGBT community and work towards the reduction of isolation and improvement of care to LGBT older adults in our service area. MMAP staff has attended LGBT training and will take advantage of future trainings as offered. MMAP will continue to provide unbiased information, assistance and access to all resources and services provided through the program.

As part of our agency's collaborative work with other agencies, TSA's Information and Assistance (I&A) Department will update and add new resources as they become available. The Information & Assistance Department's goal is to expand the database with at least 75 new agency records in FY 17 and add another 75 in FY 18. Additionally, the department will implement tools to measure the quality of the I&A service. Quality improvement activities include tasks such as use of a quality matrix for phones and queuing database tickets to measure trends in I&A calls and assistance needed. Monthly peer-to-peer quality assurance mentoring opportunities are also made available. The feedback loop is closed by the Resource Specialist reporting back to the I&A staff, monthly information regarding call volume and QA monitoring results. Additionally, processes, policies, procedures and protocols are continually updated, clarified, and created to ensure consistency within the department. Implemented examples from FY17 include, The QA Procedure, MI Choice Waiver Pre-Screening Process, & Walk-In management



# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

## FY 2017-2019

The Senior Alliance, Inc.

FY 2018

### 2018 AIP Program Development Objectives

#### Area Agency on Aging Goal

A.

State Goal Match:

Narrative

Objectives

1.

Timeline: to

Activities

Expected Outcome



# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

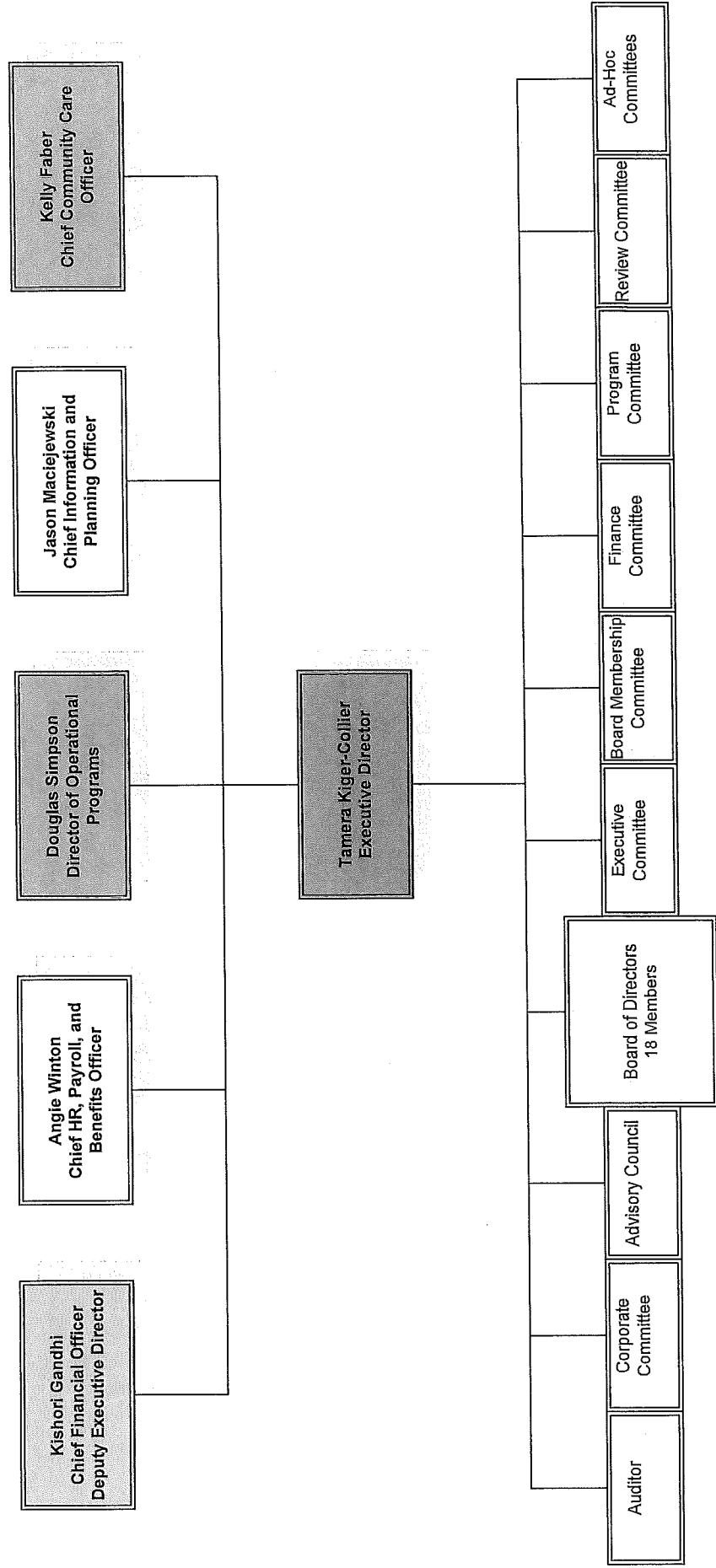
## FY 2017-2019

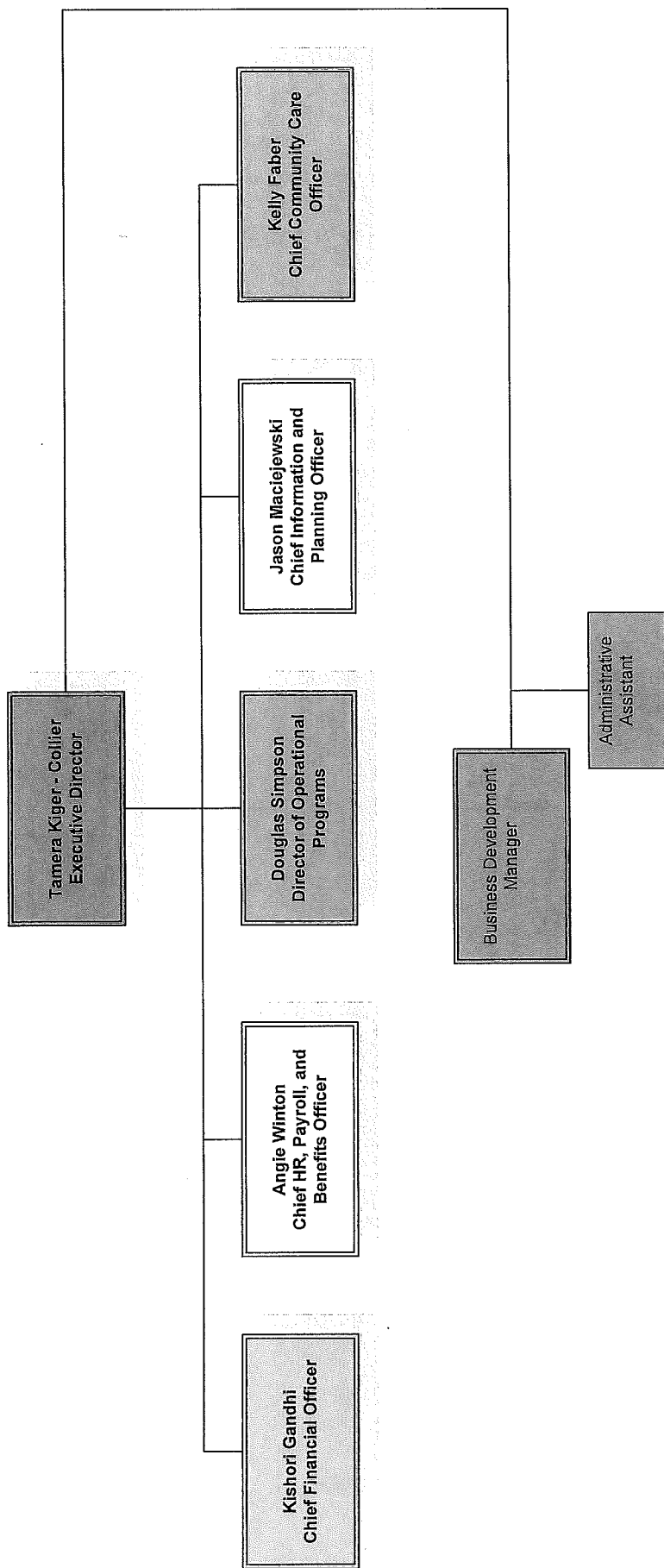
The Senior Alliance, Inc.

FY 2018

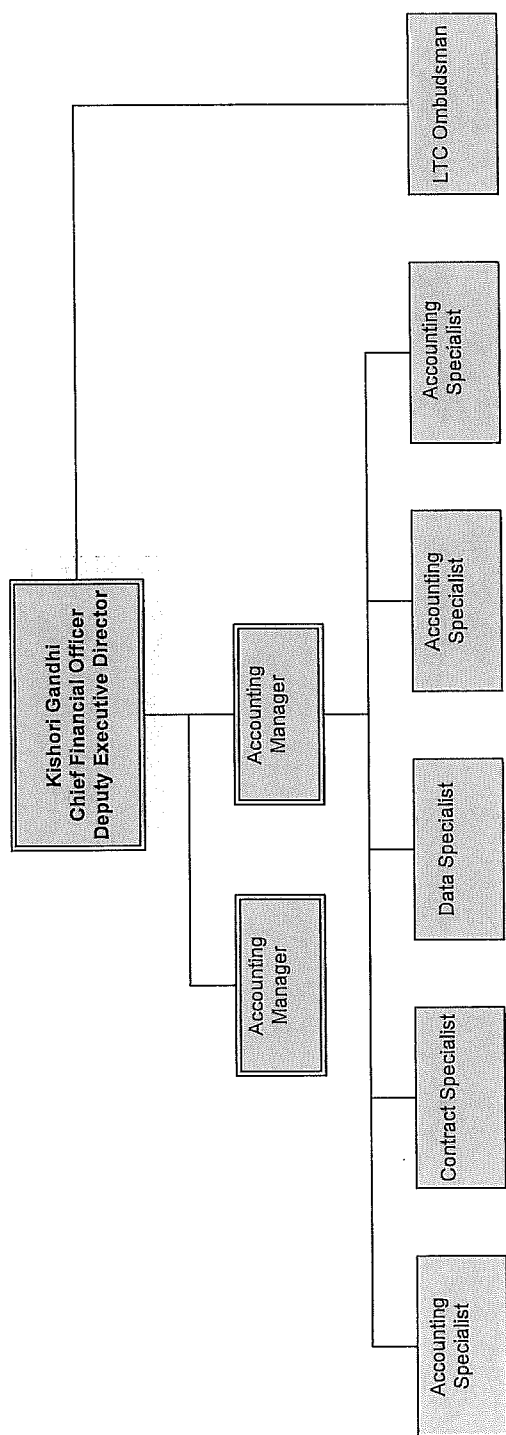
### Appendices

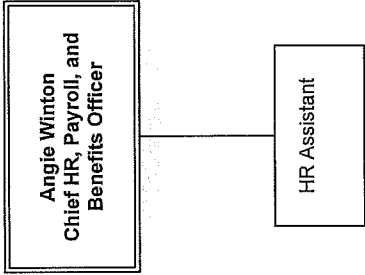
# The Senior Alliance Organizational Chart



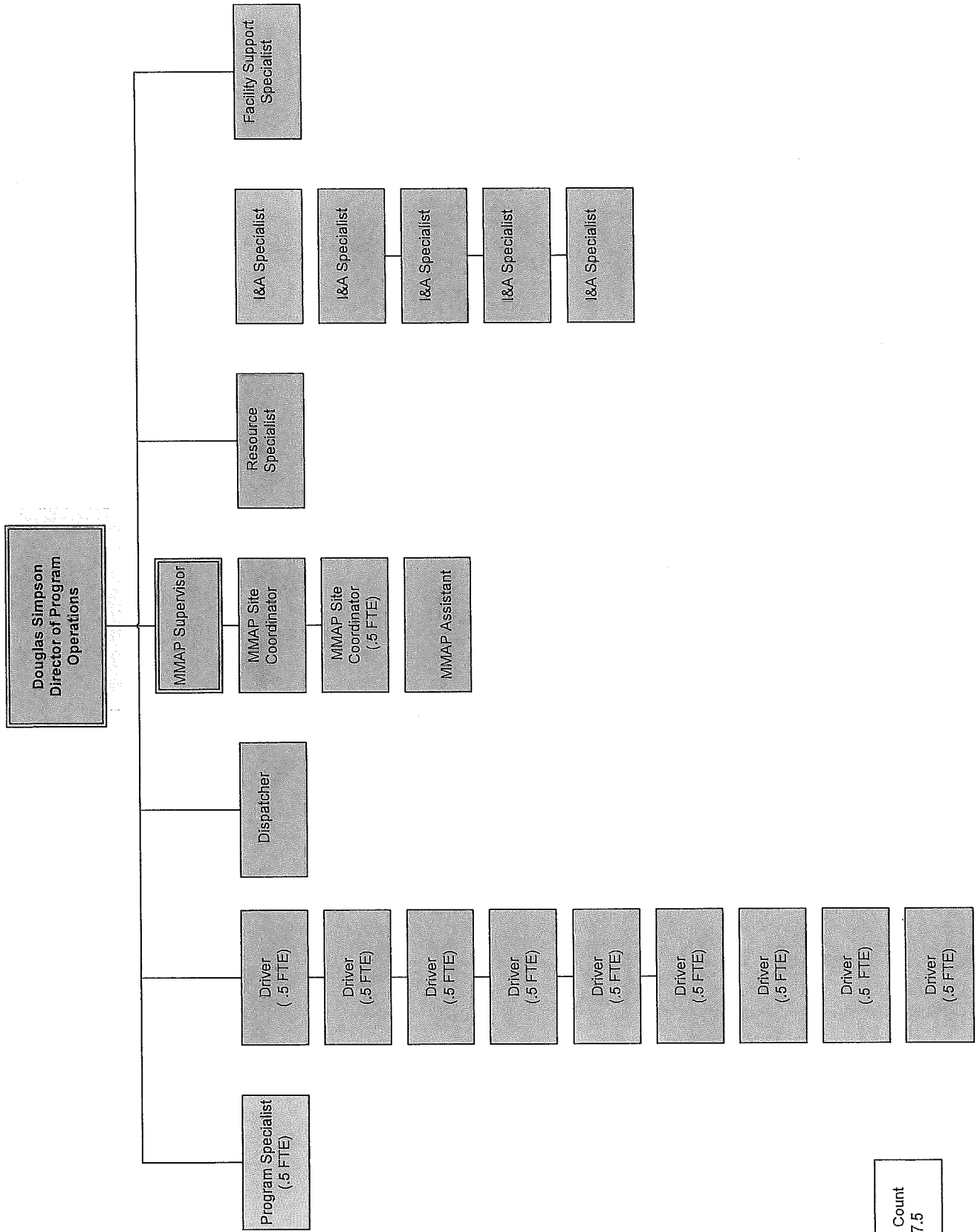


Executive Director	
Head Count	3
Agency Total	84.4

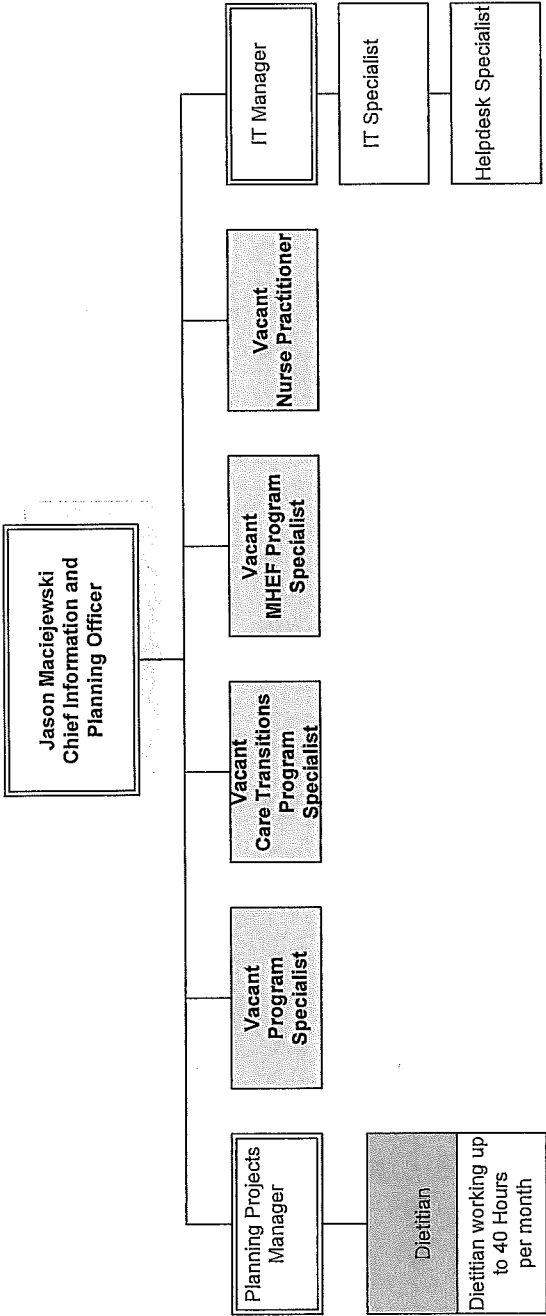




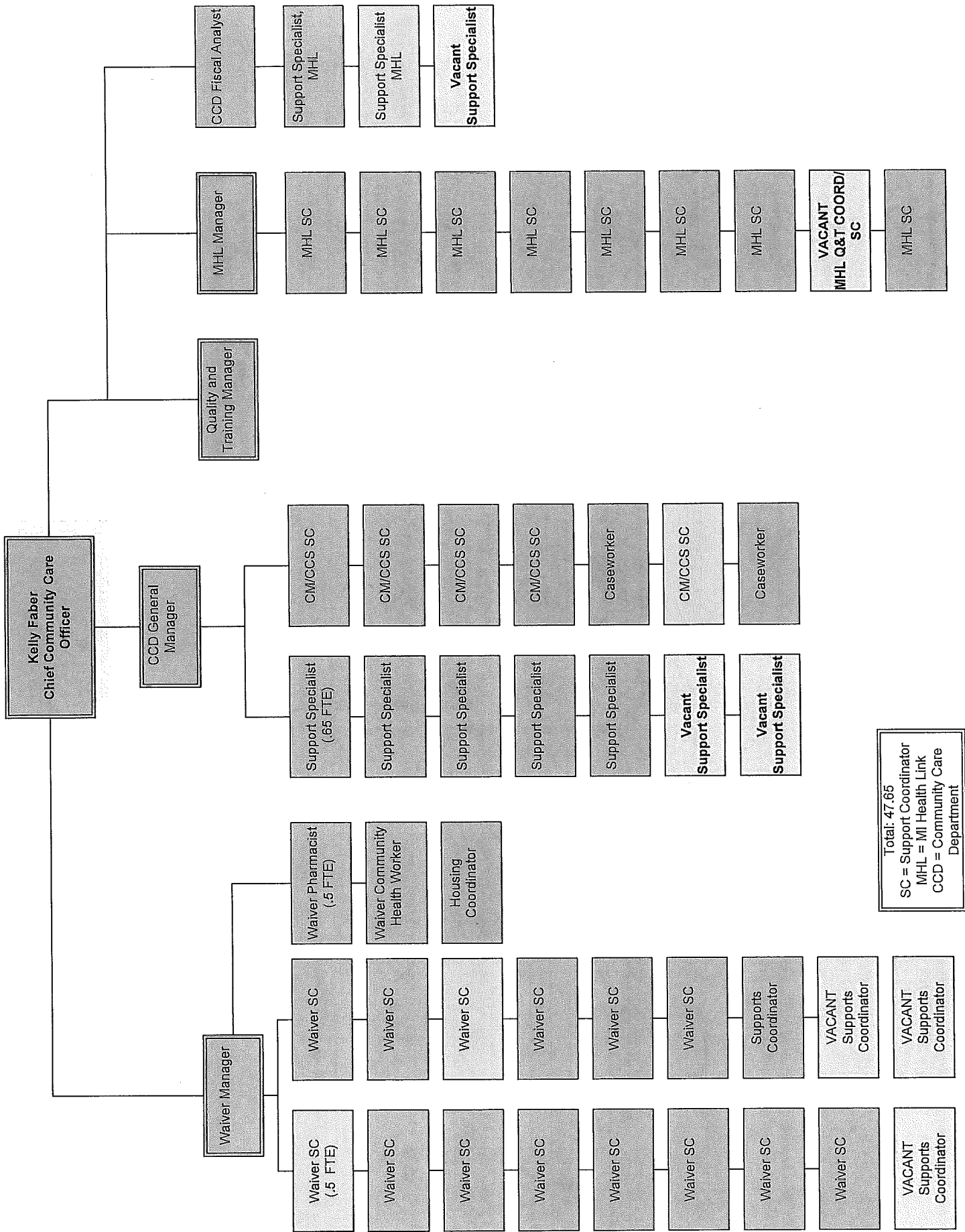
Head Count  
2



Head Count  
17.5



Head Count 5.25	Expected Count 9.25
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Total: 47.65  
 SC = Support Coordinator  
 MHL = MI Health Link  
 CCD = Community Care  
 Department

# FY 2018 AREA PLAN GRANT BUDGET

Rev. 4/2016

Agency: The Senior Alliance

Budget Period: 10/01/2017 to

09/30/18

PSA: 1 C

Date: 04/26/17

Rev. No.: 0

Page 1 of 3

SERVICES SUMMARY			
FUND SOURCE	SUPPORTIVE SERVICES	NUTRITION SERVICES	TOTAL
1. Federal Title III-B Services	834,010		834,010
2. Fed. Title III-C1 (Congregate)		334,553	334,553
3. State Congregate Nutrition		21,063	21,063
4. Federal Title III-C2 (HDM)		1,259,823	1,259,823
5. State Home Delivered Meals		923,678	923,678
8. Fed. Title III-D (Prev. Health)	57,806		57,806
9. Federal Title III-E (NFCSP)	359,103		359,103
10. Federal Title VII-A	10,943		10,943
10. Federal Title VII-EAP	14,338		14,338
11. State Access	62,872		62,872
12. State In-Home	492,381		492,381
13. State Alternative Care	247,505		247,505
14. State Care Management	503,822		503,822
16. St. ANS & St. NHO	136,704		136,704
17. Local Match			
a. Cash	37,164		37,164
b. In-Kind	428,703	524,082	952,785
18. State Respite Care (Escheat)	132,635		132,635
19. MATF & St. CG Support	324,611		324,611
20. TCM/Medicaid & MSO	16,037		16,037
21. NSIP		563,807	563,807
22. Program Income	12,150	370,000	382,150
<b>TOTAL:</b>	<b>3,670,784</b>	<b>3,997,006</b>	<b>7,667,790</b>

ADMINISTRATION			
Revenues	Local Cash	Local In-Kind	Total
Federal Administration	316,144	50,298	366,442
State Administration	55,083		55,083
MATF & St. CG Support Administration	26,400		26,400
Other Admin			-
<b>Total AIP Admin:</b>	<b>397,627</b>	<b>50,298</b>	<b>447,925</b>

Expenditures		FTEs
1. Salaries/Wages		5.00
2. Fringe Benefits		81,753
3. Office Operations		131,172
<b>Total:</b>		<b>447,925</b>

Cash Match Detail		In-Kind Match Detail	
Source	Amount	Source	Amount
		Various	50,298
<b>Total:</b>	<b>-</b>	<b>Total:</b>	<b>50,298</b>

I certify that I am authorized to sign on behalf of the Area Agency on Aging. This budget represents necessary costs for implementation of the Area Plan. Adequate documentation and records will be maintained to support required program expenditures.

*Kuganella*

Signature

Chief Financial Officer

Title

04/26/17

Date

FY 2018 AREA AGENCY GRANT FUNDS - SUPPORT SERVICES DETAIL																
Agency: The Senior Alliance			PSA: 1 C			Budget Period: 10/01/2017 to 09/30/18			Rev. No.:			Rev. 4/2016 page 2 of 3				
SERVICE CATEGORY	Title III-B	Title III-D	Title III - E	Title VII	State Access	State In-Home	St. Alt. Care	State Care Mgmt	St. ANS St. NHO	St. Respite (Escheat)	MATF & St. CG Sup.	TCH-Medicaid MSO Fund	Program Income	Cash Match	In-Kind Match	TOTAL
1. Access																
a. Care Management								503,822					3,000		51,000	557,822
b. Case Coord/supp	94,404				62,872				52,432				2,000		25,000	236,708
c. Disaster Advocacy																-
d. Information & Assis	193,215		125,225						45,611						40,000	404,051
e. Outreach	80,000														8,000	88,000
f. Transportation	28,993		91,503								124,192		1,500	10,000	30,918	287,106
2. In-Home																
a. Chore																-
b. Home Care Assis																-
c. Home Injury Cntrl																-
d. Homemaking	25,000					207,654	88,784								56,724	378,162
e. Home Health Aide																-
f. Medication Mgt	45,000														4,500	49,500
g. Personal Care	21,190					165,319	75,224								46,188	307,921
h. Assistive Device&Tech																-
i. Respite Care	12,000		43,500			119,408	83,497			132,635	7,294				78,235	476,569
j. Friendly Reassure	18,000														1,700	19,700
k. Legal Assistance	54,211		40,000										1,000	5,000	11,625	111,836
4. Community Services																
a. Adult Day Care											166,725		4,000	15,000	14,711	200,436
b. Dementia ADC																-
c. Disease Prevent		57,806													10,201	68,007
d. Health Screening																-
e. Assist to Deaf																-
f. Home Repair																-
g. LTC Ombudsman	17,420			10,943					35,651			16,037			7,225	90,286
h. Sr Ctr Operations													400	7,164		80,339
i. Sr Ctr Staffing	72,775															-
j. Vision Services													150		2,350	16,838
k. Elder Abuse Prevnt				14,338												-
l. Counseling																-
m. Great Conf CGO CCC																-
n. Caregiver Supplmt													100		3,331	22,306
o. Kinship Support			18,875												7,059	47,059
q. Caregiver E.S.T			40,000												29,436	196,238
5. Program Develop	166,802															
6. Region Specific																
a. Safe at Home	5,000		-			-	-	-		-			-	-	500	5,500
b.	-		-			-	-	-		-			-	-	-	-
c.	-		-			-	-	-		-			-	-	-	-
d.																-
e.																-
7. CLP/ADRC Services	-		-													
8. MATF & St CG Sup Adm											26,400					26,400
SUPPRT SERV TOTAL	834,010	57,806	359,103	25,281	62,872	492,381	247,505	503,822	136,704	132,635	324,611	16,037	12,150	37,164	428,703	3,670,784

# FY 2018 NUTRITION / OMBUDSMAN / RESPITE / KINSHIP - PROGRAM BUDGET DETAIL

Rev. 4/2016

Agency: The Senior Alliance

Budget Period: 10/01/2017

to 9/30/18

PSA: 1 C

Date: 04/26/17

Rev. Number

0

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## FY 2018 AREA PLAN GRANT BUDGET - TITLE III-C NUTRITION SERVICES DETAIL

SERVICE CATEGORY	Title III C-1	Title III C-2	State Congregate	State HDM	NSIP	Program Income	Cash Match	In-Kind Match	TOTAL
Nutrition Services									
1. Congregate Meals	334,553		21,063		35,681	95,000		69,052	555,349
2. Home Delivered Meals		1,259,823		923,678	528,128	275,000		455,030	3,441,657
3. Nutrition Counseling									-
4. Nutrition Education									-
5. AAA RD/Nutritionist*									-
Nutrition Services Total	334,553	1,259,823	21,063	923,678	563,807	370,000	-	524,082	3,997,006

\*Registered Dietitian, Nutritionist or individual with comparable certification, as approved by OSA.

## FY 2018 AREA PLAN GRANT BUDGET-TITLE VII LTC OMBUDSMAN DETAIL

SERVICE CATEGORY	Title III-B	Title VII-A	Title VII-EAP	State NHO	MSO Fund	Program Income	Cash Match	In-Kind Match	TOTAL
LTC Ombudsman Services									
1. LTC Ombudsman	17,420	10,943		38,661	16,037	-	-	7,225	90,286
2. Elder Abuse Prevention	-		14,338			150	-	2,350	16,838
3. Region Specific	-	-	-	-	-	-	-	-	-
LTC Ombudsman Ser. Total	17,420	10,943	14,338	38,661	16,037	150	-	9,575	107,124

## FY 2018 AREA PLAN GRANT BUDGET- RESPITE SERVICE DETAIL

SERVICES PROVIDED AS A FORM OF RESPITE CARE	Title III-B	Title III-E	State Alt Care	State Escheats	State In-Home	Ment Award Trust Fund	Program Income	Cash/In-Kind Match	TOTAL
1. Chore	-	-	-	-	-	-	-	-	-
2. Homemaking	-	-	-	-	-	-	-	-	-
3. Home Care Assistance	-	-	-	-	-	-	-	-	-
4. Home Health Aide	-	-	-	-	-	-	-	-	-
5. Meal Preparation/HDM	-	-	-	-	-	-	-	-	-
6. Personal Care	-	-	-	-	-	-	-	-	-
Respite Service Total	-	-	-	-	-	-	-	-	-

## FY 2018 AREA PLAN GRANT BUDGET-TITLE E- KINSHIP SERVICES DETAIL

SERVICE CATEGORY	Title III-B	Title III-E				Program Income	Cash Match	In-Kind Match	TOTAL
Kinship Ser. Amounts Only									
1. Caregiver Sup. Services	-	-				-	-	-	-
2. Kinship Support Services	-	18,875				100	-	3,331	22,306
3. Caregiver E,S,T	-	-				-	-	-	-
4.	-	-				-	-	-	-
Kinship Services Total	-	18,875				100	-	3,331	22,306

Planned Services Summary Page for FY 2018			PSA: 1 C		
Service	Budgeted Funds	Percent of the Total	Method of Provision		
			Purchased	Contract	Direct
ACCESS SERVICES					
Care Management	\$ 557,822	7.27%			X
Case Coordination & Support	\$ 236,708	3.09%			X
Disaster Advocacy & Outreach Program	\$ -	0.00%			
Information & Assistance	\$ 404,051	5.27%			X
Outreach	\$ 88,000	1.15%			X
Transportation	\$ 287,106	3.74%		X	X
IN-HOME SERVICES					
Chore	\$ -	0.00%			
Home Care Assistance	\$ -	0.00%			
Home Injury Control	\$ -	0.00%			
Homemaking	\$ 378,162	4.93%	X		
Home Delivered Meals	\$ 3,441,657	44.88%		X	
Home Health Aide	\$ -	0.00%			
Medication Management	\$ 49,500	0.65%			X
Personal Care	\$ 307,921	4.02%	X		
Personal Emergency Response System	\$ -	0.00%			
Respite Care	\$ 476,569	6.22%	X		
Friendly Reassurance	\$ 19,700	0.26%			X
COMMUNITY SERVICES					
Adult Day Services	\$ 200,436	2.61%		X	
Dementia Adult Day Care	\$ -	0.00%			
Congregate Meals	\$ 555,349	7.24%		X	
Nutrition Counseling	\$ -	0.00%			
Nutrition Education	\$ -	0.00%			
Disease Prevention/Health Promotion	\$ 68,007	0.89%		X	X
Health Screening	\$ -	0.00%			
Assistance to the Hearing Impaired & Deaf	\$ -	0.00%			
Home Repair	\$ -	0.00%			
Legal Assistance	\$ 111,836	1.46%		X	
Long Term Care Ombudsman/Advocacy	\$ 90,286	1.18%			X
Senior Center Operations	\$ -	0.00%			
Senior Center Staffing	\$ 80,339	1.05%		X	
Vision Services	\$ -	0.00%			
Programs for Prevention of Elder Abuse,	\$ 16,838	0.22%		X	
Counseling Services	\$ -	0.00%			
Creating Confident Caregivers® (CCC)	\$ -	0.00%			
Caregiver Supplemental Services	\$ -	0.00%			
Kinship Support Services	\$ 22,306	0.29%		X	
Caregiver Education, Support, & Training	\$ 47,059	0.61%			X
AAA RD/Nutritionist	\$ -	0.00%			
PROGRAM DEVELOPMENT	\$ 196,238	2.56%			X
REGION-SPECIFIC					
a. Safe at Home	\$ 5,500	0.07%	X		X
b.	\$ -	0.00%			
c.	\$ -	0.00%			
d.	\$ -	0.00%			
e.	\$ -	0.00%			
CLP/ADRC SERVICES	\$ -	0.00%			
MATF & ST CG ADMINISTRATION	\$ 26,400	0.34%			X
TOTAL PERCENT		100.00%	15.04%	58.65%	26.31%
TOTAL FUNDING	\$ 7,667,790		\$ 1,153,152	\$ 4,497,418	\$ 2,017,220

Note: Rounding variances may occur between the Budgeted Funds column total and the Total Funding under the Method of Provision columns due to percentages in the formula. Rounding variances of + or - \$1 are not considered material.

**FY 2018 BUDGET REVIEW SPREADSHEET**

Rev. 4/2016 ||

Agency:	The Senior Alliance	1C		Fiscal Year:	FY 2018
Date of SGA:	CAP 2017	SGA No.		Date Reviewed by AASA:	
Date of Budget:	04/26/17	Revision No.	0	Initials of Field Rep Approving:	
SGA CATEGORY	SGA AWARD	C/O AMOUNT	TOTAL	AAA COMMENTS	
Title III Administration	\$ 316,144		\$ 316,144		
State Administration	\$ 55,083		\$ 55,083		
Title III-B Services	\$ 834,010		\$ 834,010		
Title III-C-1 Services	\$ 334,553		\$ 334,553		
Title III-C-2 Services	\$ 1,259,823		\$ 1,259,823		
Federal Title III-D (Prev. Health)	\$ 57,806		\$ 57,806		
Title III-E Services (NFCSP)	\$ 359,103		\$ 359,103		
Title VII/A Services (LTC Ombuds)	\$ 10,943		\$ 10,943		
Title VII/EAP Services	\$ 14,338		\$ 14,338		
St. Access	\$ 62,872		\$ 62,872		
St. In Home	\$ 492,381		\$ 492,381		
St. Congregate Meals	\$ 21,063		\$ 21,063		
St. Home Delivered Meals	\$ 923,678		\$ 923,678	AASA COMMENTS	
St. Alternative Care	\$ 247,505		\$ 247,505		
St. Aging Network Srv. (St. ANS)	\$ 98,043		\$ 98,043		
St. Respite Care (Escheats)	\$ 132,635		\$ 132,635		
Merit Award Trust Fund (MATF)	\$ 288,959		\$ 288,959		
St. Caregiver Support (St. CG Sup.)	\$ 35,652		\$ 35,652		
St. Nursing Home Ombuds	\$ 38,661		\$ 38,661		
MSO Fund-LTC Ombudsman	\$ 16,037		\$ 16,037		
St. Care Mgt.	\$ 503,822		\$ 503,822		
NSIP	\$ 563,807		\$ 563,807		
			\$ -		
SGA TOTALS:	\$ 6,666,918	\$ -	\$ 6,666,918		
				Administrative Match Requirements	
ADMINISTRATION	BUDGET	SGA	DIFFERENCE	Minimum federal administration match amount	\$105,381
Federal Administration	\$ 316,144	\$ 316,144	\$ -	Administration match expended (State Adm. + Local Match)	\$105,381
State Administration	\$ 55,083	\$ 55,083	\$ -	Is the federal administration matched at a minimum 25%?	Yes
				Does federal administration budget equal SGA?	Yes
Sub-Total:	\$ 371,227	\$ 371,227	\$ -	Does state administration budget equal SGA?	Yes
MATF & St. CG Sup. Administration	\$ 26,400				
Local Administrative Match				Merit Award Trust Admin. & St. Caregiver Support Admin must be expended at or below 9% of	
Local Cash Match	\$ -			Total Merit Award Trust Fund & St. Caregiver Support Admin. Funds budgeted:	8%
Local In-Kind Match	\$ 50,298			Is Merit Award Trust Fund & St CG Support Admin. budgeted at 9% or less?	Yes
Sub-Total:	\$ 50,298			Amount of MATF Funds budgeted on Adult Day Care	\$ 166,725
Other Admin	\$ -	AIP TOT ADMIN	DIFFERENCE	Is at least 50% of MATF budgeted on Adult Day Care services?	Yes
Total Administration:	\$ 447,925	\$ 447,925	\$ -	Title III-E Kinship Services Program Requirements	
SERVICES:	BUDGET	SGA	% BUDGETED	Are kinship services budgeted at > 5% of the AAA's Title III-E funding?	Yes
Federal Title III-B Services	\$ 834,010	\$ 834,010	100.00%	Are kinship services budgeted at < 10% of the AAA's Title III-E funding?	Yes
Fed. Title III C-1 (Congregate)	\$ 334,553	\$ 334,553	100.00%	[note: see TL #369 & TL#2007-141]	
State Congregate Nutrition	\$ 21,063	\$ 21,063	100.00%	For Agencies required to budget a minimum of \$25,000 of Title III-E requirement met?	N/A
Federal C-2 (HDM)	\$ 1,259,823	\$ 1,259,823	100.00%	Title III-B Long Term Care Ombudsman Maintenance of Effort Requirements	
State Home Delivered Meals	\$ 923,678	\$ 923,678	100.00%	Amount required from Transmittal Letter #428. (see cell L 42)	\$10,946
Federal Title III-D (Prev. Health)	\$ 57,806	\$ 57,806	100.00%	Budgeted amount Title III-B for LTC Ombudsman.	\$17,420
Federal Title III-E (NFCSP)	\$ 359,103	\$ 359,103	100.00%	Is required maintenance of effort met?	Yes
St. Access	\$ 62,872	\$ 62,872	100.00%		
St. In Home	\$ 492,381	\$ 492,381	100.00%		
St. Alternative Care	\$ 247,505	\$ 247,505	100.00%	Service Match Requirements	
St. Care Mgt.	\$ 503,822	\$ 503,822	100.00%	Minimum service match amount required	\$586,867
St. LTC Ombudsman	\$ 38,661	\$ 38,661	100.00%	Service matched budgeted: (Local Cash + In-Kind)	\$989,949
St. ANS	\$ 98,043	\$ 98,043	100.00%	Is the service allotment matched at a minimum 10%?	Yes
Sub-Total:	\$ 5,233,320	\$ 5,233,320	100.00%		
Local Service Match				Miscellaneous Budget Requirements / Constraints	
Local Cash Match	\$ 37,164			Amounts budgeted for OAA / AASA Priority Services:	
Local In-Kind Match	\$ 952,785			Access:	\$396,612
				In-Home:	\$121,190
				Legal:	\$54,211
Sub-Total:	\$ 989,949			Total Budgeted for Priority Services:	\$572,013
Title VII/A Services (LTC Ombuds)	\$ 10,943	\$ 10,943	100.00%	Are Access Services budgeted at minimum 10% of Original ACL Title III-B	Yes
Title VII/EAP Services	\$ 14,338	\$ 14,338	100.00%	Are In Home Services budgeted at minimum 10% of Original ACL Title III-B	Yes
NSIP	\$ 563,807	\$ 563,807	100.00%	Are Legal Services budgeted at minimum 6.5% of Original ACL Title III-B	Yes
St. Respite Care (Escheats)	\$ 132,635	\$ 132,635	100.00%	(Actual % of Legal)	6.50%
MATF + St. CG Support	\$ 324,611	\$ 298,211	108.85%	Title III-B award w/o carryover or Transfers in current SGA	\$834,010
MSO Fund-LTC Ombudsman	\$ 16,037	\$ 16,037	100.00%	Amount budgeted for Program Development:	\$166,802
TCM-Medicaid / CM	\$ -			% of Title III-B Program Development (must be 20% or less):	20.0%
Program Income	\$ 382,150			Is Program Development budgeted at 20% or less?	Yes
				Title III-D allotment with carryover:	\$57,806
Total Services:	\$ 7,667,790			Amount budgeted for EBDP Activities, per TL#2012-244:	\$57,806
Grand Total: Ser.+ Admin.	\$ 8,115,715			Is 100% of Title III-D budgeted on APPROVED EBDP?	Yes

# **PRIORITY SERVICE SECTION**

Access Services	III-B Budget Amount
a. Care Management	\$0
b. Case Coord/supp	\$94,404
c. Disaster Advocacy	\$0
d. Information & Assis	\$193,215
e. Outreach	\$80,000
f. Transportation	\$28,993
<b>Access Total:</b>	<b>\$396,612</b>

(AAA Regional Access Service)  
(AAA Regional Access Service)

In Home Services	III-B Budget Amount
a. Chore	\$0
b. Home Care Assis	\$0
c. Home Injury Cntrl	\$0
d. Homemaking	\$25,000
e. Home Health Aide	\$0
f. Medication Mgt	\$45,000
g. Personal Care	\$21,190
h. Assistive Device&Tech	\$0
i. Respite Care	\$12,000
j. Friendly Reassure	\$18,000
<b>In Home Services Total:</b>	<b>\$121,190</b>

(AAA Regional In-Home Service)  
(AAA Regional In-Home Service)

Kinship Services	III-E Budget Amount
1. Caregiver Supplmt - Kinship Amount Only	\$0
2. Kinship Support	\$18,875
3. Caregiver E,S,T - Kinship Amount Only	\$0
4.	\$0
<b>Kinship Services Total:</b>	<b>\$18,875</b>

(Other Title III-E Kinship Service)  
(Other Title III-E Kinship Service)

Title III-B Transfers reflected in SGA	Title III-B Award
Title III-B award w/o carryover in SGA	\$834,010
a. Amt. Transferred into Title III-B	
b. Amt. Transferred out of Title III-B	
<b>AoA Title III-B Award Total:</b>	<b>\$834,010</b>

(Use ONLY if SGA Reflects Transfers)

(Always Enter Positive Number)  
(Always Enter Positive Number)

**NOTE: AoA Title III Part B award for the current FY means total award from AoA without carryover or transfers.**

**FY 2018 Annual Implementation Plan  
Direct Service Budget Detail #1**

AAA: The Senior Alliance FISCAL YEAR: FY 2018

SERVICE: Care Management

LINE ITEM	Federal OAA Title III Funds	Other Fed Funds (non-Title III)	State Funds	Program Income	Match		Other Resources	Total Budgeted
					Cash	In-Kind		
Wages/Salaries			332,291	3,000		30,629		365,920
Fringe Benefits			107,175			13,418		120,593
Travel			10,785			1,079		11,864
Training			4,239			424		4,663
Supplies			6,500			650		7,150
Occupancy			15,154			1,515		16,669
Communications			1,028			103		1,131
Equipment			5,400			540		5,940
Other:			21,250			2,125		23,375
TCM						517		517
Purchased Services								0
								0
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>503,822</b>	<b>3,000</b>	<b>0</b>	<b>51,000</b>	<b>0</b>	<b>557,822</b>

SERVICE AREA: 34 communities of Southern and Western Wayne County  
(List by County/City if service area is not entire PSA)

Does the Direct Service Budget reflect any changes to the one approved as part of the agency's FY AIP?  
If yes, please describe: \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_

**SCHEDULE OF MATCH & OTHER RESOURCES #1**

FY 2016

SOURCE OF FUNDS	MATCH		OTHER RESOURCES	
	VALUE		VALUE	
	Cash	In-Kind	Cash	In-Kind
Volunteer Time		51,000		

**FY 2018 Annual Implementation Plan  
Direct Service Budget Detail #2**

AAA: The Senior Alliance FISCAL YEAR: FY 2018

SERVICE: Information & Assistance

LINE ITEM	Federal OAA Title III Funds	Other Fed Funds (non-Title III)	State Funds	Program Income	Match		Other Resources	Total Budgeted
					Cash	In-Kind		
Wages/Salaries	195,471		31,500			26,308		253,279
Fringe Benefits	60,443		10,710			6,529		77,682
Travel	5,000		1,000			620		6,620
Training	7,496		980			860		9,336
Supplies	2,500		921			370		3,791
Occupancy	15,595					1,560		17,155
Communications	2,000		500			260		2,760
Equipment	5,000					500		5,500
Other:	29,935					2,993		32,928
Service Costs								0
Purchased Services								0
								0
<b>Totals</b>	<b>323,440</b>	<b>0</b>	<b>45,611</b>	<b>0</b>	<b>0</b>	<b>40,000</b>	<b>0</b>	<b>409,051</b>

SERVICE AREA: 34 communities of Southern and Western Wayne County  
(List by County/City if service area is not entire PSA)

Does the Direct Service Budget reflect any changes to the one approved as part of the agency's FY AIP?  
If yes, please describe: Yes No

**SCHEDULE OF MATCH & OTHER RESOURCES #2** FY 2016

SOURCE OF FUNDS	MATCH		VALUE		OTHER RESOURCES	
	Cash	In-Kind	Cash	In-Kind	Cash	In-Kind
Volunteer Time		40,000				

**FY 2018 Annual Implementation Plan  
Direct Service Budget Detail #3**

AAA: The Senior Alliance

FISCAL YEAR: FY 2018

SERVICE: Outreach

LINE ITEM	Federal OAA Title III Funds	Other Fed Funds (non-Title III)	State Funds	Program Income	Match		Other Resources	Total Budgeted
					Cash	In-Kind		
Wages/Salaries	50,030					4,931		54,961
Fringe Benefits	15,719					1,607		17,326
Travel	2,967					304		3,271
Training	480					50		530
Supplies	7,103					767		7,870
Occupancy	1,011					103		1,114
Communications	470					50		520
Equipment	960					100		1,060
Other:	1,260					88		1,348
Service Costs								0
Purchased Services								0
								0
<b>Totals</b>	<b>80,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8,000</b>	<b>0</b>	<b>88,000</b>

**SERVICE AREA:**

(List by County/City if service area is not entire PSA)

Does the Direct Service Budget reflect any changes to the one approved as part of the agency's FY AIP?  
If yes, please describe: \_\_\_\_\_

Yes ☐ No ☐

**SCHEDULE OF MATCH & OTHER RESOURCES #3**

FY 2016

SOURCE OF FUNDS	MATCH		OTHER RESOURCES	
	VALUE		VALUE	
	Cash	In-Kind	Cash	In-Kind
Volunteer Time		8,000		

**FY 2018 Annual Implementation Plan  
Direct Service Budget Detail #4**

FISCAL YEAR: FY 2018

AAA: The Senior Alliance

SERVICE: Case Coordination & Support

LINE ITEM	Federal OAA Title III Funds	Other Fed Funds (non-Title III)	State Funds	Program Income	Match		Other Resources	Total Budgeted
					Cash	In-Kind		
Wages/Salaries	47,568		78,225			16,504		142,297
Fringe Benefits	15,877		22,530	2,000		4,877		45,284
Travel	5,167		3,824			785		9,776
Training	2,600		1,255			259		4,114
Supplies	1,926		725			135		2,786
Occupancy	6,459		2,247			740		9,446
Communications	1,761		584			108		2,453
Equipment	3,875		2,039			502		6,416
Other:	9,171		3,875			1,090		14,136
Service Costs								0
Purchased Services								0
								0
<b>Totals</b>	<b>94,404</b>	<b>0</b>	<b>115,304</b>	<b>2,000</b>	<b>0</b>	<b>25,000</b>	<b>0</b>	<b>236,708</b>

SERVICE AREA: 34 Communities of Southern and Western Wayne County  
(List by County/City if service area is not entire PSA)

Does the Direct Service Budget reflect any changes to the one approved as part of the agency's FY AIP?  
If yes, please describe: \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_

**SCHEDULE OF MATCH & OTHER RESOURCES #4**

SOURCE OF FUNDS	MATCH		OTHER RESOURCES	
	Cash	VALUE	Cash	VALUE
Volunteer Time				

**FY 2018 Annual Implementation Plan  
Direct Service Budget Detail #5**

AAA: The Senior Alliance

FISCAL YEAR: FY 2018

SERVICE: Transportation

LINE ITEM	Federal OAA Title III Funds	Other Fed Funds (non-Title III)	State Funds	Program Income	Match		Other Resources	Total Budgeted
					Cash	In-Kind		
Wages/Salaries	57,419		89,927	1,500	3,500	10,932		163,278
Fringe Benefits	15,945		26,725			2,868		45,538
Travel	7,892		4,290			1,765		13,947
Training	550					1,955		2,505
Supplies	2,484		3,250			1,900		7,634
Occupancy	429					2,500		2,929
Communications	2,428					1,580		4,008
Equipment	4,356					1,500		5,856
Other:								0
Service Costs								0
Purchased Services								0
								0
<b>Totals</b>	<b>91,503</b>	<b>0</b>	<b>124,192</b>	<b>1,500</b>	<b>3,500</b>	<b>25,000</b>	<b>0</b>	<b>245,695</b>

SERVICE AREA: 34 Communities of Southern and Western Wayne County  
(List by County/City if service area is not entire PSA)

Does the Direct Service Budget reflect any changes to the one approved as part of the agency's FY 2014 AIP?  
If yes, please describe: \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_

**SCHEDULE OF MATCH & OTHER RESOURCES #5**

FY 2016

SOURCE OF FUNDS	MATCH		OTHER RESOURCES	
	VALUE		VALUE	
	Cash	In-Kind	Cash	In-Kind
Volunteer Time	3,500	25,000		

**FY 2018 Annual Implementation Plan  
Direct Service Budget Detail #6**

AAA: The Senior Alliance

SERVICE: Medication Management

FISCAL YEAR: FY 2018

LINE ITEM	Federal OAA Title III Funds	Other Fed Funds (non-Title III)	State Funds	Program Income	Match		Other Resources	Total Budgeted
					Cash	In-Kind		
Wages/Salaries	31,201					3,120		34,321
Fringe Benefits	10,289					1,029		11,318
Travel	900					90		990
Training	550					55		605
Supplies	450					45		495
Occupancy	220					22		242
Communications	225					23		248
Equipment	200					20		220
Other:	965					97		1,062
Service Costs								0
Purchased Services								0
								0
<b>Totals</b>	<b>45,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,500</b>	<b>0</b>	<b>49,500</b>

**SERVICE AREA:** 34 Communities of Southern and Western Wayne County  
(List by County/City if service area is not entire PSA)

Does the Direct Service Budget reflect any changes to the one approved as part of the agency's FY AIP?  
If yes, please describe: Yes          No         

**SCHEDULE OF MATCH & OTHER RESOURCES #6**

SOURCE OF FUNDS	MATCH		OTHER RESOURCES	
	Cash	In-Kind	Cash	In-Kind
Volunteer Time		4,500		

**FY 2018 Annual Implementation Plan  
Direct Service Budget Detail #6**

AAA: The Senior Alliance FISCAL YEAR: FY 2018

SERVICE: Friendly Reassurance

LINE ITEM	Federal OAA Title III Funds	Other Fed Funds (non-Title III)	State Funds	Program Income	Match		Other Resources	Total Budgeted
					Cash	In-Kind		
Wages/Salaries	13,397					1,430		14,827
Fringe Benefits	4,603					270		4,873
Travel								0
Training								0
Supplies								0
Occupancy								0
Communications								0
Equipment								0
Other:								0
Service Costs								0
Purchased Services								0
								0
<b>Totals</b>	<b>18,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,700</b>	<b>0</b>	<b>19,700</b>

SERVICE AREA: 34 Communities of Southern and Western Wayne County

(List by County/City if service area is not entire PSA)

Does the Direct Service Budget reflect any changes to the one approved as part of the agency's FY AIP? Yes No

If yes, please de

**SCHEDULE OF MATCH & OTHER RESOURCES #6 FY 2016**

SOURCE OF FUNDS	MATCH		OTHER RESOURCES	
	VALUE		VALUE	
	Cash	In-Kind	Cash	In-Kind
Volunteer Time		1,700		

**FY 2018 Annual Implementation Plan  
Direct Service Budget Detail #6**

FISCAL YEAR: FY 2018

AAA: The Senior Alliance

SERVICE: LTC - Ombudsman

LINE ITEM	Federal OAA Title III Funds	Other Fed Funds (non-Title III)	State Funds	Program Income	Match		Other Resources	Total Budgeted
					Cash	In-Kind		
Wages/Salaries	17,358		34,206			4,219		55,783
Fringe Benefits	6,151		10,071			1,351		17,573
Travel	500		1,275			200		1,975
Training	1,200		1,275			229		2,704
Supplies	250		255			60		565
Occupancy	250		876			123		1,249
Communications	200		255			60		515
Equipment	250		298			60		608
Other:	2,204		6,187			923		9,314
Service Costs								0
Purchased Services								0
								0
<b>Totals</b>	<b>28,363</b>	<b>0</b>	<b>54,698</b>	<b>0</b>	<b>0</b>	<b>7,225</b>	<b>0</b>	<b>90,286</b>

**SERVICE AREA:** 34 Communities of Southern and Western Wayne County  
(List by County/City if service area is not entire PSA)

Does the Direct Service Budget reflect any changes to the one approved as part of the agency's FY AIP?  
If yes, please de \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_

**SCHEDULE OF MATCH & OTHER RESOURCES #6**

FY 2016

SOURCE OF FUNDS	MATCH		OTHER RESOURCES	
	VALUE		VALUE	
	Cash	In-Kind	Cash	In-Kind
Volunteer Time		7,225		

**FY 2018 Annual Implementation Plan  
Direct Service Budget Detail #6**

AAA: The Senior Alliance FISCAL YEAR: FY 2018

SERVICE: EBDP

LINE ITEM	Federal OAA Title III Funds	Other Fed Funds (non-Title III)	State Funds	Program Income	Match		Other Resources	Total Budgeted
					Cash	In-Kind		
Wages/Salaries	8,607					861		9,468
Fringe Benefits	3,169					317		3,486
Travel	1,000					100		1,100
Training	2,747					275		3,022
Supplies								0
Occupancy								0
Communications								0
Equipment								0
Other:								0
Consultant - Volunteer						0		0
Purchased Services								0
								0
<b>Totals</b>	<b>15,523</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,552</b>	<b>0</b>	<b>17,075</b>

**SERVICE AREA:** 34 Communities of Southern and Western Wayne County  
(List by County/City if service area is not entire PSA)

Does the Direct Service Budget reflect any changes to the one approved as part of the agency's FY AIP?  
If yes, please descr Yes ☐ No ☐

**SCHEDULE OF MATCH & OTHER RESOURCES #6** FY 2016

SOURCE OF FUNDS	MATCH		OTHER RESOURCES	
	VALUE		VALUE	
	Cash	In-Kind	Cash	In-Kind
Volunteer Time		1,552		

**FY 2018 Annual Implementation Plan  
Direct Service Budget Detail #6**

AAA: The Senior Alliance

SAFE: Safe At Home

FISCAL YEAR: FY 2018

LINE ITEM	Federal OAA Title III Funds	Other Fed Funds (non-Title III)	State Funds	Program Income	Match		Other Resources	Total Budgeted
					Cash	In-Kind		
Wages/Salaries						0		0
Fringe Benefits						0		0
Travel						0		0
Training						0		0
Supplies								0
Occupancy								0
Communications								0
Equipment								0
Other:								0
Consultant - Volunteer						0		0
Purchased Services	5,000					500		5,500
<b>Totals</b>	<b>5,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>500</b>	<b>0</b>	<b>5,500</b>

**SERVICE AREA:** 34 Communities of Southern and Western Wayne County  
(List by County/City if service area is not entire PSA)

Does the Direct Service Budget reflect any changes to the one approved as part of the agency's FY 2014 AIP?  
If yes, please descr \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_

**SCHEDULE OF MATCH & OTHER RESOURCES #6**

FY 2016

SOURCE OF FUNDS	MATCH		OTHER RESOURCES	
	VALUE		VALUE	
	Cash	In-Kind	Cash	In-Kind
Volunteer Time		500		

## Attachment

Op Std	Access Services	Federal Funds				State Funds						
		Title III-B	Title III-D **	Title III-E	Title VII	St. Access	St. Care Management	St. Respite Care (Escheats)	St. In-Home	St. Merit Award Trust Fund (MATF)	St. Caregiver Support (St. CG Sup.)	St. Aging Network Services (St. ANS)
A-1	Care Management	X		X		X	X					X
A-2	Case Coordination & Support	X		X		X	X					X
A-3	Disaster Advocacy & Outreach Program	X										
A-4	Information & Assistance	X		X		X						X
A-5	Outreach	X		X		X						X
A-6	Transportation (For MATF & St. CG Sup. only) - adult day service and respite related transport of service recipients including related medical and shopping assistance is allowed.	X		X						X	X	

[illegible]

**COMMUNITY SERVICES**

Community Services												
Federal Funds					State Funds							
Op Std	Community Services	Title III-B	Title III-D **	Title III-E	Title VII	St. Nursing Home Ombudsman	St. Alternative Care	St. Respite Care (Escheats)	St. In-Home	St. Merit Award Trust Fund (MATF)	St. Caregiver Support (St. CG Sup.)	St. Aging Network Services (St. ANS)
C-1	Adult Day Service	X		X			X	X		X	X	X
C-2	Dementia Adult Day Care	X		X			X	X		X	X	X
C-6	Disease Prevention/Health Promotion	X	X	X								
C-7	Health Screening	X										
C-8	Assistance to Hearing Impaired & Deaf	X										
C-9	Home Repair	X										
C-10	Legal Assistance	X		X								
C-11	Long Term Care Ombudsman	X			Title VII A X	X						
C-12	Senior Center Operations	X										
C-13	Senior Center Staffing	X										
C-14	Vision Services	X										
C-15	Prevention of Elder Abuse, Neglect & Exploitation	X			Title VII A & EAP X							
C-16	Counseling Services	X		X								
C-17	Creating Confident Caregivers® (CCC).	X	X	X								
C-18	Caregiver Supplemental Services	X		X								
C-19	Kinship Support Services	X		X								
C-20	Caregiver Education, Support & Training	X		X								

**NUTRITION SERVICES**

Op Std	Nutrition Service	Title III-C1 & State Congregate	Title III-C2 & State Home Delivered Meals	Title III-E	*NSIP	Requirements from AASA Transmittal letters that establish Fundable Service Categories  Replaces: TL 367, 2005-102 & 2007-142 See TL343 & TL2006-111 for guidance re St. MATF See TL 2012-244 for guidance re Title D See TL 2012-256 for guidance re St. ANS  Rev Date 5/5/15
C-3	Congregate Meals	X			X	
B-5	Home Delivered Meals		X	X	X	
C-4	Nutrition Counseling	X	X	X		
C-5	Nutrition Education	X	X	X		

\* NSIP funds are designated for actual food costs for OAA Title III eligible meals.

\*\* Note for Title III D -- All funds have to be used for Evidence-Based programs.

**Full Program Title Name**

Title III Administration	Federal
State Administration	State
Title IIIB Supportive Services	Federal
Title IIIC-1 Services Congregate Meals	Federal
Title IIIC-2 Services Home Delivered Meals	Federal
Title IIID Services (Preventive Health)	Federal
Title IIIE Services (NFCSP) National Family Caregiver Support	Federal
Title VII/A Services (LTC Ombudsman)	Federal
Title VII/EAP Services Elder Abuse Prevention	Federal
State Access Services	State
State In-Home Services	State
State Congregate Meals	State
State Home Delivered Meals	State
State Alternative Care	State
State Aging Network Services (St. ANS)	State
State Caregiver Support	State
State Respite Care	State
State Merit Award (Tobacco Respite Care)	State
State Nursing Home Ombs	State
Michigan State Ombudsman (MSO)	State
State Care Management	State
Nutrition Services Incentive Program (NSIP)	Federal

## MATCHING REQUIREMENTS

Revision date 1/26/2016

Page 2

Revision to Transmittal Letter #2016-320

### FEDERAL ADMINISTRATION TOTAL - MATCH REQUIRED: 25%

STATE 15%<sup>[2]</sup> (AASA)

LOCAL 10% (AAAs)

### FEDERAL & STATE SERVICES TOTAL - MATCH REQUIRED: 15%

STATE 5% (AASA)

LOCAL 10% (AAAs)

Table 1 below describes these requirements by source of funds.

**Table 1 AAA Local Matching Requirement by Fund Source**

Funding Source	Fund Source Name	AAA Local Match Requirement	Reference
Federal	Administration	15% (a)	OAA of 1965 (d)
Federal	B	10%	OAA of 1965
Federal	C1	10%	OAA of 1965
Federal	C2	10%	OAA of 1965
Federal	D	10%	OAA of 1965
Federal	E	10%	OAA of 1965
Federal	EAP	No Match Required	ACL CFDA
Federal	VII-A	No Match Required	AoA Fiscal Guide (b)
Federal	NSIP	No Match Required	AoA Fiscal Guide
State	Administration	No Match Required	AASA
State	Access	10%	AASA
State	In-Home	10%	AASA
State	Congregate Meals	10%	AASA
State	Home Delivered Meals	10%	AASA
State	State Nursing Home Ombudsman	10%	AASA
State	Alternative Care	10%	AASA
State	State Ombudsman Funds (MSO)	10%	AASA
State	Merit Award Trust Fund	No Match Required	AASA TL #1006 (7/28/09)
State	State Caregiver Support	10%	AASA
State	Respite Escheats	No Match Required	Public Act 171 of 1990
State	Care Management	10%	AASA
State	State Aging Network Services Grant	10%	AASA

(a) 15% is an approximate amount and may vary slightly after applying the state match amount.

(b) AoA is the acronym for the federal Administration on Aging

(c) Michigan Office of Long Term Care Supports and Services (OLTCSS)

(d) OAA is the acronym for the Older Americans Act

Per AoA requirements, if the required non-federal share is not provided by the completion date of the funded project period, to meet the match percentage, AoA will reduce the Federal dollars awarded when closing out the award, which may result in a requirement to return Federal funds. AASA verifies compliance with local matching requirements based upon a review of AAA FSRs.

[2] The exact percentage amount may vary slightly in order to meet the federal requirement.



# Charter Township of Van Buren

Agenda Item \_\_\_\_\_

## REQUEST FOR BOARD ACTION

MEETING DATE:  
WORK STUDY: AUGUST 14, 2017  
BOARD MEETING: August 15, 2017

Consent Agenda X

New Business

Unfinished Business

Public Hearing

ITEM (SUBJECT)	Suburban Mobility Authority for Regional Transportation (SMART)
DEPARTMENT	Parks and Recreation
PRESENTER	Director Jennifer Wright
PHONE NUMBER	734-699-8921
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)	N/A

### Agenda topic

#### ACTION REQUESTED

This is an annual approval of the FY 2018 Suburban Mobility Authority for Regional Transportation (SMART) Municipal Credit Contract has the same content and funding distribution for several years.

#### BACKGROUND - (SUPPORTING AND REFERENCE DATA. INCLUDE ATTACHMENTS)

This money is made available to Van Buren Township to use for transportation purposes only. The use of this money provides our elderly population within Van Buren Township the opportunity to get to and from the Senior Center, vital doctors' appointments and various shopping centers.

Township children and their families benefit by utilizing the transportation for the Day Camp program ran by our Recreation Department. Many families could not participate in the Day Camp program or the benefits of the Senior Center without the transportation assistance. Monies received by SMART help cover drivers wages, gasoline, vehicle maintenance, and vehicle repairs.

The estimated funding level for FY 2018:

Recreation Transportation	\$20,000.00
Senior Transportation	<u>\$ 8,348.00</u>
	\$28,348.00

#### BUDGET IMPLICATION

Local match of \$32,597.00 is met by township general fund and in-kind services

#### IMPLEMENTATION NEXT STEP

Authorize Supervisor and Clerk to execute the contract.

#### DEPARTMENT RECOMMENDATION

N/A

#### COMMITTEE/COMMISSION RECOMMENDATION

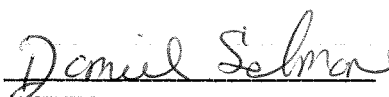
#### ATTORNEY RECOMMENDATION

N/A

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

#### ADDITIONAL REMARKS

#### APPROVAL OF SUPERVISOR



# MUNICIPAL CREDIT and COMMUNITY CREDIT CONTRACT

## for FY - 2018

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I, Kevin McNamara, as the Supervisor of the Charter Township of Van Buren (hereinafter, the "Community") hereby apply to SMART and agree to the terms and conditions herein, for the receipt and expenditure of **Municipal Credits** (Section 1 below), and **Community Credits** (Section 2 below); and further agree that the **Municipal and Community Credits Master Agreement** between the parties is incorporated herein by reference. A description of the service the Community shall provide hereunder is set forth in Exhibit A, and the operating budget for that service is set forth in Exhibit B, both of which are attached hereto and incorporated herein.

**1. The Community agrees to use \$28,348 in Municipal Credit funds as follows:**

- |     |  |                                     |
|-----|--|-------------------------------------|
| (a) | Transfer to _____<br><small>TRANSFeree COMMUNITY</small>                           | Funding of: \$ _____                |
| (b) | Van/Bus Operations<br>(Including Charter and Taxi services)                        | At the cost of: \$ <u>28,348.00</u> |
| (c) | Services Purchased from SMART<br>(Including Tickets, Shuttle Services/Dial-a-Ride) | At the cost of: \$ _____            |

**Total \$28,348**

SMART intends to provide Municipal Credit funds under this contract to the extent funds for the program are made available to it by the Michigan Legislature pursuant to Michigan Public Act 51 of 1951. Municipal Credit funds made available to SMART through legislative appropriation are based on projected revenue estimates. In the event that revenue actually received is insufficient to support the Legislature's appropriation, it will result in an equivalent reduction in funding provided to the Community pursuant to this Contract. In such event, SMART reserves the right, without notice, to reduce the payment of Municipal Credit funds by the amount of any reduction by the legislature to SMART. All funding must be spent by September 30, 2019; all funds not spent by that date will revert back to SMART pursuant to Michigan Public Act 51 of 1951, for expenditure consistent with Michigan law and SMART policy.

**2. The Community agrees to use \$ 0.00 in Community Credit funds available as follows:**

- |     |  |                          |
|-----|--|--------------------------|
| (a) | Transfer to _____<br><small>TRANSFeree COMMUNITY</small>                           | Funding of: \$ _____     |
| (b) | Van/Bus Operations<br>(Including Charter and Taxi services)                        | At the cost of: \$ _____ |
| (c) | Services Purchased from SMART<br>(Including Tickets, Shuttle Services/Dial-a-Ride) | At the cost of: \$ _____ |
| (d) | Capital Purchases  | At the cost of: \$ _____ |

**Total \$ 0.00**

# **MUNICIPAL CREDIT and COMMUNITY CREDIT CONTRACT**

## **for FY - 2018**

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Capital purchases permitted with Community Credits are subject to applicable state and federal regulations, and SMART policy, including procurement guidelines. When advantageous, SMART may make procurements directly. Reimbursement for purchases made by Community requires submission of proper documentation to support the purchase (i.e. purchase orders, receiving reports, invoices, etc.). Community Credit dollars available in FY 2018, may be required to serve local employer transportation needs per the coordination requirements set forth in the aforementioned Master Agreement. All Community Credit funds must be spent by June 30, 2020 unless approval from SMART General Manager is obtained to extend Community Credits for an additional 2 years to allow accrual for major capital projects; any funds not spent by that date may revert back to SMART for expenditure consistent with SMART policy.

This agreement shall be binding once signed by both parties.

### **CHARTER TOWNSHIP OF VAN BUREN**

By: \_\_\_\_\_

Date \_\_\_\_\_

Its: Kevin McNamara, Supervisor

By: \_\_\_\_\_

Date \_\_\_\_\_

Its: Leon Wright, Clerk

Suburban Mobility Authority for  
Regional Transportation

Date \_\_\_\_\_

By: \_\_\_\_\_

John C. Hertel  
General Manager

# Charter Township of Van Buren

## REQUEST FOR BOARD ACTION

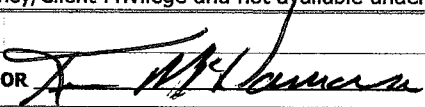
Agenda Item: \_\_\_\_\_

**WORK STUDY: JULY 17, 2017**  
**1<sup>ST</sup> READING DATE: JULY 18, 2017**  
**2<sup>ND</sup> READING DATE: AUGUST 1, 2017**

Consent Agenda	New Business X	Unfinished Business	Public Hearing
ITEM (SUBJECT)	First reading of Ordinance 07-18-17(1) to discuss an approval of the amendment of Sec. 50-1 to 50-3 of Article I (In General) of Chapter 50 (Law Enforcement).		
DEPARTMENT	Police Department		
PRESENTER	Director Greg Laurain		
PHONE NUMBER	(734) 699-8930		
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)			

### Agenda topic

ACTION REQUESTED	
First reading of Ordinance 07-18-17(1) to discuss an approval of the amendment of Sec. 50-1 to 50-3 of Article I (In General) of Chapter 50 (Law Enforcement).	
BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)	
The addition of the parking citation ordinances, Sec. 50-1 to 50-3, allows the Township to train and utilize volunteers, including police officers for the Wayne County Community College District, to write certain parking citations (civil infractions only).	

BUDGET IMPLICATION	None anticipated
IMPLEMENTATION NEXT STEP	If approved, after the 1 <sup>st</sup> and 2 <sup>nd</sup> reading, a notice of adoption will be placed in the newspaper and the Ordinance will go into effect.
DEPARTMENT RECOMMENDATION	Approval
COMMITTEE/COMMISSION RECOMMENDATION	
ATTORNEY RECOMMENDATION	Approval
(May be subject to Attorney/Client Privilege and not available under FOIA)	
ADDITIONAL REMARKS	
APPROVAL OF SUPERVISOR	

**CHARTER TOWNSHIP OF VAN BUREN**

**COUNTY OF WAYNE**

**STATE OF MICHIGAN**

**ORDINANCE # 07-18-17(1)**

At a regular meeting of the Township Board of the Charter Township of Van Buren, Wayne County, Michigan, held in the Van Buren Township Hall within the Township, on the \_\_\_\_\_ day of \_\_\_\_\_, 2017 at 7:00 p.m.

PRESENT: Trustees: \_\_\_\_\_

ABSENT: Trustee: \_\_\_\_\_

It was moved by Trustee \_\_\_\_\_ and supported by Trustee \_\_\_\_\_

the following Ordinance be adopted to amend Sec. 50-1 to 50-3 of Article I (In General) of Chapter 50 (Law Enforcement) to read as follows:

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

**Sec. 50-1. Issuance of Parking Citations by Persons Other Than Police Officers**

The Township, pursuant to MCL § 257.742(6) and MCL § 257.675d, as amended, authorizes the Director of Public Safety to implement and administer a program to authorize and utilize persons other than police officers as volunteers to issue parking citations for the violations specifically set forth in Section 50-2 of this Chapter. The Director of Public Safety shall maintain a list of such authorized persons and may add or remove persons from that list at his/her sole discretion.

**Sec. 50-2. Prohibited Parking**

A vehicle shall not be parked, except if necessary to avoid conflict with other traffic or in compliance with the law or the directions of a police officer or traffic control device, in any of the following places:

- (a) On a sidewalk.
- (b) In front of a public or private driveway.
- (c) Within fifteen (15) feet of a fire hydrant.
- (d) On a crosswalk.

- (e) Within twenty (20) feet of a crosswalk, or if there is not a crosswalk, then within fifteen (15) feet of the intersection of property lines at an intersection of highways.
- (f) At a place where an official sign prohibits stopping or parking.
- (g) In a parking space which is clearly identified by an official sign as being reserved for use by disabled persons that is on public property or private property available for public use, unless the person is a disabled person as described in MCL § 257.19a or unless the person is parking the vehicle for the benefit of a disabled person. In order for the vehicle to be parked in the parking space the vehicle shall display 1 of the following:
  - i. A certificate of identification or windshield placard issued under MCL § 257.675 to a disabled person.
  - ii. A special registration plate issued under MCL § 257.803d to a disabled person.
  - iii. A similar certificate of identification or windshield placard issued by another state to a disabled person.
  - iv. A similar special registration plate issued by another state to a disabled person.
  - v. A special registration plate to which a tab for persons with disabilities is attached issued under this act.
- (h) In a clearly identified access aisle or access lane immediately adjacent to a space designated for parking by persons with disabilities.
- (i) In violation of an official sign restricting the period of time for or manner of parking.
- (j) In a place or in a manner that blocks access to a space clearly designated as a fire lane.

#### Sec. 50-3. Violations and Penalties; Severability; Savings; Repealer

- (a) Any person who violates any of the provisions of Section 50-2 is responsible for a civil infraction and shall pay the fines and costs as established by the 34<sup>th</sup> District Court, pursuant to MCL § 257.907(7).
- (b) Severability. If any Section, subsection, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent portion of this ordinance, and such holding shall not affect the validity of the remaining portions of this ordinance.
- (c) Savings. All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this ordinance takes effect are saved and may be consummated according to the law in force when they are commenced.
- (d) Repealer. All ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this ordinance full force and effect.

**Effective Date**

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

THIS ORDINANCE IS HEREBY DECLARED TO HAVE BEEN ADOPTED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF VAN BUREN, COUNTY OF WAYNE, STATE OF MICHIGAN, AT A REGULAR MEETING, CALLED AND HELD ON THE \_\_\_\_\_ day of \_\_\_\_\_, 2017.

YEAS (in favor of amendment): \_\_\_\_\_

NAYS (opposed to amendment): \_\_\_\_\_

ABSENT: \_\_\_\_\_

I hereby approve the foregoing Ordinance.

---

Kevin McNamara,  
Supervisor, Charter Township of Van Buren

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Leon Wright,  
Clerk, Charter Township of Van Buren

Adopted: \_\_\_\_\_  
Published: \_\_\_\_\_  
Effective: \_\_\_\_\_

# Charter Township of Van Buren

## REQUEST FOR BOARD ACTION

Agenda Item: \_\_\_\_\_

Work Study Date: 08/14/17

Board Meeting: 08/15/17

Consent Agenda \_\_\_\_\_


New Business X

Unfinished Business: \_\_\_\_\_

Public Hearing \_\_\_\_\_

ITEM (SUBJECT)	To approve the contract with FTCH in the amount of \$57,500 for design, construction administration and engineering services for the pavilion and playground structure project for Van Buren Park per the Scope of Services in FTCH's August 7, 2017 letter. The expense will be paid with CDBG funds.
DEPARTMENT	Planning & Economic Development
PRESENTER(S)	Matthew R. Best, Deputy Director of Planning and Economic Development
PHONE NUMBER	(734) 699-8913
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)	Ron Akers, Director of Planning and Economic Development

### Agenda topic

<b>ACTION REQUESTED</b>	
To approve the contract with FTCH in the amount of \$57,500 for design, construction administration and engineering services for the pavilion and playground structure project for Van Buren Park per the Scope of Services in FTCH's August 7, 2017 letter. The expense will be paid with CDBG funds.	
<b>BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)</b>	
See attachments.	
<b>BUDGET IMPLICATION</b>	Funds for are funded from CDBG.
<b>IMPLEMENTATION NEXT STEP</b>	If approved, the Elected Officials will execute the agreement.
<b>DEPARTMENT RECOMMENDATION</b>	Approval
<b>COMMITTEE/COMMISSION RECOMMENDATION</b>	
<b>ATTORNEY RECOMMENDATION</b>	
(May be subject to Attorney/Client Privilege and not available under FOIA)	
<b>ADDITIONAL REMARKS</b>	
<b>APPROVAL OF SUPERVISOR</b>	



# Memo

**TO:** Board of Trustees

**FROM:** Matthew R. Best  
Deputy Director of Planning and Economic Development

**RE:** Van Buren Park – Playground and Pavilion Improvement Project

**DATE:** August 7, 2017

---

**Background:** The demolition and new construction of a pavilion and playground structure at Van Buren Park is an approved CDBG project with Program Year 2015, 2016 and 2017 funds. Fishbeck, Thompson, Carr and Huber, Inc. (FTCH) has prepared a proposal for design, construction administration and engineering services for the pavilion, dated August 7, 2017, in the amount of \$57,500. There are sufficient CDBG funds in Program Income or Administration in Program Years 2015, 2016 and 2017 to cover this expense. The total project cost is \$303,000.

**Recommendation:** To approve the contract with FTCH in the amount of \$57,500 for design, construction administration and engineering services for the pavilion and playground structure project for Van Buren Park per the Scope of Services in FTCH's August 7, 2017 letter. The expense will be paid with CDBG funds.

Authorization to Approve:

---

Kevin McNamara, Township Supervisor

---

Sharry Budd, Township Treasurer

---

Leon Wright, Township Clerk



August 7, 2017

Mr. Matthew Best  
Deputy Director of Planning and Economic Development  
Charter Township of Van Buren  
46425 Tyler Road  
Van Buren, MI 48111

Re: Van Buren Park – Pavilion Improvements Project

Dear Mr. Best:

Fishbeck, Thompson, Carr & Huber, Inc. (FTCH) is pleased to submit a three phase design proposal for the Van Buren Park Improvements Project. This proposal is based on our site visit, Monday, July 10, 2017, and discussions with Patrick Sloan, McKenna Associates, and yourself relative to project scope, budget and Community Development Block Grant (CDBG) requirements. The entire project budget for the demolition and proposed improvements is approximately Three Hundred Twenty Thousand Dollars (\$320,000).

The existing play structure and pavilion demolition contract documents and oversight will be provided by McKenna Associates. The new play structure, pavilion and landscaping construction documents, bidding and oversight will be provided by FTCH in three phases to assist the Van Buren Township (Township) in matching funding sources.

Mr. David L. Potter, PE, will serve as the Project Manager. In summary, the scope of improvements by FTCH are to include the following in order of priority and availability of project budget:

- PHASE 1** Prepare a site plan and specifications to bid a budget (\$80,000) based new play structure. We understand a new play structure is to be pre-purchased by the Township and constructed by the Township's Pavilion Contractor. The play structure will not be lighted.
- PHASE 2** Prepare design and construction documents for a new pavilion, with powered outlets and salvaging the existing newer cooking grills that are located on the east side. The pavilion is to be designed to accommodate 80 to 100 people. We understand the pavilion usage will be considered seasonal use only. The pavilion structure will not be lighted.
- The water supply will be from existing water service line to Pavilion. The electric service will be from the existing electric meter servicing the Pavilion. The budget to purchase the new pavilion and ancillary materials is \$80,000.00.
- PHASE 3** Prepare design and construction documents for new limited landscaping improvements that are to be placed in limited areas at the entrance of the park, within the east merge area, and in front of the entry booth. The budget for the landscaping cost is approximately \$10,000.00.

In developing our fee proposal, it is understood that this project would not require the preparation of a site plan for approval by the Township Planning Commission. It is also understood that the only project permit required for this project is a Wayne County Soil Erosion and Sedimentation Control Permit. All other permits will be Township permits and administratively approved.

## DETAILED SCOPE OF SERVICES

### Phase 1

#### **Task 1.1 – Design Survey**

FTCH will collect the necessary survey and topographic data to construct the new play structure, pavilion, and limited landscaping improvements.



### **Task 1.2 – Geotechnical Services**

FTCH will engage the services of a geotechnical firm to obtain two soil borings (15-20 feet in depth), one adjacent to the existing the play structure, and one adjacent to the existing Pavilion.

### **Task 1.3 – Preliminary Design – Scope of Services**

- Develop a preliminary site plan to be included in bid documents that indicates the general location and grades of the proposed play structure.
- Develop a preliminary construction cost estimate for the play structure.
- Attend one (1) design meeting to review, discuss and finalize the design strategy for the play structure.
- FTCH will prepare for and attend one Public Information Meeting, as necessary.
- Based on the Township direction modify and resubmit the preliminary design and estimate to the Township for budget approval.
- Deliverables: Preliminary site plan and preliminary construction estimate.

### **Task 1.4 – Final Design – Scope of Services**

Final Design consists of the preparation of Construction Documents (CD) that include project specifications based upon the approved design from the Preliminary Design Phase. During this phase, FTCH will attend one (1) Township review meeting to review and finalize the construction documents. FTCH will provide the Final Design estimate.

Deliverables: One (1) set of bid documents will be developed, requiring prevailing wages.

### **Task 1.5 – Bidding Assistance**

- FTCH will prepare and distribute PDF bid documents to Contractors via local clearing houses. Contractors are to pay a fee for each set of construction documents.
- FTCH will conduct a mandatory onsite pre-bid meeting to familiarize contractors with project access, scope, and CDBG Prevailing Wage requirements.
- FTCH will attend bid opening and provide recommendation for Contractor selection based on qualifications and tabulated bid costs.
- FTCH will prepare contract award documents, including:
  - Bid tabulation.
  - Conditional Recommendation and Notice of Award.
  - cursory review of bonds and insurance.
  - Preparation of final contract documents to be reviewed by the Township Attorney.

### **Task 1.6 – Construction Contract Administration**

FTCH will assist the Township with Construction Contract Administration Services associated with the Van Buren Park Play Structure Improvement Project. These services include:

- Value Engineering Review.
- Pre-Construction Meeting.
- Periodic Progress Meetings.
- Review of Contractor Pay Application Request(s).
- Process Shop Drawings.
- Negotiate Change Orders, as necessary.
- Prepare Project Punch List(s).
- Prepare Final Payment Recommendation.
- Prepare Close-Out Documents.
- Coordination of Material Testing and Density Testing Services
- FTCH will provide periodic Construction Observation Services, up to four (4) trips, associated with the Project coordinated with the Township. Additional inspection efforts, if required, will be on an hourly basis.



- FTCH will provide Construction Staking Services associated with the Van Buren Park Improvements Project. One time staking is included; the Contractor is to pay for any re-staking, accordingly. FTCH will assist the Township with the preparation of record drawings, based upon Contractor provided as-built drawings.

#### **Phase 1 – Fee Summary**

Task 1.1:	Design Survey	\$2,500
Task 1.2:	Design – Geotechnical Services	\$3,500
Task 1.3:	Preliminary Design	\$3,000
Task 1.4:	Final Design	\$5,000
ask 1.5:	Bidding Assistance	\$2,000
Task 1.6.1:	Construction Contract Administration	\$1,500
Task 1.6.2:	Construction Observation Services	\$3,000
Task 1.6.3:	Construction Staking and Record Drawings	\$1,000
Task 1.7:	PM/Meetings	<u>\$3,000</u>
	Sub Total	\$24,500
	Reimbursable Expenses	<u>\$500</u>
	Project Total	\$25,000

FTCH proposes to provide the Design and Construction Contract Administration Services as described herein for an hourly fee, not-to-exceed Twenty Five Thousand Dollars (\$25,000), including reimbursable expenses. All Federal, state, and local Application/Permit Fees and costs are to be paid by the Township.

#### **Phase 2**

##### **Task 2.1 – Design Survey**

FTCH will utilize design survey from Phase I.

##### **Task 2.2 – Geotechnical Services**

FTCH will utilize geotechnical data from Phase I.

##### **Task 2.3 – Preliminary Design – Scope of Services**

- Develop two (2) architectural design strategies for the pavilion.
- Develop a preliminary scale of magnitude cost for the pavilion.
- Attend one (1) preliminary design meeting to review the design strategy for the pavilion.
- Civil and electrical design narratives will be developed to accompany the site plan.
- FTCH will prepare for and attend one (1) Public Information Meeting, as necessary.
- Refine the design and estimate based on the Township meeting and submit the preliminary design and estimate to the Township for budget approval.

Deliverables: Conceptual architectural plan, conceptual site plan and preliminary estimate.

##### **Task 2.4 – Final Design – Scope of Services**

Final Design consists of the preparation of a construction document (CD) that include, structural, civil, and electrical drawings and specifications based upon the approved design from the Preliminary Design Phase. During this phase, FTCH will attend one (1) Township review meeting to review and finalize the construction documents. FTCH will provide one (1) update to the Preliminary Design estimate.

Deliverables: One (1) set of bid documents will be developed.

##### **Task 2.5 – Bidding Assistance**

- FTCH will prepare and distribute PDF bid documents to Contractors via local clearing houses. Contractors are to pay a fee for each set of construction documents.



- FTCH will conduct a mandatory onsite pre-bid meeting to familiarize contractors with project access, scope, and CDBG Prevailing Wage requirements.
- FTCH will attend bid opening and provide recommendation for contractor selection based on qualifications and bid cost.
- FTCH will prepare contract award documents, including:
  - Bid tabulation.
  - Conditional Recommendation and Notice of Award.
  - cursory review of bonds and insurance.
  - Preparation of final contract documents to be reviewed by the Township Attorney.

#### **Task 2.6 – Construction Contract Administration**

FTCH will assist the Township with Construction Contract Administration Services associated with the Van Buren Park Pavilion Improvement Project. These services, not all inclusive, include:

- Value Engineering Review.
- Pre-Construction Meeting.
- Periodic Progress Meetings.
- Review of Contractor Pay Application Request(s).
- Process Shop Drawings.
- Negotiate Change Orders, as necessary.
- Prepare Project Punch List(s).
- Prepare Final Payment Recommendation.
- Prepare Close-Out Documents.
- Coordination of Material Testing and Density Testing Services
- FTCH will provide periodic Construction Observation Services, up to eight (8) trips, associated with the Project, coordinated with the Township. Additional inspection efforts, if required, will be on an hourly basis.
- FTCH will provide Construction Staking Services associated with the Van Buren Park Pavilion Improvement Project. One time staking is included; the Contractor is to pay for any restaking, accordingly. FTCH will assist the Township with the preparation of record drawings, based upon Contractor provided as-built drawings.

#### **Phase 2 – Fee Summary**

Task 2.1:	Design Survey	\$0
Task 2.2:	Design – Geotechnical Services	\$0
Task 2.3:	Preliminary Design	\$3,500
Task 2.4:	Final Design	\$5,000
Task 2.5:	Bidding Assistance	\$1,500
Task 2.6.1:	Construction Contract Administration	\$4,000
Task 2.6.2:	Construction Observation Services	\$6,000
Task 2.6.3:	Construction Staking and Record Drawings	\$2,500
Task 2.7:	PM/Meetings	<u>\$3,500</u>
	Sub Total	\$26,000
	Reimbursable Expenses	<u>\$500</u>
	Project Total	\$26,500

FTCH proposes to provide the Design and Construction Contract Administration Services as described herein to Van Buren Township, for an hourly fee, not-to-exceed Twenty Six Thousand Five Hundred Dollars (\$26,500), including reimbursable expenses. All Federal, state, and local Application/Permit Fees and costs are to be paid by the Township.



### **Phase 3**

#### **Task 3.1 – Design Survey**

FTCH will utilize design survey from Phase I.

#### **Task 3.2 – Geotechnical Services**

N/A – No geotechnical services anticipated.

#### **Task 3.3 – Preliminary Design – Scope of Services**

- Develop one landscape preliminary design concept plan for the project, assuming no irrigation available or to be provided for this site and the Township DPW will irrigate the landscaping until the plantings are viable.
- Develop a preliminary cost for the landscaping plan.
- Attend one (1) design meeting to review, discuss and finalize the design strategy for the landscaping plan.
- FTCH will prepare for and attend one Public Information Meeting, as necessary.
- Refine the design and estimate based on the Township meeting and resubmit the preliminary design and estimate to the Township for final approval.

Deliverables: Preliminary Landscape Design Plan and preliminary cost estimate.

#### **Task 3.4 – Final Design – Scope of Services**

Final Design consists of the preparation of a Construction Documents that include a final landscape design drawing(s) and specifications based upon the approved Preliminary Design. During this phase, FTCH will attend one (1) Township review meeting to review and finalize the construction documents. FTCH will provide one (1) update to the Preliminary Design estimate.

Deliverables: One (1) set of bid documents will be developed.

#### **Task 3.5 – Bidding Assistance**

- FTCH will prepare and distribute PDF bid documents to Contractors via local clearing houses. Contractors are to pay a fee for each set of construction documents.
- FTCH will conduct a mandatory onsite pre-bid meeting to familiarize contractors with project access, scope, and CDBG Prevailing Wage requirements.
- FTCH will attend bid opening and provide recommendation for contractor selection based on qualifications and bid cost.
- FTCH will prepare contract award documents, including:
  - Bid tabulation.
  - Conditional Recommendation and Notice of Award.
  - Cursory review of bonds and insurance.
  - Preparation of final contract documents to be reviewed by the Township Attorney.

#### **Task 3.6 – Construction Contract Administration**

FTCH will assist the Township with Construction Contract Administration Services associated with the Van Buren Park Improvements Project. These services, not all inclusive, include:

- Value Engineering Review.
- Pre-Construction Meeting.
- Periodic Progress Meetings.
- Review of Contractor Pay Application Request(s).
- Process Shop Drawings.
- Negotiate Change Orders, as necessary.
- Prepare Project Punch List(s).
- Prepare Final Payment Recommendation.
- Prepare Close-Out Documents.



- FTCH provide two (2) visits for Construction Observation Services associated with the Project. Coordinated with the Township. Additional inspection efforts, if required, will be on an hourly basis.
- FTCH will provide Construction Staking Services associated with the Van Buren Park Improvements Project. One time staking is included; the Contractor is to pay for any restaking, accordingly. FTCH will assist the Township with the preparation of record drawings, based upon Contractor provided as-built drawings.

### **Phase 3 – Fee Summary**

Task 3.1:	Design Survey	\$0
Task 3.2:	Design – Geotechnical Services	\$0
Task 3.3:	Preliminary Design	\$1,000
Task 3.4:	Final Design	\$1,500
Task 3.5:	Bidding Assistance	\$500
Task 3.6.1:	Construction Contract Administration	\$500
Task 3.6.2:	Construction Observation Services	\$1,000
Task 3.6.3:	Construction Staking and Record Drawings	\$500
Task 3.7:	PM/Meetings	<u>\$500</u>
Sub Total Fees		\$5,500
Reimbursable Expenses		<u>\$500</u>
Fee Total		\$6,000

FTCH proposes to provide the Design and Construction Contract Administration Services as described herein to Van Buren Township, for an hourly fee, not-to-exceed Six Thousand Dollars (\$6,000), including reimbursable expenses.

### **Fee Summary:**

Phase 1 Fee	=	\$25,000
Phase 2 Fee	=	\$26,500
Phase 3 Fee	=	<u>\$ 6,000</u>
Total Fee	=	\$57,500

### **Additional Services/Cost/Fees**

In the event a need develops during the design and/or construction phase of this project, the following services, can be provided by FTCH. A separate fee proposal will be submitted to the Township for approval, if it is determined that any of these or other services are warranted.

- Preparation of a Site Plan for Planning Commission approval.
- Environmental Services associated with contaminated material.
- Cursory or detailed Threatened and Endangered (T&E) Species assessment.
- Special Wayne County storm water management requirements.
- All costs associated with temporary easements and ROW needs.
- Design of integrated bathroom facility
- Design of irrigation system design.

If it is found the scope of services required differs from that proposed, FTCH will notify the Township Project Manager immediately of any appropriate amendment to the scope, fees and/or hourly rates.

Mr. Matthew Best  
Page 7  
August 7, 2017



If you concur with our scope of services, please sign in the space below and return to the attention of Angel Gengler ([amgengler@ftch.com](mailto:amgengler@ftch.com)), as the Township authorized notice-to-proceed made subject to the Terms and Conditions for Professional Services of our existing contract with the Township of Van Buren for General Township Engineering Services, dated June 7, 2017.

FTCH appreciates this opportunity to provide our fee proposal to the Township. We look forward to working with you and your staff to make the Van Buren Park – Play Structure and Pavilion Improvements Project a reality. If you have any questions or require additional information, please contact me at 248.324.4791 or [dpotter@ftch.com](mailto:dpotter@ftch.com).

Sincerely,

FISHBECK, THOMPSON, CARR & HUBER, INC.

A handwritten signature in black ink, appearing to read "David L. Potter".

David L. Potter, PE, CSI-CCCA – FTCH

A handwritten signature in black ink, appearing to read "Kamran Qadeer".

Kamran Qadeer, PE – FTCH

ag2  
Email

**Authorization:**

Van Buren Township, Michigan

\_\_\_\_\_ Date: \_\_\_\_\_  
Matthew Best  
Deputy Director of Planning and Economic Development

# Charter Township of Van Buren

Agenda Item: \_\_\_\_\_

## REQUEST FOR BOARD ACTION

### WORK STUDY MEETING

DATE: 8/14/2017

### BOARD MEETING

DATE: 8/15/2017

Consent Agenda \_\_\_\_\_

New Business X

Unfinished Business \_\_\_\_\_

Public Hearing \_\_\_\_\_

<b>ITEM (SUBJECT)</b>	Discussion and approval of towing agreement with local towing services.
<b>DEPARTMENT</b>	Public Safety
<b>PRESENTER</b>	Public Safety Director Laurian
<b>PHONE NUMBER</b>	737.699.8930
<b>INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)</b>	Police Chief Wright

### Agenda topic

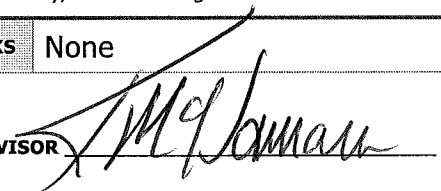
<b>ACTION REQUESTED</b>	
To allow the Township Supervisor and Clerk to enter into non-binding agreement with local towing services.	
<b>BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)</b>	
See attached towing agreement.	

<b>BUDGET IMPLICATION</b>	none
<b>IMPLEMENTATION NEXT STEP</b>	

<b>DEPARTMENT RECOMMENDATION</b>	Approval
<b>COMMITTEE/COMMISSION RECOMMENDATION</b>	

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

<b>ADDITIONAL REMARKS</b>	None
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<b>APPROVAL OF SUPERVISOR</b>	
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## **Towing Service Agreement**

This agreement is entered into on \_\_\_\_\_ 2017, by and between the Charter Township of Van Buren, whose address is 46425 Tyler Rd, Belleville MI (Township) and \_\_\_\_\_ Towing Recovery, who address is \_\_\_\_\_ (hereinafter Contractor).

1. Definitions:

- A. "Police Department" means the Township Police Department
- B. "Police Officer" means any sworn law enforcement officer employed by Van Buren Township.
- C. "Towing Company" means the Contractor and includes the owner(s) of the towing service and any and all employees, agents and representatives of said towing service.
- D. "Basic Road Service" means simple service to vehicles including requiring a jump start, gasoline, tire change, or air to inflate a spare tire.
- E. "Basic Tow" means the simple hook up and transport of a motor vehicle, not listed in F through I below.
- F. "Class A Towing" means towing of a motor vehicle (DOT Vehicle Classification Type: Light Duty Class 1 and Class 2 0-10,000 lbs.) that requires no more than a Class A rated tow truck.
- G. "Class B Towing" means towing of a motor vehicle (DOT Vehicle Classification Type: Medium Duty Class 3 and Class 4 10,001-16,000 lbs.) that requires no more than a Class B rated tow truck.
- H. "Class C Towing" means towing of a motor vehicle (DOT Vehicle Classification Type: Medium Duty Class 5 and Class 6 16,001-26,000 lbs.) that requires no more than a Class C rated tow truck.
- I. "Class D Towing" means towing of a motor vehicle (DOT Vehicle Classification Type: Heavy Duty Class 7 and Class 8 26,001-33,001 lbs.) that requires no more than a Class D rated tow truck.
- J. Motor vehicles are all vehicles including, by way of example, automobiles, trucks, trailers and motorcycles.

**I. Towing Company**

The Township hereby retains the Contractor as an independent contractor to operate towing, wrecker, and recovery related services as well as an impound facility for the storage of certain motor vehicles for the Township pursuant to the terms, conditions and specifications required by

State law, Township ordinances and at the direction of the Township's Police Department.

The Contractor shall be solely responsible for all expenses incurred by the Contractor, its agents and employees in connection with the performance of this agreement and the operation of the towing/wrecker service and motor vehicle impoundment facility.

## **II. Duties/Responsibilities/Services**

The Contractor shall manage and operate a wrecker/towing service and motor vehicle impoundment facility for the purpose of towing and storing all motor vehicles including tractor trailers directed to be towed and/or stored by the Police Department's Police Officers.

The Contractor shall maintain a full service impoundment storage yard for the purpose of impounding and/or releasing of towed or stored motor vehicles within 3 miles of the Township border.

All motor vehicles impounded shall be stored in a well-lighted storage yard, fenced with all gates securely locked and a responsible person in charge of the business twenty-four (24) hours a day, three hundred sixty-five (365) days a year.

The Contractor shall maintain the impound storage yard in a clean and presentable condition and shall not allow paper or trash of any kind to accumulate upon the premises. The Contractor shall remove snow, ice and other obstructions from the driveway and/or adjacent sidewalks to the impound storage yard.

The Contractor shall operate and maintain its facility and operation in a manner that is acceptable to the Township. The Contractor shall additionally maintain and operate their facility in accordance with the laws of the State of Michigan and local ordinances.

The Contractor shall be capable of providing tow services twenty-four (24) hours a day and 365 days of the year for the Police Department. Additionally, the Contractor shall be open to the general public during normal business hours with a minimum of eight (8) hours a day Monday through Friday. Upon request by the Police Department, arrangements may be made to release vehicles on an individual basis outside normal business hours.

The Contractor is solely responsible for any damage to or theft of vehicles and/or personal property while such vehicle and/or personal property is stored on the Contractor's premises.

The Contractor shall maintain an effective means of communication with all trucks/drivers at all times. The Contractor shall maintain all equipment in a safe, well maintained and repaired and legal operating condition at all times.

The Contractor shall make its equipment and facilities available for inspection by the Township or its designee at any time during normal business hours without prior notice.

If the Contractor fails to maintain its equipment in good repair at any time during the term of this agreement, the Township may immediately cancel this agreement.

The Contractor acknowledges that it is also their legal and definitive responsibility to properly clean up all debris in its entirety from all crash scenes and that normal clean-up is part of the basic service. "Basic Service Clean Up" is defined as light sweeping, removal of debris and minimal mitigation of fluids consistent with a low speed motor vehicle accident, equal to 15 minutes of on scene work time. Scene clean up that requires additional time or effort, to ensure the accident scene is appropriately cleaned, due to the amount of debris or fluids and/or the overall size of the debris field shall validate an advanced clean up fee.

Any items removed from a motor vehicle impounded by the Contractor on behalf of the Township Police Department shall be inventoried and stored in a locked, secured indoor area. A tag shall be affixed to the items indicating at a minimum the Police Department incident number.

For all motor vehicles towed or stored under this agreement, the Contractor will refrain from charging for any costs for towing, storage or expenses in excess of fees established and defined within the agreement. Charges other than those stated in the agreement will not be permitted. See attached pricing index, the index may be modified from time to time by the Police Department.

The Contractor shall provide without charge road service, tire changing and/or towing or storage for all Township owned or leased vehicles with a gross vehicle weight below 10,000 pounds within a 40-mile radius of the Township.

The Contractor agrees to store impounded motor vehicles as evidence without charge upon the request of the Police Department.

All motor vehicles impounded for investigative purposes, processing evidence and/or preserving evidence at the request of the Police Department shall be towed and stored in doors if requested by the Police Department. Any and all towing, storage and ancillary charges associated with an investigation shall be without charge to the Township.

The Contractor may not permit an owner of a motor vehicle to redeem an impounded vehicle or remove any of its contents without permission from the Police Department. Failure to comply with this section is grounds for termination of this agreement at the election of the Township.

The Contractor may not assert a lien for storage or service against the personal property found in a motor vehicle. A lien may be asserted only against a motor vehicle itself. The Contractor, with approval from the Police Department, will release personal property in the vehicle. Personal property is defined, as anything not attached to the vehicle either bolted in or directly wired into the motor vehicle. Approval shall be based upon a vehicle release form or phone authorization from the Police Department.

No fees shall be assessed to an individual victim for the following alleged crimes: homicide, carjacking, criminal sexual conduct and robbery or other high level crimes as classified by the Police Department. For these crimes the Contractor will be paid by the Township consistent with a basic tow rate. No storage charges shall be applied to the Police Department. The Police Department will work to have a disposition of the alleged crimes in a timely manner.

Motor vehicles that are towed, held, and subsequently become the property of the Township through forfeiture or by other means shall not incur storage fees. These motor vehicles will be turned over to the Township or held on the Contractor's premises until the motor vehicles can be auctioned or disposed of.

Towing fees on said motor vehicles will be paid at the time the motor vehicle is removed from the impoundment storage yard.

**Towing and storage fees will be fully waived by the Contractor in the following circumstances:**

- A. A successful challenge in a court contesting the Police Department's actions referencing the motor vehicle impoundment. Any court or county prosecutor instruction will be strictly followed.
- B. Towing and/or storage fees will be waived when ordered under any circumstance by any court.
- C. Towing and/or storage fees will be waived when requested by the Police Department. Such requests are based on extenuating circumstances to be evaluated on a case-by-case basis at the sole discretion of the Police Department.

The Contractor will furnish prompt, safe, efficient and courteous service compliant with all applicable laws and regulations adequate to meet all the demands for its service during the terms of this agreement.

### **III. Timeliness**

Requests for service received by the Contractor from the Township shall receive first response priority twenty four (24) hours per day, three hundred sixty-five (365) days per year.

If a call requesting service is canceled prior to the Contractor's wrecker actually providing service, the Township, the Police Department, or owner/operator of the motor vehicle, will not be obligated to compensate the Contractor.

In the event that:

- (a) The Contractor notifies the Township that It cannot immediately handle the call, or (b) the Contractor does not respond to the call within a reasonable period of time after being notified by the Township, or (c) the Contractor, once on the scene, is unable to handle the tow in an expeditious manner, the Police Officer at the scene may request that another available towing company provide the needed service. If the Contractor is unable to respond and there is an

emergency, the nearest available towing service may be utilized to right or stabilize motor vehicles whether or not it is under agreement with the Township.

If the Contractor fails to answer their telephone or if the Contractor indicates that they cannot immediately handle a call, the Township shall notify the Contractor in writing of noncompliance with this agreement. Upon the occurrence of three (3) such written notices within a twelve (12) month period, the Township shall have the right to immediately terminate this agreement.

The Contractor shall maintain a close supervisory watch over all employees and agents to ensure that they shall discharge their duties in a safe, courteous and efficient manner to maintain a high standard of safety and service to the public.

#### **IV. List of Drivers**

Prior to rendering services under this agreement, the Contractor shall provide the Police Department with a current list of its drivers. This list shall provide the full name, correct address, date of birth and driver's license number and a copy of the health card of each driver.

The Contractor shall provide the Police Department with a written update within five (5) business days of each and every time there is any change on this list.

The Contractor shall carry proper licensure of business and all vehicles meeting all the requirements of the State of Michigan and any applicable laws, rules, regulations and ordinances.

The Contractor agrees to maintain adequate staffing to insure prompt response to all Police Department requests to impound vehicles.

A background investigation will be conducted on the Contractor, all employees and agents of the Contractor, to which Contractor agrees.

The Contractor shall be licensed in accordance with the laws of the State of Michigan and shall have all equipment capable of towing all types of motor vehicles that travel upon the highways and roads located in the Township. The towing equipment shall be capable of up righting overturned motor vehicles, including but not limited to trucks and trailers. All equipment of the Contractor must be maintained in workable and good condition and repaired at the Contractor's sole expense. All tow equipment shall display the Contractor's name and phone number prominently and permanently.

The Contractor will maintain adequate staffing in order to ensure emergency response service as needed. At a minimum the Contractor will operate and maintain at least one (1) tow truck available to the Police Department at all times.

At a minimum, all tow trucks will be equipped with a broom, shovel, floor-dry and properly charged fire extinguisher.

All tow truck drivers, all Contractor employees and their representatives and agents will wear clean and compliant ANSI approved reflective clothing (ANSI/ISEA 107-2010) while conducting towing services for the Township.

All response times without exception shall be within twenty (20) minutes at all times. In the event response time exceeds 20 minutes, the Police Department reserves the right to contact an alternate towing service. If the Contractor repeatedly arrives on scene late, the Township may terminate this agreement.

At the scene or as soon as possible, the Contractor must provide the owner or operator of the motor vehicle with a business card listing the Contractor's name, address, phone number and business hours as well as a written list itemizing towing fees, storage rates, and other expenses that may be charged in accordance with this agreement. All invoices to customers must be itemized. Additionally, the Contractor must advise in writing the owner or operator of the requirements and conditions to remove all unattached personal property from the motor vehicle at the impoundment yard.

#### **V. Private Property Vehicle Impounds**

The Contractor shall contact the Police Department and provide a specific location, VIN number and plate number if available prior to removing any vehicle from private property. Additionally, the Contractor will contact the Police Department within twenty-four (24) hours of all private property impounds to complete a mandatory incident report.

All impounded vehicle entries meeting the designation of an "abandon vehicle" status as defined by the State of Michigan and require a *LEIN* update will be emailed to the Van Buren Township Police Department as needed to initiate the generation of a State of Michigan – Secretary of State abandon vehicle bill of sale form (TR 52L).

#### **VI. Records**

The Contractor is subject to all applicable demands in the Van Buren Township Vehicle Towing policy VBPB 502 or other policies and procedure that may affect their delivery of service. The Contractor will be provided a copy of all such policies, procedures, protocols or directives and shall become knowledgeable of the requirements.

The Contractor shall retain copies of monthly audit reports, weekly inventory updates, redemption information and other related notices and reports throughout the term of this agreement plus one additional year. All reports shall be made available to the Township for inspection upon request.

#### **MONTHLY AUDIT REPORTS shall contain:**

1. All motor vehicles impounded
2. Reason for the impound

3. Date of impound
4. The license plate
5. The VIN number
6. Vehicle description
7. Current status of the motor vehicle- if the motor vehicle has been picked up or released the date will be recorded with an accurate disposition (e.g., owner picked up, sold at auction)
8. VBPD Incident Number

- The monthly audit will cover a running status of all motor vehicles impounded within the past three (3) months and will be submitted to the Police Department by the 15<sup>th</sup> day of the month

WEEKLY INVENTORY REPORTS shall contain:

1. Motor vehicle description
2. Vin number
3. Plate number
4. Impound date
5. Length of time in storage
6. VBPD Incident Number

The weekly inventory report will cover all the motor vehicles currently in the Contractor's storage facility and identify if the Police Department has placed a hold on the motor vehicle. The weekly report will be submitted to the designated Township employee no later than 5:00 p.m. every Friday.

REDEMPTION REPORTS — Procedures or redemption of impounded motor vehicles and public sale of unredeemed motor vehicles must follow procedures outlined in State and Local law, including Public Act 104 of 1981 and any applicable local ordinances. The Contractor shall fully cooperate with any paperwork and procedures required or requested pursuant to this agreement by the Police Department.

DAILY LIST

The Contractor will provide a daily list to the Police Department - of all motor vehicles released from impoundment on that day.

During the term of this agreement the Township agrees to utilize the towing services and impoundment or storage facilities of the Contractor, dependent upon the geographical region and at the Township's sole discretion, providing the owner or operator of said motor vehicle does not expressly select some other alternative and reasonable provider of services.

The Township will prepare, record and file all TR-52 Notices required by law. The Township will communicate the abandon status of a motor vehicle to the Contractor for assessment of the State required abandon vehicle fee, which shall be paid by the Contractor.

The Contractor agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and requirements that are now or may in the future become applicable to the Contractor's business or equipment for the work to be performed under this agreement.

The Contractor agrees to perform all work under this agreement efficiently and in accordance with the highest standards of the industry. The Contractor shall supervise and direct the work of its employees efficiently and with the best skill and attention in accordance with the standards of the industry. The Contractor will solely be responsible for the means, methods, techniques, sequences and procedures of completing the work under this agreement.

Any potential subcontractor that may be required for special services must be identified and approved by the Township prior to their use. Subcontractors will be held to the same terms and conditions listed in this agreement.

## **VII. COMPENSATION**

In consideration of the services to be provided by the Contractor under this agreement as described in this Section below, the Contractor shall be paid amounts by the registered owner of the motor vehicle serviced as provided in this agreement or at the request of the Police Department.

Basic road service is simple service to vehicles requiring a jump start, gasoline, tire change, or air to inflate a spare tire.

Basic tow service shall include hook up for tow on or immediately adjacent to normally maintained right-of-way or maintained private road, drive, or parking lot, straight pulling winching, clean up at a collision scene requiring one employee to perform manual labor, and up to thirty (30) minutes on-scene standby.

Services not covered in the basic tow charge include, but are not limited to, excess winching, the use of dollies, recovery, towing/stabilizing a motor vehicle that is located beyond roadside ditch and unusual clean up. Contractor must itemize all other potential fees outlined in 10, below.

### **Basic Charges:**

1.	Basic Road Service Charge	\$	75.00
2.	Motorcycle	\$	175.00
3.	Base Class A tow service charge	\$	120.00
4.	Base Class B tow service charge	\$	225.00 1 hr/minimum
5.	Base Class C tow service charge	\$	275.00 1 hr/minimum
6.	Base Class D tow service charge	\$	350.00 1 hr/minimum

7. Class B, Class C, and Class D tows exceeding the one hour minimum may charge ¼ hour increments going forward. (Class B ¼ hour rate \$56.25, Class C ¼ hour rate \$68.75 and Class D ¼ hour rate \$87.50)
8. Mileage: Mileage shall not be for towing from the point of origin at any point in the Township. Towing from the point of origin to the Contractor's facility shall be no charge. \$4.00 per mile may be charged for mileage driven in excess of five (5) miles from the point of hook-up to any other designated destination. All mileage charges shall be calculated based on one-way mileage.
  - Storage: Class A Towing \$25.00 per day per unit that requires no more than a Class A rated tow truck.
  - Storage: Class B and C Towing \$25.00 per day per unit that requires no more than a Class B or C rated tow truck.
  - Storage: Class D Towing \$30.00 per day per unit over 32' requiring a Class D rated tow truck.
9. Each trailer unit constitutes a separate unit for storage purposes.
10. The Daily Storage charge begins once a vehicle reaches the tow yard holding lot.
11. No storage fees may be charged by the Contractor for any day the Contractor does not maintain and operate business hours.
12. Reasonable fees in addition to the basic charge may be charged by Contractor for services performed in addition to the basic service as defined above:

A	In Door Storage Fee (per/day per/unit)	\$40.00
B	Extra Charge for Dollies	\$50.00
C	Off Roadway Recovery (field, woods, water)	\$250.00
D	Extra Charge for winching (off roadway)	\$75.00
E	Extra Charge for flatbed	\$30.00
F	Abandoned Vehicle on Public Property	\$120.00
G	Hook & Drop Fee	\$120.00

H	Basic Clean/Sweep Up	Included
I	Advanced Clean Up (Reasonable Additional Fee)	-----
J	Oil Dry Per/Bag	\$20.00
K	Lake Recovery (reasonable industry standards)	-----
L	Basic upright of vehicle with no obstructions	\$75.00
M	Tire Change	\$75.00
N	Shrink Wrap (per/square ft.)	\$6.00
O	Additional Labor (minimum per/hr.)	\$75.00
P	State Abandon Vehicle Fee	\$40.00

11. The Contractor shall be responsible for providing verifiable documentation to substantiate and justify any charges in excess of either the base charge or storage charges set forth above.

#### **VIII. Indemnification and Insurance**

- A. The Contractor shall indemnify and defend the Township , the Police Department, and all other agencies and governmental bodies who have been contracted with the Township , their elected and appointed officials, boards, commissions, officers, agents, representatives servants, volunteers, and employees against any claim for any alleged personal injury, property damage or other loss or claim whatsoever incurred in connection with this agreement in whole or in part from negligent acts or omissions of the Contractor, or any statutory violation by the Contractor, its employees, agents, representatives, or subcontractors. Such indemnification shall include legal fees, expenses and costs.
- B. The Contractor shall procure and maintain the following insurance at its own expense during the term of this agreement that will protect, defend and indemnify the Township, the Police Department, and the parties named in the paragraph A immediately above from any alleged loss in connection with this agreement.
1. Worker's Compensation Insurance with Michigan statutory limits and Employers Liability Insurance with a minimum limit of \$500,000 for each Incident.
  2. Comprehensive/Commercial General Liability Insurance (Garage Liability Form) covering products and completed operations and operation of non-owned and hired vehicles with a single limit of \$1,000,000 for each

occurrence for bodily injury and property damage, including contractual liability.

3. Garage Keepers' Legal liability Insurance covering motor vehicles in the care, custody, or control of the Contractor in the amount of at least \$50,000 on site and \$50,000 for comprehensive and collision.
  4. Automobile Liability Insurance covering all owned and leased vehicles with Personal Protection Insurance and Property Protection Insurance to comply with the provisions of the Michigan No Fault Insurance Law, including residual Liability insurance with a minimum combined limit of \$1,000,000 for each incident for bodily Injury and property damage. If split limits are provided, the per person bodily injury limit must be at least \$1,000,000.
- C. All insurance policies shall be issued by well rated companies licensed to do business in the State of Michigan and acceptable to the Township.
  - D. The Contractor shall be responsible for payment of all deductibles, fees and cost contained in any insurance required in this agreement.
  - E. The Contractor shall submit certificates of insurance to the Police Department for approval of compliance with the-above coverage prior to execution of this agreement. Certificates shall be sent to the Police Department, 46425 Tyler Rd, Belleville, MI 48111. No service shall be performed prior to the approval of the certificate by the Police Department. The certificates shall specifically name as additional insured the Township, Police Department, its officers, elected and appointed officials, employees, agents, representatives, boards, and commissions and all agencies contracting with the Township . The certificates shall provide for thirty (30) day written notice to the Police Department prior to cancellation of coverage.
  - F. If the above-required insurance coverage is not maintained at any time during the term of this agreement or if any of the above required Insurance coverage expires without evidence of renewed coverage being submitted to the Police Department, this contract shall be subject to cancellation at the sole election of the Township.
  - G. The Contractor assumes responsibility for complying with all applicable state and federal social security benefits and unemployment taxes for which It agrees to indemnify and protect the Township , the Police Department, and all other agencies and governmental bodies who have contracted with the Township against liability.

#### **IX. COMPLAINTS BY TOWING COMPANY**

- A. If the Contractor has any problem with or complaint about the Township, the Police Department, a Police Officer, or any employee of the Township, the Contractor shall

reduce its complaint to writing and submit a copy to the Township and to the Police Department within five (5) business days of the event that triggers the problem or complaint. Correspondence shall be addressed to the Director of Public Safety or his designate of the Police Department and to the Township Supervisor for the Township.

- B. Representatives of the Township, Police Department and Contractor shall meet as soon as reasonably possible to discuss the problem or complaint and attempt to arrive at a mutually agreeable resolution.

#### **X. TERM OF AGREEMENT**

- A. This agreement shall commence upon the execution date of this agreement by all parties and shall terminate at midnight on (remain open), unless terminated at an earlier date.
- B. The Police Department will evaluate the services provided by the Contractor during the first ninety (90) days of this agreement. In the event of unsatisfactory service at the end of ninety (90) days, the Police Department may cancel this agreement.
- C. The agreement may be reviewed at any time during the agreement term. The Township may terminate this Agreement with or without cause for any reason or no reason on seven (7) days written notice, or immediately as provided in this agreement. The Contractor may terminate the agreement upon fourteen (14) days written notice to the Township.

#### **XI. ASSIGNMENT AND SUBCONTRACTING**

This agreement shall not be assigned or subcontracted by the Contractor without the prior written approval by the Van Buren Police Department.

#### **XII. MODIFICATIONS**

This agreement represents the entire agreement between the parties and supersedes all prior representations, negotiations or agreements, whether oral or written. Any modifications of this agreement shall be mutually agreed upon written amendments signed by all parties.

#### **XIII. NO THIRD PARTY BENEFICIARIES**

This agreement is not intended to, and does not, inure to the benefit of any third party.

#### **XIV. CHOICE OF FORUM**

Any litigation under the agreement shall be filed in a court of competent jurisdiction in Wayne County and shall be governed by the laws of the State of Michigan.

**XV. ATTORNEY FEES AND COSTS**

If the Township Initiates litigation against the Contractor to enforce the terms of the agreement and the Township prevails, the Contractor shall be responsible to reimburse the Township for its reasonable attorney fees and costs of litigation.

**Charter Township of Van Buren**

By: \_\_\_\_\_  
Kevin McNamara, its Supervisor

By: \_\_\_\_\_  
Leon Wright, its Clerk

**CONTRACTOR (NAME OF COMPANY)**

By: \_\_\_\_\_  
\_\_\_\_\_, its \_\_\_\_\_