

**ANN ARBOR CHARTER TOWNSHIP
BOARD OF TRUSTEES MEETING AGENDA**

**Monday, April 21, 2025, at 7:30 PM
Township Office, 3792 Pontiac Trail, Ann Arbor MI 48105**

To participate via video conference call - [Click here to register](#) or [Visit aatwp.org](http://Visit.aatwp.org)

I. CALL TO ORDER, ESTABLISH QUORUM

II. APPROVAL OF BOARD OF TRUSTEES MINUTES

- A. March 17, 2025 Regular Board Meeting
- B. March 17, 2025 Closed Session Minutes

III. CITIZEN PARTICIPATION Citizen Participation on Agenda items only. Public Comment regarding non-agenda items is at the end of the meeting.

IV. APPROVE THE AGENDA AND CONSENT AGENDA

- A. Claims Listing: 3-12-25 to 4-16-25 in the amount of \$345,656.56.
- B. Appoint Eric Kaldjian to the Tilian Committee.
- C. Appoint Inga Gruss to the Climate Resilience Committee.
- D. Approve contract agreement with Bob Tinker at the rate of \$50/hour.
- E. Approve TAZ Networks Managed IT Care Agreement, conditioned on Attorney Review
- F. Approve Umount UB 14 Blower to clean the Dixboro Trail in the amount of \$5,578.00.

V. ANNEXATIONS, ORDINANCES, ZONING, RESOLUTION

A. Washtenaw County Road Commission – Matt MacDonnell, Adam Lape

- 1) 2025 Local Road Funding Packet
- 2) WCRC Agreements
 - (a) Maple Road, W Joy Road to Stein
 - (b) Maple Road, Stein Road to End of Pavement
- 3) Resolution Requesting that WCRC change Woodridge Drive to Woodridge Avenue

B. Barton Hills Extravaganza – Emily Price, Barton Hills Country Club

C. Closed Session to Consider the purchase of real property pursuant to Section 8(1)(d) of the Michigan Open Meetings Act (MCL 15.268(1)(d)).

D. Farmland Development Rights Agreements and Conservation Easements – Barry Lonik

E. Resolution Directing Closing on Donated Parcel

F. Conflict of Interest

- 1) Ordinance to Amend Chapter 2, Administration Article VI, Boards and Commissions, Division 1 Planning Commission, Second Reading.

G. Additions to the Employee Manual

- 1) Approve Sick Time Policy
- 2) Approve Guidance on Interactions with Federal Law Enforcement Policy

H. Energy Audit Recommendations – Climate Resilience Committee

- I. Resolution Appointing Code Enforcement Officer
- J. Ordinance to amend Section 74-605 Tree and Woodland Preservation Ordinance
- K. Ordinance to Amend Chapter 70, Utilities, Section 73, "Installation of New Connections, First Reading

VI. REPORTS, DISCUSSIONS

A. Supervisor's Report

B. Clerk's Report

C. Treasurer's Report

D. Planning Commission Report – April 7, 2025

E. Committee Reports

- 1) Farmland Open Space and Preservation Board Report - March 31, 2025
- 2) Utility Committee
- 3) Climate Resilience Committee – March 10, 2025, April 14, 2025
- 4) Zoning Board of Appeals – March 18, 2025
- 5) Public Safety Committee
- 6) Farm Policy and Communication – April 7, 2025
- 7) Tilian Committee
- 8) Roads Committee

F. Utilities Department Report

G. Public Safety Report

- 1) Washtenaw County Sheriff's Department
- 2) Fire Department – Chief Mark Nicholai

H. Building Department Report

VII. INFORMATION ONLY ITEMS

- A. Spark Annual Impact Report
- B. SEMCOG General Assembly Presentation
- C. WCRC Spring Township Update

VIII. NON-AGENDA ITEMS

IX. PUBLIC COMMENT

X. ADJOURNMENT

**ANN ARBOR CHARTER TOWNSHIP
BOARD OF TRUSTEES MEETING
MINUTES OF MEETING – MONDAY, March 17, 2025
TOWNSHIP OFFICES
3792 PONTIAC TRAIL, ANN ARBOR MI
7:30 PM**

I. CALL TO ORDER, ESTABLISH QUORUM

Supervisor O’Connell called the Ann Arbor Charter Township Board of Trustees meeting to order at 7:30 PM on March 17, 2025.

Present: Supervisor Diane O’Connell
Treasurer Carlene Colvin-Garcia
Trustee John Allison
Trustee Della DiPietro
Trustee Eric Kaldjian
Trustee Peter Kotila

Absent: Clerk Rena Basch

Also Present: Attorney Gabis, Bodman PLC
Rick Judkins, Utilities Department
Fire Chief Nicholai

II. APPROVAL OF BOARD OF TRUSTEES MINUTES

A. Regular Meeting February 17, 2025

MOTION by Allison, supported by DiPietro, to amend and approve the minutes of the February 17, 2025, regular meeting with the following corrections:

- Page 8, Planning Commission, Section D, second bullet:
Change from "Seating time" to "Ceding time."
- Page 9, Utilities Department Report, Section F, second bullet:
Change from "...allowing the township to inspect..." to "...allowing Haubenstricker to inspect..."

Motion passed unanimously by voice vote.

III. CITIZEN PARTICIPATION

None

IV. APPROVE THE AGENDA AND CONSENT AGENDA

MOTION by Allison, supported by Kaldjian, to approve the Agenda and Consent Agenda with the following changes:

- Move Fire Department Report from Section VI, item G2, to immediately follow Section V, item B (becoming new item C).
- Add new item D under Section V: Closed Session to discuss trial or settlement strategy.
- Table the following items until the April meeting:
 - Section V, item C (Conflict of Interest Ordinance)
 - Section V, item D (Tree and Woodland Preservation Ordinance)
 - All remaining items in Section VI (Reports and Discussions)

Motion passed unanimously by voice vote

Consent Agenda:

- Claims Listing: 2-13-25 to 3-11-25 \$303,438.08
- Approve the following hourly rate increase for the Woodhill Group effective May 1, 2025: Partner and Senior Level \$225, Program Manager level \$175 to \$200; and other staff assignments \$85 to \$150.
- Appoint Alex Caccari to serve on the Planning Commission for a term expiring on July 1, 2026.
- Approve payment of \$78.37 to University of Michigan for Tech Park dues.

V. ANNEXATIONS, ORDINANCES, ZONING, RESOLUTIONS

A. Resolution Authorizing a Temporary Road closure for the Dexter Ann Arbor Run

Discussion:

The board considered the resolution authorizing the temporary closure of a portion of Huron River Drive for the Dexter Ann Arbor Run. It was noted that this is an annual event with minimal impact on township resources. Trustee inquiries clarified that the route has not changed and past events have generally proceeded smoothly, with only minor issues historically related to paperwork overlaps with Ann Arbor city events.

MOTION by DiPietro, supported by Kotila, to approve the resolution authorizing a temporary road closure for the Dexter Ann Arbor Run, subject to attorney review and approval.

Motion passed unanimously by voice vote.

B. Tour de Cure Special Event Permit

Discussion:

The Board reviewed the Special Event Permit for the Tour de Cure cycling event originating from Domino's Farms. The Fire Chief confirmed the planned inclusion of a food truck and clarified that overflow parking has been contracted with Ann Arbor Public Schools to address previous parking concerns.

Trustee concerns included:

- Ensuring adequate security or police support to manage parking, pedestrian, and cyclist safety.
- Clarifying jurisdictional responsibility for road safety, confirmed by the Township Attorney to be under county jurisdiction.
- Confirming the event organizers are responsible for arranging and funding sheriff and police presence at key intersections.

MOTION by DiPietro, supported by Kaldjian, to approve the Special Event Permit for the Tour de Cure event on June 7, 2025, subject to attorney review and approval of insurance and application, and contingent upon the Fire Chief’s approval of the police protection and safety plan within the township.

Motion passed unanimously by voice vote.

C. FIRE DEPARTMENT REPORT (moved)

Fire Chief and Captain Louis Kempf presented an update regarding the previously authorized roofing project at Fire Station 2. During initial work, significant water saturation was discovered beneath the roofing membrane, requiring additional insulation replacement. Trustees discussed concerns about potential additional damage to the steel decking beneath the insulation.

Trustee concerns included:

- Ensuring sufficient contingency funds in case of further structural damage.
- Clarification on previously authorized contingency funds by the Township Attorney.

MOTION by Allison, supported by DiPietro, to authorize up to \$105,000 for additional roofing repairs at Fire Station 2, covering insulation replacement and potential steel decking repairs.

Motion passed unanimously by voice vote.

D. CLOSED SESSION

MOTION by Allison, supported by DiPietro, to enter closed session at 8:01 PM to discuss trial or settlement strategy in connection with Ann Arbor Township vs. WSG Properties LLC et al., Case No. 23001234CE, with the Township Attorney pursuant to MCL 15.268(1)(e).

Roll Call Vote:

Allison – Yes

Colvin-Garcia – Yes

Kaldjian – Yes

O’Connell – Yes

DiPietro – Yes

Kotila – Yes

Motion passed unanimously by members present. At 8:01 pm Board members adjourned to Closed Session.

At 11:36 PM, Di Pietro moved to adjourn closed session and return to open session. Colvin-Garcia seconded.

Motion passed.

VI. INFORMATION ONLY ITEMS - None.

VII. NON-AGENDA ITEMS - None

IX. PUBLIC COMMENT - None.

X. ADJOURNMENT

MOTION by Allison , supported by Di Pietro to adjourn the meeting.

Motion passed unanimously by voice vote.

The meeting was adjourned at 11:49 PM.

GL Number	Grant	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND						
Dept 000 OTHER REVENUE ACCOUNT						
101-000-202.002		HEALTH INSURANCE	BLUE CARE NETWORK	HEALTH INSURANCE	8,029.23	2089701025
101-000-202.003		HEALTH INSURANCE	BLUE CROSS & BLUE	HEALTH INSURANCE	16,078.95	2089701026
101-000-202.005		Life & Disability	HARTFORD LIFE &	Life & Disability Insurance	2,493.35	2089701029
101-000-202.006		DELTA INSURANCE	DELTA DENTAL PLAN OF	DELTA INSURANCE	1,435.22	2089701027
101-000-232.000		EMPLOYEE REIMBURSEMENT	VERIZON WIRELESS	CELLPHONES FEBRUARY	40.01	2089701034
Total For Dept 000 OTHER REVENUE ACCOUNT					28,076.76	
Dept 101 BOARD OF TRUSTEES						
101-101-818.000		SERVICE CONTRACTS	MARLA KIMMEL	MINUTES	350.00	38391
101-101-909.000		ADVERTISING/PUBLISHING	DETROIT LEGAL NEWS	NEWSPAPER NOTICE	40.00	38350
Total For Dept 101 BOARD OF TRUSTEES					390.00	
Dept 171 SUPERVISOR						
101-171-715.009		WORKERS COMP INSURANCE	MICHIGAN MUNICIPAL	2023-2024 WORKERS' COMP PREMIUM	71.96	38359
101-171-955.200		CONVENTION & CONFERENCES	MICHIGAN TOWNSHIPS	2025 MTA CAPITAL CONFERENCE	110.00	2089701017
Total For Dept 171 SUPERVISOR					181.96	
Dept 215 CLERK						
101-215-715.009		WORKERS COMP INSURANCE	MICHIGAN MUNICIPAL	2023-2024 WORKERS' COMP PREMIUM	119.94	38359
101-215-725.000		MEMBERSHIP-DUES	MI ASSOC. OF MUNICIPAL	MEMBERSHIP	115.00	2089701017
101-215-955.200		CONVENTION & CONFERENCES	KRISTINE BOLHUIS	MAMC CLERKS INSTITUTE TRAINING	524.61	38356
Total For Dept 215 CLERK					759.55	
Dept 228 TECHNOLOGY						
101-228-818.000		SERVICE CONTRACTS	BS&A SOFTWARE	BS&A SERVICES	4,087.67	38343
101-228-818.000		SERVICE CONTRACTS	TAZ NETWORKS INC	INSTALLATION OF CONTROLLER'S	495.00	38372
101-228-818.000		AATWP WEBSITE SUPPORT	JCM MEDIA GROUP LLC	AATWP WEBSITE SUPPORT	300.00	2089701030
101-228-818.000		SERVICE CONTRACTS	MICROSOFT CORPORATION	MICROSOFT 365 FULL YEAR	2,227.76	2089701017
101-228-818.000		IT SERVICE AND APPS	TAZ NETWORKS INC	IT SERVICE AND APPS	1,405.60	2089701017
101-228-933.000		Web Hosting	GO DADDY	Web Hosting	46.34	2089701017
101-228-980.000		PURCHASES	AMAZON.COM LLC	LAPTOP CHARGER	137.21	2089701017
101-228-980.000		PURCHASES	LENOVO	PC REPLACEMENT FOR COMPTROLLER	1,122.95	2089701017
101-228-980.000		PURCHASES	LENOVO INC	COMPUTER FOR FRONT DESK,CLERK AND	3,303.30	2089701017
101-228-980.000		PURCHASES	ZOOM VIDEO	ZOOM WEBINAR & WORKPLACE PRO	849.90	2089701017
Total For Dept 228 TECHNOLOGY					13,975.73	
Dept 253 TREASURER						
101-253-404.000		PROPERTY TAX ADJUSTMENTS	WASHTENAW COUNTY TREAS	PRIOR YEAR PROPERTY TAX	70.99	38402
101-253-715.009		WORKERS COMP INSURANCE	MICHIGAN MUNICIPAL	2023-2024 WORKERS' COMP PREMIUM	119.94	38359
101-253-727.000		OFFICE SUPPLIES	STAPLES	OFFICE SUPPLIES	13.77	38398
101-253-955.200		CONVENTION & CONFERENCES	MGFOA	SRPING SEMINAR	140.00	2089701017
101-253-955.200		CONVENTION & CONFERENCES	MICHIGAN MUNICIPAL	MMTA ADVANCED INSTITUTE	379.00	38392
Total For Dept 253 TREASURER					723.70	
Dept 257 ASSESSOR						
101-257-818.000		SERVICE CONTRACTS	WAYNE COUNTY APPRAISAL	ASSESSING SERVICES	5,284.58	38368
101-257-957.100		GENERAL OPERATING	DETROIT LEGAL NEWS	MARCH BOARD OF REVIEW NEWSPAPER	100.00	38350
101-257-957.100		GENERAL OPERATING	AYAD EDWARD RIDHA	BOARD OF REVIEW	150.00	38376
101-257-957.100		GENERAL OPERATING	KENT COMMUNICATIONS	FINAL POSTAGE DUE	387.41	38388
Total For Dept 257 ASSESSOR					5,921.99	
Dept 261 OPERATIONS						

GL Number	Grant	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND						
Dept 261 OPERATIONS						
101-261-727.000		OFFICE SUPPLIES	AMAZON.COM LLC	SMALL FOLDER	7.99	2089701017
101-261-727.000		OFFICE SUPPLIES	ENGRAVING CONNECTION	PLATE FOR DANIEL AND MARLA	56.82	38384
101-261-727.000		OFFICE SUPPLIES	STAPLES	OFFICE SUPPLIES	715.12	38398
101-261-728.000		PRINTING/BINDING	LEAF	COPIER LEASE	302.50	2089701032
101-261-728.000		PRINTING/BINDING	OBM	PRINTING	205.92	2089701017
101-261-728.000		PRINTING/BINDING	PRINT TECH INC.	PRINTING	769.56	38395
101-261-730.000		POSTAGE & MAILING	PRINT TECH INC.	PRINTING	753.18	38395
101-261-818.000		SERVICE CONTRACTS	CIVICPLUS	MUNICODE FULL SERVICE CODE ONLINE	420.00	38381
101-261-818.000		SERVICE CONTRACTS	TETRA TECH	MASSEY LAKE SAMPLING	1,236.75	38399
101-261-818.002		BANK FEES	BANK OF ANN ARBOR	BANK FEES	8.13	2089701024
101-261-818.002		Credit Card Fees	POINT & PAY	Credit Card Fees	100.00	2089701033
101-261-851.000		TELECOMMUNICATIONS	VERIZON WIRELESS	CELLPHONES FEBRUARY	132.18	2089701034
101-261-851.000		TV AND INTERNET	COMCAST CABLE	TV AND INTERNET	65.00	2089701017
101-261-955.000		MISCELLANEOUS	THE UNIVERSITY OF	PORTION OF ANN ARBOR TECHNOLOGY	78.37	38363
Total For Dept 261 OPERATIONS					4,851.52	
Dept 265 BUILDINGS AND GROUNDS						
101-265-818.000		SERVICE CONTRACTS	JNS FACILITY	JANITORIAL SERVICES	450.00	2089701031
101-265-920.000		Electric Charges : 3792	DTE Energy Company	Electric Charges : 3792 Pontiac	413.43	2089701022
101-265-920.000		Gas Charges : 3792	DTE Energy Company	Gas Charges : 3792 Pontiac Trl	329.72	2089701028
101-265-920.000		TRASH PICKUP	WM CORPORATE SERVICES	TRASH PICKUP	65.25	2089701017
Total For Dept 265 BUILDINGS AND GROUNDS					1,258.40	
Dept 266 LEGAL & PROFESSIONAL						
101-266-802.000		Task-200-General-	Stantec Consulting	Task-200-General-Consultation-AAT-	462.00	38397
101-266-804.000		ACCOUNTING SERVICES	THE WOODHILL GROUP LLC	ACCOUNTING SERVICES	2,035.00	38400
101-266-806.000		CONSULTANTS - OTHER	ANN BURKE	CONSULTING SERVICES	1,675.00	2089701023
101-266-811.000		General	Bodman PLC	General	5,940.00	38377
101-266-811.010		Litigation - Mid Michigan	Bodman PLC	Litigation - Mid Michigan Material	8,685.00	38377
101-266-811.017		LITIGATION- PAULETTE	FOSTER, SWIFT, COLLINS	LEGAL FEES	735.00	38351
Total For Dept 266 LEGAL & PROFESSIONAL					19,532.00	
Dept 272 FARMLAND SUPPORT						
101-272-920.001		4400 Pontiac Trl/Tilian	DTE Energy Company	4400 Pontiac Trl/Tilian Farm	81.29	2089701028
Total For Dept 272 FARMLAND SUPPORT					81.29	
Dept 701 PLANNING COMMISSION						
101-701-715.009		WORKERS COMP INSURANCE	MICHIGAN MUNICIPAL	2023-2024 WORKERS' COMP PREMIUM	71.95	38359
101-701-801.000		24 MP Update	CARLISLE-WORTMAN	24 MP Update	3,210.00	38379
101-701-811.000		Planning Commission	Bodman PLC	Planning Commission	900.00	38377
101-701-818.000		SERVICE CONTRACTS	MARLA KIMMEL	MINUTES	300.00	38391
101-701-909.000		ADVERTISING/PUBLISHING	DETROIT LEGAL NEWS	NEWSPAPER NOTICE	40.00	38350
Total For Dept 701 PLANNING COMMISSION					4,521.95	
Dept 702 ZONING						
101-702-806.000		CONSULTANTS - OTHER	CARLISLE-WORTMAN	CODE ENFORCEMENT FEBRUARY	1,036.00	38344
101-702-806.000		Zoning Admin	CARLISLE-WORTMAN	Zoning Admin	675.00	38379
Total For Dept 702 ZONING					1,711.00	
Dept 901 CAPITAL PURCHASES						
101-901-976.001		EQUIP PURCH OVER \$5	TAZ NETWORKS INC	INSTALLTION OF SERVER COMPUTER IN	9,578.70	38369

GL Number	Grant	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND						
Dept 901 CAPITAL PURCHASES						
Total For Dept 901 CAPITAL PURCHASES					9,578.70	
Total For Fund 101 GENERAL FUND					91,564.55	
Fund 105 DEVELOPMENT RIGHTS MONITORING						
Dept 266 LEGAL & PROFESSIONAL						
105-266-806.000		CONSULTANTS - OTHER	TREEMORE ECOLOGY &	DEVELOPMENT RIGHTS MONITORING	184.60	38364
Total For Dept 266 LEGAL & PROFESSIONAL					184.60	
Total For Fund 105 DEVELOPMENT RIGHTS MONITORING					184.60	
Fund 205 PUBLIC SAFETY FUND						
Dept 253 TREASURER						
205-253-404.000		PROPERTY TAX ADJUSTMENTS	WASHTENAW COUNTY TREAS	PRIOR YEAR PROPERTY TAX	312.41	38402
Total For Dept 253 TREASURER					312.41	
Dept 301 POLICE/SHERIFF						
205-301-815.000		WASHTENAW COUNTY SHERIFF	WASHTENAW COUNTY TREAS	POLICE SERVICES	61,608.32	38366
205-301-815.000		WASHTENAW COUNTY SHERIFF	WASHTENAW COUNTY TREAS	POLICE SERVICES	61,608.32	38402
Total For Dept 301 POLICE/SHERIFF					123,216.64	
Total For Fund 205 PUBLIC SAFETY FUND					123,529.05	
Fund 206 FIRE FUND						
Dept 228 TECHNOLOGY						
206-228-818.000		SERVICE CONTRACTS	MICROSOFT CORPORATION	MICROSOFT 365 FULL YEAR	3,366.03	2089701017
206-228-818.000		SERVICE CONTRACTS	TAZ NETWORKS INC	IT SERVICE AND APPS	1,105.50	2089701017
206-228-980.000		3 Replacement PC's	DELL MARKETING L.P	3 Replacement PC's	2,810.66	38383
206-228-980.000		Computer Software	LOCALITY MEDIA	Computer Software	3,575.00	38389
Total For Dept 228 TECHNOLOGY					10,857.19	
Dept 261 OPERATIONS						
206-261-727.000		Binder Tabs	AMAZON.COM LLC	Binder Tabs	152.00	2089701017
206-261-728.000		PRINTING/BINDING	LEAF	COPIER LEASE	302.50	2089701032
206-261-728.000		PRINTING/BINDING	OBM	PRINTING	151.61	2089701017
206-261-730.000		Shipping Charge Helmet	POSTMASTER	Shipping Charge Helmet	40.80	2089701017
206-261-742.000		Tape	CARPENTER BROS.	Tape	19.35	38345
206-261-742.000		Equipment ID Tags	GRAPH-X SIGNS, DISPLAY	Equipment ID Tags	240.00	38352
206-261-742.000		Adapters - Hose Line	MACQUEEN EMERGENCY	Adapters - Hose Line	285.85	38358
206-261-742.000		Chain Saw Case	AMAZON.COM LLC	Chain Saw Case	119.59	2089701017
206-261-742.000		Replacement Iron	MEIJER, INC	Replacement Iron	63.59	2089701017
206-261-742.000		Tool Mounting Brackets	WITMER PUBLIC SAFETY	Tool Mounting Brackets	88.97	38403
206-261-742.001		300 Medical Incident	WASHTENAW/ LIVINGSTON	300 Medical Incident Report Forms	150.00	38367
206-261-742.001		Defib. Pads	PENN CARE INC	Defib. Pads	237.98	38394
206-261-742.002		2 Large Photo Frames	MICHAELS	2 Large Photo Frames	69.99	2089701017
206-261-818.000		TV AND INTERNET	COMCAST CABLE	TV AND INTERNET	330.17	2089701017
206-261-851.000		Fax Machine Carrier	IVS COM INC	Fax Machine Carrier Change	355.00	38354
206-261-851.000		TELECOMMUNICATIONS	VERIZON WIRELESS	CELLPHONES FEBRUARY	482.34	2089701034
206-261-851.000		TV AND INTERNET	COMCAST CABLE	TV AND INTERNET	176.95	2089701017
206-261-933.000		Replacement Autopulse	ZOLL MEDICAL CORP	Replacement Autopulse Battery	1,127.00	38404
206-261-955.000		Lunch for Academy	DOMINOS PIZZA	Lunch for Academy Instructor	252.90	2089701017
206-261-955.000		EMT Academy Final	GORDON FOOD SERVICE	EMT Academy Final Testing	146.96	2089701017

GL Number	Grant	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 206 FIRE FUND						
Dept 261 OPERATIONS						
206-261-955.000		EMT Academy Final	MEIJER, INC	EMT Academy Final Testing	4.99	2089701017
206-261-955.000		Bar Code Equipment	ORCA SCAN	Bar Code Equipment Software	40.00	2089701017
206-261-955.000		Return Coffee Filters -	SAM'S CLUB/SYNCHRONY	Return Coffee Filters - Wrng	331.69	2089701017
206-261-980.000		Shelves and Storage Totes	HOME DEPOT USA INC	Shelves and Storage Totes	278.90	2089701017
Total For Dept 261 OPERATIONS					5,449.13	
Dept 265 BUILDINGS AND GROUNDS						
206-265-775.000		Lysol / Wood stips	HOME DEPOT USA INC	Lysol / Wood stips	96.76	2089701017
206-265-920.000		Electric Charges : 3792	DTE Energy Company	Electric Charges : 3792 Pontiac	413.42	2089701022
206-265-920.000		Gas Charges : 3792	DTE Energy Company	Gas Charges : 3792 Pontiac Trl	2,022.39	2089701028
206-265-920.000		TRASH PICKUP	WM CORPORATE SERVICES	TRASH PICKUP	65.25	2089701017
206-265-933.000		Switchboxes and Plates	CARPENTER BROS.	Switchboxes and Plates	60.19	38345
206-265-933.000		REPAIR & MAINTENANCE	PERFORMANCE ROOFING	ROOF REPAIR FOR STATION 2	39,549.35	38360
206-265-933.000		Station 2 Alerting	AMAZON.COM LLC	Station 2 Alerting System	670.34	2089701017
206-265-933.000		Station 2 Alerting	HOME DEPOT USA INC	Station 2 Alerting System	83.69	2089701017
Total For Dept 265 BUILDINGS AND GROUNDS					42,961.39	
Dept 270 PERSONNEL						
206-270-715.009		WORKERS COMP INSURANCE	MICHIGAN MUNICIPAL	2023-2024 WORKERS' COMP PREMIUM	11,034.07	38359
206-270-746.000		Shoe Polish	Army Universe	Shoe Polish	44.97	2089701017
206-270-746.001		Helmet - Fecker	MUNICIPAL EMERGENCY	Helmet - Fecker	356.25	38393
206-270-746.001		Gear Repair x9	TURNOUT RENTAL LLC	Gear Repair x9	2,028.00	38401
206-270-746.001		Helmet Reflective Trim	WITMER PUBLIC SAFETY	Helmet Reflective Trim	368.96	38403
206-270-961.000		Instructor I - Umfleet	WASHTENAW AREA MUTUAL	Instructor I - Umfleet	150.00	38365
206-270-961.001		2024 MFFTC Instructor I	ADAM CARROLL	2024 MFFTC Instructor I Training	1,280.00	38340
206-270-961.001		2024 MFFTC Instructor I	JOEL N. MILLER	2024 MFFTC Instructor I Training	320.00	38355
206-270-961.001		Water Bottles for Fire	NALGENE CUSTOM BOTTLES	Water Bottles for Fire Academy	530.00	2089701017
206-270-961.001		Fire Academy Textbooks -	JONES & BARTLETT	Fire Academy Textbooks -13	2,002.48	38387
206-270-961.001		Boldenow / Bricker PHTLS	MARC A VOLGER AND	Boldenow / Bricker PHTLS	520.00	38406
Total For Dept 270 PERSONNEL					18,634.73	
Dept 596 TRANSPORTATION						
206-596-748.000		GASOLINE & DIESEL	BP PRODUCTS NORTH	BP GAS FOR FEB 2025	434.97	38342
206-596-748.000		Fuel	CORRIGAN OIL COMPANY	Fuel	841.72	38349
206-596-748.000		Fuel	CORRIGAN OIL COMPANY	Fuel	627.74	38382
206-596-933.000		Apparatus Cleaning	CARPENTER BROS.	Apparatus Cleaning Supplies	91.90	38345
206-596-933.000		Engine 2 - Rear Tires	SHRADER TIRE & OIL INC	Engine 2 - Rear Tires	3,455.15	38361
206-596-933.000		U12-3 Replacement	AMAZON.COM LLC	U12-3 Replacement Headlight	161.67	2089701017
206-596-933.000		ATV 2 - LOF / Ignition	J&J MOTORSPORTS	ATV 2 - LOF / Ignition Switch	510.46	2089701017
206-596-933.000		Utility 12-3 Wash	ZIPPY AUTO WASH LLC	Utility 12-3 Wash	38.98	2089701017
206-596-933.000		Apparatus Cleaning	ADVANCE AUTO PARTS -	Apparatus Cleaning Supplies	134.41	38375
206-596-933.000		E12-1 Towing	BREWER'S INC.	E12-1 Towing	360.00	38378
Total For Dept 596 TRANSPORTATION					6,657.00	
Total For Fund 206 FIRE FUND					84,559.44	
Fund 211 GRANTS FUND						
Dept 261 OPERATIONS						
211-261-955.002	CEM	COMMUNITY ENERGY	FERGUSON ENTERPRISES	METER EQUIPMENT PURCHASES	598.03	2089701017
Total For Dept 261 OPERATIONS					598.03	
Total For Fund 211 GRANTS FUND					598.03	

GL Number	Grant	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 219 STREET LIGHTING FUND						
Dept 265 BUILDINGS AND GROUNDS						
219-265-920.000		FC streetlights	DTE Energy Company	FC streetlights	395.31	2089701035
Total For Dept 265 BUILDINGS AND GROUNDS					395.31	
Total For Fund 219 STREET LIGHTING FUND					395.31	
Fund 225 FARMLAND PRESERVATION						
Dept 253 TREASURER						
225-253-404.000		PROPERTY TAX ADJUSTMENTS	WASHTENAW COUNTY TREAS	PRIOR YEAR PROPERTY TAX	62.14	38402
Total For Dept 253 TREASURER					62.14	
Dept 266 LEGAL & PROFESSIONAL						
225-266-806.000		CONSULTANTS - OTHER	ARBOR LAND	LAND TITLE SURVEY FOR I-09-04-400-	2,800.00	38341
225-266-806.000		CONSULTANTS - OTHER	TREEMORE ECOLOGY &	FARMLAND CONSULTING	750.00	38364
Total For Dept 266 LEGAL & PROFESSIONAL					3,550.00	
Total For Fund 225 FARMLAND PRESERVATION					3,612.14	
Fund 249 BUILDING DEPARTMENT FUND						
Dept 228 TECHNOLOGY						
249-228-818.000		SERVICE CONTRACTS	BS&A SOFTWARE	BS&A SERVICES	1,604.66	38343
249-228-818.000		SERVICE CONTRACTS	MICROSOFT CORPORATION	MICROSOFT 365 FULL YEAR	530.53	2089701017
Total For Dept 228 TECHNOLOGY					2,135.19	
Dept 261 OPERATIONS						
249-261-798.000		SUBSCRIPTIONS/BOOKS	INTERNATIONAL CODE	2021 BUILDING CODE BOOK	534.89	2089701017
249-261-812.000		INSPECTOR COSTS	GARY WOELKE	INSPECTIONS	1,920.00	38385
249-261-812.000		INSPECTOR COSTS	JAMES RATLIFF	INSPECTIONS	1,760.00	38386
249-261-812.000		INSPECTOR COSTS	RICK PLISKO	INSPECTIONS	1,320.00	38396
249-261-818.000		SERVICE CONTRACTS	GRAPHIC SCIENCES INC	DESTRUCTION OF SCANNED DOCUMENTS	91.20	38353
249-261-851.000		TELECOMMUNICATIONS	VERIZON WIRELESS	CELLPHONES FEBRUARY	82.24	2089701034
Total For Dept 261 OPERATIONS					5,708.33	
Dept 266 LEGAL & PROFESSIONAL						
249-266-806.000		CONSULTANTS - OTHER	CARLISLE-WORTMAN	4833 E HURON RIVER DR (WCC HEALTH	327.50	38344
Total For Dept 266 LEGAL & PROFESSIONAL					327.50	
Dept 270 PERSONNEL						
249-270-715.009		WORKERS COMP INSURANCE	MICHIGAN MUNICIPAL	2023-2024 WORKERS' COMP PREMIUM	119.94	38359
Total For Dept 270 PERSONNEL					119.94	
Total For Fund 249 BUILDING DEPARTMENT FUND					8,290.96	
Fund 592 UTILITIES FUND						
Dept 228 TECHNOLOGY						
592-228-818.000		SERVICE CONTRACTS	BS&A SOFTWARE	BS&A SERVICES	2,161.67	38343
592-228-818.000		SERVICE CONTRACTS	MICROSOFT CORPORATION	MICROSOFT 365 FULL YEAR	530.53	2089701017
Total For Dept 228 TECHNOLOGY					2,692.20	
Dept 261 OPERATIONS						
592-261-818.000		SERVICE CONTRACTS	CITY OF ANN ARBOR	BACTI SAMPLE TESTING	136.00	38348

GL Number	Grant	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 592 UTILITIES FUND						
Dept 261 OPERATIONS						
592-261-818.000		SERVICE CONTRACTS	PARKWAY SERVICES, INC	PORTABLE TOILET	130.00	2089701017
592-261-851.000		TELECOMMUNICATIONS	VERIZON WIRELESS	CELLPHONES FEBRUARY	173.37	2089701034
592-261-933.000		REPAIR & MAINTENANCE	CARPENTER BROS.	HARDWARE	12.48	38345
592-261-933.000		REPAIR & MAINTENANCE	CARQUEST AUTO PARTS	BATTERY	165.37	38346
592-261-933.000		REPAIR & MAINTENANCE	LAWSON PRODUCTS INC	HARDWARE	274.51	38357
592-261-933.000		REPAIR & MAINTENANCE	HOME DEPOT USA INC		167.93	2089701017
592-261-933.000		REPAIR & MAINTENANCE	MENARD INC	HARDWARE	267.55	2089701017
Total For Dept 261 OPERATIONS					1,327.21	
Dept 265 BUILDINGS AND GROUNDS						
592-265-920.000		4620 E Huron Dr	DTE Energy Company	4620 E Huron Dr	2,622.57	2089701028
Total For Dept 265 BUILDINGS AND GROUNDS					2,622.57	
Dept 266 LEGAL & PROFESSIONAL						
592-266-802.000		Task-201-Utilities-	Stantec Consulting	Task-201-Utilities-Consultation-	7,300.75	38397
592-266-811.000		University of Michigan	Bodman PLC	University of Michigan	300.00	38377
Total For Dept 266 LEGAL & PROFESSIONAL					7,600.75	
Dept 270 PERSONNEL						
592-270-715.009		WORKERS COMP INSURANCE	MICHIGAN MUNICIPAL	2023-2024 WORKERS' COMP PREMIUM	1,487.20	38359
592-270-725.000		MEMBERSHIPS - DUES	AMERICAN WATER WORKS	AWWA DUES	276.00	2089701017
592-270-955.200		CONVENTION & CONFERENCES	MI AMPERICAN PUBLIC	2025 GLX CONFERENCE	400.00	2089701017
592-270-955.200		CONVENTION & CONFERENCES	MICHIGAN GREEN	MICHIGAN GREEN TRADE SHOW	92.70	2089701017
592-270-955.200		CONVENTION & CONFERENCES	MICHIGAN RURAL WATER	ADVANCED CROSS CONNECTION 5-29-25	370.00	2089701017
592-270-955.200		CONVENTION & CONFERENCES	MICHIGAN WATER	2025 WASTE WATER ADMIN CONFERENCE	105.00	2089701017
Total For Dept 270 PERSONNEL					2,730.90	
Dept 596 TRANSPORTATION						
592-596-748.000		GASOLINE & DIESEL	BP PRODUCTS NORTH	BP GAS FOR FEB 2025	401.87	38342
592-596-933.000		CAR WASH MEMBERSHIP	ZIPPY AUTO WASH LLC	CAR WASH MEMBERSHIP	59.98	2089701017
592-596-933.000		REPAIR & MAINTENANCE	CARQUEST AUTO PARTS	AUTO PARTS	50.35	38380
Total For Dept 596 TRANSPORTATION					512.20	
Total For Fund 592 UTILITIES FUND					17,485.83	
Fund 702 ESCROW FUND						
Dept 000 OTHER REVENUE ACCOUNT						
702-000-249.077		Engineereing Fees	Stantec Consulting	Engineereing Fees	158.00	38397
702-000-249.078		Engineereing Fees	Stantec Consulting	Engineereing Fees	3,001.00	38397
702-000-249.081		Barton (Arbor) Ridge	Bodman PLC	LEGAL FEES	90.00	38377
702-000-249.081		Engineereing Fees	Stantec Consulting	Engineereing Fees	2,382.60	38397
702-000-262.079		Engineereing Fees	Stantec Consulting	Engineereing Fees	1,055.35	38397
702-000-262.085		Engineereing Fees	Stantec Consulting	Engineereing Fees	971.50	38397
702-000-262.088		Engineereing Fees	Stantec Consulting	Engineereing Fees	1,464.10	38397
702-000-262.091		Engineereing Fees	Stantec Consulting	Engineereing Fees	1,316.10	38397
702-000-280.161		Engineereing Fees	Stantec Consulting	Engineereing Fees	88.00	38397
702-000-280.213		Planning Fees	CARLISLE-WORTMAN	Planning Fees	337.50	38379
702-000-280.229		Engineereing Fees	Stantec Consulting	Engineereing Fees	780.00	38397
702-000-280.234		Legal Fees	Bodman PLC	Legal Fees	225.00	38377
702-000-280.245		Planning Fees	CARLISLE-WORTMAN	Planning Fees	67.50	38379
702-000-280.245		Engineereing Fees	Stantec Consulting	Engineereing Fees	3,500.00	38397

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INVOICE GL DISTRIBUTION REPORT FOR ANN ARBOR CHARTER TOWNSHIP
EXP CHECK RUN DATES 03/12/2025 - 04/16/2025
JOURNALIZED PAID
BANK CODE: POOL2

GL Number	Grant	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund 702 ESCROW FUND
Dept 000 OTHER REVENUE ACCOUNT

Total For Dept 000 OTHER REVENUE ACCOUNT	15,436.65
Total For Fund 702 ESCROW FUND	<u>15,436.65</u>

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DB: Ann Arbor Towhsh

INVOICE GL DISTRIBUTION REPORT FOR ANN ARBOR CHARTER TOWNSHIP
EXP CHECK RUN DATES 03/12/2025 - 04/16/2025
JOURNALIZED PAID
BANK CODE: POOL2

GL Number	Grant	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 101 GENERAL FUND	91,564.55
Fund 105 DEVELOPMENT	184.60
Fund 205 PUBLIC SAFET	123,529.05
Fund 206 FIRE FUND	84,559.44
Fund 211 GRANTS FUND	598.03
Fund 219 STREET LIGHT	395.31
Fund 225 FARMLAND PRE	3,612.14
Fund 249 BUILDING DEP	8,290.96
Fund 592 UTILITIES FU	17,485.83
Fund 702 ESCROW FUND	15,436.65

Total For All Funds:	<u>345,656.56</u>
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Tinker Architects

CONTRACT AGREEMENT/INVOICE

CLIENT : Ann Arbor Township
CONTACT : Diane O'Connell
PHONE : 734-476-0741
EMAIL : supervisor@aatwp.org

PROJECT TITLE : Energy Efficiency Projects
PROJECT NO. : T031225
DATE SUBMITTED : March 12, 2025
EST. COMPLETION : As Needed

DESCRIPTION OF PROJECT

The Client, Ann Arbor Charter Township, has received energy audits for two building locations through the Ann Arbor/Washtenaw 2030 District. Tinker Energy produced Energy Audit Reports for those facilities. Subsequently, the Township developed an Energy Efficient Project (EEP) and the Board of Trustees voted to fund that effort. The Client seeks additional assistance with implementation for the EEP. Tinker Energy has valuable familiarity with these facilities and offers the following contract to provide required services.

ENERGY AND ARCHITECTURAL SERVICES PROPOSED

COST

As required and requested by the Client to assist EEP implementation.

\$50/hr

CONTRACT AGREEMENT: Upon execution by the authorized Signatories below, this document is accepted and forms the basis of the Contract Agreement between the Clients and Tinker Architects. The Architect will track and invoice hours of labor on a weekly basis. In this manner the Client will be regularly appraised of progress on the Work and the accumulating cost for services.



March 18, 2025

Client Signature & Date

Robert R Tinker, RA, LEED AP

Tinker Architects

C O N T R A C T A G R E E M E N T

Page 2 of 2

ADDITIONAL CONDITIONS OF CONTRACT AGREEMENT

1. The Architect shall rely on the accuracy of any Client supplied information and shall not be responsible for errors in such information effecting the preparation of the Work described and delineated in this Contract Agreement.
2. No retainer is due at signing of the Contract.
3. The Client agrees to pay invoices as issued.
4. Overdue Invoices shall be subject to interest on the Principal Overdue at 1.5% / Month (18% / Year). The Architect reserves the right to stop Work on the Project for Invoiced amounts due and unpaid beyond thirty (30) days until the overdue Invoiced amount is paid-in-full by the Client.
5. Reimbursable Project Expenses shall include items related to distribution of the construction drawings including photocopies, printing, mailing, etc. Reimbursable Project Expenses listed above shall be subject to a 1.20 Office Overhead Multiplier to cover time and expenses to procure these items. Reimbursable Project Expenses incurred by the Architect will be invoiced as the project proceeds.
6. Additional Client requested architectural design service(s) beyond those described and delineated in this Contract Agreement shall be subject to negotiation as an extra(s) to this Contract Agreement or under a separate new Contract Agreement. Additional Client requested architectural or energy design service(s) beyond those described and delineated in this Contract Agreement shall be billed based on the Architect's professional residential rate at \$35 per hour.
7. All original Project File Information (Meeting Notes, Sketches, Calculations, Project Information, Product Literature, and Original Drawings and Construction Specifications shall remain the property of the Architect. The Client is entitled to any number of printed copies of the construction documents subject to the clause for Reimbursable Project Expenses. Electronic copies of Construction Documents will be provided at no charge as requested.
8. The Client or Architect may terminate the Contract Agreement upon seven (7) days written notice. In the event of termination, the Architect shall be paid-in-full within thirty (30) days of the Invoiced Date for all Work performed to the effective date of termination including any expenses incurred for moving off the Project where applicable.

CONTRACT AGREEMENT: Upon execution by the authorized Signatories below, this document is accepted and forms the basis of the Contract Agreement between the Client and Tinker Architects.



March 18, 2025

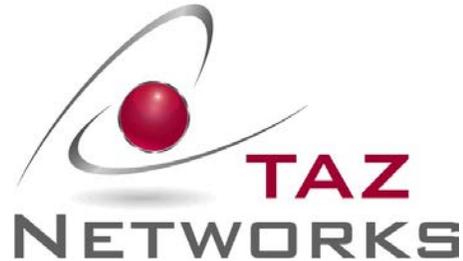
Client Signature & Date

Robert R Tinker, RA, LEED AP

TAZ Networks Managed IT Care Agreement

Prepared For:

**Diane O'Connell
Ann Arbor Charter Township
3792 Pontiac Trail
Ann Arbor, MI 48105**



Prepared By:

**Samuel Eddy
TAZ Networks Inc
9434 Maltby Rd, Brighton, MI
48116**

Date Prepared:

4/3/2025

Corporate Headquarters
9434 Maltby Rd, Brighton, MI 48116
810-355-2280
<https://www.taznetworks.com>

Diane O'Connell
Ann Arbor Charter Township
3792 Pontiac Trail
Ann Arbor, MI 48105

Dear Diane:

Here is the quote you requested.

Please see our attached Managed IT Care Agreement. Within this proposal you will find the following:

- Background Information about TAZ Networks
- TAZ Networks Team Overview
- Statement of Work Location and Services Included and Excluded
- Confidentiality and Terms
- Fee Schedule

Upon review, if you have any questions with this proposal, please feel free to contact me and I will address your requests.

Please note that this is an ESTIMATE of proposed fees based on our best efforts and your input during our initial meetings. During your initial welcome visits a full network assessment will be performed. If it is found that quantities of users or devices is materially different than this proposal a revision will be created and sent over for approval.

Best Regards,

Samuel Eddy
TAZ Networks Inc
seddy@taznetworks.com
810-355-2280

About Us

A privately held company owned by Tavis and Irene Patterson, TAZ Networks Inc was founded in 2003. Having founded the company, Tavis is actively involved in every aspect of the company's operations. He works closely with our sales team and helps guide the management of our service team to our core values. We have 2 offices conveniently located in Brighton and Clinton Township for your service needs. We pride ourselves in being professional in all aspects of your service needs and truly be your consultant for all things technical. Tavis founded the company with a flat fee service mentality so that you our valued clients receive the service you desire without hour after hour of billings. This simplifies the support arrangement and makes sure that we deliver service that both of us can live up to! We are truly humbled that you have considered us for your support needs.



We manage your IT so you can concentrate on managing your business.

Service First; Technology Second

Our commitment to technology excellence has been evident since the beginning. We were one of the first three partners in Michigan to meet Microsoft's high standards to achieve the Microsoft Small Business Specialist designation. From the beginning, however, "Service First" has been our focus and guiding principle. Our five core values guide that principle for hiring our consultants that service you, and the service we provide every day:

TAZ Networks Core Values

Clients Are Everything
Don't Be "Nick Burns"
Commitment to Excellent Results
Progressive Improvement
Process Rules

Meet Your Team!



Meet the expert team that manages your account, so you can manage your business. We believe that technology without client service is useless. Our entire team is committed to providing great service first and great technology second.

Executive Management

Tavis Patterson
Founder & President



Grant Thomson
Service Manager



Account Management

Your personal account manager

Audrey Spratke
Account Manager



Sam Eddy
Account Manager



Accounting and Billing

Ready to assist on any questions regarding your billing or statements.

Gabriella Patterson
Accounts Payable and Payments



Laurel McConnell
Contracts and Billing



This IT Service and Support Agreement establishes a relationship between the organization identified above (referred to in this agreement as “Client”) and TAZ Networks Inc. for purposes of providing the Client with technical support and consulting services.

This agreement is subject to review every 12 months- or sooner in the event of a significant organizational change impacting the Client’s support requirements. This agreement may require modification if the terms no longer adequately reflect the previously agreed-upon IT management and support needs of the Client.

TAZ Networks will provide monitoring, maintenance, helpdesk support, central services, network administration, and virtual CIO services for the Client. This agreement covers support for existing computers, servers, networking equipment, and mobile devices for the Client.

Statement of Work

A full statement of work of all TAZ Networks services including this Managed IT Care agreement and all current TAZ Networks Services is available at <https://www.taznetworks.com/sow>.

Included Services

- **Unlimited Service Desk and Remote Support**
- **Unlimited Onsite Labor (Dispatched for Next Business Day)**
- **24x7x365 Network, Server and Device Monitoring**
- **Managed Detection and Response with 24x7x365 SOC Monitoring**
- **Anti-Virus/Anti-Spyware/Anti-Malware Configuration and Management**
- **Workstation/Server security patching**
- **Documentation of Entire Network**
- **Managed Firewall Owned by TAZ Networks**
- **Backup Software and Support Including Cloud Backup Services**
- **Contract Management**
- **VoIP Phone System Management**
- **Wireless Access Point Management**
- **Account Management**
 - **Strategic Technology Planning**
 - **Virtual CIO Services**
 - **Quarterly Business Reviews**
- **Preferred Hourly Rate for Excluded Services**

Excluded Services

Services rendered under this Agreement does not include:

Project Work: Consulting and major integration tasks considered to be major installation tasks outside of those cited in this agreement such as file server replacement or migration, network operating system upgrade and data migrations, computer workstation deployment and significant infrastructure changes will be charged at our preferred client discounted hourly rate.

Abuse of Equipment: In addition, not included is equipment repair or service necessary due to unreasonable environmental conditions or equipment applications beyond its intended use. This would include physical abuse, introduction of foreign substances, humidity and/or temperature extremes.

Move of Clients Location: Move of equipment and network infrastructure due to client's move of locations is not included under this agreement. Any workstation or network equipment relocation will be billed at time and material preferred rates for the client. An account manager will give an estimate of what is involved and the expense before work is performed.

New Computer Installations: Installation and configuration of new computers for users can be handled by TAZ Networks and will be billed hourly at the preferred hourly rate. A quote for estimated labor costs will be provided to client prior to install. Please note that computers not purchased through TAZ Networks may not meet network standards and may require extended install time.

Compliance and Auditing Efforts: Work of any kind to have the client meet a compliance or auditing requirement or renew a compliance are not in the scope of this agreement unless noted. TAZ Networks will make every effort to work with the client to meet any compliance or auditing needs. Compliance work is fully billable and prior to start of work a quote with an estimated number of hours to complete or get trained on the compliance needs will be created. Examples of this compliance include HIPAA, ITAR, NIST and others. Examples of auditing are any paperwork or security audits required by the client's vendors.

Additional Items Not Included:

Office Telephone System Support

Programming of any kind

Any parts, equipment, or shipping charges of any kind

Any software, licensing, or software renewal or upgrade fees of any kind

The cost of any 3rd Party Vendor or Manufacturer Support or Incident Fees

Confidentiality

TAZ Networks acknowledges that the information contained in this document is confidential and proprietary to our client. TAZ Networks agrees to use the same degree of care to protect the confidentiality of this information and any client data as it uses to protect its own.

The stated implementation techniques used in this document are the intellectual property of TAZ Networks. It is the responsibility of each recipient of this document to ensure that unauthorized duplication or distribution of this material outside the client is not permitted without prior written consent of TAZ Networks

Terms and Conditions

The signing of this IT Support Service Agreement constitutes acceptance of the following Terms and Conditions. These terms are effective for the life of this agreement. Terms are subject to change with notice.

Service and Hours of Operation

- Business hours: Monday through Friday, 7:00am to 5:00pm. Excluding Holidays.
- On call critical support: On call consultants are available for critical issues only (Server and Network Down).
 - Saturdays and Sundays and National Holidays from 8:00am till 9:00pm
 - Weekdays from 5:00pm till 9:00pm.

Normal Support is available outside business hours but may be billable and subject to a rate multiplier.

All after hours scheduling requests must be coordinated through the Service Dispatcher and approved by the Service Manager.

Service Level Agreement (SLA)

- Business hours: Within 2 hours your ticket will be reviewed and acknowledged. Ticket resolution goal is 80% within 1 business day.
- Critical On Call Support: Within 1 hour of acknowledged receipt of the issue via Phone only.

Billing and Payment

- Checks should be made payable to TAZ Networks Inc.
- All monthly recurring fees will be invoiced by the first of the month prior to service and deducted via ACH on the first business day of the month.
- Net 15 terms will be applied to all invoices.
- Time is billed in hourly increments when providing any service billed by the hour.
- Onsite support is subject to a minimum charge of two hours when providing any service billed by the hour.
- Work scheduled outside business hours at the Client's explicit request will be billed with a rate multiplier of time-and-a-half per hour.
- Reasonable travel expenses, if applicable, will be billed to the Client, and receipts will be provided upon request.
- TAZ Networks cannot provide services unless the Client's account is in good standing (e.g., all invoices and balances have been paid in full; balances are within the net payment timeframe; or an agreement has been reached between the client and TAZ Networks Management).
- Managed IT Care Clients receive a discount on published time and material rates. Rate notices including any rate increases will be given to clients yearly.

Equipment Purchases

- For new clients under a year, TAZ Networks will invoice 100% of all equipment orders over \$2,000 and receive payment from the client before placing the order with distribution for the equipment. Returns must be made within 30 days of ordering.
- For clients with TAZ Networks one year or longer, TAZ Networks will invoice 100% of all equipment orders over \$5,000 and receive payment from the client before placing the order with distribution for the equipment.

Client Responsibility

Clients must provide our consultants with all relevant and accurate information required to successfully complete the

tasks at-hand (e.g., passwords, user information, office access information, etc.). Failure to do so may result in additional time billed.

Independent Contractor Status and Indemnification

TAZ Networks and all its employees are independent contractors and not employees of the Client. TAZ Networks and the Client agree to hold the other harmless and indemnify them for any and all claims, lawsuits, judgments, or obligations, including counsel fees, experts' fees and costs of suits arising as a result of work performed pursuant to this agreement, which are not caused by, nor arise from, any act of the other or its employees, consultants or representatives and by any action taken or committed to be taken by each in good faith, in whole or in part. This section does not minimize or eliminate the obligations to reimburse TAZ Networks for expenses it incurs in accordance with this engagement.

Limitation of Liability

TAZ Networks will use best practices and/or the most appropriate methods to fully satisfy the expectations of the Client. Should it be that procedures have not been performed to this degree, liability is limited to the amount defined here. TAZ Networks will not be liable to clients for any incidental, punitive or consequential damages (including, without limitation, lost revenues, loss of use, loss of productivity, business costs, loss of data, or additional expenses incurred as a result of a network failure), arising in connection with this agreement or the performance or operation of the service, whether such liability arises from any claim based upon breach of contract, tort (including negligence), product liability or otherwise, and whether or not such party has been advised of the possibility of such damages. In no event shall TAZ Networks' liability for any damages exceed the amounts paid by the Client to TAZ Networks during the three (3) month period preceding the causation of damages.

Term, Automatic Renewal and Termination

This is a 1-year agreement. The initial term of this agreement will commence on the Effective Date and will continue for (12) months thereafter, ending on the last day of the calendar month in which such (12) month period falls. Unless notice of termination is given at least 30 days prior, this agreement shall automatically renew after the initial term on an annual basis.

Fees will be increased 5% per year on the anniversary of the agreement.

Agreement Modifications

This agreement is subject to review if the agreement terms no longer represent the level of service required by the Client. These events include, (but are not limited to) increase in staff, increase in hardware, implementation of new software or applications, business practice changes impacting utilization, etc. In the event the agreement requires modification, a new agreement will be proposed for the Client's review and approval.

Miscellaneous

The Client agrees to refrain from soliciting or employing staff, agents, contractors, or consultants of TAZ Networks, Inc. to work on related matters outside of TAZ Networks employment, from the inception of this agreement and continuing for a minimum of two years following the termination of this agreement, unless such actions are mutually agreed upon in writing with TAZ Networks Management. The Client acknowledges and understands that the measure of damages arising from the breach of this provision is not readily calculable, and that damages of up to \$250,000 for each breach may apply. In certain cases, the breach may result in higher penalties

Schedule of Fees

QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
	Township (Main)		
1	Network Flat Fee For details on included services, please visit www.taznetworks.com/sow	\$1,657.00	\$1,657.00
32	User Count	\$0.00	\$0.00
32	RMM Network Agent	\$0.00	\$0.00
1	Managed Firewall TZ370	\$0.00	\$0.00
5	Managed Firewall SSL VPN 5 User Pack	\$0.00	\$0.00
2	Veeam Server Agent	\$0.00	\$0.00
1	TAZ Cloud Backup per TB Charge	\$0.00	\$0.00
1	ScreenConnect Remote Control Software	\$0.00	\$0.00
	Fire Department		

1	Network Flat Fee For details on included services, please visit www.taznetworks.com/sow	\$1,285.00	\$1,285.00
12	User Count	\$0.00	\$0.00
12	RMM Network Agent	\$0.00	\$0.00
1	Managed Firewall TZ370	\$0.00	\$0.00
7	Security Care Managed Identity Threat Detection and Response. 24x7 SOC monitored M365 for suspicious activity. Alerting to security events with M365.	\$4.00	\$28.00
		SUBTOTAL	\$2,970.00
		SALES TAX	\$0.00
		TOTAL (ONE TIME)	\$2,970.00
		MONTHLY COMMITMENT	\$2,970.00

Signing this document constitutes my acceptance of the fees associated with this IT Support Service Agreement and TAZ Networks' Terms and Conditions as outlined on the previous page(s).

A Network Assessment will be conducted during our welcoming visits. If we find that the quantities are materially different than shown above a revision of fees will be presented.

Signing this document and continuing to use services constitutes my acceptance of the TAZ Networks Master Services Agreement found at <http://www.taznetworks.com/msa>

Client

Ann Arbor Charter Township
3792 Pontiac Trail

Ann Arbor, MI 48105

Signature

Effective Date

Print Name

Title

Please return this signed agreement to your Account Manager

Q U O T A T I O N

Hoffman's Power Equipment, Inc.
3139 Enterprise Dr
Saginaw , MI 48603
Phone #: (989)792-8676

PHONE #: (734)355-0304
CELL #:
ALT. #:
P.O.#:
TERMS: **Net 30**
SALES TYPE: **Quote**

DATE: 4/15/2025
ORDER #: **2755**
CUSTOMER #: **120691**
CP: **RogerD**
LOCATION: **1**
STATUS: **Active**

BILL TO 120691
ANN ARBOR TOWNSHIP

SHIP TO
ANN ARBOR TOWNSHIP

MFR	PRODUCT NUMBER	DESCRIPTION	QTY	PRICE	NET	TOTAL
****	MISC	Umount UB14 Blower 10867 W/ Hand Controller	1	\$5,199.00	\$5,199.00	\$5,199.00
****	MISC	10022 Male Adapter	1	\$179.00	\$179.00	\$179.00
****	SHP	SHIPPING / HANDLING	1	\$200.00	\$200.00	\$200.00

Prices reflected on this quote are valid for 30 days and while current supplies last. However, prices are subject to change if the program or promotion the prices were quoted under is no longer in effect.

SUBTOTAL:	\$5,578.00
TAX:	\$0.00
ORDER TOTAL:	<u>\$5,578.00</u>

Authorized By: _____

Local Road Funding Packet

Spring 2025



Matthew F. MacDonell P.E., Managing Director, macdonell@wroads.org, (734) 327-6688

Adam Lape, Director of Operations, lapea@wroads.org, (734) 327-6697

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Introduction

Each year, the Washtenaw County Board of County Road Commissioners (the WCRC Board) and township boards partner to provide local road improvements. In 2024, the WCRC Board increased its investment in local infrastructure to \$2 million, expanded its criteria of culvert maintenance replacements, and will continue to perform dust control as normal maintenance. While road funding is limited, both parties work hard to spend this precious funding efficiently and effectively. The following packet was assembled for both seasoned officials who are very familiar with the process and for officials new to their positions to help them better understand the intricacies of local road funding.

Ann Arbor Township Summary

The following is a summary of the roads, bridges and culverts located in Ann Arbor Township and the 2025 allocation made by the WCRC Board for local roads in Ann Arbor Township.

Primary Roads

- 22.56 miles of paved primary roads
- 0 miles unpaved primary roads
- 2 bridges (more than 20' span)
- 8 culverts, greater than 5' in diameter

Local Roads

- 5.68 miles of local paved roads
- 13.99 miles of local unpaved roads
- 4 bridges (more than 20' span)
- 7 culverts on local collector roads, greater than 5' in diameter

2025 Local Road Matching Program Allocation

Notification of the intent to use matching funds is due to WCRC by **Friday, May 2, 2025**. See Appendix B for the full program conditions.

Township	Allocation
Ann Arbor	\$39,266

Local Road Needs

Township	Paved Local Road Needs	Unpaved Local Road Needs	Total Local Road Needs	Average 10-year Annual Expenditure Needed
Ann Arbor	\$1,898,900	\$921,000	\$2,819,900	\$281,990

Local Road Bridges/Culverts of Concern

The chart below shows local road bridges or culverts in the township that are in poor or failed condition. WCRC regularly inspects these structures. Additional load restrictions, up to road closure, may be put in place as conditions deteriorate.

The WCRC Board remains committed to partnering with townships to invest in culverts and bridges located on local roads. See page 6 for more information.

Township	Road Name	Type	Condition Rating (1- failed, 10 – good)	Span (inches)	Length (feet)	Material Type	Legal Posting
Ann Arbor	Warren Rd	Culvert	3	150	60	Corrugated Steel Pipe	Load Rating 20T
Ann Arbor	Old Dixboro Road	Bridge	4	55.8		Steel	Load Rating 30T/38T/40T
Ann Arbor	Old Dixboro Road	Bridge	4	72.8		Steel	Load Rating 20T

Historic Township Road Contributions 2020 – 2024

This chart includes all contributions made by the township to WCRC including local road investments, non-motorized improvements, bond payments, primary road investments by a township, etc. See Appendix D for a map of these investments.

Township	2020	2021	2022	2023	2024	5 -Yr. Annual Average
Ann Arbor	\$240,137	\$601,919	\$115,034	\$418,599	\$336,485	\$342,435

Contact Information

District Foreman	Director of Operations	WCRC's Customer Service
Mike Mastie mastiem@wcroads.org Office: (734) 761-1500	Adam Lape lapea@wcroads.org Office: (734) 327-6697	Main phone: (734) 761-1500 wcrc@wcroads.org Submit a road request via wcroads.org or download the WCRC Fix It App

Funding for Local Roads

Overview

Roads in Michigan have been chronically underfunded for decades. There are numerous reasons behind this fact but no matter the cause, Michiganders see the results. This is especially true for local roads, which connect people from the primary road system to their homes and businesses. Local roads can be further divided into local collector roads and subdivision roads. Local collector roads are those that connect residential and business areas to the primary road system. Local subdivision roads mostly service residents or businesses within subdivisions and business parks.

Washtenaw County has more than 1,060 centerline miles of local roads. See Appendix A for a chart breaking down mileage by township.

Primary and local designations are determined by MDOT. These designations are critical since they play an important role in how much WCRC receives from the Michigan Transportation Fund (MTF)¹. In 2024, WCRC received \$3,044 for each mile of rural primary road and \$3,355 for each mile of rural local road. In the urban areas, the amount increases to reflect additional traffic and lanes. The urban primary roads receive \$20,416 per mile and urban local roads receive \$6,250 per mile.

In addition to this part of the formula, WCRC receives funds from vehicle registration fees collected through the Secretary of State. Vehicle registration fees are distributed to county road agencies based on the number of vehicles registered in each county.

¹ Michigan Transportation Fund (MTF) is WCRC's primary source of funding. It is made up of revenue from state fuel tax and vehicle registration fees which are allocated through a formula to MDOT, county road agencies and cities/villages. WCRC is expecting to receive \$36,000,000 from MTF in 2025.

Local Road Matching Program

Unfortunately, the MTF allocated for local roads barely covers WCRC's costs for routine maintenance such as snow plowing, pothole patching, grading, and dust control. In addition, under current state law, any improvements to a local road (for example resurfacing) must have at least 50% of its funding come from a source other than the road commission, often the township.

Knowing that local road funding is a challenge, the WCRC Board has historically provided a Local Road Matching Program.

WCRC's Local Road Matching Program is made up of two elements.

1. Local Road Matching
2. Local Road Culverts and Bridges Matching

The full conditions of the Local Road Matching Program can be found in Appendix B.

Local Road Projects

The WCRC Board approved a total of \$2 million for the Local Road Matching Program in the 2025 WCRC budget. These funds are allocated to each township based on the distribution formula used by MDOT to distribute road funds to the 83 counties of Michigan. In 2024, townships collectively funded over \$9.6 million in local road improvements.

See Appendix B for a listing of each township's matching fund allocation.

See Appendix C for a listing of each township's contribution from 2020 – 2024.

See Appendix D for a map showing Ann Arbor Township's investment over the past 5 years.

Local Road Culvert and Bridges Projects

In addition, the WCRC Board remains committed to matching 50% of the cost of replacing local road culverts, existing size of 5' diameter and larger, and bridges. This funding source is separate from the \$2 million local road matching funds and dependent on WCRC budget availability. WCRC will replace existing culverts less than 5 feet in diameter at no cost to the township.

Planning Your Investments

Roads, like any other public infrastructure, require a lot of investment. Unfortunately, in Michigan, the needs far outweigh the funds available in any given year. So, how do WCRC and townships in Washtenaw County decide the best way to invest limited funds?

WCRC utilizes the principles of asset management when planning investments. According to Michigan's Transportation Asset Management Council, asset management is the "ongoing process of maintaining, preserving, upgrading and operating physical assets cost-effectively, based on a continuous physical inventory and condition assessment and investment to achieve established performance goals."

While this may be a daunting definition, the overall concept is simple. Staying on top of low-cost maintenance items is more cost-effective in the long run.

The WCRC Board adopted a [Transportation Asset Management Plan 2024 -2026](#) for the primary road system in 2024. Visit wcroads.org to read the full report.

Inventory and Condition Assessment

For asset management to be effective, an agency must first understand what assets are under its jurisdiction and the current conditions of these assets. This is done through an inventory or physical inspection of each asset. The inventory and condition assessment process are different for paved roads and unpaved roads.

Paved Roads

For paved roads, WCRC uses the Pavement Surface Evaluation and Rating (PASER) system. The PASER system rates paved roadways on a scale of 1 to 10. Roads are then designated into three groups: Good (10-8 rating), Fair (7-5 rating) and Poor (4-1 rating). All primary paved roads are evaluated every year, and all local paved roads are evaluated every two years in Washtenaw County.

The latest PASER for the roads in Ann Arbor Township are shown in the following map.

Ann Arbor Township

Primary & Local Paved Roads

PASER RATINGS

PASER stands for Pavement Surface Evaluation and Rating. The PASER rating ranges from 1- failed conditions, to 10 - brand new pavement. A pavement will only be a 10 the first year of its life, the second year it will automatically become a 9. Any condition of 8 or greater is considered to be a good condition; 7, 6 or 5 are fair; 4 or lower is poor.

- PASER based on current ratings and project improvements
- Private and Gravel roads not rated.

THE RIGHT FIX AT THE RIGHT TIME

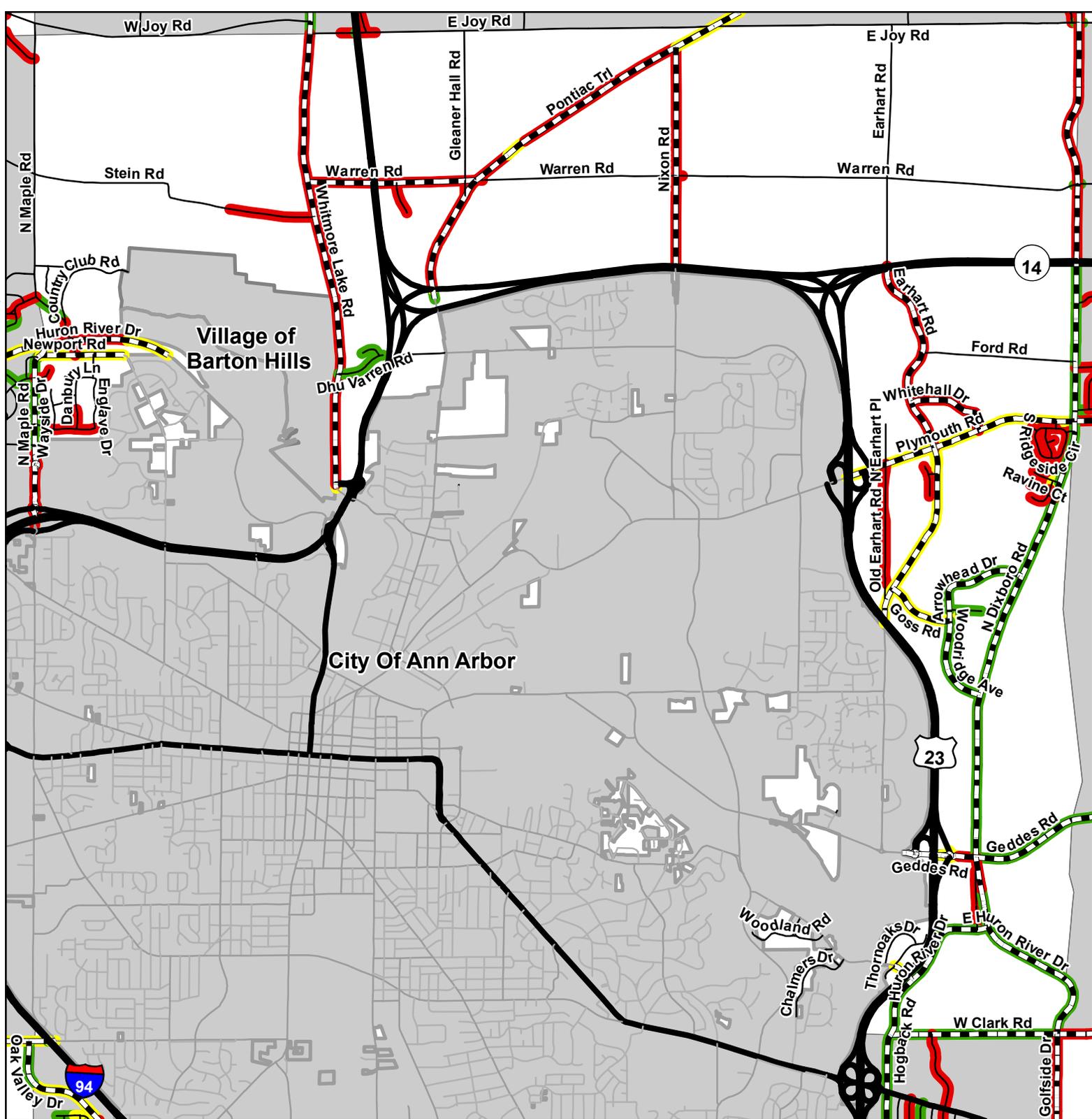
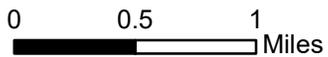
The WCRC determines the best fix to optimize service life for each of our projects. Good pavement management involves less expensive treatments earlier in the life of the pavement in order to take full advantage of infrastructural investments.

Road Classification

-  State Trunkline
-  County Primary
-  County Local
-  City
-  City/Village Boundary

Road Ratings

-  Good (10, 9, 8)
-  Fair (7, 6, 5)
-  Poor (4, 3, 2, 1)



Unpaved Roads

Michigan has thousands of miles of unpaved roads, including more than 700 miles in Washtenaw County. In Washtenaw County, unpaved roads are surfaced with limestone or gravel. WCRC does not use an official condition rating scale for unpaved roads since surface conditions depend so much on the weather. While subjective, each district foreman is highly familiar with the roads in his area and can provide an informal condition rating for each of them based upon the type of material present, drainage facilities and last date of improvements.

Bridges and Culverts

Bridges are structures that span 20' or more. There are 125 bridges on Washtenaw County roads. By law, WCRC inspects bridges at least every two years. Bridges are rated Good, Fair or Poor.

Culverts are structures less than 20' span and vary in description, from a corrugated metal pipe (CMP) to an old-fashioned short-span bridge. There are not any state requirements to inspect culverts but in 2014 WCRC implemented an inspection program for culverts 5' or larger in diameter.

These inspections help WCRC staff and townships identify problems and plan for replacement costs, minimizing surprises. Inspections have also resulted in weight restrictions or culvert closures on primary and local roads for the safety of the traveling public.

WCRC bears all the cost to replace failed structures on primary roads but must partner with the respective township on local roads. To help, the WCRC Board will match 50% of the cost to replace certain culverts and bridges on local roads dependent on WCRC budget availability (see page 6 for more information).

See Appendix E for a map showing the latest culvert condition ratings on local collector roads in Ann Arbor Township.

Mix of Fixes

Paved Roads

PASER can and should be used to make investment decisions on the paved road system. Before any decisions can be made, it is important to understand the various treatments available for paved road maintenance depending on the road condition. The key is applying the right fix at the right time on the right road.

Pavement Condition (PASER)	Possible Treatment	Estimated Cost per Mile for Two-Lane Road	Estimated Life Expectancy	Who can conduct the work?
Good (10-8 rating)	Crack sealing	\$10,000	Can last up to 3 years	WCRC crews
	Seal coat (chip seal, fog seal)	\$45,000	Can extend the life of a road by 3-5 years	WCRC crews
Fair (7-5 rating)	Seal coat (chip seal, fog seal)	\$45,000	Can extend the life of a road by 3-5 years	WCRC crews
	Mill and resurface	\$250,000	Can extend the life of a road for 5-7+ years (with proper maintenance)	Contractor with WCRC inspection
Poor (4-1 rating)	Pulverize and resurface	\$450,000	Can extend the life of a road for 10-15+ years (with proper maintenance)	Contractor with WCRC inspection
	Reconstruct	\$1,500,000+	Can last up to 15 to 20 years (with proper maintenance)	Contractor with WCRC inspection

On the primary road system, WCRC's strategy is to focus most of the investment on maintaining roads already in good condition and elevating roads from fair to good. In addition, WCRC strives to fix a few miles of poor roads each year, depending on funding.

Example: Primary Road X was rated a 5 in the last round of PASER. This year, WCRC elects to mill and resurface it for \$250,000 per mile elevating it to a 10 rating. Next year, WCRC plans to apply a seal coat to it (both chip seal and fog seal) for \$45,000 per mile. WCRC will need to seal coat it again in approximately 5 years to keep it in good condition.

On the local road system, the strategy depends on the funding partner, usually the township. WCRC staff are happy to work with each township to develop the best strategy for the local paved road system and the township's budget.

Unpaved Roads

Similar to paved roads, there is a range of treatment options for unpaved roads, and it is important to apply the right fix at the right time.

As a part of WCRC's routine maintenance, every unpaved road in Washtenaw County will be graded a couple times per year and WCRC crews will do limestone/gravel patching and dust control as needed.

Just like paved roads, unpaved roads require more than just routine maintenance including ongoing drainage improvements to keep water from standing on the roadway which leads to deterioration of the road. Unpaved roads also require resurfacing, which will be gravel or limestone depending upon the type of road.

Any work beyond routine maintenance on local roads comes at the direction of and is funded by the township. Funds from the Local Road Matching Program described on page 6 can be used for any of the following treatments.

Possible Treatment	Estimated Cost	Recommended Frequency	Who can conduct the work?
Drainage improvements (ditching, berming, tree trimming)	Varies significantly by project	Varies	WCRC crews
Resurfacing (with either limestone or gravel)	Typically, \$60k per mile	Should be done every 8 – 10 years	WCRC crews
Paving an unpaved road ²	\$1.5 million+ per mile	N/A	Contractor with WCRC inspection

Bridges and Culverts

There are fewer options available on bridges and culverts to help extend the life of the structure. WCRC will often invest money to rehabilitate or preserve a bridge deck or substructure. Some culverts can be lined to help extend their life. Most often, investments in culverts, especially those on local roads, are for a full replacement after the condition has deteriorated significantly.

² It should be noted, especially when considering whether to pave local unpaved roads, many residents have expressed strong feelings against paving the road they live on, while other residents and drivers expect the road to be paved.

Project Selection

As shown in the charts above, there are more options for investing in the local road system than the funding available. To help prioritize where to invest each year, WCRC staff work with township officials to create an annual proposed local road improvement program with project estimates. These discussions typically start in late fall and carry on throughout the winter. Final project agreements are created in mid to late spring. The full conditions of the Local Road Matching Program can be found in Appendix B.

See Appendix F for a summary of needs on local paved and unpaved roads, by township.

Funding Options for Townships

Townships are not legally required to contribute to the maintenance, construction or reconstruction of county roads. However, Act 51 does restrict how much state funding a road commission can spend on local county road construction. In addition, road commissions do not have taxing authority, so their funding sources are limited.

Washtenaw County is not alone in its challenges securing much needed local road funding. Looking beyond county lines, we see townships throughout Michigan turning to other taxing mechanisms to generate the revenue necessary to repair and maintain local roads.

Whereas WCRC does not have any legal taxing authority, townships have three options to help raise revenue to fund road improvements: a millage through Act 51, a township-wide millage or a special assessment district.

Act 51 Millage

Act 51 of 1951 outlines two options for townships to raise revenue for the maintenance and improvement of local roads.

1. Township boards can levy a property tax of no more than three mills in any year, without a vote of the people, for the maintenance or improvement of county roads within the township.
2. With voter approval, township boards may levy a property tax of no more than 6 mills in any year for the maintenance or improvement of county roads within the township.

Township-Wide Millage

Section 6 of Article IX of the Constitution of Michigan of 1963 authorizes townships to levy millages with a majority vote of the people.

See Appendix G for taxable values with various millage scenarios, by township.

Special Assessment Districts

Public Act 188 of 1954 allows townships to pay for road improvements through a special assessment district (SAD). A SAD is an area where the majority of property owners agree to allow a government agency to levy a property tax in exchange for a specific service such as road improvements. Act 188 outlines the process for levying a SAD.

Appendix A: Public Road Miles Chart, By Township

Townships	Primary Paved	Primary Unpaved	Primary Bridges	Primary Culverts	Local Paved	Local Unpaved	Local Bridges	Local Culverts
Ann Arbor	22.56	0.00	2	8	5.68	13.99	4	7
Augusta	28.98	2.49	6	20	9.24	48.33	13	22
Bridgewater	12.24	9.16	1	7	0.55	39.68	3	6
Dexter	25.85	3.75	3	3	13.14	25.99	0	2
Freedom	11.92	4.47	0	2	1.68	46.27	0	5
Lima	18.94	5.75	3	6	5.45	40.45	12	7
Lodi	18.85	2.53	0	8	13.36	42.35	5	19
Lyndon	14.42	3.62	0	0	0.58	37.35	1	1
Manchester	10.80	8.81	1	1	1.20	46.41	1	7
Northfield	25.81	4.64	1	8	11.45	47.33	2	8
Pittsfield	42.80	0.00	0	11	81.82	14.73	0	8
Salem	34.25	0.94	0	12	7.5	33.6	2	17
Saline	12.21	11.65	1	9	1.97	27.96	3	10
Scio	48.98	0.00	12	9	28.30	30.96	8	10
Sharon	10.18	11.00	2	1	0.25	34.69	3	2
Superior	32.90	0.00	6	14	32.09	29.13	1	12
Sylvan	16.5	0.44	1	7	15.00	26.5	3	7
Webster	22.81	4.70	2	4	1.27	41.82	1	11
York	41.96	3.89	6	20	28.44	27.17	4	16
Ypsilanti	60.10	0.00	8	9	137.16	9.93	2	9
Totals	513.06	77.84	55	159	395.41	665.31	68	186

Appendix B: Local Road Matching Program Conditions



Washtenaw County Road Commission’s 2025 Local Road Matching Program

The Washtenaw County Road Commission (WCRC) is anticipating it will receive approximately \$37 million in Michigan Transportation Fund (MTF) revenues for 2025 as presented in its 2025 Preliminary Budget adopted on December 4, 2024.

WCRC recognizes that local road funds are inadequate to maintain the 1,060 centerline miles of local roads in Washtenaw County. As a result, WCRC has historically transferred funds from its Primary Road Fund to its Local Road Fund.

Matching Funds

- a. **Road Projects:** WCRC has budgeted \$2,000,000 in 2025 for the Local Road Matching Program. The program distributes the total amount to all twenty townships based on the formula used by the Michigan Department of Transportation to allocate local road funds to the 83 counties of Michigan.

Township	2025 Local Matching Program Allocation	2024 Local Matching Program Allocation
Salem	\$74,547	\$74,547
Northfield	101,480	101,480
Webster	75,517	75,517
Dexter	71,082	71,082
Lyndon	55,655	55,655
Sylvan	62,292	62,292
Lima	70,147	70,147
Scio	133,253	133,253
Ann Arbor	39,266	39,266
Superior	126,552	126,552
Ypsilanti	372,441	372,441
Pittsfield	253,551	253,551
Lodi	90,435	90,435
Freedom	63,359	63,359
Sharon	49,092	49,092
Manchester	67,285	67,285
Bridgewater	54,877	54,877
Saline	44,542	44,542
York	99,609	99,609
Augusta	95,015	95,015
	\$2,000,000	\$2,000,000

Washtenaw County Road Commission's 2025 Local Road Matching Program

- b. **Culverts & Bridges:** 50% of the cost for improvements to local road culverts, existing size of 5' diameter and larger, and bridges will be funded by WCRC. This funding source is separate from the \$2 million local road matching funds and dependent on WCRC budget availability. Existing culverts less than 5' in diameter shall be the responsibility of WCRC to fund and replace.

As was the case in 2024, WCRC will continue to cover all costs for dust control applications on local roads as a maintenance cost. Dust control will be applied by WCRC crews as needed throughout the season, typically May – October.

Townships must notify WCRC on or before Friday, May 2, 2025, of their intent to use matching funds.

The WCRC Matching Program is subject to the following conditions:

- a) Project Overruns

WCRC staff will provide an estimated cost for each individual project to be included within an agreement between the township and WCRC. If, prior to beginning an individual project, WCRC determines that the original cost estimate will not cover project costs, WCRC will notify the township to determine if the township desires to proceed with the project with a reduced scope or an additional funding commitment. Budgets are closely monitored on each project and every effort is made to avoid overruns. Any unexpected project cost overrun shall be taken from any unexpended funds remaining in that township's total township agreement. If the overrun exceeds the total township agreement, WCRC may bill the township up to an additional 10 percent of the total agreement amount with the township. At the township's option, such overruns can be taken from the following year's matching funds.

- b) Billing Procedures

WCRC will send the first billing mid-summer for an amount that equates to 50 percent of the estimated project costs. Township payment is required within 30 days from receipt of the invoice. The final billing will be sent upon completion of the project(s) and due 30 days from receipt of final invoice. Any credits due to townships will be returned at the time of final billing or credited to the following year, as determined by the township. Standard fringe and overhead rates will be applied as defined by PA 51 of 1951, as amended.

- c) Primary Road Matching

Any township board may, at their option, request that a part or all of its allocated WCRC matching funds, along with an equal amount of township funds, be used on a primary road project within the township boundaries.

- d) Local Matching Fund Carryover

If a township determines that they desire to carry over the funds allocated for a given year into the following year, the township must provide written notification to WCRC that they are requesting this carryover and identify an eligible project for which the funds will



Washtenaw County Road Commission's 2025 Local Road Matching Program

be held. The WCRC carryover fund will be preserved for one year. After this time, WCRC will reallocate the funds as stated in Paragraph d.

e) Reallocation of Funds

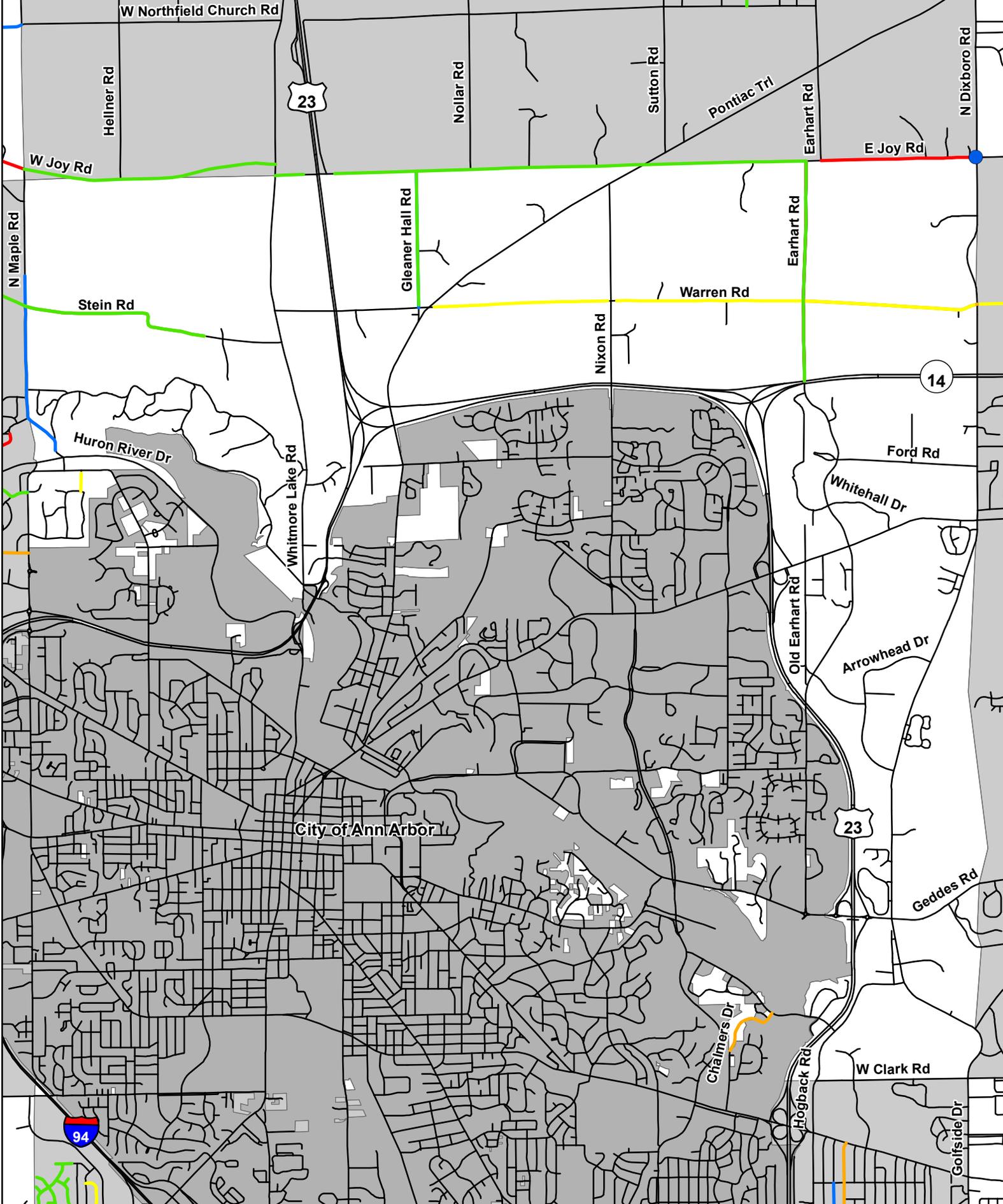
Any township that has not notified WCRC of their intent to use matching funds **on or before Friday, May 2, 2025**, will forfeit the allocated matching money. WCRC will determine the amount of unused matching funds and reallocate these funds to primary road maintenance.

Appendix C: Township Contribution Summary, 2020 – 2024

This chart includes all contributions made by a township to WCRC including local road investments, non-motorized improvements, primary road investments by a **township, etc.**

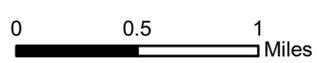
Township	2020	2021	2022	2023	2024	5-Year Average
Ann Arbor	240,137	601,919	115,034	418,599	336,485	342,435
Augusta	277,080	174,157	330,775	342,894	305,974	286,176
Bridgewater	16,831	59,417	63,105	97,709	96,555	66,723
Dexter	96,797	75,393	723,922	723,926	453,437	414,695
Freedom	44,743	70,463	144,034	158,564	115,434	106,648
Lima	206,634	199,727	211,230	267,561	275,851	232,201
Lodi	117,308	511,702	629,674	964,296	854,104	615,417
Lyndon	17,424	76,395	72,297	118,210	168,606	90,586
Manchester	31,502	67,212	136,612	353,356	106,520	139,040
Northfield	74,283	106,071	231,864	245,447	260,702	183,673
Pittsfield	994,362	1,798,975	886,052	2,302,344	1,939,853	1,584,317
Salem	1,740,718	235,209	86,211	270,001	51,085	476,645
Saline	557,529	145,983	219,427	199,347	202,646	264,986
Scio	501,479	230,744	350,224	469,462	1,187,286	547,839
Sharon	54,138	109,206	248,572	48,258	37,954	99,626
Superior	65,626	450,374	186,050	167,544	410,215	255,962
Sylvan	114,611	96,908	106,823	90,822	131,603	108,153
Webster	38,428	487,377	412,905	74,693	308,291	264,339
York	375,053	843,327	1,008,932	564,022	291,502	616,567
Ypsilanti	809,371	978,513	968,850	1,765,042	2,045,053	1,313,366
Totals	6,374,053	7,319,072	7,132,591	9,642,096	9,579,157	8,009,395

Appendix D: Township Local Road Investment Map



- 2020 — 2023 —
- 2021 — 2024 —
- 2022 —

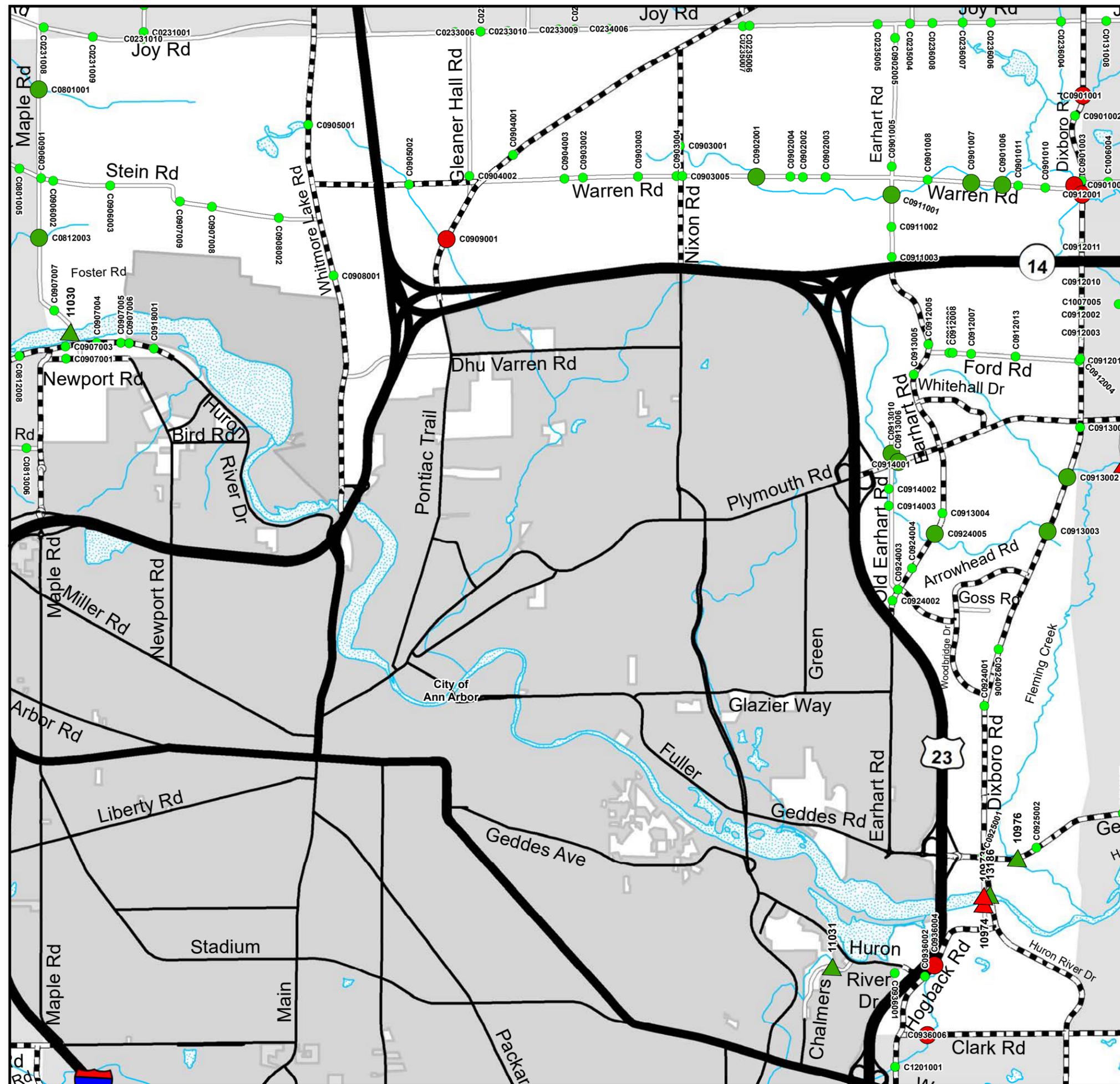
Ann Arbor Township
 Locally Funded
 Road Improvement Projects
 2020 - 2024



Appendix E: Local Collector Road Bridges and Culverts



ANN ARBOR TOWNSHIP

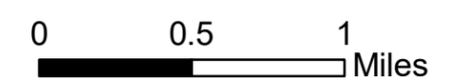


LEGEND

- State Trunkline
- County Primary
- County Local
- Township Boundary
- Lake/River
- Culvert Locations

	Span Size
	Less than 5 feet
	Greater than 5 feet
	Poor Condition Rating
- Bridge Locations

	20 Feet and Greater
	Poor Condition Rating



Appendix F: Summary of Local Road Needs, By Township

Township	Total Needs for Local Paved Roads	Total Needs for Local Unpaved Roads	Total Needs for Local Roads	Average 10-year Annual Expenditure Needed for Local Roads
Ann Arbor	\$1,898,900	\$921,000	\$2,819,900	\$281,990
Augusta	\$2,411,440	\$2,936,200	\$5,347,640	\$534,764
Bridgewater	\$240,680	\$2,433,000	\$2,673,680	\$267,368
Dexter	\$3,690,340	\$1,598,600	\$5,288,940	\$528,894
Freedom	\$71,880	\$2,776,200	\$2,848,080	\$284,808
Lima	\$1,468,740	\$2,427,000	\$3,895,740	\$389,574
Lodi	\$2,599,600	\$2,553,000	\$5,152,600	\$515,260
Lyndon	\$100,320	\$2,282,800	\$2,383,120	\$238,312
Manchester	\$138,320	\$2,802,200	\$2,940,520	\$294,052
Northfield	\$3,575,680	\$2,952,600	\$6,528,280	\$652,828
Pittsfield	\$17,439,380	\$928,600	\$18,367,980	\$1,836,798
Salem	\$1,356,860	\$2,033,000	\$3,389,860	\$338,986
Saline	\$137,440	\$1,683,200	\$1,820,640	\$182,064
Scio	\$5,558,520	\$2,011,200	\$7,569,720	\$756,972
Sharon	\$3,800	\$2,081,400	\$2,085,200	\$208,520
Superior	\$8,075,860	\$1,757,200	\$9,833,060	\$983,306
Sylvan	\$5,978,680	\$1,618,200	\$7,596,880	\$759,688
Webster	\$574,160	\$2,552,400	\$3,126,560	\$312,656
York	\$8,126,280	\$1,664,400	\$9,790,680	\$979,068
Ypsilanti	\$37,046,760	\$605,200	\$37,651,960	\$3,765,196
TOTALS	\$100,493,640	\$40,617,400	\$141,111,040	\$14,111,104

Appendix G: Taxable Valuation Data, By Township

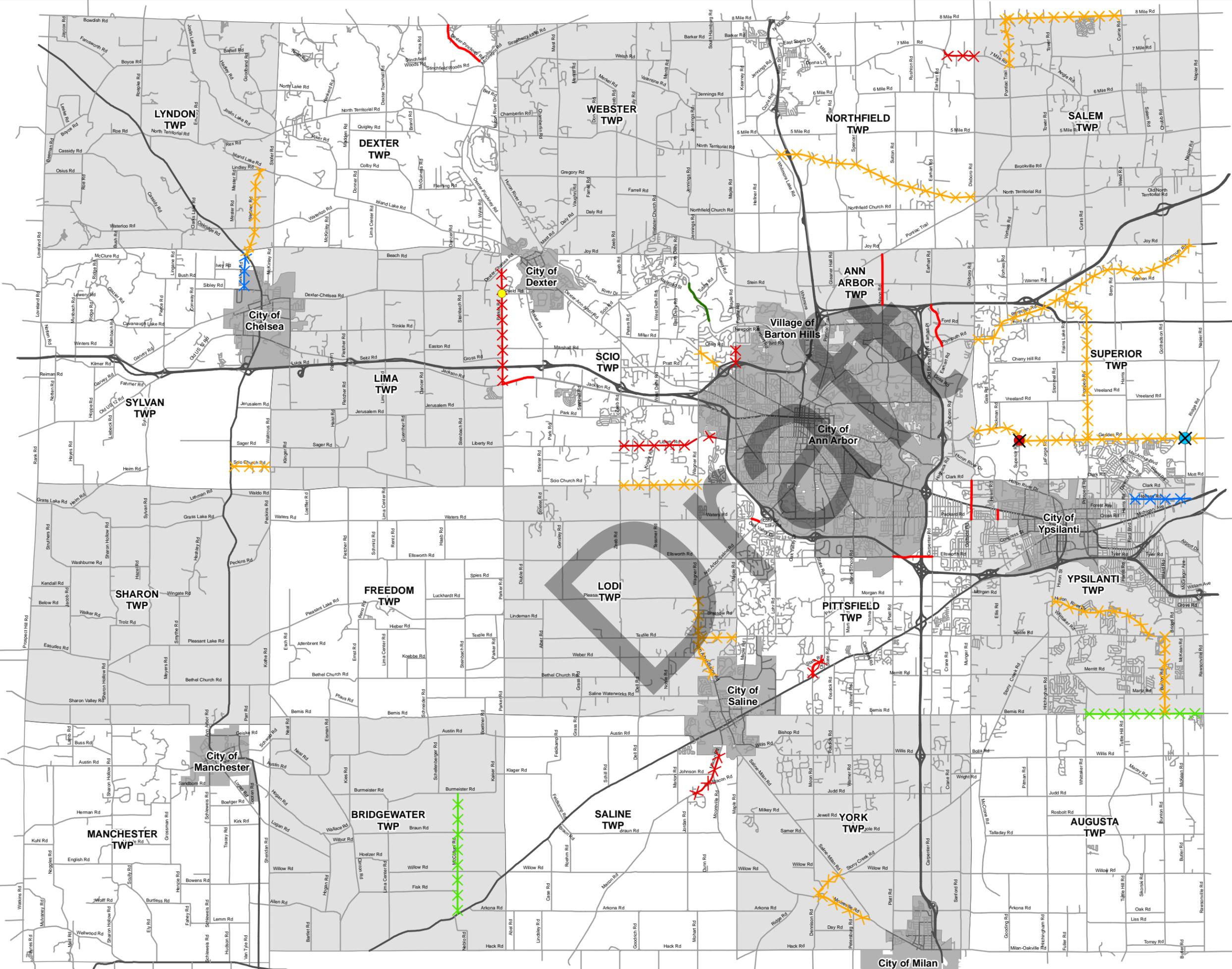
Township	2024 Taxable Value	Millage Amount			
		0.50	1.00	2.00	3.00
Ann Arbor	\$707,476,821	\$353,738	\$707,477	\$1,414,954	\$2,122,430
Augusta	\$326,081,193	\$163,041	\$326,081	\$652,162	\$978,244
Bridgewater	\$122,763,204	\$61,382	\$122,763	\$245,526	\$368,290
Dexter	\$526,270,982	\$263,135	\$526,271	\$1,052,542	\$1,578,813
Freedom	\$256,626,118	\$128,313	\$256,626	\$513,252	\$769,878
Lima	\$325,653,324	\$162,827	\$325,653	\$651,307	\$976,960
Lodi	\$571,328,444	\$285,664	\$571,328	\$1,142,657	\$1,713,985
Lyndon	\$233,004,795	\$116,502	\$233,005	\$466,010	\$699,014
Manchester	\$184,143,788	\$92,072	\$184,144	\$368,288	\$552,431
Northfield	\$489,426,078	\$244,713	\$489,426	\$978,852	\$1,468,278
Pittsfield	\$2,708,862,759	\$1,354,431	\$2,708,863	\$5,417,726	\$8,126,588
Salem	\$506,459,770	\$253,230	\$506,460	\$1,012,920	\$1,519,379
Saline	\$163,710,876	\$81,855	\$163,711	\$327,422	\$491,133
Scio	\$1,759,946,324	\$879,973	\$1,759,946	\$3,519,893	\$5,279,839
Sharon	\$129,348,824	\$64,674	\$129,349	\$258,698	\$388,046
Superior	\$899,664,803	\$449,832	\$899,665	\$1,799,330	\$2,698,994
Sylvan	\$302,874,435	\$151,437	\$302,874	\$605,749	\$908,623
Webster	\$571,611,565	\$285,806	\$571,612	\$1,143,223	\$1,714,835
York	\$590,029,982	\$295,015	\$590,030	\$1,180,060	\$1,770,090
Ypsilanti	\$1,828,695,908	\$914,348	\$1,828,696	\$3,657,392	\$5,486,088
Totals	\$13,203,979,993	\$6,601,990	\$13,203,980	\$26,407,960	\$39,611,940



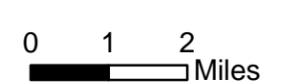
2025 Road & Bridge Improvement Projects

Legend - Project Type

- XXX Millage Project
- Mill/Overlay
- Pulverize/Overlay or Reconstruct
- Concrete Repairs
- Sealcoat
- Limestone Overlay
- Non-Motorized Path
- Safety Project (sign upgrades & curve enhancement, rumble strips)
- Bridge/Culvert Project
- Bridge Maintenance
- Intersection Project
- Safety Project



Printed: April, 2024



2025 ANN ARBOR TOWNSHIP AGREEMENT

THIS AGREEMENT, made and entered into this ____ day of _____, 2025, by and between the Township Board of Ann Arbor Township ("Ann Arbor Township"), Washtenaw County, and the Board of Washtenaw County Road Commissioners ("WCRC").

WHEREAS, Ann Arbor Township desires that certain improvements be made upon the local roads in the Township of Ann Arbor, and

WHEREAS, proper authority is provided to the parties of the agreement under the provisions in Act 51 of Public Acts of 1951 as amended,

IT IS NOW THEREFORE AGREED, the WCRC will accomplish the improvements as specified herein, all in accordance with the standards of the Board of Washtenaw County Road Commissioners,

IT IS FURTHER AGREED, Ann Arbor Township shall pay WCRC for the actual project costs incurred for the project; and

IT IS FURTHER AGREED, the WCRC will submit an invoice to the Township on July 1, 2025, for 50% of the estimated project costs. Following project completion and final accounting of the project costs, WCRC will submit the final invoice for the actual remaining unpaid costs. The final invoice shall provide supporting detail and information, which reasonably identifies the actual project costs incurred by WCRC. The Township agrees to remit payment within 30 days from receipt of WCRC invoices.

Maple Road, W Joy Road to Stein Road

Work to include forestry, heavy brushing, shaping the existing surface, and the application of 6" of 23A Limestone (C.I.P.) (approximately 2,700 tons) with associated dust control and project restoration.

Estimated total project cost: \$ 95,000.00

Maple Road, Stein Road to End of Pavement

Work to include drainage improvements, forestry, heavy brushing, shaping the existing surface, and the application of 6" of 23A Limestone (C.I.P.) (approximately 2,700 tons) with associated dust control and project restoration.

Estimated project cost: \$ 108,000.00

AGREEMENT SUMMARY

2025 LOCAL ROAD PROGRAM	
Maple Road, W Joy Road to Stein Road	\$ 95,000.00
Maple Road, Stein Road to End of Pavement	\$ 108,000.00
Subtotal	<hr/> \$ 203,000.00

2025 Ann Arbor Township Agreement

Less WCRC 2025 Local Matching Funds \$ 39,266.00

ESTIMATED AMOUNT TO BE PAID BY ANN ARBOR
TOWNSHIP UNDER THIS AGREEMENT DURING
2025: \$ 163,734.00

ANN ARBOR TOWNSHIP:

Diane O'Connell, Supervisor

Rena Basch, Clerk

WASHTENAW COUNTY ROAD COMMISSION:

Barbara Ryan Fuller, Chair

Matthew MacDonell, Managing Director

DRAFT

ANN ARBOR CHARTER TOWNSHIP BOARD OF TRUSTEES

**RESOLUTION TO REQUEST WASHTENAW COUNTY ROAD COMMISSION
CHANGE ROAD NAME FROM WOODRIDGE DRIVE TO WOODRIDGE AVENUE**

Date: April 21, 2025

Resolution adopted at a regular meeting of the Board of Trustees of the Charter Township of Ann Arbor, Washtenaw County, Michigan, held at the Township Hall, 3792 Pontiac Trail, Ann Arbor, Michigan on April 21, 2025, at 7:30 p.m.

PRESENT:

ABSENT:

Resolution by :supported by

RECITALS

1. Whereas, Ann Arbor Township records show that early Tech Park facilities were using the suffix Woodridge Avenue in the 1980's;
2. And whereas, existing companies located in Tech Park are using Woodridge Avenue as their street address;
3. And whereas Board records of the Washtenaw County Road Commission show that they accepted this road as Woodridge Drive in 1992;

RESOLUTION

Now, therefore, it is resolved that the Ann Arbor Charter Township Board hereby requests the Washtenaw County Road Commission change the name from Woodridge Drive to Woodridge Avenue.

AYES:

NAYES:

ABSTAIN:

RESOLUTION DECLARED ADOPTED.

Diane O'Connell, Township Supervisor

I certify that the foregoing is a true and complete copy of a resolution adopted by the Ann Arbor Charter Township Board of Trustees, County of Washtenaw, State of Michigan, at a

DRAFT

regular meeting held on April 21, 2025, that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Rena Basch, Township Clerk

Date

From: Mark Nicholai
Sent: Tuesday, April 15, 2025 1:22 PM
To: Emily Price
Subject: RE: Special Event Permits

Good afternoon Emily,

I have discussed the contract requirement with the supervisor, and we will not require the typical contract for the fire department services for your event. We will need to coordinate in regards to what the fire department will potentially provide. As I mentioned, the Bd. will likely adopt a new fee schedule in the very near future. Let me get back to you on how and when we would like to have your special event application be presented to the Bd.

Thank you,

Mark Nicholai, Fire Chief, Ann Arbor Township Fire Department



From: Emily Price
Sent: Friday, March 28, 2025 2:02 PM

Sure thing! I reached out to the Chief in January regarding the date and services, I am just awaiting the contract. As soon as I have it I will attach it to the rest packet and resubmit it for your viewing.

Typically, EMS is not at the event, nor have we reached out to them in the past few years. The sheriffs have an open invite if they would like to attend, no contract is done as it is simply an invite if they want to stop by during their patrol. So the only contract that will be added will be from the Fire Department.

From: Mark Nicholai
Sent: Thursday, March 27, 2025 2:36 PM

Good afternoon Emily, Let's touch base in the near future to discuss the fire department side of this. I just talked with Jennifer about law enforcement and EMS. I know that we have not had the ambulance service there for the event, and if memory serves me correctly, you just notify the sheriff, and they can drop in, but are not contracted for their services. Last

year the fire department invoiced you for our services for the night. I highly anticipate our cost recovery / special event fees to increase prior to your event. Please let me know when a good time would be to discuss this with you.

Thank you,

Mark Nicholai

Fire Chief, Ann Arbor Township Fire Department



March 13, 2025

Barton Hills Country Club
730 Country Club Road
Ann Arbor, MI 48105

*Needs tent rental
2/3 Tent Rental
Inspections*

To: Ann Arbor Charter Township
Re: Special Event Permit Application
Tent Structure Permit Application
Firework Permit Application

To Whom It May Concern:

The Board of Directors and membership of Barton Hills Country Club respectfully request the appropriate permit approval as submitted to host an Annual Club Event on June 27, 2025.

Event Name: Extravaganza

Event Date: June 27, 2025

Event Time: 5:00 pm to 11:30 pm

Fireworks 10:30 pm to 11:00 pm

Attendance: 1000 Members & Guests

Event Details: Proof of Ownership: All Activities associated with the event will be hosted on property owned by the Barton Hills Country Club incorporated in 1919. A copy of the Schedule A of our Title Insurance is provided as proof of ownership.

Sheriff/ Fire/ Medical: The Sherriff's department, Ann Arbor Township Fire Department and EMS personnel participate in the Extravaganza Event (June 27, 2025) annually as a community service. A Fire Truck with personnel stationed at the front entrance of the club along until after the fireworks are completed. Representatives from the Sherriff's department are on site as well until after the fireworks are complete. (refer to site plan)

Sanitation/Restroom Facilities: Member and Guests utilize the Clubhouse facilities as well as temporary restroom facilities that are contracted for this event. Additionally, the Club contracts additional 6-8-yard dumpster to supplement our existing refuse containers used for normal Club activity. (refer to site plan)

Food & Water Supply: The main Clubhouse acts as a food and beverage commissary for the event. Several buffets are set up inside the main clubhouse. Handwashing stations are provided.

Illumination: Temporary lighting and power are contracted for the main structure. A generator provides power for a band that plays two to three 45-minute music sets and power is provided for Children Bounce Inflatable Units on both events. Any temporary illumination set-up is basically to provide lighting for cleanup after the fireworks display on June 27, 2025. (refer to site plan)

Site Plan: As a point of reference, the event is mainly hosted on the Country Club golf driving range property, parking lot, and golf course. A site plan is provided that indicates specifics of the event layout. (refer to site plan)

Tent Structures: One main tent structure (60x120) will be erected for the Extravaganza Event on June 26 and removed on June 29, 2025. No smoking signs are to be posted on tent structure around the perimeter and no propane type fuel will be utilized under any of the structures. (refer to site plan)

Fireworks: The fireworks display site is located approximately 1,200 feet down the #10 fairway on the golf course. A sheet is provided as a part of the fireworks permit outlining the distances from the various structure, crowds etc. The Fire Marshal has approved this site and distances provided in previous years hosting this event. We are utilizing the same company (Great Lakes Firework LLC) as 2021 and they are familiar with the designated firing site having utilized it in previous years. They are also familiar with the local fire department personnel, inspection and safety requirements. (refer to site plan)

Carnival Rides: ACP Entertainment is contracted to provide a few carnival rides for our Members and Guests from 5:00 pm to 11:00 pm on June 27, 2025. The carnival rides are located in a sectioned area of our driving range. All activities are removed from the property by 10:00 am on June 28, 2025. (refer to site plan)

Valet Parking and Crowd Control: The Club's valet service help facilitate member parking and direct or assist members and guest accordingly.

On behalf of the membership at Barton Hills Country Club, we thank you in advance for your consideration, accommodations and timely approval of the required permitting associated with these events.

Respectfully,



Emily Price

Clubhouse Manager

ANN ARBOR CHARTER TOWNSHIP

3792 Pontiac Trail Ann Arbor, MI 48105
Phone 734-663-3418 Fax 734-663-6678
www.aatwp.org

SPECIAL EVENTS PERMIT APPLICATION

Chapter 10, Article II of the
Ann Arbor Township Code of Ordinances

Check total 350.00
100.00 for 2 tent rentals

Application must be submitted 60 days prior to the event along with Permit Fee of \$ 250.00

Name of Applicant: Emily Price

Address of Applicant: 730 Country Club Rd

Phone No. of Applicant: 810 623 7812 Email emily@bartonhillscc.com

Property Owner's Name where event is being held: Barton Hills Country Club

Address of event: 730 Country Club Rd

Date of Event: 6/27/2025 Hours of Event: 5pm to 11pm

Describe proposed assembly: Annual Firework Event

Estimate of maximum number of attendees: 1000

250.00
Special
Event
fee
✓ #12906
350.00
Paid

Include the following (provide drawings where applicable):

- Proof of ownership of site where event is to occur. Where applicant does not own the property, the applicant shall submit an affidavit from owner showing consent to use of site.
- Police and fire protection
- Food and water supply and facilities
- Health and sanitation facilities
- Medical facilities and services, including emergency vehicles and equipment
- Vehicle access and parking facilities
- Camping and trailer facilities if overnight stays are anticipated
- Illumination facilities
- Communication facilities
- Facilities for clean up and waste disposal
- Noise control and abatement
- Insurance and bonding arrangements
- All structures located on the site

Emily Price
Signature of Applicant

3/13/2025
Date

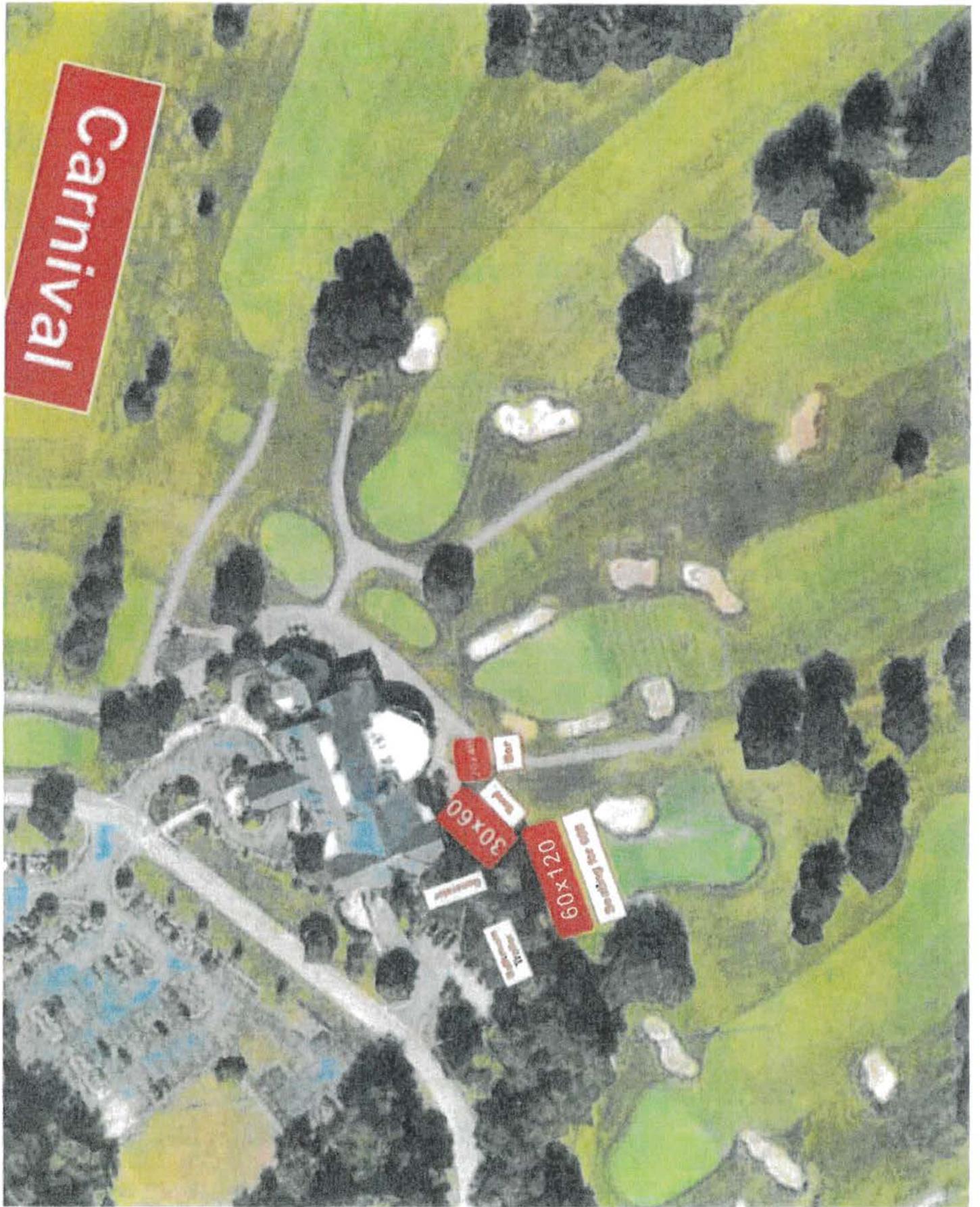
Township Board Approval _____ Date _____

Permit Approved _____ By: _____ Date _____

Conditions: _____

Pre-event Approved _____ By: _____ Date _____

Clean-up (after event) Approved _____ By: _____ Date _____



Carnival

1000 sq ft
221x09
30x60
1000 sq ft



TENT, CANOPY, MEMBRANE STRUCTURE PERMIT APPLICATION
ANN ARBOR TOWNSHIP FIRE DEPARTMENT

4319 Goss Road, Ann Arbor, MI 48105, 734-741-5900, Chief Mark Nicolai
building@aatwp.org

Under the provisions of Chapter 24 of the International Fire Code, permission is hereby granted this applicant to erect tent, canopy or membrane structure during the period specified below:

Name of Applicant: Barton Hills Country Club
Address of Applicant: 730 Country Club Rd
Email Address of Applicant: emily@bartonhillscc.com
Phone Number of Applicant: 810 623 7812
Date / Duration and Time of Event: 6/27/2025 7 hours
Time and date tent will be erected: 6/26/2025 10:00 am
Location of Tent, Canopy, or Membrane(s): Chipping Green behind clubhouse

Number of People attending: 1000

NOTE: If more than 300 people will be in attendance at any transient amusement enterprise, outdoor temporary gathering, and any similar event, all or any part of which includes a theatrical exhibition, musical performance, public show, a lighting or visual display or an event involving the amplified transmission of sound...

Identify the purpose of the outdoor gathering and the proposed use of the tent:

Annual fireworks event

The following information is required to be submitted with the permit application:

- Provide site plan showing tent, canopy or membrane location and size.
Tents >= 400 sq. ft. with at least one side wall require a permit.
Tents >= 700 sq. ft. all must have a permit
Number of tents for this event and size(s): 60 x 120 20 x 40
Will there be any cooking, warming devices or temporary lighting? Describe:
Temporary lighting
Fee: \$50.00 per tent (Checks payable to Ann Arbor Charter Township or pay by credit card with 3% fee) due at time of application.

Signature of Applicant: Emily Anne
Date: 3/13/2025

- Provide portable fire extinguishers and "No Smoking" signs.
Tent side walls shall have marked exits.
Solid fueled warming devices may be acceptable (i.e. Sterno).
Hay, straw, shavings or similar combustible material shall not be located within any tent except the materials necessary of the daily feeding and care of animals.
LP-gas containers with a capacity of 500 gallons or less shall have a minimum separation between the container and structure not less than 10 feet. Containers with a capacity of more than 500 gallons shall have a separation not less than 25 feet.
Generators and other internal combustion power sources shall be separated from tent structures by a minimum of 20 feet and shall be isolated from the public by fence, enclosure, etc.
Inspection will be required by Ann Arbor Township Fire Department.
Electrical Permit may be required for temporary lighting. Additional inspections may be required.

Township Use Only

Approved

Date Issued

Inspected by

Date Inspected

2025 Application for Fireworks Other Than Consumer or Low Impact

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

Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes

Authority: 2011 PA 256

The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD will not discriminate against any individual or group because of race, sex, religion, age, national origin, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc. under the Americans with Disabilities Act, you may make you needs known to this Legislative Body of City, Village or Township Board.

DATE PERMIT(S) EXPIRE:

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

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

NAME OF APPLICANT Barton Hills Country Club	ADDRESS OF APPLICANT 730 Country Club Rd, Ann Arbor, MI 48105	AGE OF APPLICANT 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
---	---	---

NAME OF PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER	ADDRESS OF PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER
--	---

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

NAME OF PYROTECHNIC OPERATOR Great Lakes Fireworks, LLC	ADDRESS OF PYROTECHNIC OPERATOR 3275 W. M-76, PO Box 276 West Branch, MI 48661	AGE OF PYROTECHNIC OPERATOR 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
---	--	--

NO. YEARS EXPERIENCE 20+	NO. DISPLAYS 200+	WHERE Throughout Michigan
------------------------------------	-----------------------------	-------------------------------------

NAME OF ASSISTANT Kent Musser	ADDRESS OF ASSISTANT 24805 Marine Ave., Eastpointe, MI 48021	AGE OF ASSISTANT 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
---	--	---

NAME OF OTHER ASSISTANT TBD	ADDRESS OF OTHER ASSISTANT	AGE OF OTHER ASSISTANT 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
---------------------------------------	----------------------------	---

EXACT LOCATION OF PROPOSED DISPLAY
Barton Hills Country Club

DATE OF PROPOSED DISPLAY 6/27/2025 rain date 6/28/2025	TIME OF PROPOSED DISPLAY Approx. 10:00 PM
--	---

MANNER AND PLACE OF STORAGE, SUBJECT TO APPROVAL OF LOCAL FIRE AUTHORITIES, IN ACCORDANCE WITH NFPA 1123, 1124 & 1126 AND OTHER STATE OR FEDERAL REGULATIONS. PROVIDE PROOF OF PROPER LICENSING OR PERMITTING BY STATE OR FEDERAL GOVERNMENT

Stored at federally licensed facility until date of display.

AMOUNT OF BOND OR INSURANCE (TO BE SET BY LOCAL GOVERNMENT) \$5,000,000	NAME OF BONDING CORPORATION OR INSURANCE COMPANY BRITTON GALLAGHER
---	--

ADDRESS OF BONDING CORPORATION OR INSURANCE COMPANY
ONE CLEVELAND CENTER, 1375 E 9TH ST, 30TH FLOOR, CLEVELAND OH 44114

NUMBER OF FIREWORKS	KIND OF FIREWORKS TO BE DISPLAYED (Please provide additional pages as needed)
Approx. 300	3" Shells
Approx. 150	4" Shells
Approx. 75	5" Shells
Approx. 50	6" Shells
Approx. 8	8" Shells
Approx. 5	Assorted Barrage Cakes 3" or smaller

SIGNATURE OF APPLICANT <i>Barry Beltz</i>	DATE 11/6/2024
--	--------------------------

2025 Permit for Fireworks Other Than Consumer or Low Impact

Authority: 2011 PA 256	The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD will not discriminate against any individual or group because of race, sex, religion, age, national origin, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc. under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board.
------------------------	---

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

TYPE OF PERMIT(S) (Select all applicable boxes) <input type="checkbox"/> Agricultural or Wildlife Fireworks <input type="checkbox"/> Articles Pyrotechnic <input checked="" type="checkbox"/> Display Fireworks <input checked="" type="checkbox"/> Public Display <input type="checkbox"/> Private Display <input type="checkbox"/> Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes	FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY. PERMIT(S) EXPIRATION DATE (ENTER DATE OF EXPIRATION)	
NAME OF PERSON PERMIT ISSUED TO Barton Hills Country Club	AGE (18 YEARS OR OLDER) <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
ADDRESS OF PERSON PERMIT ISSUED TO 730 Country Club Rd, Ann Arbor, MI 48105		
NAME OF ORGANIZATION, GROUP, FIRM OR CORPORATION		
ADDRESS		
NUMBER AND TYPES OF FIREWORKS (Please attach additional pages if necessary) Approx. 300 - 3" Shells Approx. 150 - 4" Shells Approx. 75 - 5" Shells Approx. 50 - 6" Shells Approx. 8 - 8" Shells Approx. 5 - Assorted Barrage Cakes 3" and smaller		
EXACT LOCATION OF DISPLAY OR USE Barton Hills Country Club		
CITY, VILLAGE, TOWNSHIP Ann Arbor Charter Twp	DATE 6/27/2025 Rain date: 6/28/2025	TIME Approx. 10:00pm
BOND OF INSURANCE FILED Yes		AMOUNT \$5,000,000

Issued by action of the Legislative Body of a <input type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Township of _____ on the _____ day of _____, 2025. <div style="text-align: center; border-top: 1px solid black; margin-top: 10px;"> (Signature and Title of Legislative Body Representative) </div>

THIS FORM IS VALID UNTIL THE DATE OF EXPIRATION OF PERMIT



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/6/2024

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

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

PRODUCER Acrisure Great Lakes Partners Insurance Services 223 West Grand River Ave #1 Howell MI 48843	CONTACT NAME: PHONE (A/C, No, Ext): 216-658-7100 E-MAIL: info@brlittongallagher.com ADDRESS: info@brlittongallagher.com	FAX (A/C, No): 216-658-7101
	INSURER(S) AFFORDING COVERAGE	
INSURED Great Lakes Fireworks LLC 3275 W M76 P.O. Box 276 West Branch MI 48661	INSURER A: Everest Indemnity Insurance Co. NAIC # 10851	
	INSURER B: Everest Denali Insurance Company 16044	
	INSURER C: Axis Surplus Ins Company 26620	
	INSURER D: Liberty Mutual Insurance Co 25035	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 1331329038 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y	Y	SIBGL01969-241	1/21/2024	1/21/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	Y	Y	SIBCA00273-241	1/21/2024	1/21/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$	Y	Y	P-001-000798280-03	1/21/2024	1/21/2025	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 \$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	WC5-33S-B21V5H-014(MI)	3/24/2024	3/24/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Additional Insured extension of coverage is provided by above referenced General Liability policy where required by written agreement.
DISPLAY DATE: June 27th, 2025 RAIN DATE: June 28th, 2025 LOCATION: Barton Hills Country Club: 730 Country Club Rd., Ann Arbor, MI 48105

Barton Hills Country Club and its employees, volunteers, boards, commissions and/or other authorities.
Ann Arbor Charter Township and its employees, volunteers, boards, commissions and/or other authorities.

CERTIFICATE HOLDER **CANCELLATION**

Barton Hills Country Club 730 Country Club Rd. Ann Arbor MI 48105 USA	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

GREAT LAKES FIREWORKS

3275 W. M-76 • West Branch, MI 48861 • Office: 989.726.5040 • Fax: 989.726.5041 • greatlakesfireworks.com

THIS CONTRACT AND AGREEMENT for the sale of Fireworks made and concluded this 6th Day of November, 2024 and between **GREAT LAKES FIREWORKS, LLC** of Eastpointe, Michigan, (hereinafter referred to as "Great Lakes") and Barton Hills Country Club, (hereinafter referred to as "Customer").

GREAT LAKES Agrees:

1. To sell, furnish and deliver to Customer, fireworks to be exhibited on the following dates set forth and agreed upon at the time of signing this contract and Customer agrees to pay Great Lakes for the fireworks as follows:
Display Date(s): June 27, 2025
Alternate Date(s): June 28, 2025
Contract Amount: \$ 19,000*; Fifty percent (50%) due upon signing the contract and balance due within 15 days of the display date. All payments shall be made by draft or certified check payable to Great Lakes Fireworks, LLC. Great Lakes will assess a 1.5% late charge on balances 30 days past due and a 7% per annum late fee on balances not paid in full by the display date.
2. Great Lakes further agrees to furnish sufficiently trained personnel to present a display.
3. Great Lakes agrees to furnish Customers with liability insurance in the amount of \$5,000,000 and other coverages as identified in the Certificate of Insurance attached. All Individual/Entities listed on the certificate will be deemed an additional insured per this contract.

CUSTOMER Agrees:

4. To procure and furnish a suitable place to display said fireworks, to furnish the necessary police and fire protection and to arrange for any security bonds or insurance as required by law in their community when necessary. Great Lakes Fireworks, LLC agrees to secure all police, local, and state permits.
5. Prior to, during, and immediately following the display, Customer shall be solely responsible to keep all persons (except employees of Great Lakes) out of the designated danger areas and behind safety zone lines and limits.
6. Immediately following the display, Great Lakes, to the best of its ability, will police the area for any misfires ("duds"). Great Lakes agrees to police the area again at "first light." Great Lakes will pick up misfires for disposal. If Customer must move misfires for safety reasons, Customer understands that the misfires are only to be handled by trained personnel. Customer is responsible for debris clean up and the refilling of any holes.
7. Customer agrees to hold harmless Great Lakes for any liability caused by other than the employees or products supplied by Great Lakes.

The PARTIES Mutually Agree:

8. Should inclement weather prevent firing of said display on the "Display Date(s)", Customer has 24 hours prior to display to postpone to the "Alternate Date(s)", and Great Lakes Fireworks agrees to not charge to cover the costs of the postponement of ten percent (10%) of the contract amount at this time. If the program is not fired on either the "Display Date(s)" or the "Alternate Date(s)" then it will be understood the program is canceled; and there will be a charge of ten percent (10%) of the contract amount to cover the cancellation costs. If a deposit has been paid at this time, the Customer has the right to request a refund or apply funds to the following year's display (less the ten percent (10%) cancellation fee).
9. Great Lakes reserves the exclusive right to make minor modifications and substitutions provided that such changes are reasonable and necessary and do not materially adversely affect price, time of delivery, functional character, or display performance.
10. If the location of the firing site, spectators' location, parking areas, or structures is deemed unsuitable or unsafe, Great Lakes may refuse to fire the display until conditions are corrected. If such conditions are not corrected, Great Lakes may cancel the display without further liability to the Customer for such cancellation.
11. In the event of fire, accident, strikes, delay, flood, act of God or other causes beyond the control of Great Lakes, which prevent the delivery of said materials, the parties hereto release each other from any and all performances of the covenants herein contained and from damages resulting from the breach thereof.

Amendments: * there is a \$500.00 credit on the books from over payment in 2024 that will be credited toward the 2025 balance. This will make the balance due for 2025 : \$18500.00

FOR: Great Lakes Fireworks, LLC

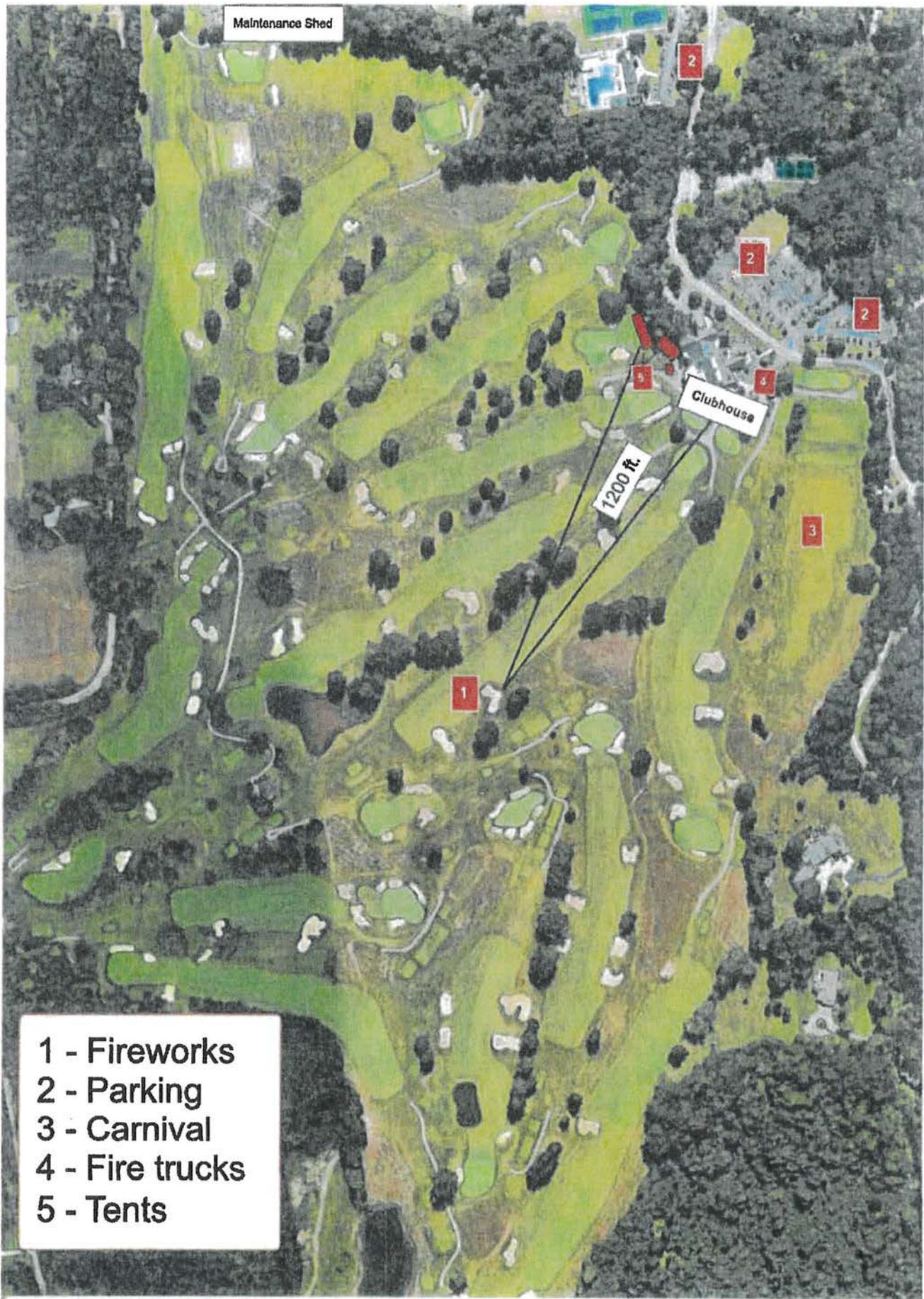
Signature: Barry Beltz

Name/Title: _____

FOR: Barton Hills Country Club

Signature: Emil Brul

Name/Title: Cubhouse Manager



- 1 - Fireworks
- 2 - Parking
- 3 - Carnival
- 4 - Fire trucks
- 5 - Tents



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/13/2025

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

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

PRODUCER Hylant - Ann Arbor 201 Depot Street Ann Arbor MI 48104		CONTACT NAME: PHONE (A/C, No, Ext): 734-741-0044 E-MAIL Address: AnnArbor-office@hylant.com FAX (A/C, No): 734-741-1850	
INSURED The Barton Hills Country Club 730 Country Club Road Ann Arbor MI 48105		INSURER(S) AFFORDING COVERAGE	
License#: 23894 BARTHIL-01		INSURER A: Firemans Fund Insurance Co	NAIC # 21873
		INSURER B: American Automobile Insurance	NAIC # 21849
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 617650254

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADD'L SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		TGA07326650-03	12/1/2024	12/1/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 \$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY		SCV011643-24-01	12/1/2024	12/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$	<input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE	SUO000381 03	12/1/2024	12/1/2025	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Event Date: 27th June 2025. Location: Barton Hills Country Club. Additional Insured for General Liability, as required by written contract subject to the terms conditions, and exclusions of the policy - Ann Arbor Charter Township, all of its elected officials, employees, volunteers, members, boards, commissioners, all board members and / or other authorities.

CERTIFICATE HOLDER**CANCELLATION**

Ann Arbor Charter Township 3792 Pontiac Trail Ann Arbor MI 48105	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Nicholas Z Hylant</i>
--	---

Barton Hills CC

900' Safety Perimeter

Legend

 Barton Hills Fallout Zone

shoot site

Barton Hills Country Club



1000 ft

Google Earth

© 2021 Google



APRIL 21, 2025 AS DRAFTED

**BOARD OF TRUSTEES
CHARTER TOWNSHIP OF ANN ARBOR
WASHTENAW COUNTY, MICHIGAN
RESOLUTION DIRECTING CLOSING ON DONATED PARCEL**

APRIL 21, 2025

Resolution adopted at a regular meeting of the Board of Trustees of the Charter Township of Ann Arbor (the “Township”), Washtenaw County, Michigan, held at the Township Hall, 3792 Pontiac Trail, Ann Arbor, Michigan, on April 21, 2025.

PRESENT:

ABSENT:

Motion by Trustee: ; supported by Trustee:

RECITALS

A. Red, Equities, LLC, (“Owner”) a Michigan limited liability company, applied to develop a residential project (the “Project”) in the Township now referred to as “Barton Ridge”, located on the east side of Whitmore Lake Road and south of Warrant Road.

B. The Project is a 57-unit residential cluster development which will be accessed at two locations off Whitmore Lake Road (the “Project”). The Project contains planned open space and will be served by individual wells and a community wastewater treatment plant. The Township and Owner entered into a Planned Unit Development Agreement dated February 25, 2022, and recorded on March 18, 2022 in Liber 5474, Page 217 (the “PUD Agreement”) with respect to the Project. The Planning Commission granted Final Site Plan Approval for the Project on October 2, 2023. Toll Northeast V Corp., is the successor in interest to the Project and Developer of the Project. Owner maintains current ownership of the Donated Parcel (defined below).

C. Consistent with the terms of the PUD Agreement, the Owner and its predecessor in interest, Whitmore Lake Property Investors, LLC offered approximately 98 acres of the northerly parcel of the property on which the Project is planned as a donation to the Township to satisfy the public benefit component of the PUD zoning approval. The property that comprises such donation is legally described on Exhibit A (“Donated Parcel”).

D. Section 14 of the Charter Township Act, MCL 42.14, authorizes a charter township to acquire property to be used for public purposes by purchase, gift, condemnation, lease, construction, or otherwise.

E. On July 15, 2024, the Township adopted a Resolution titled Resolution Accepting Donated Parcel, accepting the parcel subject to the terms and conditions of a donation agreement and directed the Supervisor to coordinate closing of the transaction.

F. The Donation Agreement required due diligence activity to be conducted regarding the Donated Parcel prior to closing. Those due diligence activities have concluded to the satisfaction of the Township.

G. The Township finds that it is in the best interests of the health, safety and welfare of the Township and its residents to proceed to closing and accept title to the Donated Parcel.

RESOLUTION

NOW, THEREFORE, the Township Board resolves:

1. The foregoing Recitals are hereby incorporated in this Resolution by reference.
2. The Supervisor, and in her absence, the Clerk, is hereby directed to undertake the activities necessary to proceed to closing and is hereby authorized to execute all documents necessary to effect the vesting of title to the Donated Parcel with the Township.

RESOLUTION DECLARED ADOPTED.

AYES:

NAYES:

ABSTAIN:

Diane O'Connell
Ann Arbor Charter Township Supervisor

I certify that the foregoing is a true and complete copy of a resolution adopted by the Ann Arbor Charter Township Board of Trustees, County of Washtenaw, State of Michigan, at a regular meeting held on April 21, 2025, that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Rena Basch
Ann Arbor Charter Township Clerk

Dated: _____, 2025

EXHIBIT A
DONATED PARCEL LEGAL DESCRIPTION

I-09-08-100-005

OWNER REQUEST AA 8-2B PCL " B " COM AT NE COR SEC 8, TH S 88-40-21 W 341.18 FT, TH S 08-47-10 E 100.82 FT, TH S 08-37-38 E 529.02 FT TO A POB, TH CONT S 08-37-38 E 1155.19 FT, TH S 81-22-22 W 100.00 FT, TH S 08-37-38 E 600.00 FT, TH N 81-22-22 E 100.00 FT, TH S 08-37-38 E 306.43 FT, TH S 88-07-30 W 1570.69 FT, TH N 16-29-39 W 977.80 FT, TH 847.59 FT ALNG ARC OF CURV-RT-RAD 17138.73 FT - CH N 15-05-39 W 847.50 FT, TH N 13-41-39 W 939.55 FT, TH N 88-40-21 E 1216.21 FT, TH S 01-19-39 E 50.00 FT, TH N 88-40-21 E 180.78 FT, TH S 01-14-08 E 109.22 FT, TH S 46-28-30 E 353.61 FT, TH S 00-01-18 E 208.77 FT, TH N 89-58-42 E 324.74 FT TO THE POB. PT OF NE 1/4 SEC 8, T2S-R6E. 100.17 AC
SPLIT ON 10/11/2023 FROM I-09-08-100-001;

**ANN ARBOR CHARTER TOWNSHIP
BOARD OF TRUSTEES
ORDINANCE TO AMEND CHAPTER 2, ADMINISTRATION
ARTICLE VI, BOARDS AND COMMISSIONS
DIVISION 1, PLANNING COMMISSION**

April 21, 2025

The Ann Arbor Charter Township Board of Trustees ordains and adopts the following amendments to Chapter 2, Administration, Article VI, Boards and Commissions, Division 1, Planning Commission, Section 2-225 – Removal from office; conflict of interest [new language underlined, deleted language ~~stricken~~]:

CHAPTER 2, ARTICLE VI, Division 1, Section 2-225 is amended to read as follows:

Sec. 2-225. Removal from office; conflict of interest.

- (a) The Township Board may remove a member from the Planning Commission for misfeasance, malfeasance, or nonfeasance in office upon written charges and after a public hearing as provided in the Act.
- (b) Before casting a vote on a matter on which a member may reasonably be considered to have a conflict of interest as defined in paragraphs (c) and (d); ~~(f) and (g)~~ below, the member shall disclose the conflict of interest to the Planning Commission. ~~The member shall be disqualified from voting on a matter involving a conflict of interest to the extent so provided in this division.~~ Failure of a member to disclose a conflict of interest or a potential conflict of interest known to the member as required by this division constitutes malfeasance in office.
- (c) For purposes of this division a member shall ~~declare~~ disclose a ~~potential~~ conflict of interest or a potential conflict of interest in the following circumstances:
 - (1) The member, ~~a relative or other family member of a member or an immediate relative family member of a member~~ (parents, siblings, spouse, descendants) or a business associate of the member has a business or financial interest is involved in any project, property or request ("project") for which the Planning Commission is asked to make a decision;
 - ~~(2) The member, a relative or other family member of a member or a business associate of the member has a business or financial interest in the project or has a business or financial interest in the owner or applicant for the project;~~
 - ~~(3) If the member believes they have a potential~~ There is a reasonable appearance of a conflict of interest, as ~~determined by the member declaring the potential conflict of interest~~ the member shall disclose it. The member disclosing a potential conflict of interest should state the nature of the conflict and whether the member believes he or she could impartially consider the request before the Planning Commission.

If the member indicates that he or she cannot render an impartial judgment then the member shall be considered to have a conflict of interest.

- (d) When a member, ~~relative or other~~ an immediate family member of a member, or a business associate of a member, owns or has a financial interest in neighboring properties, the member shall disclose such fact to the Planning Commission. For purposes of this subsection, a neighboring property shall mean a property that shares a border with the subject property. ~~include any property falling within the notification radius for a project, as required by the zoning ordinance or other applicable law or ordinance.~~ Such interest in a neighboring property shall not be considered a conflict of interest unless the member states that he or she cannot render an impartial judgement. ~~unless otherwise determined by the Planning Commission in view of the particular circumstances.~~
- (e) The member ~~declaring~~ disclosing a potential conflict of interest should state the nature of the conflict and whether the member believes he or she could impartially consider the request before the Planning Commission. The other Planning Commission members ~~shall~~ may then decide by a majority vote if the member ~~declaring~~ disclosing a potential conflict of interest ~~shall abstain from voting on the matter~~ has a conflict of interest.
- (f) ~~If the other Planning Commission members decide that the member declaring a potential conflict of interest must abstain from voting,~~ a member has a conflict of interest as determined in paragraph c, d or e, the disclosing member may not participate in the discussion as a member on the matter and may not vote on such matter.
- (g) A member, though disqualified from voting or discussion of a matter as a member as a result of a conflict of interest may, nevertheless, personally appear before the Planning Commission as an applicant or owner or member of the public on such matter.

This Ordinance shall take effect upon publication as provided by law.

Motion By:

Second By:

YEAS:

NAYS:

Abstain:

Absent:

ORDINANCE DECLARED ADOPTED

CERTIFICATION

It is hereby certified that the foregoing Ordinance was adopted by the Township Board of Ann Arbor Charter Township, Washtenaw County, Michigan at a meeting of the Board duly called and held on _____, 2025.

ANN ARBOR CHARTER TOWNSHIP

By: _____
Diane O'Connell, Supervisor

By: _____
Rena Basch, Clerk

First Reading:

Public Hearing:

Approved by Board:

Effective: _____, 2025

As adopted by BOT on 4-21-25

**ANN ARBOR CHARTER TOWNSHIP
EMPLOYEE MANUAL**

**Dated Effective
February 21th, 2025**

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INTRODUCTION

ANN ARBOR CHARTER TOWNSHIP (the “Township”) has established this Employee Manual so that its employees understand the employment practices and administrative policies and procedures which must be followed by all employees. No person has the authority to modify or waive any provision of the Manual unless such modification or waiver is expressly approved by the Personnel Committee and set forth in writing and signed by the Township Supervisor. Any such modification or waiver shall apply only to the employee to whom it is directed and shall not amount to an amendment to this Manual. The provisions of this Manual may be changed at any time and without prior notice to employees.

The information in this Manual applies to all employees.

If a provision in this document conflicts with a provision in a collective bargaining agreement, the language in the collective bargaining agreement will control for employees covered under that agreement.

EMPLOYMENT

Equal Employment Opportunity.

Respect for the dignity and worth of each individual is a basic tenet of this Township. Ann Arbor Charter Township values equal opportunity and supports and subscribes to a policy of nondiscrimination in all aspects of township matters. The Township will not allow discrimination on the basis of race, color, religion, national origin, sex, sexual orientation, gender identity, weight, height, marital status, handicap or any other reason prohibited by law.

Disability Accommodation Notice and Invitation

An employee with a handicap who believes an accommodation is needed to perform his or her job duties must notify the Township Supervisor in writing of the need for accommodation within 182 days after the date that the employee knew or reasonably should have known that an accommodation was needed.

Genetic Information Non-Discrimination Act Policy

The Genetic Information Nondiscrimination Act of 2008 (GINA) prohibits employers from requesting or requiring genetic information of employees or their family members. The Township shall comply with GINA provisions, which includes not asking about an employee's family medical history or individual or family genetic testing.

Policy Prohibiting Harassment

Harassment Prohibited

Sexual and other forms of harassment as defined in this policy are unacceptable, whether from employees, contractors or the general public, and will not be tolerated by Ann Arbor Charter Township. All employees are responsible for ensuring that Ann Arbor Charter Township is free from harassment as defined here.

Sexual Harassment Defined

1. The term "sexual harassment" refers to any unwelcome sexual attention, sexual advances, request for sexual favors and other verbal or physical conduct or communication of a sexual nature when:
 - a. Submission to such conduct is made either explicitly or implicitly as a term or condition of an individual's employment; or
 - b. Submission to or rejection of such conduct by an individual is used as the basis for employment decision affecting such individual; or
 - c. Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance; or
 - d. Such conduct has the purpose or effect of creating an intimidating, hostile or offensive work environment.

2. Examples of sexual harassment include, but are not limited to, threatening adverse action if sexual favors are not granted; promising preferential treatment in return for sexual favors; unwelcome sexual advances, unnecessary physical contact; offensive remarks, including unwelcome comments about appearance, obscene jokes or other inappropriate use of sexually explicit or offensive language; and the display of sexually suggestive objects or pictures.

Other Forms of Harassment Defined

3. Other forms of harassment prohibited by this policy include harassment on the basis of race, color, religion, gender, national origin, age, sexual orientation or disability. The term "harassment", other than sexual harassment, refers to any verbal or physical conduct or communication that denigrates or shows hostility or aversion toward an individual because of his/her race, color, religion, gender, national origin, age or disability when such conduct:
 - a. has the purpose or effect of unreasonably interfering with an individual's work performance; or
 - b. has the purpose or effect of creating an intimidating, hostile or offensive work environment; or
 - c. otherwise adversely affects the individual's work performance.
4. Examples of such harassment include, but are not limited to, epithets, slurs, negative stereotyping or threatening, intimidating or hostile acts that relate to race, color, religion, gender, national origin, age or disability; and written or graphic material that is posted or displayed at Ann Arbor Charter Township that denigrates or shows hostility or aversion toward an individual because of race, color, religion, gender, national origin, age or disability.

Enforcement of the Policy

Ann Arbor Charter Township Supervisor and the members of the Personnel Committee are available to employees to answer questions and disseminate information about the policy, investigate complaints and take appropriate corrective action. Any employee who feels that he or she has been a victim of sexual or other form of illegal harassment should bring the problem to the immediate attention of the Township Supervisor or any member of the Personnel Committee.

The Township will investigate all complaints of harassment in as prompt and confidential a manner as possible and will take appropriate corrective action when warranted. Any employee who is determined, as a result of such an investigation, to have engaged in harassment in violation of this policy will be subject to appropriate disciplinary action, up to and including termination of employment.

Retaliation in any form against a person who exercises his or her right to make a complaint under this policy is strictly prohibited, and will result in appropriate disciplinary action, up to and including termination of employment.

Orientation Period

Ann Arbor Charter Township's Orientation Period allows it to evaluate whether new employees will perform effectively while working for the Township. All prospective full-time employees are employed for a three-month orientation period before they become regular full-time employees. During this period employees are not entitled to employee benefits such as vacation leave, paid sick time or personal days. Successful completion of the orientation period by non-bargaining unit employees does not modify the "at will" employment relationship. When an employee becomes a regular full-time employee after three months, the employee will be awarded the vacation, sick and personal days accrued during the orientation period.

GENERAL INFORMATION

Communications

Informed employees are effective employees. To keep informed with accurate information about Ann Arbor Charter Township policy and practices, as well as answers to day-to-day questions, please go to your Department Head or to the Township Supervisor.

Dress and Conduct

The Township expects all employees to present a clean, well-groomed appearance appropriate for her or his employment. Employees are reminded that they serve at the pleasure of the Township Board whose members in turn serve at the pleasure of the taxpayers, voters, and residents. All of us, whether elected or appointed officials or employees, have as our chief function to serve the public. To that end, employees at all times will be polite and courteous to the members of the public and will be fully responsive to their needs. Telephones shall be promptly answered, and prompt responses made to telephone messages and emails.

Electronic Infrastructure Use

The use of Ann Arbor Charter Township's electronic communication, computing systems and infrastructure, tools and systems including but not limited to e-mail, fax, voicemail systems, hereafter referred to as electronic communication infrastructure, are for business purposes only. Use of the Township's systems must be in support of and consistent with Township objectives. The use of tools such as e-mail, voice mail systems, and internet are encouraged because it makes communications more efficient and effective. However, it is every employee's responsibility to maintain and enhance the Township's image and ensure that these communications tools are used in a productive manner and within legal requirements.

The following guidelines are for using Ann Arbor Charter Township's electronic communication infrastructure:

- All electronic communications must adhere to security policies.
- The systems will not be used for the transmission, storage, or retrieval of communications of discriminatory or harassing nature or materials that are obscene or X-rated or include messages with derogatory or inflammatory remarks about an individual or group's race, age, disability, religion, national origin, physical attributes, sexual orientation or any other characteristic protected by law.
- There is no right of personal privacy or property regarding any matter created, received, stored, or sent from or on the Township's electronic communication infrastructure.
- Employees may make occasional, incidental, and limited personal use of devices owned, leased or otherwise managed by the Township and access the Internet (including e-mail), but only if such use does not distract from work duties, and is otherwise in compliance with all applicable policies.

- The Township’s electronic communication infrastructure and tools may not be used for any purpose that is illegal, against Township policy, or contrary to the Township’s best interest.
- Solicitation of non-Township business or use of electronic communication infrastructure and tools for personal gain is prohibited.
- Employees are prohibited from downloading any software, other than that which has been officially procured or approved. All officially procured or approved software that is downloaded from the Internet must be registered to the Township.
- Copyrighted and trademarked material that does not belong to the Township may not be transmitted by employees on the Township’s electronic communication infrastructure without permission from the holder of the copyright or trademark.

Further prohibited activities include:

- Using the systems for political campaigning.
- Using other employee’s passwords.
- Accessing other employee’s folders, files, and documents without advanced approval by the Township Supervisor, Department Head or the employee.

It is Ann Arbor Charter Township’s policy to monitor the content of electronic communications and the usage of hardware to support operational, maintenance, auditing, and security activities.

The use of Ann Arbor Charter Township’s electronic communication infrastructure is a privilege, not a right. Inappropriate use, including any violation of these conditions and rules, may result in suspension of these privileges, as well as disciplinary action.

If an employee has any questions about the use of the Township’s electronic communication infrastructure, please speak to the Township Supervisor.

Data Security

- All users working remotely must use the township-approved multi-factor authentication system. When a user signs into the Township’s virtual private network (VPN) they are prompted on their phone to authenticate (proving they are the person remoting in). If they do not respond, then access to the network and their computer is denied.
- Mandatory password changes are required at least every 90 days.
- Use caution when accessing websites. Along with email, unsecure websites are a major way for hackers to gain access to a computer.
 - a. Google Chrome will return searches with either a green checkmark (safe site) or an orange caution symbol (untrusted and should be avoided).
 - b. If met with an invalid security certificate, do not proceed. If another web browser (Edge, Firefox, Internet Explorer) displays the same error at that URL, it is not a safe site, and it should not be visited.
- Never go to a website that warns the user that it is unsafe to proceed. (If this sort of certificate error occurs on a known vendor’s site, call vendor or IT firm to notify them.)
- Never give out any passwords used for Township business to anyone but employees.

- The Township's IT firm is responsible to keep computer operating systems, software and virus protection up to date. If, for some reason, a user is prompted about updates, contact IT to run them (which is usually performed at the end of the day to minimize work disruption).

Data Breaches

- Minimize the damage as soon as possible by immediately removing the Ethernet cable (that connects to the network) from the infected and ALL computers. Doing so stops the attacking software from spreading.
- Pull the power cord or hold down the power button to stop an encryption in progress on an infected computer. Shut all other computers down as soon as possible.
- Call the Township IT firm immediately. Always call from a cell phone. Do not use any infected device to communicate, including email.

Employment Classifications

It is important for you to know your employment classification because it determines which employee benefits you are eligible to receive.

Regular Full-Time Employees: Elected Officials (Supervisor, Clerk and Treasurer), and also employees who are regularly scheduled for and working at least 37 ½ hours/week in an established job in an established classification unless other arrangements are made through individual contract. These employees are eligible for the full range of employee benefits as long as a full-time work schedule is maintained.

Regular Part-Time Employees: Any individual employee working less than 32 hours per week on an average basis.

Temporary Employees: Any full or part time employees, hourly or salaried, who are employed for a specific period of time, not to exceed six (6) months in duration. Temporary employees are ineligible for employee benefits unless they otherwise qualify under federal law.

Exempt and Nonexempt Status

Ann Arbor Charter Township classifies each employee or position as exempt or nonexempt. Exempt employees are not subject to federal and state overtime requirements. An employee is exempt if determined to be an executive, administrative, or professional employee or outside sales representative as defined by the Fair Labor Standards Act or as defined by state law. Nonexempt employees are entitled to overtime pay of at least one-and-one-half times their regular rate for hours worked in excess of 40 in any workweek as defined by the Fair Labor Standard Act and/or state law. Any employee who is not classified as exempt is nonexempt.

Such information is communicated to employees on their acceptance of a new position within Ann Arbor Charter Township and when necessary due to a change in employment status—for example, changing job positions. Employees with any questions about their employment classification, benefits eligibility, or exemption status, or who believe their position has been misclassified, should contact the Township Supervisor.

No Smoking Policy

Smoking is prohibited at any time in Township buildings or in Township vehicles, and within one hundred (100) feet of entrances to Township buildings.

Personnel Files

Employees are required to report changes in personal status, such as marital status, dependents, address, telephone number or bank information for payroll purposes, in writing to the Clerk's office within five days after such changes have been made. The Township shall be entitled to rely upon the employee's name, address and phone number shown in its personnel records for all purposes involving his or her employment.

Personnel File Access

Employee files are maintained by the Township Clerk and are considered confidential. Department Heads may only have access to personnel file information on a need-to-know basis. Employees may review their own records by making a written request for an appointment with the Township Clerk during which she or he is present. While copies of the records may be made, under no circumstances may a file be removed or altered.

Social Networking

Use of social media whether on or off duty presents certain risks and carries with it certain responsibilities. To assist in making responsible decisions about social media use, these guidelines have been established and are expected to be followed.

Guidelines

Social media includes all means of communicating or posting information or content of any sort on the internet, including to your own or someone else's web blog, journal or diary, personal web site, social networking or affinity web site, web bulletin board or a chat room, whether or not associated or affiliated with Ann Arbor Charter Township, as well as any other form of electronic communication.

Before creating online content, consider some of the risks and rewards that are involved. Content that adversely affects your or your colleagues' job performance, or otherwise adversely affects colleagues, residents, vendors and others or Ann Arbor Charter Township' legitimate interests, may result in disciplinary action up to and including termination.

Inappropriate postings may include discriminatory remarks, harassment, and threats of violence or similar inappropriate or unlawful conduct, which may subject you to disciplinary action up to and including termination.

Never post information or rumors that you know to be false about Ann Arbor Charter Township, colleagues, residents or others. Never represent yourself as a spokesperson for the Township. If

the Township is a subject of your content, be clear and open that you are an employee and your views do not represent those of the Township.

Using Social Media at Work

Refrain from using social media while on work time or on township equipment unless it is work-related as authorized by your manager or consistent with the Policy on Electronic Information Infrastructure. Do not use Ann Arbor Charter Township email addresses to register on social networks, blogs or other online tools utilized for personal use.

Media Contacts

Employees should not speak to the media on Ann Arbor Charter Township's behalf without contacting the Township Supervisor. All media inquiries should be directed to him or her.

Vehicle Use

Ann Arbor Charter Township employees are accountable for the responsible operation of vehicles, Township owned or otherwise, when traveling for business purposes. This includes wearing seat belts and maintaining a valid driver's license.

Ann Arbor Charter Township employees also are prohibited from text messaging when:

- driving Township-owned, Township-leased, or Township-rented vehicles,
- driving privately-owned vehicles on official Township business and/or
- using electronic equipment supplied by the Township while driving.

“Text messaging” includes reading from or entering data into any handheld or other electronic device, including, but not limited to, for the purpose of texting, e-mailing, and instant messaging. “Driving” means operating a motor vehicle on an active roadway with the motor running, including while temporarily stationary because of traffic, a traffic light, or stop sign, or otherwise. The Township institutes this policy to train employees on and bring awareness to the safety risks associated with texting while driving. Employees are to report violations to Human Resources and/or the Township Supervisor. Retaliation for making such reports or raising such issues is strictly forbidden.

If an Ann Arbor Charter Township employee is involved in an accident while using a Township owned vehicle, he/she should immediately report the incident to his/her supervisor.

COMPENSATION, PAYROLL AND EXPENSE ADMINISTRATION

Compensatory Time

Compensatory time ordinarily will not be given except in unusual circumstances and must be pre-approved by the Department Head and may only be earned after normal business hours for such things as recording minutes for evening meetings, answering alarms on nights and weekends or working elections, to give some examples. There may be exceptions resulting from unforeseen circumstances, but these will be dealt with on an individual basis. Exempt employees are not entitled to compensatory time.

If the employee's workload permits, and with the approval of the Department Head, scheduling adjustments should be made during the work week to ensure that only 40 hours are worked in any work week by a non-exempt employee.

Pursuant to Michigan law compensatory time may be given to non-exempt employees (who are not professional, administrative or executive employees) in lieu of overtime pay at a rate of one and ½ times the hours worked over 40 hours.

Approved compensatory time, which is accrued for use after the work week in which the overtime was worked, is credited on a "time and a half" basis. An employee who accrues approved compensatory time during the year shall be paid for excess hours worked, which the employee can elect to contribute to the Township's 457 Deferred Compensation Plan for the employee's benefit in the manner allowed by the Plan Administrator subject to contribution limits.

Overtime

Administrators, professional and executive employees are exempt from the requirement that overtime compensation be paid for hours worked in excess of 40 hours per week. All other employees will be compensated at their regular hourly rate (or the equivalent amount of salary per hour) at one and a ½ rate for time worked over 40 hours in a work week. Paid time off does not count as hours worked for purposes of calculating overtime.

Note that in a 37 ½ hour work week, the first 2 ½ hours worked beyond the normal 37 ½ hour work week are not "overtime" for the one and a ½ rate but are paid at straight time rates. Only hours worked in excess of 40 hours per week are paid at the overtime rate.

No non-exempt employee should work more than 40 hours in any one week under any circumstances without first obtaining approval from her or his Department Head for the overtime work.

The requirement that the employee clear overtime with a Department Head is not intended to discourage anyone from receiving pay for overtime worked. It is necessary to make appropriate plans, schedules and approvals so that proper records are kept.

Employees asked to work overtime should expect to work their normal work hours in addition to that overtime, although the Department Head has discretion to allow compensatory time off.

On Call Utility Pay

On-call response during the weekend is intended for emergency purposes only.

A non-exempt utility employee receives 4 hours pay for each week that he or she is assigned by the Department Head for emergency call coverage. In addition, the non-exempt utility employee receives a minimum of two hours pay for any issue that requires a weekend on-site visit. Paid holidays, sick days and vacation days will count as hours worked for the purpose of calculating overtime.

Mileage Reimbursement

Mileage reimbursement will be made for pre-approved miles driven on personal vehicles for Township business. Such advance approval must be made by either the Department Head or the Township Clerk. Mileage reimbursement will be at the current IRS stated rate.

Paychecks

Paychecks currently are issued on the fifteenth and last day of each month. When paydays fall on the weekend or a holiday, paychecks will be issued on the preceding business day.

It is the employee's duty to see that the Department Head or Township Clerk is properly informed as to the number of exemptions claimed for income tax purposes. Employees are also responsible for communicating to the Township Clerk any bank account changes to ensure pay is properly deposited. Social Security and tax withholdings are deducted from each paycheck.

Advances or early paychecks may be paid only where prior approval has been given. Inquiries concerning advances should be directed to the Department Head or Township Clerk.

Pay Corrections

The Township takes all reasonable steps to ensure that employees receive the correct amount of pay in each paycheck and that all employees are paid promptly on the scheduled payday. Employees who believe they have not been paid correctly should discuss and put their concern in writing with their Department Head and the Comptroller.

Ann Arbor Charter Township encourages the prompt reporting of any pay discrepancy so that action can be taken to investigate and resolve the discrepancy, if it is found that a discrepancy exists. Any reported issues will be investigated by the Department Head, with the assistance and information from the Comptroller and payroll clerk. Pay discrepancies that occurred more than one year in the past will not be considered.

If it is found that an error was made, the error will be corrected on the next payday, or sooner, depending upon applicable state law. If the employee does not agree with the resolution, they may submit a written appeal to the Township Supervisor.

In the unlikely event that there is an error in the amount of pay which has resulted in the employee receiving excess compensation, such adjustments shall be made in succeeding pay periods and deducted from succeeding paychecks.

Time Records

Pursuant to Federal law, time records must be maintained for all non-exempt employees. For time accumulation purposes, the work week begins Monday and ends the following Sunday. All time sheets are to be submitted by the employee to the Department Head for approval. Time sheets should reflect all times worked and paid time off at no less than half hour increments.

Workday and Work Week

Full time employees are defined as Elected Officials (Supervisor, Clerk and Treasurer), as well as office staff who work at least 37 ½ hours a week, and administrators and professional employees who work at least 40 hours a week, unless other arrangements are made through individual written contract.

The work week begins Monday at 8:00 a.m. and ends Friday at 4:30 p.m. unless other provisions have been made administratively with the Supervisor and consists of 37 ½ working hours. For office staff, each workday shall be 7 ½ hours duration, beginning at 8:00 a.m. and ending at 4:30 p.m., with an hour for lunch unless other provisions have been made with the Township Supervisor.

Remote office work must be approved in writing in advance with the employee's supervisor and must comply with all the Township's policies.

EMPLOYMENT, DISCIPLINE AND TERMINATION

Employment with the Township is "at will", which means that it is for an indefinite period of time rather than for a specified period, and that any employee who wishes to do so can terminate his or her employment with the Township at any time, with or without cause. Similarly, the Township can terminate the employment of any employee at any time, with or without cause. Only the Township Supervisor is authorized to make a written agreement for employment.

In the event of an employee's unsatisfactory job performance or misconduct, efforts may be made to resolve the problem in discussions between the employee and her or his Department Head. In the Township's discretion, written warnings or immediate dismissal may result. The Township retains the sole right and discretion to evaluate employee conduct and performance and to determine discipline which may be a warning, suspension, loss of benefits or immediate dismissal.

The following are some examples of the types of actions which can result in discipline or immediate termination of employment:

- Unsatisfactory job performance
- Dishonesty or breach of trust
- Unauthorized or excessive absences or tardiness
- Violation of rules and regulations
- Abusive or disruptive language or behavior
- Use or possession of alcohol, marijuana or illegal drugs on Township property or reporting to work when affected by use of alcohol, marijuana or illegal drugs
- Falsification of any records
- Deliberately damaging, defacing or misusing Township property or the property of others
- Insubordination
- Theft, misappropriation, unauthorized possession or removal of Township or another's property

Nothing in the foregoing list of examples detracts from the at-will nature of employment with the Township. If an employee intends to resign from the Township, two weeks written notice is requested.

Drug and Alcohol Abuse

It is the policy of the Township to maintain a drug-free and alcohol-free workplace. The unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance and/or alcohol is prohibited in the workplace. Employees must not report to work or perform work while under the influence of any controlled substance and/or alcohol. Specifically, employees must not possess, use, distribute, purchase, sell, or offer for sale any controlled substance and/or alcohol on Township premises, including the parking lots and Township vehicles, at any time, including during breaks and lunch periods. "Controlled substance" means any substance that is illegal to manufacture, distribute, dispense, possess, or use under state and/or federal law, including marijuana and illegally obtained prescription drugs. As conditions of employment, employees must comply with this prohibition, and employees must, within five

business days, inform the Township Supervisor if they are convicted for a violation of a criminal drug statute occurring in the workplace. The Township institutes this policy to inform employees of the dangers of drug abuse in the workplace. Any violation of this policy may result in disciplinary action, up to and including employment termination.

Social Security Number Privacy Act

Ann Arbor Charter Township's goal is to ensure, to the largest extent possible, that employee's social security numbers are maintained confidentially. Employees' social security numbers will not be released to anyone, except as required by law. Employees' social security numbers will be made available internally on a "need-to-know" basis.

More than 4 sequential digits of a social security number will not be included on any external correspondence, except as required by law, nor will it be publicly displayed in any manner. Social security numbers in whole are not to be used as passwords or identifiers for any Ann Arbor Charter Township computer system. The social security number will not be used in the ordinary course of business except as the Township may determine is necessary to verify an individual's identity, or to administer employee benefits, such as health insurance. Any documents that include social security numbers that are discarded are to be shredded. Any violation of this policy will result in discipline up to and including termination of employment.

Workplace Violence

Ann Arbor Charter Township endorses the principle that the workplace should be free of threatened or actual violence. The Township specifically prohibits employee destruction or abuse of Company property, fighting or assaultive behavior, or any physical or verbal confrontations of a threatening nature. Threats of violence may be verbal or non-verbal, or menacing or intimidating gestures, even if performed as a "joke."

Township employees also are prohibited from transporting, carrying or possessing firearms, and/or pneumatic guns in the course of their employment with the Township. For example, an employee may not bring a firearm, even with a concealed weapons permit, into a Township building or a Township vehicle when acting in the course of their employment.

Employees who exhibit any violation of these guidelines will be subject to disciplinary action up to and including discharge.

If an employee is a witness to, or a victim of threatening action or conduct, the employee or witness to the incident must report it to his or her Department Head or the Township Supervisor. The complaint will be promptly investigated, and appropriate action will be taken. All such matters will be handled in confidence and with discretion to the extent possible.

If an employee believes she or he faces an immediate threat, assistance should be requested from an Elected Official, on-site firefighter, Township Ordinance Enforcement Officer and/or a Department Head. If such help is unavailable, call 9-1-1.

BENEFITS

BENEFIT PROGRAMS

Several programs are provided as required by law: social security, workers compensation, and unemployment insurance. In addition, employees classified as full time are eligible for enrollment in the Township's health insurance plan and other applicable benefit plans.

Employees with credible health insurance from another source may opt out of the Township's health insurance plan and receive 40% of the avoided Township cost for the health insurance and Township HSA contributions. This compensation will be taxable and paid on a monthly basis.

Benefits eligibility is dependent on several factors, including employee classification. The Township Supervisor can identify the programs for which you are eligible.

Eligible employees may participate in the applicable programs subject to the terms and conditions of the agreement between Ann Arbor Charter Township and the insurance carrier. Details of these benefit plans including benefit limits and amounts are described in the benefit's Summary Plan Descriptions provided to eligible employees. Please note that the Summary Plan Descriptions of the Benefit Programs take precedence over any other descriptions either in other documents or in this Manual. Some benefit programs may require contributions from each employee.

Holidays

It is the Township's policy to pay all full-time employees for the following holidays:

New Year's Day, Martin Luther King Jr.'s Birthday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Friday after Thanksgiving, December 24, December 25 and December 31. If a holiday fall on a weekend, the business day closest to the holiday will be a paid holiday. In addition, 3 days will be paid between December 25 and December 31. If an employee must work on a holiday for emergency purposes (and with supervisory approval), he/she will receive straight time pay in addition to the holiday pay.

Life Insurance

The Township will subscribe to a group life insurance plan to provide \$75,000 of life insurance for employees classified as full time and who qualify under the insurer's standards for such coverage. The amount of coverage may be subject to change by the Township Board.

Pension

All regular full-time employees are eligible for enrollment in the Township's retirement plan, 457 plan, and retirement healthcare savings plan. Township contribution to the retirement plan shall be at the rate equal to 10% of the employee's gross wage excluding any in-lieu payments. The formal plan document controls over this general statement.

ATTENDANCE AND LEAVES OF ABSENCE

Absence from Employment

Full-time and Regularly Scheduled Part-time

Employees must report any absence from employment to the Township Office, including the Elected Officers and Department Head, as soon as possible, but no later than 30 minutes after their scheduled starting time unless the employee was unable to do so due to extraordinary circumstances. For planned absences, employees are to provide seven (7) days notice when foreseeable or as soon as the absence becomes foreseeable. Continued failure to timely report absences will result in corrective disciplinary action, up to and including termination.

If an employee is too ill to report to work, she or he must notify the Township once every 24 hours thereafter until she or he returns to duty, unless the nature of the illness is such that an extended absence is probable, and the Township is notified of the probable duration of such absence. The Township may require documentation in the event of an extended covered absence (more than three (3) consecutive days). If this request is not complied with, the employee may be disqualified for sick pay and/or may be subject to discipline, up to and including termination.

Irregularly Scheduled Part-time

Procedures for the reporting of absences and the use of earned paid sick time for paid-on-call firefighters are defined in the Fire Department's Standard Operating Procedures.

Funeral Leave

Upon request, regular full-time employees shall be entitled to up to three consecutive days off with pay when absence from work is occasioned by death in the immediate family. Immediate family shall be defined as the employee's parent or stepparent, spouse, child or stepchild, and sibling of the employee or employee's spouse. Upon request, an employee shall be allowed up to two consecutive days off with pay in the case of the death of a relative. Relative shall be defined as an in-law, grandparent or grandchildren of the employee or employee's spouse. Time off for this provision must be authorized by the Township Clerk or Department Head.

Jury Duty Pay

If a regular full-time employee is summoned and reports for jury duty, the Township will pay the employee his or her regular straight time earnings. All compensation paid for the performance of jury duty shall be given to the Township less any mileage reimbursement. The Township may require documentation for reimbursement. Employees must notify the Township Clerk as soon as a jury duty summons is received.

If an employee is excused from the court before 2:00 p.m., he or she shall report to their usual job for the remainder of the workday.

Worker's Compensation

In the event an employee is injured while working, he or she will receive such assistance as is provided by law. All work-related injuries and/or illnesses, no matter how minor, must be reported to a supervisor immediately. All worker's compensation claims and accident reports must be filed within 24 hours of the occurrence or detection of work-related injuries and/or illnesses. Service by a private doctor for on-the-job injuries will not be paid unless authorized in advance.

Leaves of Absence

Leaves that qualify under the Family and Medical Leave Act shall be handled in accordance with the FMLA. All other leaves shall be either granted or denied at the discretion of the Township and shall not exceed 6 months.

The employee must first exhaust any accumulated sick leave or vacation time. Vacation, sick leave and other benefits will not accrue, nor will pension or other compensation be paid, during an unpaid leave of absence.

Upon expiration of the leave, the Township may attempt to offer the employee a job comparable to the previously held job based on availability, staffing and organizational needs. The Township does not guarantee that there will be a job offered to an employee returning from a personal leave of absence and does not guarantee that any job offered will be at the same rate of pay, in the same department, or at the same level as the job held prior to the personal leave of absence. The Township also reserves the right to offer the employee a job on a part time basis if, in the Township's sole discretion, it is not practical to offer a full-time job.

Military Leave

Employees in active service in the armed forces of the United States will be granted a military leave of absence without pay and in accordance with the Uniformed Services Employment and Reemployment Rights Act (USERRA) and any applicable state laws. Advance notice of military service is required, unless military necessity prevents such notice, or it is otherwise impossible or unreasonable. Continuation of certain benefits also is available as required by USERRA on the length of the leave and subject to the terms, conditions and limitations of the applicable plans for which you are otherwise eligible.

Earned Sick Time Policy

Purpose

The purpose of this policy is to provide Township employees with earned paid sick time off from work for certain personal or family health needs. This policy does not apply to bargaining unit employees as their collective bargaining agreement addresses earned sick time eligibility.

Scope

All employees not covered by a collective bargaining agreement, including full-time, part-time, seasonal, and temporary workers, are eligible for paid sick time. Benefit year for accrual and use of paid sick time is January 1 – December 31. New employees will begin accruing paid sick time on an employee's first day of employment. New hires may begin using paid sick leave eligibility after their first 90 calendar days of employment.

Employees can use earned paid sick time for the following purposes, which are permitted under the Michigan Earned Sick Time Act ("ESTA"):

1. Physical or mental illness, injury, or health condition of the employee or his or her family member;
2. Preventative care of the employee or his or her family member;
3. Medical diagnosis, care, or treatment of the employee or employee's family member;
4. If the employee or the employee's family member is a victim of domestic violence or sexual assault, for medical care or psychological or other counseling for physical or psychological injury or disability; to obtain services from a victim services organization; to relocate due to domestic violence or sexual assault; to obtain legal services; or to participate in any civil or criminal proceedings related to or resulting from the domestic violence or sexual assault;
5. For meetings at a child's school or place of care related to the child's health or disability, or the effects of domestic violence or sexual assault on the child;
6. For closure of the employee's place of business by order of a public official due to a public health emergency; for an employee's need to care for a child whose school or place of care had been closed by order of a public official due to a public health emergency; or when it has been determined by the health authorities having jurisdiction or by a health care provider that the employee's or employee's family member's presence in the community would jeopardize the health of others because of the employee's or family member's exposure to a communicable disease.

Employees will not be penalized or retaliated against in any way for requesting or using accrued paid sick time for the purpose designated above. A summary of your rights under the Michigan Earned Sick Time Act is contained in the State of Michigan poster, which has been posted at the hallway entrance of Township Hall.

Earned Sick Time Policy (Continued)

Full-time Employees

Full-time employees will accrue a minimum of one hour of paid sick time for every 30 hours worked.

The Township will provide additional sick time to ensure employees receive at least 8 sick hours per month for employees with 8-hour workdays or 7.5 sick hours per month for employees with 7.5-hour workdays.

A maximum of 96 hours (8-hour workdays) or 90 hours (7.5 workdays) hours of earned sick time can be accrued in a calendar year. Up to 288 unused sick hours (8-hour workdays) or 270 unused sick hours (7.5-hour workdays) can be carried over to the next year.

Earned sick/personal days more than 96 hours (8-hour workdays) or 90 hours (7.5 workdays) per year may be used only in cases of major illness, hospitalization, or extensive prescribed convalescence or rehabilitation.

Employees can use up to 36 sick hours (8-hour workdays) or 30 sick hours (7.5-hour workdays) for non-ESTA qualifying personal time per year.

Upon termination, employees are compensated for up to 96 unused sick/personal hours (8-hour workdays) or 90 unused sick/personal hours (7.5-hour workdays).

Part-time, Seasonal, and Temporary Employees

Part-time, seasonal, and temporary employees will accrue one (1) hour of paid sick time for every 30 hours worked. Unused accrued paid sick time in a calendar year will be paid out the following January. Earned paid sick time may be used in any amount up to 72 hours per year but may only be used in half-hour increments. All unused, accrued paid sick time will be paid out upon termination.

Vacation

Vacation is paid time absent from work arranged in advance, which is not sick leave and which is taken with the intention of returning and continuing employment indefinitely. Coordination of vacation and holiday schedules will be on the basis of length of service. Except in rare circumstances, employees are to obtain approval at least one month in advance by the Department Head or Township Clerk.

Paid Vacation Days

In order to simplify the computerized accounting procedure, the following amendment was placed into effect for dealing with termination of employment:

If employment of a full-time employee is terminated for any reason, the number of used or unused vacation days will be prorated. If a plus or minus balance exists, an adjustment will be made to the ending paycheck. An employment year is based on the anniversary date of the individual employee's date of hire. The anniversary date used will be the one nearest to the twice monthly pay period.

Paid vacation accumulates as follows:

During the first year of service	5 days (May be taken after 6 months)
During the second year	10 days
Beginning with the 3rd year through 9 years	15 days
Beginning with the 10th year through 14 years	18 days
Beginning with the 15th year and over	21 days

Vacation time is earned on a prorata monthly basis during each calendar year.

Vacation time may be accumulated up to, but not exceeding, 21 days.

Any differential between the 21 days carried forward and the number of hours available for use on December 31 will be paid at the rate of pay for that year. Such payments will be made in January of the following year.

The Township uses an anniversary year from date of hire to determine accumulation of vacation time. It is the employee's responsibility to keep informed of vacation status.

If an employee voluntarily terminates employment without two weeks' notice, vacation time will not be paid or otherwise compensated. To fully benefit from vacation policy, vacation must be taken periodically. Paid vacation is provided for the health of the employee and because it is hoped the productivity of the employee will be improved through rest and relaxation.

ETHICAL STANDARDS

Elected Officials and employees shall fulfill their duties with the utmost attention to serving the best interest of Township citizens, and no Elected Official or employee ~~or volunteer~~ shall participate in a decision or transaction on behalf of the township that would result in a financial benefit to the Elected Official or employee.

Any Elected Official or employee who believes that she or he may be placed in a potential conflict of interest shall immediately notify the Township Supervisor, and any subsequent action shall be in conformance with state law.

No employee shall accept employment that conflicts with performing his or her Township duties.

No Elected Official or employee shall accept any personal gift or consideration worth more than \$50 from a person or company providing goods or services to the Township, or who is soliciting Township business.

Outside Business Interests, Dual Employment

Employee business activities away from the job must not compromise the Township's interests or adversely affect an employee's job performance and ability to fulfill all responsibilities to the Township.

Full-time employees must notify the Township if they obtain employment outside the Township (dual employment) or upon becoming involved as a greater than 10% owner of a business, or as an officer, director or consultant, etc. in a business, an employee shall first obtain permission to accept such a position. If outside employment or business interest, even if initially approved by the Township, later contributes to a conflict-of-interest situation or absenteeism, poor job performance or other difficulties, such outside interest must either be discontinued, or the employee must resign his or her position with the Township.

Whistleblowing Policy

Any Elected Official or employee with concerns about an activity by an employee, contractor, Board member or volunteer that displays unethical behavior, jeopardizes accounting controls, represents a conflict of interest, or violation of any provision of federal or state laws are encouraged to report such complaints. Employees are encouraged to make reports to their Department Head or Township Supervisor if possible.

It is important that employees provide sufficient information so that the complaint can be adequately investigated, including description of the concern, who was involved and date (actual or approximate) of the activity.

The Township will not permit any retaliation against an employee for submitting a good faith concern under this program. If an employee believes she or he has suffered retaliation, she or he should contact the Township Supervisor, who will investigate the alleged retaliation.

ISSUE RESOLUTION PROCEDURE

In this section, “you” or “your” refers to an employee of the Township.

Minor misunderstandings or conflicts can arise in any organization, and employees should endeavor to resolve them in an egalitarian manner. However, should a situation persist that you believe is detrimental to you or to the Township, follow the procedure described here for bringing the complaint to management's attention.

1. Discuss the issue or problem with your Department Head. If you do not believe a discussion with your Department Head would be productive, you may proceed directly to the next step.

2. If your issue or problem is not resolved after discussion with your Department Head, request a meeting with the Township Supervisor who will review the matter. A response normally will be given within 10 working days of meeting with the Township Supervisor.

3. If not satisfied with the Township Supervisor's response and wish to pursue the matter further, you may submit a written summary of your concern for review by the Personnel Committee of the Board of Trustees.

The Personnel Committee, after a review of the facts, will inform you of its decision in writing, generally within 21 working days. If not satisfied with the decision of the Personnel Committee, you may submit a written request for review by the Township Board of Trustees within 10 days of the Personnel Committee's decision. If the issue or problem concerns a salary level, then the Personnel Committee will review the facts and make a recommendation to the Board of Trustees within 15 working days. The Board of Trustees will make the final decision on all salary issues, and other issues not resolved by the Personnel Committee process. An employee may request that the Board Review be conducted at a closed session in the manner authorized by the Open Meetings Act.

Where an employee is a member of a collective bargaining unit, Ann Arbor Charter Township will follow the terms and procedures in its collective bargaining agreement for issue resolution.

Although this procedure will normally be followed by the Township, it is not intended to supersede the Township's at-will employment policy in any way. Problem resolution steps may or may not be progressive and the level of discipline is based upon the severity of the infraction(s).

EMPLOYEE ACKNOWLEDGMENT

I acknowledge having received Ann Arbor Charter Township's Employee Manual, and I have read all of its pages. I understand, agree with, accept and will abide by all of the Manual's contents.

I understand and agree that my employment is at-will, unless a contrary written employment contract is signed by me. I understand that this means that I may terminate my employment at any time, without notice, and I understand and agree that Ann Arbor Charter Township may terminate my employment at any time, for any reason or no reason, without cause and without notice. I understand and agree that no one has the authority to make any verbal statements of any kind that are inconsistent with Ann Arbor Charter Township's at-will policy.

I understand that Ann Arbor Charter Township may have additional rules, which are my responsibility to learn. I also understand and agree that it is my responsibility to obtain written instructions on any important matter or question. I understand and agree that the terms of this Manual supersede and replace any and all prior inconsistent manuals, policies, understandings or agreements.

I understand that this Manual may be updated or amended from time to time in the sole discretion of Ann Arbor Charter Township. I agree to review any updated or amended versions of this Manual published by the Township to immediately inform the Township Supervisor of any questions I may have regarding any future updates or amendments. I agree that my signature below applies to and adopts all future updates and/or amendments made available to me by the Township from time to time.

Employee Signature

Print Your Name

Date

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On Call Utility Pay

On-call response during the weekend is intended for emergency purposes only.

A non-exempt utility employee receives 4 hours pay for each week that he or she is assigned by the Department Head for emergency call coverage. In addition, the non-exempt utility employee receives a minimum of two hours pay for any issue that requires a weekend on-site visit. Paid holidays, sick days and vacation days will count as hours worked for the purpose of calculating overtime.

**ANN ARBOR CHARTER TOWNSHIP
BOARD OF TRUSTEES
ORDINANCE TO AMEND CHAPTER 74, ZONING, ARTICLE V, SUPPLEMENTARY
DISTRICT REGULATIONS
SECTION 74-605 “TREE AND WOODLAND RESOURCE PRESERVATION.”
NO. xx-25**

The Ann Arbor Charter Board of Trustees ordains and adopts the following amendments to Chapter 74, Zoning, Article V, Supplementary District Regulations Section 74-605. It is hereby ordained as follows:

CHAPTER 74, ARTICLE V, Section 74-605 is amended to read as follows [**new language underlined, deleted language stricken**]:

Sec. 74-605. - Tree and woodland resource preservation.

- (a) *Introduction and purpose.* Trees and woodlands provide for a number of public benefits, including environmental, social, and aesthetic benefits, as well as mitigating climate change by capturing atmospheric carbon. Uncontrolled development or tree removal could result in unnecessary removal of trees, woodlands and related natural resources. Therefore, it is the intent of this section to:
- (1) Encourage the preservation of trees and related natural resources of the Woodland ecosystem on undeveloped land and in connection with the development of land;
 - (2) Prohibit clear cutting of Woodland areas prior to or in anticipation of development without prior approval from the Planning Commission;
 - (3) Prohibit removal of protected trees or woodlands without a permit when required by this section;
 - (4) Provide for the protection, preservation, proper maintenance and use of trees and Woodlands to promote resilience and to minimize damage from climate change, erosion and siltation, loss of wildlife and vegetation, and/or from the destruction of the natural habitat;
 - (5) Provide for the paramount public concern for these natural resources in the interest of the health, safety and general welfare of the residents of the Township, in keeping with article IV, section 52 of the Michigan Constitution of 1963 and the intent of the Michigan Natural Resources and Environmental Protection Act, PA 451 of 1994.
- (b) *Applicability.* This section shall apply to all land located in the Township, unless exempt pursuant to subsection (d) below, including parcels that are in the process of being annexed to the City of Ann Arbor until the date that such annexation is final and notice of such official annexation is provided to the Township by the State of Michigan.

(c) *Prohibitions.*

- (1) Clear cutting of woodlands, including grubbing, on parcels covered by this section is prohibited without first obtaining a tree/woodland removal permit. Clear cutting as a long term forestry management practice for long term regrowth of the woodland and not prior to or in anticipation of development of land is allowed without a tree/woodland removal permit if consistent with a woodland stewardship plan described in subsection (m) below that has been reviewed, approved and is on file with the Township prior to the start of any forestry management practices or operations.
- (2) Removal of protected trees or woodlands without a permit when required by subsection (g) below is prohibited.

(d) *Exemptions.* Tree and Woodland removal associated with the following shall be exempt from the requirements of this section:

- (1) Parcels that are not subject to site plan review or subdivision plat review as defined in article II, and:
 - a. Are three acres or less.
 - b. Are greater than three acres, but where no more than 100 dbh inches of protected trees are removed within 12 months.
- (2) Farming operations, as defined by the Zoning Ordinance in Sec. 74-2, Definitions and interpretations, and as confirmed by the Zoning Official.
- (3) Forestry operations conducted in compliance with a woodland stewardship plan that has been filed with the Township and has been reviewed and approved by the Township Environmental Consultant prior to the start of any forestry management practices or operations.
- (4) Installation, repair or maintenance of public utilities lawfully operating in the township in accordance with an operating permit or right-of-way permit issued by the township but only to the extent that such tree or woodland removal is necessary for protection of utility lines and the public health, safety and welfare.
- (5) Work within an existing public road right-of-way or an existing private road easement but only to the extent necessary for safe access along such right of way or private road easement and to protect the public health, safety and welfare in accordance with an operating permit or right-of-way permit issued by the Township.
- (6) Any trees which are demonstrated by the property owner to the satisfaction of the Township, in consultation with the Township Environmental Consultant, to have a health and condition standard factor of less than 50 percent based upon the standards established by the International Society of Arboriculture.

- (7) Any tree that poses a safety hazard, whose removal will prevent injury or damage to persons or property, and provided that removal is accomplished through the use of accepted standard forestry practices.
- (e) *Authorization.* Under certain conditions defined in this section, a tree/woodland removal permit may be authorized by the Planning Commission to allow limited removal of tree/woodland resources, or construction, activity, use, or operations within a woodland area, if preservation techniques described in this section have been applied to the greatest extent practical, and tree and/or woodland removal is found by the Planning Commission to be unavoidable.
- (f) *Filing of application; fee; amendment.* Application for proposed tree/woodland removal permit shall be made by filing an application form and required fee with the Township. The fees referenced in this section shall be set by resolution of the Township Board. In addition, when this section requires or permits review, approval and filing of a woodland stewardship plan, the plan shall be filed with the Township on an application form provided by the Township and the required fee. Any request for amendment to a tree/woodland removal permit shall be made by filing an application form with the Township and the required fee. Any amendment to a tree/woodland removal permit shall be processed in the same manner as the initial permit, and the amendment request and the amended plan submittals shall highlight the proposed changes, including any additional tree/woodland removal proposed, the reasons for such changes, and any additional mitigation proposed, unless otherwise required by the Township environmental consultant in consultation with the Planning Commission due to the nature of the proposed amendment.
- (g) *Application procedure for tree/woodland removal permit.* The provisions of this section shall apply to all parcels in the Township that (1) require site plan review or subdivision plat review as defined in Article II, or (2) are greater than three acres in area (unless exempted in (c) or (d)(1)(b) above). The procedure for review and approval of a tree/woodland removal permit is as follows:
- (1) *When site plan or subdivision plat review is required.* If protected trees or woodlands are proposed for removal as part of a development proposal, the following are required as a component of the preliminary site plan submission pursuant to section 74-175, or the preliminary plat, tentative approval pursuant to section 58-72.
- a. A Tree/woodland survey: prepared within the 12-month period preceding submittal of the tree/woodland removal permit application. If the application is a re-submittal of an expired tree/woodland removal permit, then the Planning Commission may permit use of the survey submitted with the expired tree/woodland removal permit; however, the survey must have been completed within the 36-month period preceding submittal of the new tree/woodland removal permit application.
- b. A tree replacement plan (see tree replacement options section 74-605 (n)).

The planning commission shall review the tree/woodland survey, any tree replacement plan, and all information required by this section and the site plan or plat review sections, as applicable. The planning commission shall approve, approve with conditions or deny the applicant's tree/woodland removal permit in accordance with the standards set forth in this section and the site plan or plat review sections, as applicable.

(2) *When site plan or subdivision plat review is not required.* If protected trees or woodlands are proposed for removal and are *not* part of a development proposal, the Planning Commission shall conduct a review of permit applications in the following situations:

- a. For parcels that are greater than three acres in area, when more than 100 DBH inches of protected trees are to be removed within 12 months (unless exempt pursuant to (c) or (d)(1)(b) above).
- b. The Planning Commission may require a tree/woodland survey in circumstances where the Commission determines that it would be helpful in understanding the number and/or sizes of trees proposed for removal. At a minimum, a plot plan, as defined in subsection 74-605(1) of this section, shall be submitted that provides the location, size and type of all protected trees and/or woodlands to be removed as well as a tree replacement plan and tree protection method where necessary.

The Planning Commission, in consultation with any appropriate consultants if needed, shall approve or deny the applicant's tree/woodland removal permit in accordance with the standards set forth in this section.

(h) *Review criteria.* In determining whether the proposed disturbance or removal of trees and/or woodlands is limited to the minimum necessary to allow a reasonable use of the land, the Planning Commission shall apply the following criteria:

- (1) The importance and overall value of the trees/woodlands on the site. In general, the importance of trees/woodlands increases with rarity, size, and age.
- (2) The existence of overlapping natural features such as wetlands, 100-year flood plains, woodlands, landmark trees, steep slopes or endangered species in one area. Overlapping natural features increase the importance and overall value for preservation of the area.
- (3) The impact of the proposed disturbance on the integrity of ecological systems or the continuity between natural features. Wherever possible, ecological systems and continuity between natural features should be preserved.
- (4) The amount of disturbance in relation to the scale of the proposed development.
- (5) The adequacy of the tree replacement plan or other mitigation plan.

- (6) The justification for forestry management practices, the benefits of the proposed disturbance and proposed coordination with the recommendations in the woodland stewardship plan.

(i) Expiration of approval.

- (1) If a tree/woodland removal permit expires without commencement of the work approved by the permit, then a new permit must be re-applied for with the required information updated as needed, and the permit granted, before any work regulated by this Section begins on the site.
- (2) In association with approved site plan. If a tree/woodland removal permit is granted as a component of site plan approval, then the tree/woodland removal permit shall be in effect as long as the site plan approval is in effect, as described in subsection 74-176(f). Expiration of approval for the associated site plan shall also apply to the tree/woodland removal permit.
- (3) In association with approved subdivision plat. If a tree/woodland removal permit is granted as a component of subdivision plat approval, then the tree/woodland removal permit shall be in effect as long as the subdivision plat approval is in effect, as described in subsection 58-74(d). Expiration of approval for the associated subdivision plat shall also apply to the tree/woodland removal permit.
- (4) Not in association with approved site plan or subdivision plat. If a tree/woodland removal permit is granted under circumstances where a site plan or subdivision plat approval is not required,
- (i) The tree/woodland removal permit shall expire and be of no effect unless development/construction permits have been applied for and issued by applicable governmental authorities and tree removal commenced within 180 days after Planning Commission approval of the tree/woodland removal permit, or is not completed within 545 days following the commencement date of construction/development in accordance with the issued building permits.
- (ii) If there are no associated building permits, the tree/woodland removal permit shall expire and be of no effect unless the approved tree removal commences, as determined by the Building Official, within 180 days after Planning Commission approval of the tree/woodland removal permit, or is not completed within 545 days after Planning Commission approval.
- (iii) Expiration of a tree/woodland removal permit is subject to extensions requested and granted in accordance with subsection 74-605(j) below.

(j) Extensions.

- (1) In association with approved site plan. If a tree/woodland removal permit is granted as a component of site plan approval, then any extension(s) granted to an approved

site plan, as described in subsection 74-176(g), shall also apply to the associated tree/woodland removal permit.

(2) In association with approved subdivision plat. Chapter 58, Article II, Subdivisions, does not provide for the extension of subdivision plat approval. Therefore, if a subdivision plat approval expires, the tree/woodland removal permit in association with the subdivision plat also expires.

(3) Not in association with approved site plan. In such circumstances, the time limits set forth in subsection 74-605(i) above may be extended, in accordance with the following:

a. Any extension of a tree/woodland removal permit shall be requested in writing at least 30 days prior to the expiration of the time limit to be extended, and the extension must be granted before the expiration or lapse of the tree/woodland removal permit approval, or any approved extension.

b. If an extension of a tree/woodland removal permit is necessary, the applicant shall apply to the Building Official for the first extension, and to the Planning Commission for any subsequent extensions.

c. The Building Official may grant one extension of a tree/woodland removal permit. An extension, if granted, shall begin on the date the original time limit would have expired, and shall continue for the period determined by the Building Official, but for not more than 12-months.

d. If an additional extension is needed, the Planning Commission may grant up to two additional extensions. The Planning Commission extension shall begin on the date the Building Official's extension would have expired, and shall continue for the period determined by the Planning Commission, but for not more than 12-months per extension.

(k) Amendment of Approved Tree/Woodland Removal Permit.

(1) In association with approved site plan. If a tree/woodland removal permit is granted as a component of site plan approval, and the permittee wishes to make changes to the scope or conditions of the approved tree/woodland removal permit, such as amount of tree removal or type of mitigation for example, then the changes shall be reviewed in accordance with section 74-179, Amendment of approved site plan, or 74-180, Changes during construction. An applicant must apply for a determination that the proposed change in the scope, or conditions of an approved tree/woodland removal permit is a minor or major amendment by filing with the Township a completed application for amendment, the fee, and number of copies of a scaled plot plan, as required in subsection 74-605(l), including the proposed changes.

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- a. Minor changes shall be reviewed administratively by Township staff.
 - b. Major changes shall be reviewed by the Planning Commission. A major change shall include:
 - i. Increase in the dbh of removed protected trees totaling 24 dbh inches or more, or removal of any Landmark Tree, as defined herein.
 - ii. Change in concept of the approach to proposed mitigation, such as contribution to Township Woodlands/Natural Features Fund instead of planting replacement trees on site, or proposing a different alternative mitigation measure than the measures shown on the approved tree/woodland removal permit plans.

These procedures will apply whether the changes to the approved tree/woodland removal permit, and/or the site plans that are the basis for the approved permit, are proposed before, during or after construction of the project is complete.

(2) *Not in association with approved site plan.* All tree removal and mitigation activities shall conform to the approved tree/woodland removal permit. When changes are to be made to an approved tree/woodland removal permit and/or the plans that are the basis for the approved permit, and the approved permit is not in association with an approved site plan, the Building Official shall have the authority to determine if the proposed change is a minor or major amendment to the tree/woodland removal permit. An applicant may apply for such a determination by filing with the Township a completed application for amendment, the fee, and number of copies of a scaled plot plan, as required in subsection 74-605(4)(o), including the proposed changes.

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- a. Minor changes shall be reviewed by administratively by Township staff.
 - b. Major changes shall be reviewed by the Planning Commission. A major change shall include:
 - i. Increase in the dbh of removed protected trees totaling 24 dbh inches or more, or removal of any Landmark Tree, as defined herein.
 - ii. Change in concept of the approach to proposed mitigation, such as contribution to Township Woodlands/Natural Features Fund instead of planting replacement trees on site, or proposing a different alternative mitigation measure than the measures shown on the approved Tree Removal Permit plans.

These procedures will apply whether the changes to the approved tree/woodland removal permit, and/or the plans that are the basis for the approved permit, are proposed before, during or after construction of the project is complete.

(i)(1) *Invasive trees*. The following species are considered invasive and shall not be considered a protected tree under this section.

Common Name	Botanical Name
Alder (Black)	<i>Alnus glutinosa</i>
Box Elder	<i>Acer Negundo</i>
Buckthorn	<i>Rhamnus utilis</i>
Buckthorn(Common European)	<i>Rhamnus cathartica</i>
Buckthorn(Glossy, Tallhedge)	<i>Rhamnus frangula</i>
Elm (Siberian)	<i>Ulmus pumila</i>
Horse Chestnut	<i>Aesculus hippocastanum</i>
Locust (Black)	<i>Robinia pseudoacacia</i>
Locust (Bristly)	<i>Robinia hispida</i>
Locust (Clammy)	<i>Robinia viscosa</i>
Maple (Amur)	<i>Acer ginnala</i>
Maple (Norway)	<i>Acer platanoides</i>
Mulberry (Russian, White)	<i>Morus alba</i>
Olive (Autumn)	<i>Elaeagnus umbellata</i>

Common Name	Botanical Name
Olive (Russian)	<i>Elaeagnus angustifolia</i>
Poplar (Lombardy)	<i>Populus nigra var. italica</i>
Poplar (Silver, White)	<i>Populus alba</i>
Spindle Tree	<i>Euonymus europea</i>
Tree of Heaven	<i>Ailanthus altissima</i>
Willow (Crack)	<i>Salix fragilis</i>
Willow (Gray)	<i>Salix cinerea</i>
Willow (Laurel/Bayleaved)	<i>Salix pentandra</i>
Willow (White)	<i>Salix alba</i>

(f)(m) *Landmark trees.* The following species that meet the minimum size (DBH) requirement are considered landmark trees.

Common Name	Botanical Name	Landmark Tree Size (DBH)
Any healthy tree with a DBH 24" or greater, (except invasive species), or a healthy tree of the species described below with the minimum DBH listed.		
Ash	<i>Fraxinus</i>	18"

Common Name	Botanical Name	Landmark Tree Size (DBH)
Basswood	<i>Tilia</i>	18"
Beech, American	<i>Fagus grandifolia</i>	18"
Black Cherry	<i>Prunus serotina</i>	18"
Black Walnut	<i>Juglans nigra</i>	18"
Buckeye, Ohio	<i>Aesculus glabra</i>	18"
Douglas Fir	<i>Pseudotsuga menziesii</i>	18"
Elm	<i>Ulmus</i>	18"
Fir	<i>Abies</i>	18"
Kentucky Coffeetree	<i>Gymnocladus dioicus</i>	18"
London Planetree/American Sycamore	<i>Platanus</i>	18"
Maple (Silver)	<i>Acer saccharinum</i>	18"
Pine (All species)	<i>Pinus</i>	18"
Spruce	<i>Picea</i>	18"
Tulip Poplar	<i>Liriodendron tulipifera</i>	18"

Common Name	Botanical Name	Landmark Tree Size (DBH)
Hickory	<i>Carya</i>	16"
Honey Locust	<i>Gleditsia tricanthos</i>	16"
Maple (Red)	<i>Acer rubrum</i>	16"
Maple (Sugar)	<i>Acer saccharum</i>	16"
Oak (All species)	<i>Quercus</i>	16"
Arborvitae	<i>Thuja</i>	12"
Bald Cypress	<i>Taxodium distichum</i>	12"
Birch	<i>Betula</i>	12"
Black Tupelo	<i>Nyssa sylvatica</i>	12"
Cherry, Flowering	<i>Prunus spp.</i>	12"
Crabapple/Hawthorne	<i>Malus/crataegus</i>	12"
Dawn Redwood	<i>Metasequoia glyptostroiboides</i>	12"
Ginkgo	<i>Ginkgo</i>	12"
Hackberry	<i>Celtis occidentalis</i>	12"

Common Name	Botanical Name	Landmark Tree Size (DBH)
Hawthorn	<i>Crataegus</i>	12"
Hemlock	<i>Tsuga</i>	12"
Larch/Tamarack	<i>Larix</i>	12"
Magnolia	<i>Magnolia</i>	12"
Pear	<i>Pyrus spp.</i>	12"
Persimmon	<i>Diospyros virginiana</i>	12"
Poplar	<i>Populus except for p. deltoides, alba</i>	12"
Sassafras	<i>Sassafras albidum</i>	12"
Sweetgum	<i>Liquidamber styraciflua</i>	12"
Yellow Wood	<i>Cladrastis lutea</i>	12"
Blue-Beech/Hornbeam	<i>Carpinus caroliniana</i>	8"
Butternut	<i>Juglans cinera</i>	8"
Cedar of Lebanon	<i>Cedrus spp.</i>	8"
Chestnut	<i>Castanea</i>	8"

Common Name	Botanical Name	Landmark Tree Size (DBH)
Dogwood, Flowering	<i>Cornus florida</i>	8"
Eastern Red Cedar	<i>Juniperus virginiana</i>	8"
Hop-Hornbeam/Ironwood	<i>Ostrya virginiana</i>	8"
Maple, Mountain/Striped	<i>Acer spicatum/pensylvanicum</i>	8"
Paw Paw	<i>Asimina triloba</i>	8"
Redbud	<i>Cercis canadensis</i>	8"
Serviceberry	<i>Amelanchier</i>	8"

~~(k)~~(n) *Tree/woodland survey.* A Tree/woodland survey shall meet the following requirements:

- (1) *Plan requirements.* If a tree/woodland survey is required as part of the site plan or subdivision plat review process, then the scale of the survey shall be the same as the site plan or the subdivision plat. In any other case, a tree/woodland survey shall be a scaled drawing which shall not exceed 100 feet to the inch.
- (2) *Plan contents.* In all cases a tree/woodland survey shall show all protected trees and woodlands to be removed and to remain. (Note that the phrase "protected trees" includes "landmark trees.") The survey shall contain the following:
 - a. Location of all protected trees and woodlands accurately plotted;
 - b. Common and botanical names of all protected trees, their size in inches at their DBH, and a description of each tree's health
 - c. Ecological characterization report, prepared by a professional or professionals qualified in the areas of ecology, botany, wildlife biology or other relevant discipline that includes, at a minimum, the following information.

1. The plant species, plant communities/associations (paying particular attention to Michigan endangered, threatened, and special concern species) that the Woodland contains;
2. The wildlife use and habitat (paying particular attention to Michigan endangered, threatened, and special concern species) showing the species using the woodland, wildlife movement corridors, the times or seasons that the woodland is used by those species and the "functions" (meaning feeding, watering, cover, nesting, roosting, and/or perching) that the woodland provides for such wildlife species;
3. The boundary of wetlands that are located within, either partially or wholly, the woodland and a description of the vegetation and ecological functions provided by those wetlands;
4. The pattern, species, and location of native trees, native tree stands, and other native site vegetation including their relationship to adjacent areas;
5. The top of the bank or shoreline of any inland lake or stream located, either partially or wholly, within the woodland; and
6. The general ecological functions provided by the woodland and its features.
7. Other information necessary or advisable for a proper evaluation of the site and proposed tree removal.

If the proposed activity or proposed woodland impacts are minimal as determined by the Planning Commission, and as assisted by the Building Official, environmental consultant, or others, the Planning Commission may, in its discretion, waive the requirement for an ecological characterization Report.

- (3) *Tree tags.* All protected trees shall be numbered and non-corrosive tags bearing that number shall be attached to each respective tree.
- (4) *Professional qualifications.* The tree/woodland survey must be sealed by a forester registered in the State of Michigan, an International Society of Arboriculture certified arborist, or a forester certified by the Society of American Forestry. The ecological characterization report that is part of the Tree/Woodland Survey must be signed by the ecologist, botanist, wildlife biologist or other, stating their qualifications to prepare such report.
- (5) *Extent of survey.* In the case of large or heavily wooded parcels, plotting of protected trees that are more than 100 feet outside of the edge of the area to be disturbed may be waived by the Planning Commission at the request of the applicant and upon a recommendation by the Township environmental consultant.

~~(4)~~(o) *Plot plan.* When this section requires a plot plan, the plan shall include the following information:

- (1) Scale, date, and north directional arrow.
- (2) Location map showing major intersections, and dimensioned diagram of the parcel.
- (3) Dimensioned location, outline, and dimensions of all existing and proposed structures, and the location and extent of all uses not involving structures.
- (4) Location, species, size, and condition of protected trees and woodlands to be removed.
- (5) Additional information as required by the Planning Commission for the purposes of determining compliance with the provisions of this chapter.

~~(m)~~(p) *Woodland stewardship plan.* When a woodland stewardship plan is being proposed, it must be reviewed and approved by the Township environmental consultant prior to the start of any forestry management practices or operations. The plan shall meet the following requirements:

- (1) *Plan contents.* The contents of a woodland stewardship plan must comply with the requirements established by the State of Michigan's Forest Stewardship Program (FSP) including:
 - a. Property identification and overview: Landowner and plan writer's names, addresses, phone numbers and signatures; acreage under the stewardship plan; date; landowners goals; location of site and directions to property; cover page with FSP logo, date, etc.; completed landowner assessment form; interaction with surrounding landscape.
 - b. Property maps and location information: General property description; forest type map; activity map; soils map, legend, and soils description.
 - c. Resource descriptions: Narrative description of management unit; stands described by cover type and acreage; major species; stand size class, density soil type, site quality; stand quality, including age, health, growth rate, volume, timber quality, threatened and endangered species database checked, habitat class information, cultural heritage data, stand history, wildlife habitat quality and uses, timber production potential, recreational opportunities, wetlands and water quality issues, and aesthetics.
 - d. Prescriptions/recommendations: Schedule of prescribed activities for the next ten years; stand/management unit specific goals statement; how prescriptions use the appropriate best management practices to minimize damage to the resources in each management unit; long-range silvicultural objectives for each stand or cover type clearly stated and related to landowners' goals.
- (2) *Professional qualifications.* All woodland stewardship plans must be prepared by a certified forester. Certified foresters are foresters registered with the State of Michigan or a conservation district forester.

- (3) *Purpose.* The purpose of the woodland stewardship plan shall be for long term forest management and regrowth of the woodland and not prior to or in anticipation of development of the land.
- (4) *Review and approval by State of Michigan Forest Stewardship Program (FSP).* Prior to filing the woodland stewardship plan with the Township, the applicant shall obtain and provide evidence of approval of the plan pursuant to the State of Michigan Forest Stewardship Program or its successor.
- (5) *Compliance with Generally Accepted Forest Management Practices (GAFMP).* The woodland stewardship plan shall comply with GAFMP adopted by the Michigan Department of Natural Resources or its successor.

~~(h)~~(g) *Tree replacement options and requirements.* The tree replacement requirements herein can be met in part or in whole by the landscape requirements set forth in [section 74-586](#), Landscaping and transition strips.

- (1) *Protected tree replacement.* For every one inch DBH of protected trees removed, one-half inch DBH of replacement trees shall be planted on the parcel, each of which replacement trees shall have a 2.0-inch minimum caliper for deciduous trees, or six feet in height for coniferous trees. To compensate for the disparity between DBH and caliper inch measurements, replacement trees using caliper measurements must be provided at 140 percent of the DBH removed. Replacement trees shall be species native to Michigan, and non-sterile varieties. If more than 20 replacement trees are required, a mixture of three more species must be used.

EXAMPLE:

Trees to be removed in woodland area greater than three (3) acres = 200 DBH inches
 $(200 \text{ DBH} \times 140\%) \times .5 = 140 \text{ caliper inches of replacement trees}$
 $140 / 2.0 = 70$
 replacement trees at 2.0 caliper inch required

- (2) *Tree replacement and woodland stewardship plans.* If removal of protected trees is conducted in compliance with a woodland stewardship plan, then replacement trees are not required.
- (3) *Tree replacement plan contents.*
 - a. *Plan requirements.* If a tree replacement plan is required as part of the site plan review or subdivision plat review process as set forth in [74-605\(g\)\(1\)](#), then the scale of the tree replacement plan shall be the same as either the site survey, the site plan, and/or the subdivision plat. If a tree replacement plan is required for other woodland or protected tree removal as set forth in [74-605\(g\)\(2\)](#), the tree replacement plan, if required, shall be a scaled drawing and the scale shall not exceed 100 feet to the inch.
 - b. *Plan contents.* In all cases a tree replacement plan shall contain the following:

1. Property boundaries, existing and proposed buildings and structures, pavement, overhead and underground utilities, and other permanent features of the property.
 2. Existing natural features such as edges of woodlands, protected trees to remain, wetlands, water courses and water features (ponds, lakes, etc.).
 3. Location, size, species (common and botanical names), and number of all proposed trees;
- (4) *Tree removal without permission.* If protected trees are removed without the required review and approval, or without filing any required woodland stewardship plan, then, in addition to sanctions for violation of this chapter, each one (1) inch DBH removed must be replaced with two DBH inches in replacement trees. Replacement trees shall meet the same minimum size, species, and diversity requirements as noted in (1) and (2) above. Plans showing the location, size, species, and other relevant information regarding tree mitigation and replacement as required by this subsection shall be submitted to the Township for review and approval, in consultation with the Township's Environmental Consultant if needed.
- (5) *Transplanting trees.* Where native woodland species are being displaced by development, smaller sized native trees transplanted from the disturbed area of the site may be used to fulfill tree replacement requirements. Transplanted trees shall be native species, no less than 1.0" caliper for deciduous trees or three feet tall for evergreen trees, and the total number of plants used adds up to the size requirements for a single species. For example, two rescued 1.0" caliper oaks can be used instead of 1, 2.0" caliper oak. Native species transplanted from the site shall not be removed from undisturbed areas of the site, or areas designated as preservation or conservation areas. Federal and state laws protecting native plant species designated as endangered, threatened or of special concern must be adhered to and under no circumstances shall these plants be damaged, destroyed or removed from the site.
- (6) *Woodland restoration.* If deemed appropriate by the Planning Commission, woodland areas disturbed by development activities may be mitigated by the creation of an area planted with a native plant community appropriate to the area. The proposed plant community shall be illustrated on a tree replacement plan, including information about all proposed plant material. In reviewing such a proposal, the Planning Commission shall apply the following standards:
- a. The use of existing Woodland soils from the site to establish necessary soil conditions for Woodland plants to establish themselves.
 - b. The native species diversity proposed for tree, understory and groundlayer plants.
 - c. The age diversity of the proposed tree canopy. (Native trees and shrubs of various ages and sizes are appropriate for this type of planting. Therefore the minimum tree size requirements do not apply here.)

- d. The use of plants with local genotypes, including rescued plants from the disturbed portion of the site, seed, and propagates from the local plant populations.
 - e. The habitat values created by the proposed mitigation, including plant species proposed adjacent to other site features, such as contiguous woodlands, tree rows, wetlands, streams, or other features.
- (7) *Security.* After issuance of a permit under this section the applicant shall deposit with the Township security in the form of cash, or letter of credit, in an amount recommended by the Township environmental consultant and approved by the Planning Commission, and in a form approved by the Township Building Official and Township attorney to ensure proper installation and survival of replacement trees, transplanted trees, and/or woodland plants for a period of three years after the later of (i) planting, (ii) issuance of a certificate of occupancy for the project, or (iii) final approval of the tree/woodland removal permit or any amendment. The tree replacement plan shall include a description of the proposed amount and type of security to be posted. The applicant and the Township shall enter into an escrow agreement pertaining to the conditions for release of the security in a form approved by the Township attorney and Building Official at the time the security is posted.
- (8) *Alternative mitigation measures.* The planning commission shall be authorized to waive a portion of the tree replacement requirements of this section when site factors, tree condition or development requirements make conformity to the tree replacement requirements of this section difficult or undesirable. In such case, the applicant shall propose either (i) a plan for planting a portion of the required replacement trees or other plantings in other areas of the Township, or (ii) a monetary contribution to the Township Woodlands/Natural Features Fund, which contribution shall be in an amount reasonably related to the cost of the tree replacement requirement waived. The Planning Commission shall review such proposal and may request revisions to the proposal and may approve, approve with modifications and conditions, or deny such proposal for waiver of tree replacement requirements.

The Township Woodlands/Natural Features Fund shall be a separate Township fund which shall serve as the depository for all monetary contributions as provided in this subsection.

The Township Board shall administer and use the Township Woodlands/Natural Features Fund for the public purposes of planting and maintaining trees, Woodlands, and other natural features within the Township, and for other public purposes related to climate change resilience, stewardship, preservation and restoration of natural features, trees or woodlands in the Township in accordance with specific programs developed by the Planning Commission and approved by the Township Board. Such programs may include but are not limited to the following, all to be conducted within the Township: creating and/or maintaining public parks and natural areas, plantings for

carbon capture, creation of natural flood protection such as stream bank and wetlands restoration, drain tile repair and creation of rain gardens, invasive species removal, park path way restoration, assessment, mapping or surveys of waterways, replacement of dead native trees, or (vi) installation of trees as windbreaks.

~~(e)~~(r) *Preservation of existing trees and woodlands.* Protected trees, landmark trees and woodlands shall be preserved to the greatest extent practicable through the use of site development techniques including but not limited to the following:

- (1) In general, landmark trees should not be removed for development. Site design should consider any landmark tree on a site as an important design element. Removal of landmark trees should occur rarely and should be considered only after alternatives are studied and found to be not feasible.
- (2) Locate development in areas of the site that are already disturbed or cleared of trees and woody vegetation.
- (3) Minimize clearing and grading of the site by working with the site's existing topography. Grading, roads, walkways, utility lines, and all other aspects of soil disturbance shall be minimized to the extent possible considering standards of sound design and public safety. Clearing for buildings should be limited to the smallest area needed for safe and effective building work. Excavated soil and materials from basements and grading shall not be spread in the Woodland area. Careful handling of trees and use of adequate tree protection measures should be undertaken, especially for trees near the building envelope.
- (4) Use retaining walls and other techniques to minimize grade changes near trees.
- (5) Provide tree and understory/groundlayer protection during all construction phases of the project. Woodland areas excluded from development should be protected from all intrusions during development by well-maintained barrier fencing. (See subsection (p), Tree protection during construction below for minimum requirements.) If construction or grading is to occur within a portion of woodlands those woodland areas excluded from development should be clearly marked and/or fenced off during development. Unpermitted intrusions include any activity that could adversely affect the plants (trees, shrubs, and herbaceous/groundlayer plants) within the fenced-off woodland including, but not limited to, the following: driving vehicles and/or heavy equipment; stockpiling, storage or parking of any soils, materials, equipment or vehicles; spreading excess fill/soil; dumping of construction or landscaping wastes; and clearing/removal of the understory or groundlayer of vegetation within the woodland.
- (6) Minimize the building/construction footprint on individual lots to preserve trees within lot boundaries.
- (7) Maintain grades and moisture conditions within the critical root Zone (CRZ) of trees. Many of the native hardwood trees: oaks, hickories, maples and beeches, for example, and most old trees do not adapt to environmental changes brought about by

construction. Grading changes should not occur within the CRZ of a tree. In addition, grading on a site should neither increase or decrease moisture conditions within a tree's CRZ. The area of concern around an important tree may be significantly larger than the CRZ. The drip line of the tree shall be used for comparison, and if larger than the CRZ, the dripline should be used to determine how best to protect an important tree.

- (8) Locate utility lines away from trees to be retained. If this is not possible, install utility lines through bored tunnels instead of trenches.
- (9) Conduct any necessary excavation around trees by hand.

~~(p)~~(s) *Tree protection during construction.*

- (1) *Critical root zone.* No disturbance or construction activities may occur within the critical root zone of any protected or landmark tree designated to remain as shown on the Tree/Woodland survey, site plan, or subdivision plat.
- (2) *Protected barrier.* The applicant, and the applicant's agents and successors shall erect and maintain suitable barriers as approved by the Township to protect trees designated to remain as shown on the approved site plan or subdivision plat. Protected barriers shall be placed at the outer limits of the critical root zone, or drip line if larger and if required by the planning commission to provide greater protection for an important tree, and shall remain in place until the Township authorizes removal based on tree protection factors or issues a final certificate of zoning compliance, whichever occurs first.
- (3) *Inspections.* The Township shall have the right to periodically inspect the site during site plan or subdivision plat review, land clearing, and/or construction to ensure compliance with this section.
- (4) *Construction damage.* Any woodland, protected tree or landmark tree that is determined to be dead, dying or severely damaged due to construction activity within three years after the later of issuance of a certificate of occupancy or final permit approval for development authorized by an approved site plan, subdivision plat, or tree/woodland removal permit shall be replaced by the applicant in the amount specified in the requirements for mitigation of woodlands. Plans showing the location, size, species, and other relevant information regarding tree mitigation shall be submitted to the Township Building Official for review and approval, in consultation with the Township's environmental consultant.

~~(q)~~(t) *Appeals and variances.* All appeals or requests for variances from the provisions of this section shall be made to the Ann Arbor Township Zoning Board of Appeals. Any appeal must be received in writing by the Township within 28 days after the date of the meeting at which the Planning Commission made its decision.

~~(r)~~(u) *Violations and penalties.*

- (1) Any person found in violation of the provisions of this section shall be subject to the provisions in Article II, Division 2 of this chapter, and may be cited for each day of violation. The Township, in addition to other remedies, may institute any appropriate action or proceeding to prevent, abate or restrain the violation.
- (2) In addition to the provisions contained in this Section, the Planning Commission, at a regular or special meeting, shall have the authority to direct the Zoning Officer or other designated person to notify the Township Supervisor that a stop work order (or stop construction order as described in [section 74-98](#)) shall be issued upon any project subject to this Section, with the concurrence of the Township Supervisor, when it is determined that a violation has occurred.

ORDINANCE DECLARED ADOPTED

CERTIFICATION

It is hereby certified that the foregoing Ordinance was adopted by the Township Board of Ann Arbor Charter Township, Washtenaw County, Michigan at a meeting of the Board duly called and held on _____, 2025.

ANN ARBOR CHARTER TOWNSHIP

By: _____
Diane O'Connell, Supervisor

By: _____
Rena Basch, Clerk

Public Hearing: November 7, 2024

Approved by Board:

Effective: _____, 2025

**ANN ARBOR CHARTER TOWNSHIP
BOARD OF TRUSTEES
ORDINANCE TO AMEND ~~TO~~ CHAPTER 74, ZONING, ARTICLE V,
SUPPLEMENTARY DISTRICT REGULATIONS
SECTION 74-605 “TREE AND WOODLAND RESOURCE PRESERVATION.”
NO. ~~xx-25~~---**

The Ann Arbor Charter Board of Trustees ordains and adopts the following amendments to Chapter 74, Zoning, Article V, Supplementary District Regulations Section 74-605. It is hereby ordained as follows:

CHAPTER 74, ARTICLE V, Section 74-605 is amended to read as follows [**new language underlined, deleted language stricken**]:

Sec. 74-605. - Tree and woodland resource preservation.

- (a) *Introduction and purpose.* Trees and woodlands provide for a number of public benefits, including environmental, social, and aesthetic benefits, as well as mitigating climate change by capturing atmospheric carbon. Uncontrolled development or tree removal could result in unnecessary removal of trees, woodlands and related natural resources. Therefore, it is the intent of this section to:
- (1) Encourage the preservation of trees and related natural resources of the Woodland ecosystem on undeveloped land and in connection with the development of land;
 - (2) Prohibit clear cutting of Woodland areas prior to or in anticipation of development without prior approval from the Planning Commission;
 - (3) Prohibit removal of protected trees or woodlands without a permit when required by this section;
 - (4) Provide for the protection, preservation, proper maintenance and use of trees and Woodlands to promote resilience and to minimize damage from climate change, erosion and siltation, loss of wildlife and vegetation, and/or from the destruction of the natural habitat;
 - (5) Provide for the paramount public concern for these natural resources in the interest of the health, safety and general welfare of the residents of the Township, in keeping with article IV, section 52 of the Michigan Constitution of 1963 and the intent of the Michigan Natural Resources and Environmental Protection Act, PA 451 of 1994.
- (b) *Applicability.* This section shall apply to all land located in the Township, unless exempt pursuant to subsection (d) below, including parcels that are in the process of being annexed to the City of Ann Arbor until the date that such annexation is final and notice of such official annexation is provided to the Township by the State of Michigan.

(c) *Prohibitions.*

- (1) Clear cutting of woodlands, including grubbing, on parcels covered by this section is prohibited without first obtaining a tree/woodland removal permit. Clear cutting as a long term forestry management practice for long term regrowth of the woodland and not prior to or in anticipation of development of land is allowed without a tree/woodland removal permit if consistent with a woodland stewardship plan described in subsection (m) below that has been reviewed, approved and is on file with the Township prior to the start of any forestry management practices or operations.
- (2) Removal of protected trees or woodlands without a permit when required by subsection (g) below is prohibited.

(d) *Exemptions.* Tree and Woodland removal associated with the following shall be exempt from the requirements of this section:

- (1) Parcels that are not subject to site plan review or subdivision plat review as defined in article II, and:
 - a. Are three acres or less.
 - b. Are greater than three acres, but where no more than 100 dbh inches of protected trees are removed within 12 months.
- (2) Farming operations, as defined by the Zoning Ordinance in Sec. 74-2, Definitions and interpretations, and as ~~determined-confirmed~~ by the ~~Zoning~~**Building** Official. as defined by the Right to Farm Act, which are lawfully existing and operating in accordance with Generally Accepted Agricultural Management Practices as adopted by the Michigan Department of Agriculture.
- (3) Forestry operations conducted in compliance with a woodland stewardship plan that has been filed with the Township ~~Building Official~~ and has been reviewed and approved by the Township Environmental Consultant prior to the start of any forestry management practices or operations.
- (4) Installation, repair or maintenance of public utilities lawfully operating in the township in accordance with an operating permit or right-of-way permit issued by the township but only to the extent that such tree or woodland removal is necessary for protection of utility lines and the public health, safety and welfare.
- (5) Work within an existing public road right-of-way or an existing private road easement but only to the extent necessary for safe access along such right of way or private road easement and to protect the public health, safety and welfare in accordance with an operating permit or right-of-way permit issued by the Township.
- (6) Any trees which are demonstrated by the property owner to the satisfaction of the Township ~~Building Official~~, in consultation with the Township Environmental

Consultant, to have a health and condition standard factor of less than 50 percent based upon the standards established by the International Society of Arboriculture.

- (7) Any tree that poses a safety hazard, whose removal will prevent injury or damage to persons or property, and provided that removal is accomplished through the use of accepted standard forestry practices.
- (e) *Authorization.* Under certain conditions defined in this section, a tree/woodland removal permit may be authorized by the Planning Commission to allow limited removal of tree/woodland resources, or construction, activity, use, or operations within a woodland area, if preservation techniques described in this section have been applied to the greatest extent practical, and tree and/or woodland removal is found by the Planning Commission to be unavoidable.
- (f) *Filing of application; fee; amendment.* Application for proposed tree/woodland removal permit shall be made by filing an application form and required fee with the Township ~~Clerk~~. The fees referenced in this section shall be set by resolution of the Township Board. In addition, when this section requires or permits review, approval and filing of a woodland stewardship plan, the plan shall be filed with the Township ~~Clerk~~ on an application form provided by the Township and the required fee. ~~The fee for review of the woodland stewardship plan shall be set by resolution of the Township Board.~~ Any request for amendment to a tree/woodland removal permit shall be made by filing an application form with the Township and the required fee. ~~The fee for amendment to a tree/woodland removal permit shall be set by the Township Board.~~ Any amendment to a tree/woodland removal permit shall be processed in the same manner as the initial permit, and the amendment request and the amended plan submittals shall highlight the proposed changes, including any additional tree/woodland removal proposed, the reasons for such changes, and any additional mitigation proposed, unless otherwise required by the Township environmental consultant in consultation with the Planning Commission due to the nature of the proposed amendment.
- (g) *Application procedure for tree/woodland removal permit.* The provisions of this section shall apply to all parcels in the Township that (1) require site plan review or subdivision plat review as defined in Article II, or (2) are greater than three acres in area (unless exempted in (c) or (d)(1)(b) above). The procedure for review and approval of a tree/woodland removal permit is as follows:
 - (1) *When site plan or subdivision plat review is required.* If protected trees or woodlands are proposed for removal as part of a development proposal, the following are required as a component of the preliminary site plan submission pursuant to section 74-175, or the preliminary plat, tentative approval pursuant to section 58-72.
 - a. A Tree/woodland survey: prepared within the 12-month period preceding submittal of the tree/woodland removal permit application. If the application is a re-submittal of an expired tree/woodland removal permit, then the Planning Commission may permit use of the survey submitted with the expired tree/woodland removal permit; however, the survey must have been completed

within the 36-month period preceding submittal of the new tree/woodland removal permit application.

- b. A tree replacement plan (see tree replacement options section 74-605 (n)).

The planning commission shall review the tree/woodland survey, any tree replacement plan, and all information required by this section and the site plan or plat review sections, as applicable. The planning commission shall approve, approve with conditions or deny the applicant's tree/woodland removal permit in accordance with the standards set forth in this section and the site plan or plat review sections, as applicable.

- (2) *When site plan or subdivision plat review is not required.* If protected trees or woodlands are proposed for removal and are *not* part of a development proposal, the Planning Commission shall conduct a review of permit applications in the following situations:

- a. For parcels that are greater than three acres in area, when more than 100 DBH inches of protected trees are to be removed within 12 months (unless exempt pursuant to (c) or (d)(1)(b) above).
- b. The Planning Commission may require a tree/woodland survey in circumstances where the Commission determines that it would be helpful in understanding the number and/or sizes of trees proposed for removal. At a minimum, a plot plan, as defined in subsection 74-605(1) of this section, shall be submitted that provides the location, size and type of all protected trees and/or woodlands to be removed as well as a tree replacement plan and tree protection method where necessary.

The Planning Commission, in consultation with any appropriate consultants if needed, shall approve or deny the applicant's tree/woodland removal permit in accordance with the standards set forth in this section.

- (h) *Review criteria.* In determining whether the proposed disturbance or removal of trees and/or woodlands is limited to the minimum necessary to allow a reasonable use of the land, the Planning Commission shall apply the following criteria:

- (1) The importance and overall value of the trees/woodlands on the site. In general, the importance of trees/woodlands increases with rarity, size, and age.
- (2) The existence of overlapping natural features such as wetlands, 100-year flood plains, woodlands, landmark trees, steep slopes or endangered species in one area. Overlapping natural features increase the importance and overall value for preservation of the area.
- (3) The impact of the proposed disturbance on the integrity of ecological systems or the continuity between natural features. Wherever possible, ecological systems and continuity between natural features should be preserved.

- (4) The amount of disturbance in relation to the scale of the proposed development.
- (5) The adequacy of the tree replacement plan or other mitigation plan.
- (6) The justification for forestry management practices, the benefits of the proposed disturbance and proposed coordination with the recommendations in the woodland stewardship plan.

(i) Expiration of approval.

- (1) If a tree/woodland removal permit expires without commencement of the work approved by the permit, then a new permit must be re-applied for with the required information updated as needed, and the permit granted, before any work regulated by this Section begins on the site.
- (2) In association with approved site plan. If a tree/woodland removal permit is granted as a component of site plan approval, then the tree/woodland removal permit shall be in effect as long as the site plan approval is in effect, as described in subsection 74-176(f). Expiration of approval for the associated site plan shall also apply to the tree/woodland removal permit.
- (3) In association with approved subdivision plat. If a tree/woodland removal permit is granted as a component of subdivision plat approval, then the tree/woodland removal permit shall be in effect as long as the subdivision plat approval is in effect, as described in subsection 58-74(d). Expiration of approval for the associated subdivision plat shall also apply to the tree/woodland removal permit.
- (4) Not in association with approved site plan or subdivision plat. If a tree/woodland removal permit is granted under circumstances where a site plan or subdivision plat approval is not required,
 - (i) The tree/woodland removal permit shall expire and be of no effect unless development/construction permits have been applied for and issued by applicable governmental authorities and tree removal commenced within 180 days after Planning Commission approval of the tree/woodland removal permit, or is not completed within 545 days following the commencement date of construction/development in accordance with the issued building permits.
 - (ii) If there are no associated building permits, the tree/woodland removal permit shall expire and be of no effect unless the approved tree removal commences, as determined by the Building Official, within 180 days after Planning Commission approval of the tree/woodland removal permit, or is not completed within 545 days after Planning Commission approval.
 - (iii) Expiration of a tree/woodland removal permit is subject to extensions requested and granted in accordance with subsection 74-605(j) below.

(j) Extensions.

- (1) In association with approved site plan. If a tree/woodland removal permit is granted as a component of site plan approval, then any extension(s) granted to an approved site plan, as described in subsection 74-176(g), shall also apply to the associated tree/woodland removal permit.
- (2) In association with approved subdivision plat. Chapter 58, Article II, Subdivisions, does not provide for the extension of subdivision plat approval. Therefore, if a subdivision plat approval expires, the tree/woodland removal permit in association with the subdivision plat also expires.
- (3) Not in association with approved site plan. In such circumstances, the time limits set forth in subsection 74-605(i) above may be extended, in accordance with the following:
 - a. Any extension of a tree/woodland removal permit shall be requested in writing at least 30 days prior to the expiration of the time limit to be extended, and the extension must be granted before the expiration or lapse of the tree/woodland removal permit approval, or any approved extension.
 - b. If an extension of a tree/woodland removal permit is necessary, the applicant shall apply to the Building Official for the first extension, and to the Planning Commission for any subsequent extensions.
 - c. The Building Official may grant one extension of a tree/woodland removal permit. An extension, if granted, shall begin on the date the original time limit would have expired, and shall continue for the period determined by the Building Official, but for not more than 12-months.
 - d. If an additional extension is needed, the Planning Commission may grant up to two additional extensions. The Planning Commission extension shall begin on the date the Building Official's extension would have expired, and shall continue for the period determined by the Planning Commission, but for not more than 12-months per extension.

(k) Amendment of Approved Tree/Woodland Removal Permit.

- (1) In association with approved site plan. If a tree/woodland removal permit is granted as a component of site plan approval, and the permittee wishes to make changes to the scope or conditions of the approved tree/woodland removal permit, such as amount of tree removal or type of mitigation for example, then the changes shall be reviewed in accordance with section 74-179, Amendment of approved site plan, or 74-180, Changes during construction. An applicant must apply for a determination

that the proposed change in the scope, or conditions of an approved tree/woodland removal permit is a minor or major amendment by filing with the Township a completed application for amendment, the fee, and number of copies of a scaled plot plan, as required in subsection 74-605(l), including the proposed changes.

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- a. Minor changes shall be reviewed administratively by Township staff.
 - b. Major changes shall be reviewed by the Planning Commission. A major change shall include:
 - i. Increase in the dbh of removed protected trees totaling 24 dbh inches or more, or removal of any Landmark Tree, as defined herein.
 - ii. Change in concept of the approach to proposed mitigation, such as contribution to Township Woodlands/Natural Features Fund instead of planting replacement trees on site, or proposing a different alternative mitigation measure than the measures shown on the approved tree/woodland removal permit plans.

These procedures will apply whether the changes to the approved tree/woodland removal permit, and/or the site plans that are the basis for the approved permit, are proposed before, during or after construction of the project is complete.

(2) *Not in association with approved site plan.* All tree removal and mitigation activities shall conform to the approved tree/woodland removal permit. When changes are to be made to an approved tree/woodland removal permit and/or the plans that are the basis for the approved permit, and the approved permit is not in association with an approved site plan, the Building Official shall have the authority to determine if the proposed change is a minor or major amendment to the tree/woodland removal permit. An applicant may apply for such a determination by filing with the Township a completed application for amendment, the fee, and number of copies of a scaled plot plan, as required in subsection 74-605(4)(o), including the proposed changes.

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- a. Minor changes shall be reviewed by administratively by Township staff.
 - b. Major changes shall be reviewed by the Planning Commission. A major change shall include:
 - i. Increase in the dbh of removed protected trees totaling 24 dbh inches or more, or removal of any Landmark Tree, as defined herein.
 - ii. Change in concept of the approach to proposed mitigation, such as contribution to Township Woodlands/Natural Features Fund instead of planting replacement trees on site, or proposing a different alternative mitigation measure than the measures shown on the approved Tree Removal Permit plans.

These procedures will apply whether the changes to the approved tree/woodland removal permit, and/or the plans that are the basis for the approved permit, are proposed before, during or after construction of the project is complete.

(i)(1) *Invasive trees.* The following species are considered invasive and shall not be considered a protected tree under this section.

Common Name	Botanical Name
Alder (Black)	<i>Alnus glutinosa</i>
<u>Box Elder</u>	<u><i>Acer Negundo</i></u>
Buckthorn	<i>Rhamnus utilis</i>
Buckthorn(Common European)	<i>Rhamnus cathartica</i>
Buckthorn(Glossy, Tallhedge)	<i>Rhamnus frangula</i>
Elm (Siberian)	<i>Ulmus pumila</i>
Horse Chestnut	<i>Aesculus hippocastanum</i>
Locust (Black)	<i>Robinia pseudoacacia</i>
Locust (Bristly)	<i>Robinia hispida</i>
Locust (Clammy)	<i>Robinia viscosa</i>
Maple (Amur)	<i>Acer ginnala</i>
Maple (Norway)	<i>Acer platanoides</i>

Common Name	Botanical Name
Mulberry (Russian, White)	<i>Morus alba</i>
Olive (Autumn)	<i>Elaeagnus umbellate</i>
Olive (Russian)	<i>Elaeagnus angustifolia</i>
Poplar (Lombardy)	<i>Populus nigra var. italica</i>
Poplar (Silver, White)	<i>Populus alba</i>
Spindle Tree	<i>Euonymus europea</i>
Tree of Heaven	<i>Ailanthus altissima</i>
Willow (Crack)	<i>Salix fragilis</i>
Willow (Gray)	<i>Salix cinerea</i>
Willow (Laurel/Bayleaved)	<i>Salix pentandra</i>
Willow (White)	<i>Salix alba</i>

~~(j)~~(m) *Landmark trees.* The following species that meet the minimum size (DBH) requirement are considered landmark trees.

Common Name	Botanical Name	Landmark Tree Size (DBH)
Any healthy tree with a DBH 24" or greater, (except invasive species), or a healthy tree of the species described below with the minimum DBH listed.		
Ash	<i>Fraxinus</i>	18"
Basswood	<i>Tilia</i>	18"
Beech, American	<i>Fagus grandifolia</i>	18"
Black Cherry	<i>Prunus serotina</i>	18"
Black Walnut	<i>Juglans nigra</i>	18"
Buckeye, Ohio	<i>Aesculus glabra</i>	18"
Douglas Fir	<i>Pseudotsuga menziesii</i>	18"
Elm	<i>Ulmus</i>	18"
Fir	<i>Abies</i>	18"
Kentucky Coffeetree	<i>Gymnocladus dioicus</i>	18"
London Planetree/American Sycamore	<i>Platanus</i>	18"
Maple (Silver)	<i>Acer saccharinum</i>	18"

Common Name	Botanical Name	Landmark Tree Size (DBH)
Pine (All species)	<i>Pinus</i>	18"
Spruce	<i>Picea</i>	18"
Tulip Poplar	<i>Liriodendron tulipifera</i>	18"
Hickory	<i>Carya</i>	16"
Honey Locust	<i>Gleditsia tricanthos</i>	16"
Maple (Red)	<i>Acer rubrum</i>	16"
Maple (Sugar)	<i>Acer saccharum</i>	16"
Oak (All species)	<i>Quercus</i>	16"
Arborvitae	<i>Thuja</i>	12"
Bald Cypress	<i>Taxodium distichum</i>	12"
Birch	<i>Betula</i>	12"
Black Tupelo	<i>Nyssa sylvatica</i>	12"
Cherry, Flowering	<i>Prunus spp.</i>	12"
Crabapple/Hawthorne	<i>Malus/crataegus</i>	12"

Common Name	Botanical Name	Landmark Tree Size (DBH)
Dawn Redwood	<i>Metasequoia glyptostroiboides</i>	12"
Ginkgo	<i>Ginkgo</i>	12"
Hackberry	<i>Celtis occidentalis</i>	12"
Hawthorn	<i>Crataegus</i>	12"
Hemlock	<i>Tsuga</i>	12"
Larch/Tamarack	<i>Larix</i>	12"
Magnolia	<i>Magnolia</i>	12"
Pear	<i>Pyrus spp.</i>	12"
Persimmon	<i>Diospyros virginiana</i>	12"
Poplar	<i>Populus except for p. deltoides, alba</i>	12"
Sassafras	<i>Sassafras albidum</i>	12"
Sweetgum	<i>Liquidamber styraciflua</i>	12"
Yellow Wood	<i>Cladrastis lutea</i>	12"
Blue-Beech/Hornbeam	<i>Carpinus caroliniana</i>	8"

Common Name	Botanical Name	Landmark Tree Size (DBH)
Butternut	<i>Juglans cinera</i>	8"
Cedar of Lebanon	<i>Cedrus spp.</i>	8"
Chestnut	<i>Castanea</i>	8"
Dogwood, Flowering	<i>Cornus florida</i>	8"
Eastern Red Cedar	<i>Juniperus virginiana</i>	8"
Hop-Hornbeam/Ironwood	<i>Ostrya virginiana</i>	8"
Maple, Mountain/Striped	<i>Acer spicatum/pensylvanicum</i>	8"
Paw Paw	<i>Asimina triloba</i>	8"
Redbud	<i>Cercis canadensis</i>	8"
Serviceberry	<i>Amelanchier</i>	8"

~~(k)~~(n) *Tree/woodland survey.* A Tree/woodland survey shall meet the following requirements:

- (1) *Plan requirements.* If a tree/woodland survey is required as part of the site plan or subdivision plat review process, then the scale of the survey shall be the same as the site plan or the subdivision plat. In any other case, a tree/woodland survey shall be a scaled drawing which shall not exceed 100 feet to the inch.
- (2) *Plan contents.* In all cases a tree/woodland survey shall show all protected trees and woodlands to be removed and to remain. (Note that the phrase "protected trees" includes "landmark trees.") The survey shall contain the following:
 - a. Location of all protected trees and woodlands accurately plotted;

- b. Common and botanical names of all protected trees, their size in inches at their DBH, and a description of each tree's health
- c. Ecological characterization report, prepared by a professional or professionals qualified in the areas of ecology, botany, wildlife biology or other relevant discipline that includes, at a minimum, the following information.
 - 1. The plant species, plant communities/associations (paying particular attention to Michigan endangered, threatened, and special concern species) that the Woodland contains;
 - 2. The wildlife use and habitat (paying particular attention to Michigan endangered, threatened, and special concern species) showing the species using the woodland, wildlife movement corridors, the times or seasons that the woodland is used by those species and the "functions" (meaning feeding, watering, cover, nesting, roosting, and/or perching) that the woodland provides for such wildlife species;
 - 3. The boundary of wetlands that are located within, either partially or wholly, the woodland and a description of the vegetation and ecological functions provided by those wetlands;
 - 4. The pattern, species, and location of native trees, native tree stands, and other native site vegetation including their relationship to adjacent areas;
 - 5. The top of the bank or shoreline of any inland lake or stream located, either partially or wholly, within the woodland; and
 - 6. The general ecological functions provided by the woodland and its features.
 - 7. Other information necessary or advisable for a proper evaluation of the site and proposed tree removal.

If the proposed activity or proposed woodland impacts are minimal as determined by the Planning Commission, and as assisted by the Building Official, environmental consultant, or others, the Planning Commission may, in its discretion, waive the requirement for an ecological characterization Report.

- (3) *Tree tags.* All protected trees shall be numbered and non-corrosive tags bearing that number shall be attached to each respective tree.
- (4) *Professional qualifications.* The tree/woodland survey must be sealed by a forester registered in the State of Michigan, an International Society of Arboriculture certified arborist, or a forester certified by the Society of American Forestry. The ecological characterization report that is part of the Tree/Woodland Survey must be signed by the ecologist, botanist, wildlife biologist or other, stating their qualifications to prepare such report.

- (5) *Extent of survey.* In the case of large or heavily wooded parcels, plotting of protected trees that are more than 100 feet outside of the edge of the area to be disturbed may be waived by the Planning Commission at the request of the applicant and upon a recommendation by the Township environmental consultant.

~~(h)~~(o) *Plot plan.* When this section requires a plot plan, the plan shall include the following information:

- (1) Scale, date, and north directional arrow.
- (2) Location map showing major intersections, and dimensioned diagram of the parcel.
- (3) Dimensioned location, outline, and dimensions of all existing and proposed structures, and the location and extent of all uses not involving structures.
- (4) Location, species, size, and condition of protected trees and woodlands to be removed.
- (5) Additional information as required by the Planning Commission for the purposes of determining compliance with the provisions of this chapter.

~~(m)~~(p) *Woodland stewardship plan.* When a woodland stewardship plan is being proposed, it must be reviewed and approved by the Township environmental consultant prior to the start of any forestry management practices or operations. The plan shall meet the following requirements:

- (1) *Plan contents.* The contents of a woodland stewardship plan must comply with the requirements established by the State of Michigan's Forest Stewardship Program (FSP) including:
 - a. Property identification and overview: Landowner and plan writer's names, addresses, phone numbers and signatures; acreage under the stewardship plan; date; landowners goals; location of site and directions to property; cover page with FSP logo, date, etc.; completed landowner assessment form; interaction with surrounding landscape.
 - b. Property maps and location information: General property description; forest type map; activity map; soils map, legend, and soils description.
 - c. Resource descriptions: Narrative description of management unit; stands described by cover type and acreage; major species; stand size class, density soil type, site quality; stand quality, including age, health, growth rate, volume, timber quality, threatened and endangered species database checked, habitat class information, cultural heritage data, stand history, wildlife habitat quality and uses, timber production potential, recreational opportunities, wetlands and water quality issues, and aesthetics.
 - d. Prescriptions/recommendations: Schedule of prescribed activities for the next ten years; stand/management unit specific goals statement; how prescriptions use the appropriate best management practices to minimize damage to the resources in

each management unit; long-range silvicultural objectives for each stand or cover type clearly stated and related to landowners' goals.

- (2) *Professional qualifications.* All woodland stewardship plans must be prepared by a certified forester. Certified foresters are foresters registered with the State of Michigan or a conservation district forester.
- (3) *Purpose.* The purpose of the woodland stewardship plan shall be for long term forest management and regrowth of the woodland and not prior to or in anticipation of development of the land.
- (4) *Review and approval by State of Michigan Forest Stewardship Program (FSP).* Prior to filing the woodland stewardship plan with the Township, the applicant shall obtain and provide evidence of approval of the plan pursuant to the State of Michigan Forest Stewardship Program or its successor.
- (5) *Compliance with Generally Accepted Forest Management Practices (GAFMP).* The woodland stewardship plan shall comply with GAFMP adopted by the Michigan Department of Natural Resources or its successor.

~~(h)~~(g) *Tree replacement options and requirements.* The tree replacement requirements herein can be met in part or in whole by the landscape requirements set forth in [section 74-586](#), Landscaping and transition strips.

- (1) *Protected tree replacement.* For every one inch DBH of protected trees removed, one-half inch DBH of replacement trees shall be planted on the parcel, each of which replacement trees shall have a 2.0-inch minimum caliper for deciduous trees, or six feet in height for coniferous trees. To compensate for the disparity between DBH and caliper inch measurements, replacement trees using caliper measurements must be provided at 140 percent of the DBH removed. Replacement trees shall be species native to Michigan, and non-sterile varieties. If more than 20 replacement trees are required, a mixture of three more species must be used.

EXAMPLE:

Trees to be removed in woodland area greater than three (3) acres = 200 DBH inches
 $(200 \text{ DBH} \times 140\%) \times .5 = 140 \text{ caliper inches of replacement trees}$
 $140 / 2.0 = 70$
replacement trees at 2.0 caliper inch required

- (2) *Tree replacement and woodland stewardship plans.* If removal of protected trees is conducted in compliance with a woodland stewardship plan, then replacement trees are not required.
- (3) *Tree replacement plan contents.*
 - a. *Plan requirements.* If a tree replacement plan is required as part of the site plan review or subdivision plat review process as set forth in [74-605\(g\)\(1\)](#), then the scale of the tree replacement plan shall be the same as either the site survey, the site plan, and/or

the subdivision plat. If a tree replacement plan is required for other woodland or protected tree removal as set forth in 74-605(g)(2), the tree replacement plan, if required, shall be a scaled drawing and the scale shall not exceed 100 feet to the inch.

b. *Plan contents.* In all cases a tree replacement plan shall contain the following:

1. Property boundaries, existing and proposed buildings and structures, pavement, overhead and underground utilities, and other permanent features of the property.
2. Existing natural features such as edges of woodlands, protected trees to remain, wetlands, water courses and water features (ponds, lakes, etc.).
3. Location, size, species (common and botanical names), and number of all proposed trees;

(4) *Tree removal without permission.* If protected trees are removed without the required review and approval, or without filing any required woodland stewardship plan, then, in addition to sanctions for violation of this chapter, each one (1) inch DBH removed must be replaced with two DBH inches in replacement trees. Replacement trees shall meet the same minimum size, species, and diversity requirements as noted in (1) and (2) above. Plans showing the location, size, species, and other relevant information regarding tree mitigation and replacement as required by this subsection shall be submitted to the Township ~~Building Official~~ for review and approval, in consultation with the Township's Environmental Consultant if needed.

(5) *Transplanting trees.* Where native woodland species are being displaced by development, smaller sized native trees transplanted from the disturbed area of the site may be used to fulfill tree replacement requirements. Transplanted trees shall be native species, no less than 1.0" caliper for deciduous trees or three feet tall for evergreen trees, and the total number of plants used adds up to the size requirements for a single species. For example, two rescued 1.0" caliper oaks can be used instead of 1, 2.0" caliper oak. Native species transplanted from the site shall not be removed from undisturbed areas of the site, or areas designated as preservation or conservation areas. Federal and state laws protecting native plant species designated as endangered, threatened or of special concern must be adhered to and under no circumstances shall these plants be damaged, destroyed or removed from the site.

(6) *Woodland restoration.* If deemed appropriate by the Planning Commission, woodland areas disturbed by development activities may be mitigated by the creation of an area planted with a native plant community appropriate to the area. The proposed plant community shall be illustrated on a tree replacement plan, including information about all proposed plant material. In reviewing such a proposal, the Planning Commission shall apply the following standards:

- a. The use of existing Woodland soils from the site to establish necessary soil conditions for Woodland plants to establish themselves.

- b. The native species diversity proposed for tree, understory and groundlayer plants.
 - c. The age diversity of the proposed tree canopy. (Native trees and shrubs of various ages and sizes are appropriate for this type of planting. Therefore the minimum tree size requirements do not apply here.)
 - d. The use of plants with local genotypes, including rescued plants from the disturbed portion of the site, seed, and propagates from the local plant populations.
 - e. The habitat values created by the proposed mitigation, including plant species proposed adjacent to other site features, such as contiguous woodlands, tree rows, wetlands, streams, or other features.
- (7) *Security.* After issuance of a permit under this section the applicant shall deposit with the Township security in the form of cash, or letter of credit, in an amount recommended by the Township environmental consultant and approved by the Planning Commission, and in a form approved by the Township Building Official and Township attorney to ensure proper installation and survival of replacement trees, transplanted trees, and/or woodland plants for a period of three years after the later of (i) planting, (ii) issuance of a certificate of occupancy for the project, or (iii) final approval of the tree/woodland removal permit or any amendment. The tree replacement plan shall include a description of the proposed amount and type of security to be posted. The applicant and the Township shall enter into an escrow agreement pertaining to the conditions for release of the security in a form approved by the Township attorney and Building Official at the time the security is posted.
- (8) *Alternative mitigation measures.* The planning commission shall be authorized to waive a portion of the tree replacement requirements of this section when site factors, tree condition or development requirements make conformity to the tree replacement requirements of this section difficult or undesirable. In such case, the applicant shall propose either (i) a plan for planting a portion of the required replacement trees or other plantings in other areas of the Township, or (ii) a monetary contribution to the Township Woodlands/Natural Features Fund, which contribution shall be in an amount reasonably related to the cost of the tree replacement requirement waived. The Planning Commission shall review such proposal and may request revisions to the proposal and may approve, approve with modifications and conditions, or deny such proposal for waiver of tree replacement requirements.

The Township Woodlands/Natural Features Fund shall be a separate Township fund which shall serve as the depository for all monetary contributions as provided in this subsection.

The Township Board shall administer and use the Township Woodlands/Natural Features Fund for the public purposes of planting and maintaining trees, Woodlands, and other natural features within the Township, and for other public purposes related

to climate change resilience, stewardship, preservation and restoration of natural features, trees or woodlands in the Township in accordance with specific programs developed by the Planning Commission and approved by the Township Board. Such programs may include but are not limited to the following, all to be conducted within the Township: creating and/or maintaining public parks and natural areas, plantings for carbon capture, creation of natural flood protection such as stream bank and wetlands restoration, drain tile repair and creation of rain gardens, ~~(i)~~ invasive species removal, ~~(ii)~~ stream bank restoration, ~~(iii)~~ park path way restoration, ~~(iv)~~ assessment, mapping or surveys of waterways, ~~(v)~~ replacement of dead ash-native trees ~~along roads~~, or (vi) installation of trees as windbreaks.

~~(e)~~(r) *Preservation of existing trees and woodlands.* Protected trees, landmark trees and woodlands shall be preserved to the greatest extent practicable through the use of site development techniques including but not limited to the following:

- (1) In general, landmark trees should not be removed for development. Site design should consider any landmark tree on a site as an important design element. Removal of landmark trees should occur rarely and should be considered only after alternatives are studied and found to be not feasible.
- (2) Locate development in areas of the site that are already disturbed or cleared of trees and woody vegetation.
- (3) Minimize clearing and grading of the site by working with the site's existing topography. Grading, roads, walkways, utility lines, and all other aspects of soil disturbance shall be minimized to the extent possible considering standards of sound design and public safety. Clearing for buildings should be limited to the smallest area needed for safe and effective building work. Excavated soil and materials from basements and grading shall not be spread in the Woodland area. Careful handling of trees and use of adequate tree protection measures should be undertaken, especially for trees near the building envelope.
- (4) Use retaining walls and other techniques to minimize grade changes near trees.
- (5) Provide tree and understory/groundlayer protection during all construction phases of the project. Woodland areas excluded from development should be protected from all intrusions during development by well-maintained barrier fencing. (See subsection (p), Tree protection during construction below for minimum requirements.) If construction or grading is to occur within a portion of woodlands those woodland areas excluded from development should be clearly marked and/or fenced off during development. Unpermitted intrusions include any activity that could adversely affect the plants (trees, shrubs, and herbaceous/groundlayer plants) within the fenced-off woodland including, but not limited to, the following: driving vehicles and/or heavy equipment; stockpiling, storage or parking of any soils, materials, equipment or vehicles; spreading excess fill/soil; dumping of construction or landscaping wastes; and clearing/removal of the understory or groundlayer of vegetation within the woodland.

- (6) Minimize the building/construction footprint on individual lots to preserve trees within lot boundaries.
- (7) Maintain grades and moisture conditions within the critical root Zone (CRZ) of trees. Many of the native hardwood trees: oaks, hickories, maples and beeches, for example, and most old trees do not adapt to environmental changes brought about by construction. Grading changes should not occur within the CRZ of a tree. In addition, grading on a site should neither increase or decrease moisture conditions within a tree's CRZ. The area of concern around an important tree may be significantly larger than the CRZ. The drip line of the tree shall be used for comparison, and if larger than the CRZ, the dripline should be used to determine how best to protect an important tree.
- (8) Locate utility lines away from trees to be retained. If this is not possible, install utility lines through bored tunnels instead of trenches.
- (9) Conduct any necessary excavation around trees by hand.

~~(p)~~(s) *Tree protection during construction.*

- (1) *Critical root zone.* No disturbance or construction activities may occur within the critical root zone of any protected or landmark tree designated to remain as shown on the Tree/Woodland survey, site plan, or subdivision plat.
- (2) *Protected barrier.* The applicant, and the applicant's agents and successors shall erect and maintain suitable barriers as approved by the Township to protect trees designated to remain as shown on the approved site plan or subdivision plat. Protected barriers shall be placed at the outer limits of the critical root zone, or drip line if larger and if required by the planning commission to provide greater protection for an important tree, and shall remain in place until the Township authorizes removal based on tree protection factors or issues a final certificate of zoning compliance, whichever occurs first.
- (3) *Inspections.* The Township shall have the right to periodically inspect the site during site plan or subdivision plat review, land clearing, and/or construction to ensure compliance with this section.
- (4) *Construction damage.* Any woodland, protected tree or landmark tree that is determined to be dead, dying or severely damaged due to construction activity within three years after the later of issuance of a certificate of occupancy or final permit approval for development authorized by an approved site plan, subdivision plat, or tree/woodland removal permit shall be replaced by the applicant in the amount specified in the requirements for mitigation of woodlands. Plans showing the location, size, species, and other relevant information regarding tree mitigation shall be submitted to the Township Building Official for review and approval, in consultation with the Township's environmental consultant.

~~(t)~~(t) *Appeals and variances.* All appeals or requests for variances from the provisions of this section shall be made to the Ann Arbor Township Zoning Board of Appeals. Any appeal must be received in writing by the Township ~~Clerk~~ within 28 days after the date of the meeting at which the Planning Commission made its decision.

~~(u)~~(u) *Violations and penalties.*

- (1) Any person found in violation of the provisions of this section shall be subject to the provisions in Article II, Division 2 of this chapter, and may be cited for each day of violation. The Township, in addition to other remedies, may institute any appropriate action or proceeding to prevent, abate or restrain the violation.
- (2) In addition to the provisions contained in this Section, the Planning Commission, at a regular or special meeting, shall have the authority to direct the Zoning Officer or other designated person to notify the Township Supervisor that a stop work order (or stop construction order as described in [section 74-98](#)) shall be issued upon any project subject to this Section, with the concurrence of the Township Supervisor, when it is determined that a violation has occurred.

~~Motion By:~~

~~Second By:~~

~~YEAS:~~

~~NAYS:~~

~~Abstain:~~

~~Absent:~~

ORDINANCE DECLARED ADOPTED

CERTIFICATION

It is hereby certified that the foregoing Ordinance was adopted by the Township Board of Ann Arbor Charter Township, Washtenaw County, Michigan at a meeting of the Board duly called and held on _____, 2025.

ANN ARBOR CHARTER TOWNSHIP

By: _____
Diane O'Connell, Supervisor

By: _____
Rena Basch, Clerk

~~First Reading:~~

Public Hearing: November 7, 2024

~~Planning Commission Recommendation:~~

Approved by Board:

Effective: _____, 2025 (~~7 days after publication~~)

**ANN ARBOR CHARTER TOWNSHIP
BOARD OF TRUSTEES
ORDINANCE TO AMEND CHAPTER 70, UTILITIES,
SECTION 73, “INSTALLATION OF NEW CONNECTIONS”
NO. 25-____**

April 21, 2025

The Ann Arbor Charter Township Board of Trustees ordains and adopts the following amendment to Chapter 70, Utilities, Section 73, “Installation of new connections,” of the Township Code of Ordinances, [new language underlined, deleted language ~~stricken~~]:

Section 1. Amendment of Section 70-73.

CHAPTER 70, Section 70-73, is amended to read as follows:

Sec. 70-73-Installation of new connections.

The new connection shall be installed by the department upon payment of the required connection fee. Any new dwelling, building, or property which is used for human occupancy, employment, recreation, or other purposes, which is (i) being reviewed, approved, or requesting permits for development, construction, or erection in the Township, or (ii) which is currently erected or in use and otherwise being expanded, improved, remodeled, altered, added to, demolished, and/or renovated in a manner which results in a recommendation by the County health department to connect to the Township’s public water system in lieu of issuing a permit for connection to a water supply well, and located in an area in which the Township public water service is available, is required, at owner’s expense, to install and maintain suitable water facilities and connect to the Township water system in accordance with the Land Development Standards. Such installation and connection shall be completed prior to the owner obtaining certificates of occupancy for such dwelling, building or property, or otherwise within 90 days after date of official notice to do so by the Township. On-site water supply shall be prohibited in areas in which such public water service is available. All principal buildings that are located in areas in which public water service is not available shall be connected to water supply wells approved by the county health department. As used herein, public water shall be determined to be “available” if the water system is located in a right-of-way, easement, highway, street, or public way which crosses, adjoins, or abuts upon the property and passing not more than 200 feet at the nearest point from a property line in which public water originates.

Section 2. Effective Date.

This Ordinance shall take effect upon publication as provided by law.

DRAFT APRIL 21, 2025

Section 3. Repealer.

All ordinances inconsistent with the provisions of this ordinance are repealed but only to the extent to give this ordinance full force and effect.

Motion By:

Second By:

YEAS:

NAYS:

Abstain:

Absent:

ORDINANCE DECLARED ADOPTED.

ANN ARBOR CHARTER TOWNSHIP BOARD
OF TRUSTEES

By: _____
Diane O'Connell, Supervisor

By: _____
Rena Basch, Clerk

First Reading: April 21, 2025

Second Reading: _____, 2025

Adopted by Board: _____, 2025

Published and Effective: _____, 2025 (upon publication)

Resolution Appointing Ordinance Enforcement Officer

April 21, 2025

Resolution adopted at a regular meeting of the Ann Arbor Charter Township Board of Trustees, held at the Township Hall, 3792 Pontiac Trail, Ann Arbor, Michigan on April 21, 2025.

PRESENT:

ABSENT:

Motion by: ;supported by:

Whereas the Ann Arbor Charter Township has adopted an Ordinance to Establish the Office of Ordinance Enforcement Officer to enforce all ordinances of the Township; and

Whereas, the Township Board is authorized to appoint by resolution any person or persons to the office of Ordinance Enforcement Officer.

Now, therefore: The Ann Arbor Charter Township Board Resolves that:

Barry Wauldron is appointed to the Office of Ordinance Enforcement Officer, and as such is authorized to enforce all ordinances of the Township. The Code Enforcement Officer has full authority to write citations and violation notices under the Township Ordinances.

AYES:

NAYES:

ABSTAIN:

RESOLUTION DECLARED ADOPTED.

Diane O'Connell, Township Supervisor

I certify that the foregoing is a true and complete copy of a resolution adopted by the Ann Arbor Charter Township Board, County of Washtenaw, State of Michigan, at a regular meeting held on April 21, 2025, that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Rena Basch, Township Clerk

Dated: _____, 2025



Diane O'Connell, Supervisor
Rena Basch, Clerk
Carlene Colvin-Garcia, Treasurer

John Allison, Trustee
Eric Kaldjian, Trustee
Della DiPietro, Trustee
Peter Kotila, Trustee

MEMORANDUM

TO: Ann Arbor Charter Township Board of Trustees

FROM: Eric Humesky, P.E. *ESH*
Township Engineer

DATE: April 17, 2025

SUBJECT: Utilities Ordinance Update – Water Service Connection
Chapter 70, Utilities, Section 73, “Installation of new connections”

The existing Utilities Ordinance language currently does not have any requirements for when a dwelling or building must be connected to the Township’s public water system. The intent of the proposed new ordinance language is to be consistent with the current Township sanitary sewer service connection ordinance requirements, the typical requirements of the surrounding communities, and to meet the County health department goals of ensuring dwellings/buildings are connected to public water when available.

The proposed language specifies that the public water supply is “available” to a property when the water system is within 200 feet of any of the property lines. Therefore, connection to the Township water system would be required for:

- Any new construction located on property within 200 feet of a water main
- Any new work on an existing dwelling/building, resulting in a recommendation by the County health department to connect the public water system, located on property within 200 feet of a water main.

April 2025 | Consultant Report

Ann Burke

Completed Work

- Worked with township staff and Climate Resilience committee to submit EIED application on March 19
- Facilitated a debrief meeting, held on March 28, with the EIED group to discuss what worked well and what we would do differently in the future. This meeting helped us to identify strengths and areas for improvement for applying for grants in the future.
- Met with Carlene Colvin-Garcia on April 8 to plan May newsletter content
- Check-in meeting with Diane O'Connell on April to discuss possible future projects (e.g. removing invasives event)
- Worked with Jennifer Morris and township staff to facilitate communications distribution for Earth Day tree giveaway

In Progress

- Drafting newsletter content (to be distributed in May)
- Planning possible invasives removal event with Diane O'Connell and Jill Lada
- Exploring possibility of SEMCOG planning grant with Diane O'Connell

Next steps

- Work with Carlene to finalize content for newsletter distribution (send layout to printer by April 25)
- Establish clear next steps and timeline for possible invasives removal event
- Determine next steps for possible SEMCOG planning application
- Discuss next steps for communication strategy with personnel committee (plan for summer)
 - Goal: Establish a consistent communication schedule and strategy

Suggestions for the short-term: summer projects

As we look ahead to the summer, I recommend we take a coordinated approach to communications. The efforts outlined below can support and reinforce one another. Additionally, I will have more capacity to focus on this work over the summer, making it a good window to support planning and implementation:

- **Communication Strategy:** We've discussed the importance of establishing a comprehensive communication strategy. Once staffing is more settled for the short term, this can be a key priority in the summer. Building on the momentum from the community communication survey, a strategy will help align messaging, improve outreach, and create a consistent framework for engagement.
- **Website Improvements:** Regardless of whether the township transitions to a new hosting provider, there are immediate opportunities to improve the current township website's architecture, navigation, and usability. Website updates should be aligned with the broader communication strategy, ensuring the site becomes a more effective tool for reaching and informing residents.
- **Committee Support:** In working with the Climate Resilience Committee, I've been glad to support communications and assist with grant writing efforts. I'm also happy to support other committees in similar ways as needed. For example, the Climate Resilience Committee's Education and Outreach Subcommittee may find it helpful to use existing township communications—such as the newsletter, website, and emails—to share updates and engage the community. This kind of coordinated effort would strengthen the township's overall outreach and enhance public engagement across the board.

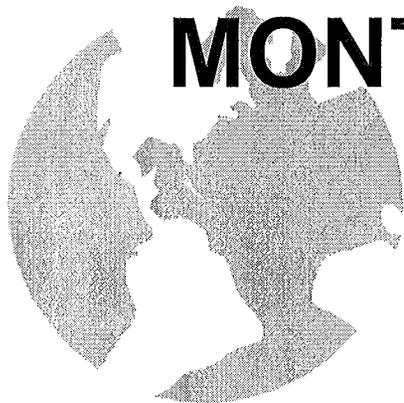
Additional (long-term/ongoing) goals for communication:

- Support township efforts via communication strategies
 - Identify key methods and mediums through which to distribute information
 - Determine who will be responsible for distributing this information and when
 - Establish a shared communication calendar
 - Support website revisions for enhanced usability
- Continue to identify and apply for relevant grants
 - I would like to turn more focus to this area if there is a need (e.g. Ralph C. Wilson for yet to be identified project, SEMCOG planning grant)



Ann Arbor Charter Township

**UTILITIES
DEPARTMENT
MONTHLY REPORT**



March, 2025

MAINTENANCE / PROJECTS

1. Water Samples to EGLE
2. Miss Dig Program
3. Sanitary Sewer Manhole Inspection
4. Generator routine Maintenance
5. Weekly Generator Run Test
6. Locate and Fix Stop Boxes
7. Weekly Station Checks
8. GIS Updates
9. Inspected New Sewer Line
10. Checked SCADA Alarms
11. Mowed Sewer Easement
12. Cleaned Shop
13. Soil Erosion Inspections
14. Worked on Hydrant Pumps
15. Started to Cleanup Tillian Farm
16. Sent Water Usage and Cross Connection Reports to EGLE
17. Worked on Barn Door Tillian
18. Beckwith Punch List
19. Exercise Valves at Water Tank
20. Sand and Paint Floor at WCC Boster Station
21. Cleaned Gutters at Towsley Lift Station
22. Meter Reads

MEETINGS – SEMINARS

1. **Toyota Substation/DTE Power Lines On Site Meeting**
2. **MRWA Conference**
3. **Building Construction Meeting**
- 4.
- 5.

PLAN REVIEWS

1. **Toyota Guard Shack**
2. **FGRHS Athletic Fields**
3. **Water Asset Management Plan**
4. **Toyota Substation/DTE Power Lines**

TOPICS TO DISCUSS

1. **Working on Soil Erosion and Grading Permit Forms**
2. **City of Ann Arbor Water Main Break**

ANN ARBOR CHARTER TOWNSHIP

FIRE DEPARTMENT

MARCH 2025 - TOWNSHIP BOARD REPORT





Fire Department Activity Report for March 2025

INCIDENTS:

- Structure Fire 2 (No Structure Fires in AAT)
- Vehicle Fire 2
- Grass/Brush Fire 1
- Fire Alarm 11
- Haz-Mat/Gas Leak/CO 1
- Hazardous Conditions 1
- Wires Down 2
- Station Coverage 2
- EMS 51
- MVC 13
- Extrication/Tech Rescue 1
- Canceled before Arriving 11
- Good Intent 9

The department responded to a total of 107 incidents during the period.

During the month of March, the Ann Arbor Township Fire Department provided mutual aid eleven (11) times, and received mutual aid assistance four (4) times.

Mutual Aid Provided:

- ❖ Building Fire 2
- ❖ EMS 3
- ❖ Station Coverage 1
- ❖ Fire Alarm 1
- ❖ Dispatched & Canceled En Route 3
- ❖ Cancelled 1

Mutual Aid Received:

- ❖ Motor Vehicle Accident 2
- ❖ Cancelled 1
- ❖ Smoke in Building 1

PAID-ON-CALL (POC) STAFF ACTIVITY:

The department responded to 107 incidents during the month of March, and of those 107 incidents, paid-on-call staff responded to 84 incidents. This represents one or more paid-on-call firefighters responding to 79% of our dispatched incidents.

RECRUITMENT / RETENTION:

The department continues to process three applicants for the position of paid-on-call firefighter / EMT.

TRAINING / EVENTS:

On March 1, 3, 6, 8, 10, 13, 15, 17, 20, 22, 24, 27, 29, and 31, fire department trainees attended the Ann Arbor Township Fire Department's Fire Academy - Class #8 The following topics were presented:

- ❖ Personal Protective Equipment
- ❖ Fire Service Communications
- ❖ Tour of Central Fire Dispatch Center
- ❖ Fire Behavior
- ❖ Building Construction
- ❖ Fire Extinguishers
- ❖ Fire Fighter Tools and Equipment
- ❖ Ropes and Knots
- ❖ Forcible Entry
- ❖ Ground Ladders

On March 1, and 2, FF Umfleet attended the Washtenaw Area Mutual Aid Association's - Fire Instructor I certification training program.

On March 4, Chief Nicholai attended the Washtenaw Area Mutual Aid Association's – Fire Chiefs Meeting.

On March 4, fire department personnel attended weekly training. Refresher training was conducted on rescue task force operations, and on the specific EMS equipment utilized. This training was an approved State of Michigan EMS Continuing Education training program.

On March 11, fire department members attended weekly training. Training was conducted at the KLA building. Firefighters were able to tour the building to be better familiarized with the floor plan, and specific building features.

On March 12, 19, and 26, several Ann Arbor Township fire personnel attended the Washtenaw Area Mutual Aid Association's - Fire Officer I certification training program.

On March 18, firefighters attended a State of Michigan EMS Continuing Education training program on EMS report writing and incident documentation.

On March 25, fire personnel attended refresher training on brush and field fire operations. Members were also provided with refresher training on the operation of the department's all-terrain vehicle, including fire and EMS operations.

Respectfully Submitted,

Mark A. Nicholai

Fire Chief



WASHTENAW COUNTY OFFICE OF THE SHERIFF

EST. 1823

ALYSHIA M. DYER, SHERIFF



April 17th, 2025

To: Diane O'Connell, Ann Arbor Township Supervisor
From: Sgt. Jordan Erbes
Through: Lt. Alan Hunt
CC: Gary Lowe, Police Services Commander, Nick Krings Police Services Captain
Re: March 2025 Police Services Monthly Report

Monthly Numbers:

Call for Service: 287
Traffic Stops: 28
OWI/OUID: 2
Traffic Crashes: 13
Animal Complaints: 2
Citations: 9

Significant Incidents:

Nothing of note.

In/Out of Area Time:

Into Area Time: 100
Out of Area Time: 1424



Alyshia M. Dyer
Sheriff

ANN ARBOR TOWNSHIP MONTHLY POLICE SERVICES DATA

March 2025

Incidents	Month 2025	Month 2024	% Change	YTD 2025	YTD 2024	% Change
Traffic Stops	28	50	-44%	60	146	-59%
Citations	9	8	13%	21	20	5%
Drunk Driving (OWI)	2	0	+	4	0	+
Drugged Driving (OUID)	0	0	-	0	0	-
Calls for Service Total	287	274	5%	830	1080	-23%
Calls for Service <i>(Traffic stops and non-response medicals removed)</i>	208	181	15%	612	813	-25%
Robberies	0	0	-	0	0	-
Assaultive Crimes	4	1	300%	4	1	300%
Home Invasions	1	2	-50%	1	3	-67%
Breaking and Entering's	0	0	-	0	1	-
Larcenies	1	4	-75%	3	6	-50%
Vehicle Thefts	0	0	-	0	0	-
Traffic Crashes	13	11	18%	37	35	6%
Medical Assists	3	7	-57%	5	20	-75%
Animal Complaints <i>(ACO Response)</i>	2	7	-71%	10	16	-38%
In/Out of Area Time	Month <i>(minutes)</i>	YTD <i>(minutes)</i>	+ = Positive Change - = Negative Change			
Into Area Time - A2	100	126				
Out of Area Time - Collab	1424	3033				
Investigative Ops (DB)	0	0				
Secondary Road Patrol	145	145				
County Wide	0	40				
Banked Hours	Hours Accum.	Previous Balance	Hours Used	Balance		
March - Collab	372	166.13	233.63	304.51		



Out of Area Time

For: 03/01/2025 thru 03/31/2025



Patrol Area	Reporting Area	Username	Location	Activity Category	Incident Number	Comments	Start Time	Duration in Minutes	Start Date
ANN ARBOR-SUPERIOR TWP COLLABORATION	MANCHESTER CITY	WDVANDERROESTB	E DUNCAN ST	BACKUP DISPATCHED CALLS	250013827	BU CFS // SGT WALLACE TO ASSIST W/ MISSING SUBJECT POSS K9 TRACK	00:04:00	86	3/2/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDVANDERROESTB	CAMPBELL AVE	BACKUP DISPATCHED CALLS	250014660	BU CFS // ASSIST W/ K9 TRACK FOR SUSPECT // SGT. WILLIAMS	22:40:00	35	3/5/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPACHECOGARCIA	ECORSE RD/S HARRIS RD	BACKUP DISPATCHED CALLS	250015258	BU CALL SPANISH TRANSLATION APPROVED BY SGT ARTS	12:01:00	39	3/8/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDSINGERA	Washtenaw/Goldside	BACKUP DISPATCHED CALLS		BCL looking for vehicle related FA 25-16455/ Supervisor approval Sgt. Bynum	08:45:00	75	3/13/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDTROWBRIDGEM	APPLERIDGE ST/RIDGE RD	BACKUP DISPATCHED CALLS	250015968	SHOTS HEARD IN AREA			
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDMIZERK	EMERSON AVE/HOLMES RD	BACKUP DISPATCHED CALLS	250017346	SGT WILLIAMS APPROVAL	03:20:00	15	3/15/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDMIZERK	EMERSON AVE/HOLMES RD	BACKUP DISPATCHED CALLS	250017346	FOUND CHLD - HELPED RETURN OK PER SGT HOUK	12:40:00	5	3/16/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPREUTHUNO	W CLARK RD	BACKUP DISPATCHED CALLS	250017684	BACK UP YPT FOR SHOTS HEARD			
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDCOUCKED	HOLMES RD	BACKUP DISPATCHED CALLS	250017936	SGT ERBES	21:25:00	10	3/17/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDCOUCKED	HOLMES RD	BACKUP DISPATCHED CALLS	250017936	PER SGT ERBES, BARRICADED DV SUSPECT, ASSIST WITH NEGOTIATIONS	21:10:00	140	3/18/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDNEDDOK	HOLMES RD	BACKUP DISPATCHED CALLS	250017936	BU YPSI TWP UNIT ON REPORT OF DV AND SUSPECT ADVISED HE WOULD SHOOT PD, SUSPECT BARRICADED HIMSELF IN UNIT. APPROVAL TO ASSIST PER SGT. ERBES.	21:14:00	132	3/18/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDNEDDOK	HOLMES RD	BACKUP DISPATCHED CALLS	250017984	REPORT OF A POSSIBLE B&E WITH THE SAME SUSPECT AS INCIDENT 25-17936 APPROVAL TO ASSIST PER SGT. ERBES.	01:58:00	20	3/19/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPREUTHUNO	HOLMES RD	BACKUP DISPATCHED CALLS	250017984	Back Up YPT Deps for BE in progress			
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPREUTHUNO	HOLMES RD	BACKUP DISPATCHED CALLS	250017984	SGT Erbes	02:00:00	65	3/19/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDMIZERK	ROUNDTREE-CNT	DETAIL		PER SGT HOUK, CNT CALL OUT	14:00:00	61	3/19/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDCOUCKED	ROUNDTREE-CNT	DETAIL		PER SGT HOUK/ERBES, CNT CALL OUT	15:02:00	193	3/19/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDLOWHORNB	ANCHOR BAY	DISPATCHED CALLS	250018124	ASSIST YPT, NO AVAIL DEPS - TIED UP ON 18089 OK BY SGT HOUK	15:02:00	58	3/19/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDLOWHORNB	FOREST CT	DISPATCHED CALLS	250018141	ASSIST YPT, NO AVAIL DEPS - TIED UP ON 18089 SGT HOUK APPROVED	16:00:00	50	3/19/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDLOWHORNB	EQUIP ROUNDTREE	DETAIL		ASSIST YPT, NO AVAIL DEPS - TIED UP ON 18029 FOR SWAT/CNT CALL OUT SGT HOUK APPROVED	17:00:00	25	3/19/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDFARMERA	BELMONT DR	BACKUP DISPATCHED CALLS	250018187	Assisted YPT Deps, for scene security and BOL for suspects, OK per Sgt. Houk	18:30:00	30	3/19/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDLOWHORNB	BELMONT DR	BACKUP DISPATCHED CALLS	250018187	BU YPT DEPS WITH SHOOTING SGT HOUK APPROVED	18:30:00	30	3/19/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDURBANS	FOX AVE/SENECA ST	BACKUP DISPATCHED CALLS	250018663	SGT PEHRINGTON APPROVED- DISORDERLY SUBJECT LEO SAFETY CONCERN DUE TO LARGE CROWD	19:30:00	30	3/21/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDSINGERA	FOX AVE/SENECA ST	BACKUP DISPATCHED CALLS	250018663	felony assault in the willow request of additional units/ Supervisor Sgt. Erbes	19:40:00	20	3/21/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPREUTHUNO	E CLARK RD/DAWN AVE	BACK-UP TRAFFIC STOP	250018927	Back up YPT Deps on Traffic Stop			
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPREUTHUNO	E CLARK RD/DAWN AVE	BACK-UP TRAFFIC STOP	250018927	SGT Pennington	01:00:00	0	3/23/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPREUTHUNO	APPLERIDGE ST	BACKUP DISPATCHED CALLS	250019097	BACK UP YPT DEP ON MEDICAL CALL WITH CHLD			
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPREUTHUNO	APPLERIDGE ST	BACKUP DISPATCHED CALLS	250019097	SGT ERBES	23:00:00	15	3/23/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDMICHAELS	HOLMES RD/WIARD RD	BACK-UP TRAFFIC STOP	250019332	back up unit for 710 traffic stop sgt pennington approved	23:40:00	15	3/24/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDFEARLEYJ	CANDLEWOOD LN	BACKUP DISPATCHED CALLS	250019411	Assist YPT with FA Approved by Sgt Houk	12:00:00	90	3/25/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDCOUCKED	CANDLEWOOD LN	BACKUP DISPATCHED CALLS	250019411	PER SGT HOUK, ASSIST WITH ARRESTING SUSPECTS	12:15:00	65	3/25/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	SALEM TOWNSHIP	WDTROWBRIDGEM	BROOKVILLE RD/CURTIS RD	BACK-UP TRAFFIC STOP	250019518	BACKUP DEP MCGRADY ON OWI STOP			
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDTROWBRIDGEM	BROOKVILLE RD/CURTIS RD	BACK-UP TRAFFIC STOP	250019518	SGT WILLIAMS APPROVAL	19:25:00	55	3/25/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPACHECOGARCIA	INTERNATIONAL DR	BACKUP DISPATCHED CALLS	250020031	BU SPANISH APPROVED BY SGT ERBES	22:40:00	20	3/27/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDMICHAELS	INTERNATIONAL DR	BACKUP DISPATCHED CALLS	250020487	BU CFS // SGT. WILLIAMS // K9 ASSIST W/ SUBJECT WHO CUT HIS TETHER	23:20:00	25	3/29/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDMICHAELS	NEW MEADOW DR	BACKUP DISPATCHED CALLS	250020678	THIS WAS A CALL INVOLVING MISSING CHILD, SGT WILLIAMS APPROVAL. WENT FOR POSSIBLE K9 TRACK OF THE MISSING CHILD TO HELP ASSIST RESPONDING UNITS IN THE AREA.	20:40:00	10	3/30/2025
							Sum:	1,424	



Into Area Time Ann Arbor TWP

For: 03/01/2025 thru 03/31/2025

Patrol Area	Reporting Area	Username	Location	Activity Category	Incident Number	Comments	Start Time	Duration In Minutes	Start Date
YPSILANTI TWP	ANN ARBOR TWP	WDRASKOSR	N MAPLE RD	BACKUP DISPATCHED CALLS	250013774	ASSISTED DEPUTY MIZER WITH SUICIDAL / APPROVED SGT. HOGAN	19:40:00	50	3/1/2025
SCIO TWP	ANN ARBOR TWP	WDHALLR	N MAPLE RD	BACKUP DISPATCHED CALLS	250013774	BACK UP ANN ARBOR TOWNSHIP UNIT WITH SUICIDAL MALE WITH A GUN - APPROVED BY SERGEANT WALLACE	19:45:00	25	3/1/2025
SCIO TWP	ANN ARBOR TWP	WDPREUTHUNO	N MAPLE RD	BACKUP DISPATCHED CALLS	250013774	Back Up ANT Deps for a Suicidal with Guns in the house SGT Wallace	19:45:00	25	3/1/2025
							Sum:	100	

BUILDING REPORT

March 2025

Permit Record Type Totals	Records	Revenue	Records	Revenue
Building	24	27,236	55	66,570
Electrical	20	5,293	47	11,802
Mechanical	15	2,437	61	11,222
Plumbing	7	1,324	23	4,584
ZONING-LAND USE				
Fence Permit	-	-	-	-
Sign Permit	1	80	1	80
Special Event	-	-	-	250
Total	67	36,370	187	94,508

Building				
Ann Arbor Township	23	26,441	50	64,197
Barton Hills	1	795	5	2,373

Electrical				
Ann Arbor Township	18	4,993	43	11,211
Barton Hills	2	300	4	591

Mechanical				
Ann Arbor Township	11	1,922	53	9,880
Barton Hills	4	515	8	1,342

Plumbing				
Ann Arbor Township	6	1,118	19	3,824
Barton Hills	1	206	4	760

ZONING-LAND USE				
Ann Arbor Township	-	-	-	-
Barton Hills	-	-	-	-

Fence Permit				
Ann Arbor Township	-	-	-	-
Barton Hills	-	-	-	-

Sign Permit				
Ann Arbor Township	1	80	1	80
Barton Hills	-	-	-	-

Special Event				
Ann Arbor Township	-	-	-	250
Barton Hills	-	-	-	-
Total	67	36,370	187	94,508

SEMCOG

SOUTHEAST MICHIGAN COUNCIL OF GOVERNMENTS

GENERAL ASSEMBLY | MARCH 20, 2025



ECONOMIC DEVELOPMENT: WHAT'S OUR EDGE?

SEMCOG MEMBERS

★ 185 ★
TOTAL

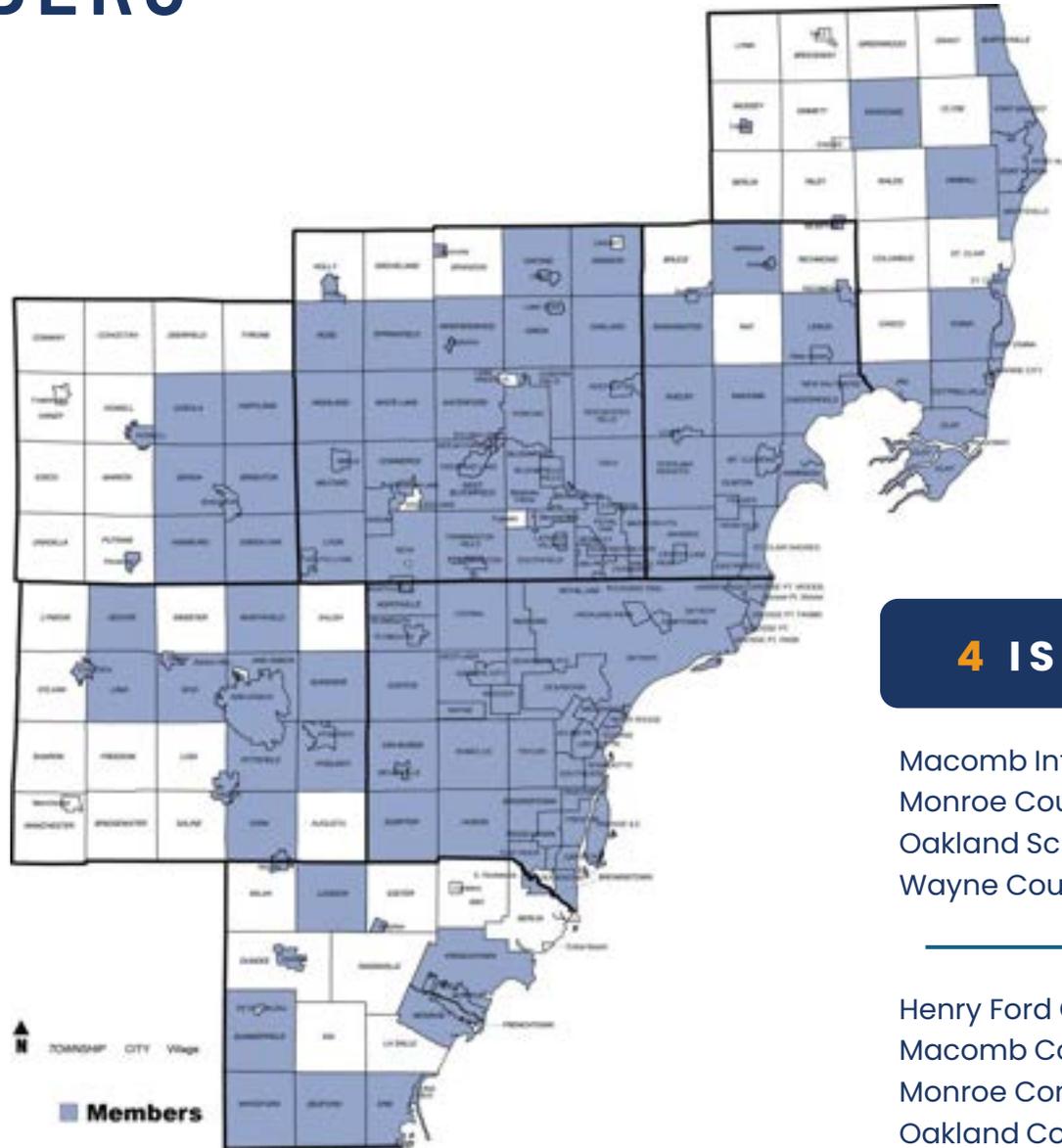
87 CITIES

17 VILLAGES

63 TOWNSHIPS

7 COUNTIES

Livingston, Macomb,
Monroe, Oakland, St. Clair,
Washtenaw, and Wayne



4 ISDs | 7 COMMUNITY

Macomb Intermediate School District
Monroe County Intermediate School District
Oakland Schools
Wayne County Regional Educational Service Agency

Henry Ford Community College
Macomb Community College
Monroe Community College
Oakland Community College
Schoolcraft Community College
Washtenaw Community College

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GOLD

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Regional Transit Authority

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C. E. Raines Company
Civil Engineers/Surveyors



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TETRA TECH



ACCESS TODAY'S AGENDA
ELECTRONICALLY!

APPROVAL OF AGENDA

A. Call to Order/Pledge of Allegiance/Approval of Agenda

B. Welcome

Carolina Pluszczynski, COO and Head of Innovation Services, Michigan Central

C. Public Comment

D. Approval of Consent Resolution

1. Financial Statements – January 2025
2. Approval of General Assembly Minutes – October 24, 2024
3. Receipt of Executive Committee Minutes – December 6, 2024; January 31, 2025; and February 28, 2025

E. Report from Chairperson: Gwen Markham, Commissioner, Oakland County

4. Recognition of 2025 Taubman Fellows

F. Keynote Presentation: Economic and Transportation Impacts of the Gordie Howe International Bridge Project

Colin Bird, Consul General of Canada in Detroit, United States

Heather Grondin, Chief Relations Officer, Windsor Detroit Bridge Authority

G. Panel Discussion: Innovative Redevelopment and Repurposing of Underutilized Property

5. Ethan Baker, Mayor, City of Troy
Mark Vanderpool, Manager, City of Sterling Heights
Brian Turnbull, Mayor, City of Northville

H. Report from Finance and Budget Committee: Robert Clark, Mayor, City of Monroe

6. Action: FY 2025–2026 Annual Operating Budget and Work Program Summary

I. Report from Executive Director, Amy O’Leary

7. Legislative update

J. Upcoming Meetings



WELCOME

Carolina Pluszczyński

COO and Head of Innovation Services
Michigan Central

PUBLIC COMMENT

- Members of the public wishing to provide input should fill out a card and give it to a staff member.
- Each person has up to three minutes to comment.

CONSENT RESOLUTION

- Financial Statements – January 2025
- Approval of General Assembly Minutes – October 24, 2024
- Receipt of Executive Committee Minutes – December 6, 2024; January 31, 2025; and February 28, 2025



REPORT FROM CHAIRPERSON

Gwen Markham

Commissioner, Oakland County

NATIONAL ASSOCIATION OF REGIONAL COUNCILS (NARC) 2025 CONFERENCE OF REGIONS



SEMCOG CONGRESSIONAL OFFICE VISITS



SEMCOG AT STATE OF THE STATE





SEMCOG 101



April 14, 2025
10 a.m. – 12 p.m.
SEMCOG Offices

2025 REGIONAL SHOWCASE AWARD CALL FOR PROJECTS!



Nominations due March 31

Questions?
Contact Amy Malmer
Membership Manager



*2024 Regional Ambassador
Wayne County Commissioner Al Haidous*

2025 REGIONAL AMBASSADOR NOMINATIONS



Nominations due March 31
Questions? Contact Amy Malmer,
Membership Manager

A large, faint, light-colored crest of a university is centered in the background. The crest features a shield with horizontal stripes and a banner at the top containing the word 'VERITAS'.

SEMCOG

TAUBMAN FELLOWSHIP

TAUBMAN FELLOWS



Michael Schostak
Treasurer, Bloomfield Township



Sheila Tomkowiak
Mayor, Grosse Pointe



ECONOMIC AND TRANSPORTATION IMPACTS OF THE GORDIE HOWE INTERNATIONAL BRIDGE PROJECT

Colin Bird

Consul General of Canada in Detroit, United States

Heather Grondin

Chief Relations Officer, Windsor Detroit Bridge Authority

ECONOMIC IMPACT OF THE BORDER

Border Crossings

- 87-mile border with Southwest Ontario
- 7 key international border crossings
- 3 primary auto/truck crossings
- Great Lakes/St. Lawrence Seaway

Economy

- US & Canada Trade Partnership
- Montreal-Toronto-Windsor-Detroit-Chicago corridor



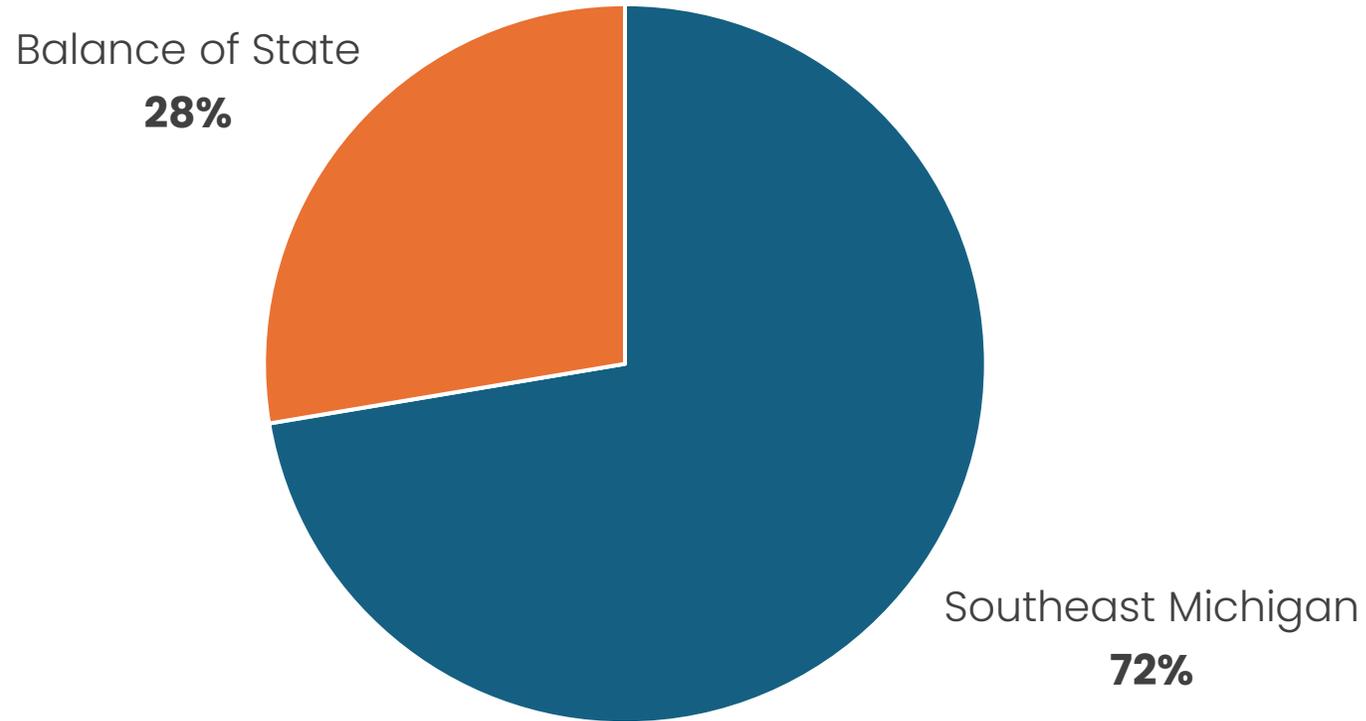
36% of U.S.-Canada border trade crosses through Southeast Michigan ports of entry



Gordie Howe International Bridge

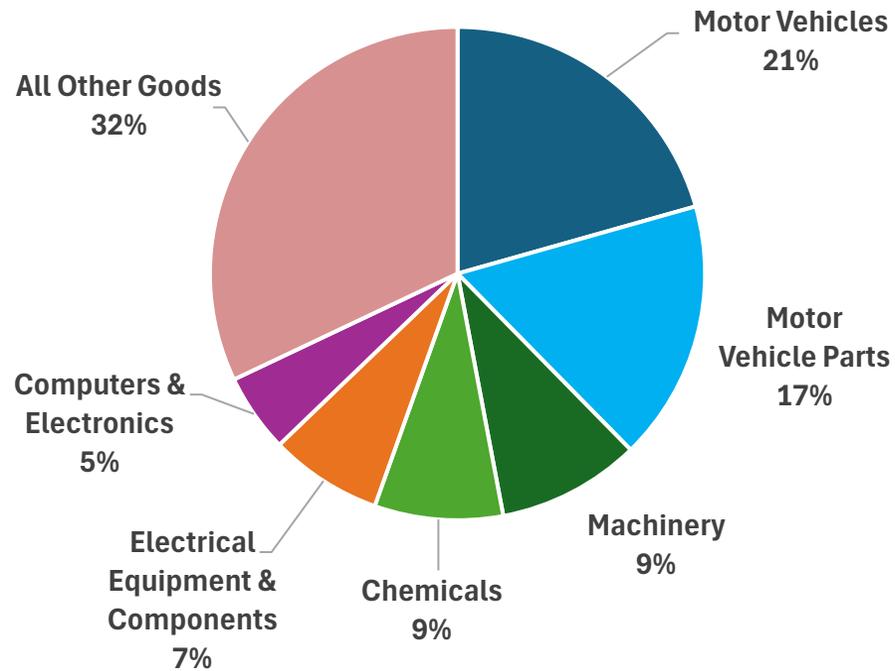
SOUTHEAST MICHIGAN'S EXPORTS TOTAL **\$47 BILLION**, 72% OF THE STATE TOTAL

Share of Exports in 2023

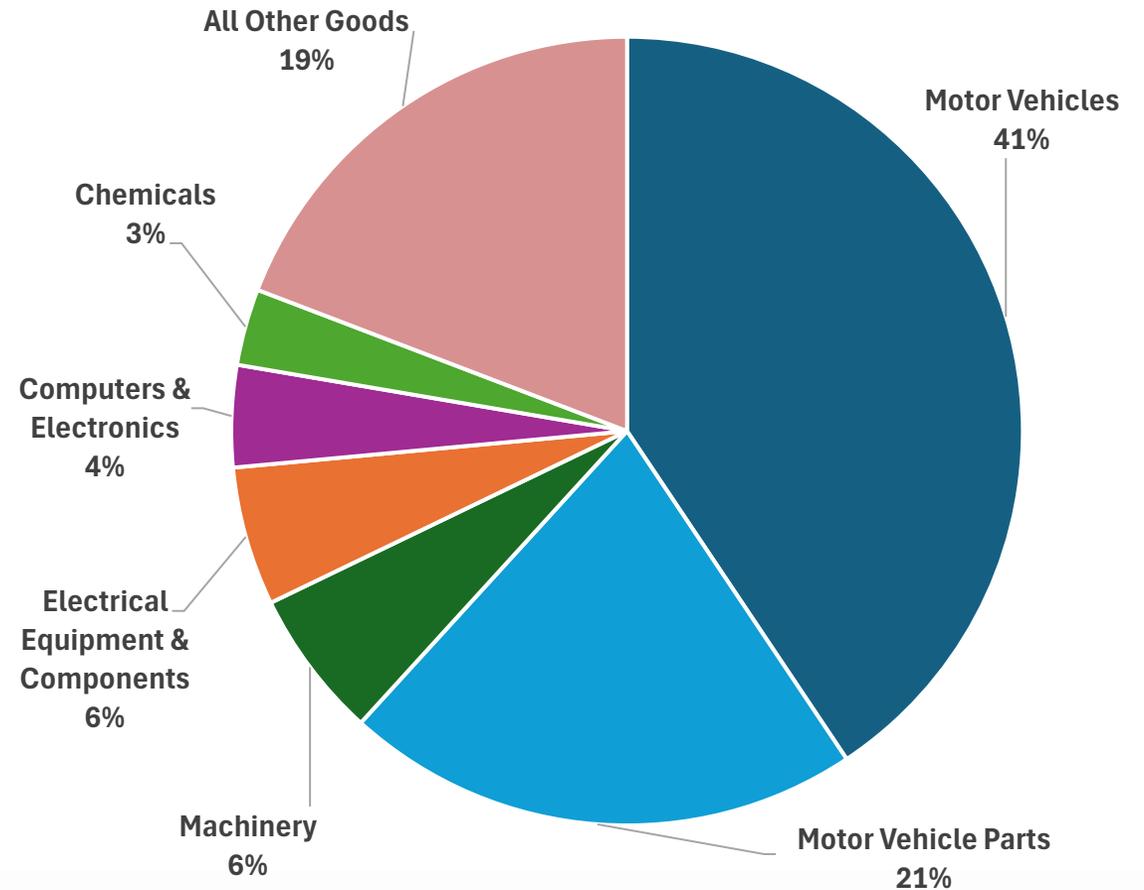


AUTOMOTIVE PRODUCTS ARE MICHIGAN'S MOST TRADED GOODS

Exports



Imports



Source: International Trade Administration



ECONOMIC AND TRANSPORTATION IMPACTS OF THE GORDIE HOWE INTERNATIONAL BRIDGE PROJECT

Colin Bird

Consul General of Canada in Detroit, United States

Heather Grondin

Chief Relations Officer, Windsor Detroit Bridge Authority



PONT INTERNATIONAL
Gordie Howe
INTERNATIONAL BRIDGE

SEMCOG

March 20, 2025



The Bridge

- Barrier-separated multi-use path
- Three traffic lanes and a full width emergency lane in each direction
- Each lane measures 3.75 metres/ 12.1 feet in width
- Accommodation for oversized vehicles and HAZMAT



Canadian Port of Entry



On-site Canadian Agencies:

- Canada Border Services Agency (CBSA)
- Canadian Food Inspection Agency (CFIA)

US Port of Entry



On-site US Agencies:

- U.S. Customs and Border Protection (CBP)
- U.S. Food and Drug Administration (FDA)
- U.S. Department of Agriculture
- U.S. Fish and Wildlife Service

Michigan Interchange (I-75)

US Port of Entry

Dedicated ramps
onto Interstate 75



Tolling and Accounts

- ✓ Rate based on axle of vehicle class
- ✓ Tolls can be paid in Canadian and US dollars
- ✓ Combination of manual, automatic and electronic toll collection
- ✓ Prepaid and post-paid accounts
- ✓ Customer service call centre
- ✓ Bilingual English/French services



Loyalty Program (Customer Account)

TO BE LAUNCHED IN SPRING 2025

Benefits to Passenger and Commercial Travellers:

- discounted rates
- pre- and post-paid accounts
- time efficiency

How it works:

- account holders provided with branded RFID tag
- Tag read in electronic toll collection lanes

How to open an account:

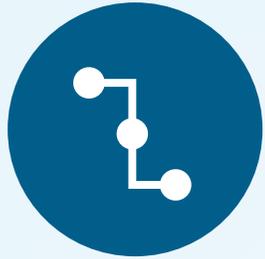
- customer service webpages on gordiehoweinternationalbridge.com
- a mobile unit
- through the Customer Service Centre





Construction Progress

Partnerships and Community Impact



Improved
connections



Neighbourhood
Infrastructure
Strategy



Workforce
Development
Strategy



Community
Engagement



Multi-Use
Path



Visual Art
Program



Local Road
Improvements

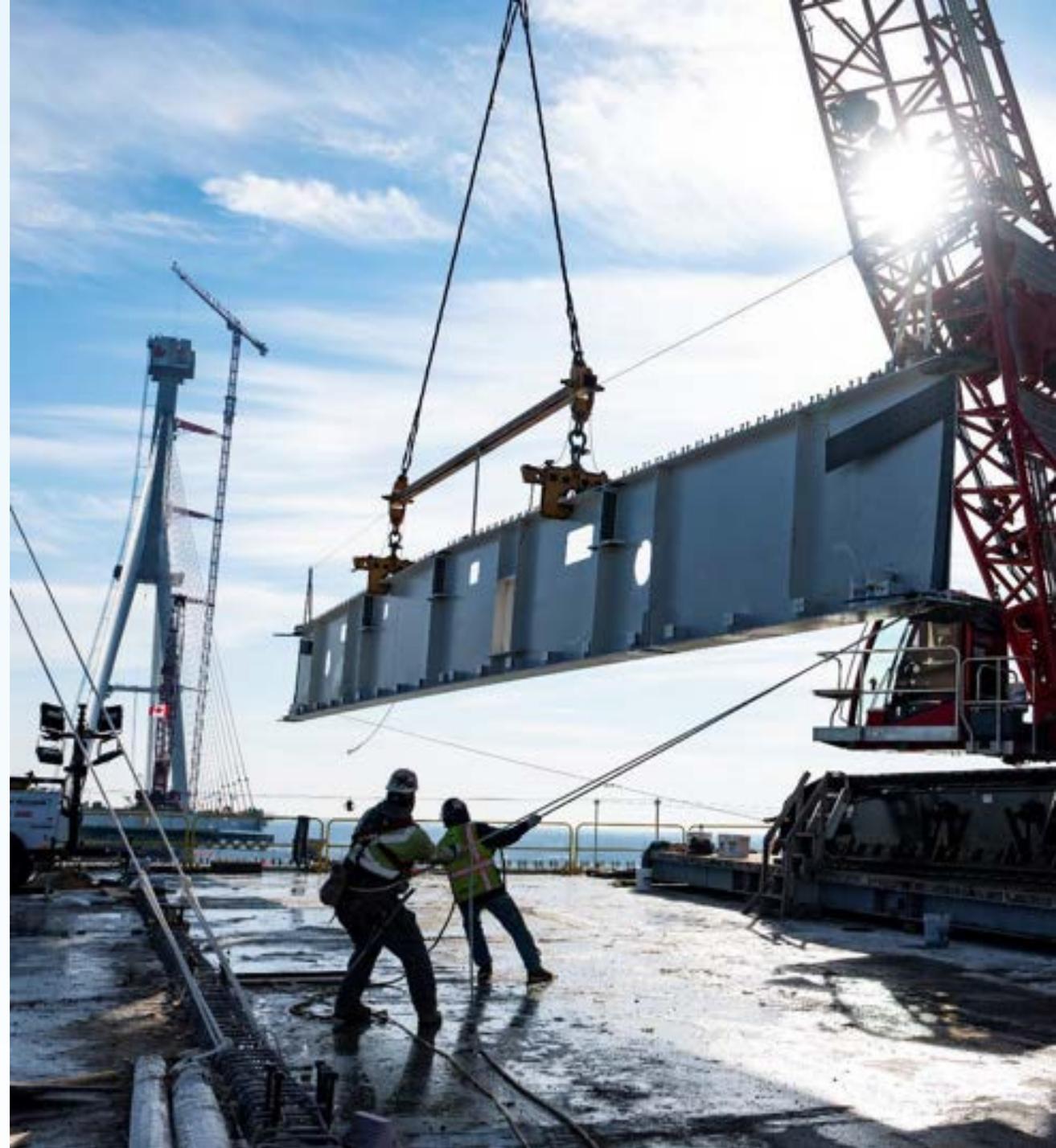


Landscaping
and
Aesthetics

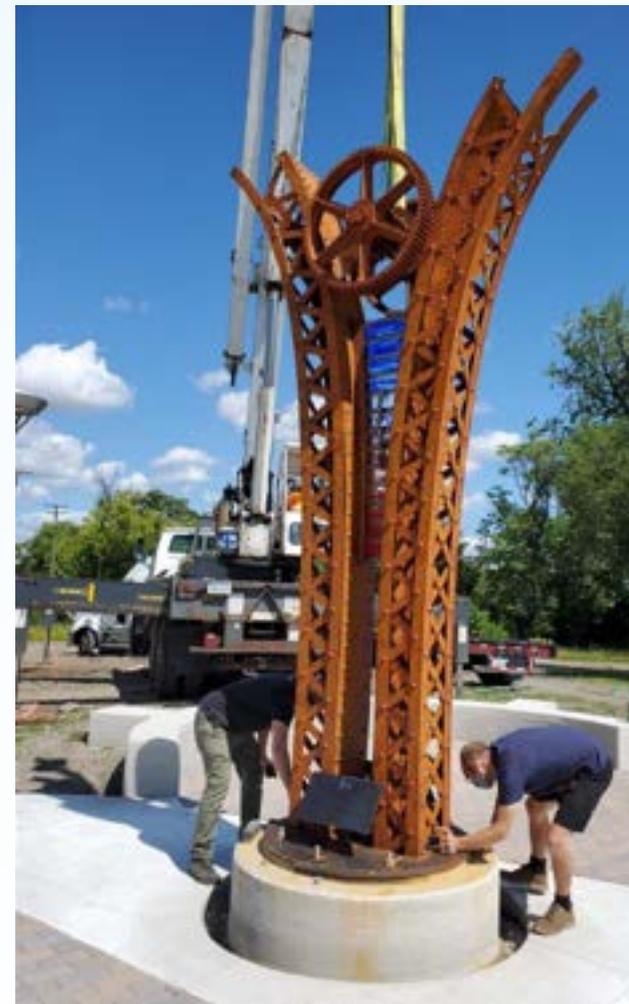


Economic Impacts

- **6+ years** of construction
- **14000+** individuals oriented to the project
- **42%** of workers are local
- **770** apprentices and pre-apprentices
- **290+** local businesses engaged
- **\$1.94 billion** contributed to Michigan's Gross Domestic Product from 2018-2022
- **12,670 jobs** supported in Michigan from 2018-2022



Neighbourhood Infrastructure Strategy



Multi-Use Path Connections





Flyover of the Gordie Howe International Bridge Project
Canadian and US Bridge Site

Survol du projet du Pont international Gordie-Howe
Site du pont américain et canadien



PONT INTERNATIONAL
Gordie Howe
INTERNATIONAL BRIDGE

Stay connected

 gordiehoweinternationalbridge.com

 info@wdbridge.com

 1-844-322-1773

 Gordie Howe Bridge

 @gordiehowebrg

 @gordiehowebridge

 @gordiehowebrg

 WDBA-APWD

Visit our offices

- WDBA Office
100 Ouellette Ave., Suite 400
Windsor, ON
- Southwest Detroit Community Office
7744 W Vernor Hwy.
Detroit, MI, 48209
- Sandwich Community Office
3201 Sandwich St.
Windsor, ON
N9C 1A8



PANEL DISCUSSION

INNOVATIVE REDEVELOPMENT AND REPURPOSING OF LAND AND BUILDINGS

INNOVATIVE REDEVELOPMENT PANEL



Ethan Baker
Mayor
City of Troy



Mark Vanderpool
City Manager
City of Sterling Heights



Brian Turnbull
Mayor
City of Northville



Innovative Redevelopment and Repurposing of Land and Buildings in Troy, Michigan

Mayor Ethan Baker
SEMCOG
March 20, 2025

275 KIRTS



YEAR BUILT: 1987

3 STORIES

102,943 SF

569 PARKING SPACES

6.38 ACRES



Forum Flats Apartments

N42°33'20.16"



FORUM FLATS

- DEVELOPER:
 - Cypress Partners
- ARCHITECT:
 - Krieger Klatt Architects

FORUM FLATS

- 90 UNIT APARTMENT
- TWO 4-STORY, 55-UNIT BUILDINGS
- 200 UNITS TOTAL



FORUM FLATS

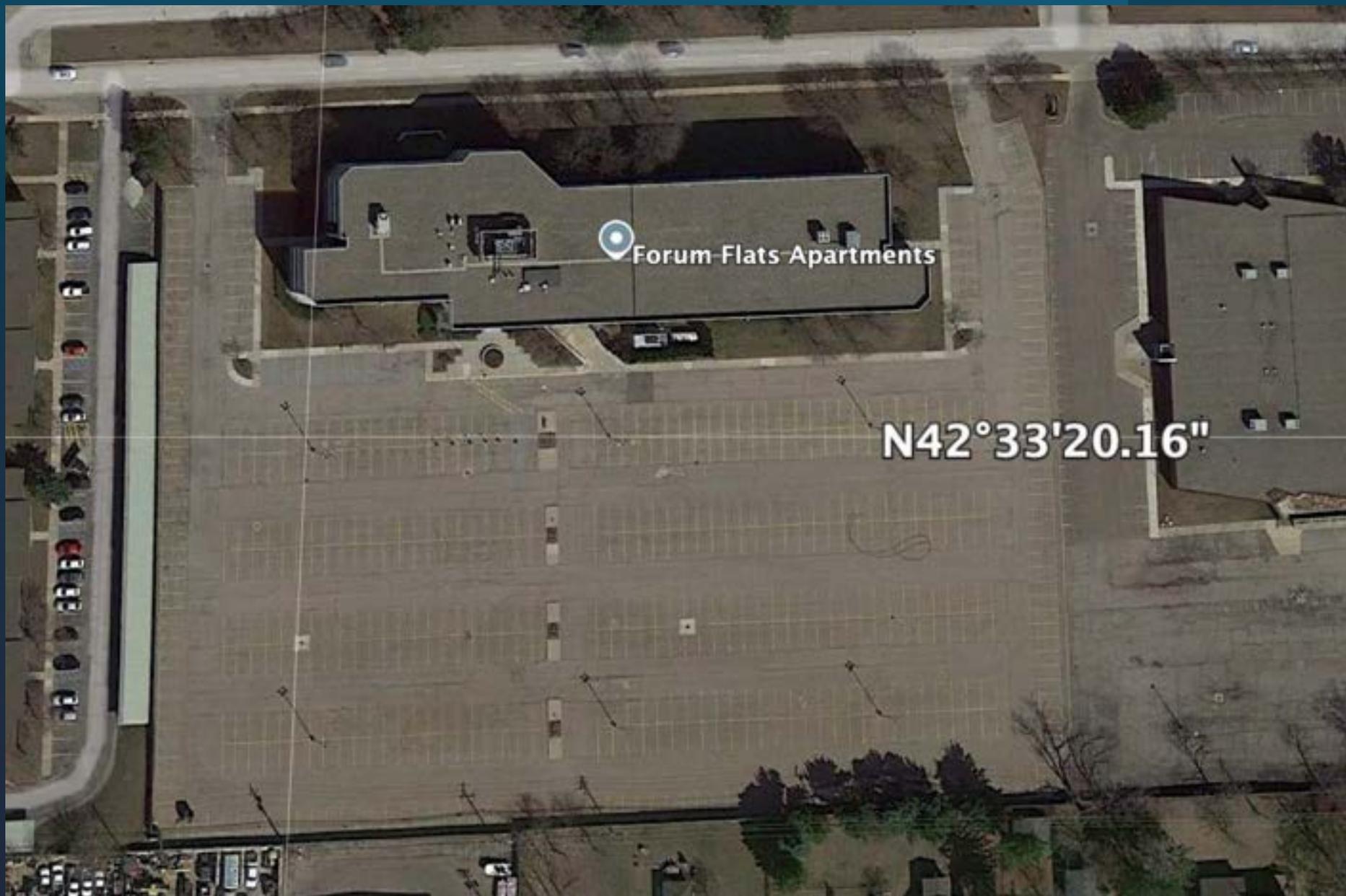


Saw cut façade
to add windows



FORUM FLATS





Forum Flats Apartments

N42°33'20.16"



Forum Flats

- 90 UNIT APARTMENT
- TWO 4-STORY, 55-UNIT BUILDINGS
- 200 UNITS TOTAL

2690 CROOKS



YEAR BUILT: 1986
4 STORIES
88,042 SF
335 PARKING SPACES
4.45 ACRES



LINDSEY CENTER

DEVELOPER:
AF Jonna

ARCHITECT:
Biddison
Architecture +
Design



LINDSEY CENTER

- 62 UNIT APARTMENT
- 5-STORY, 94-UNIT BUILDING

156 UNITS TOTAL

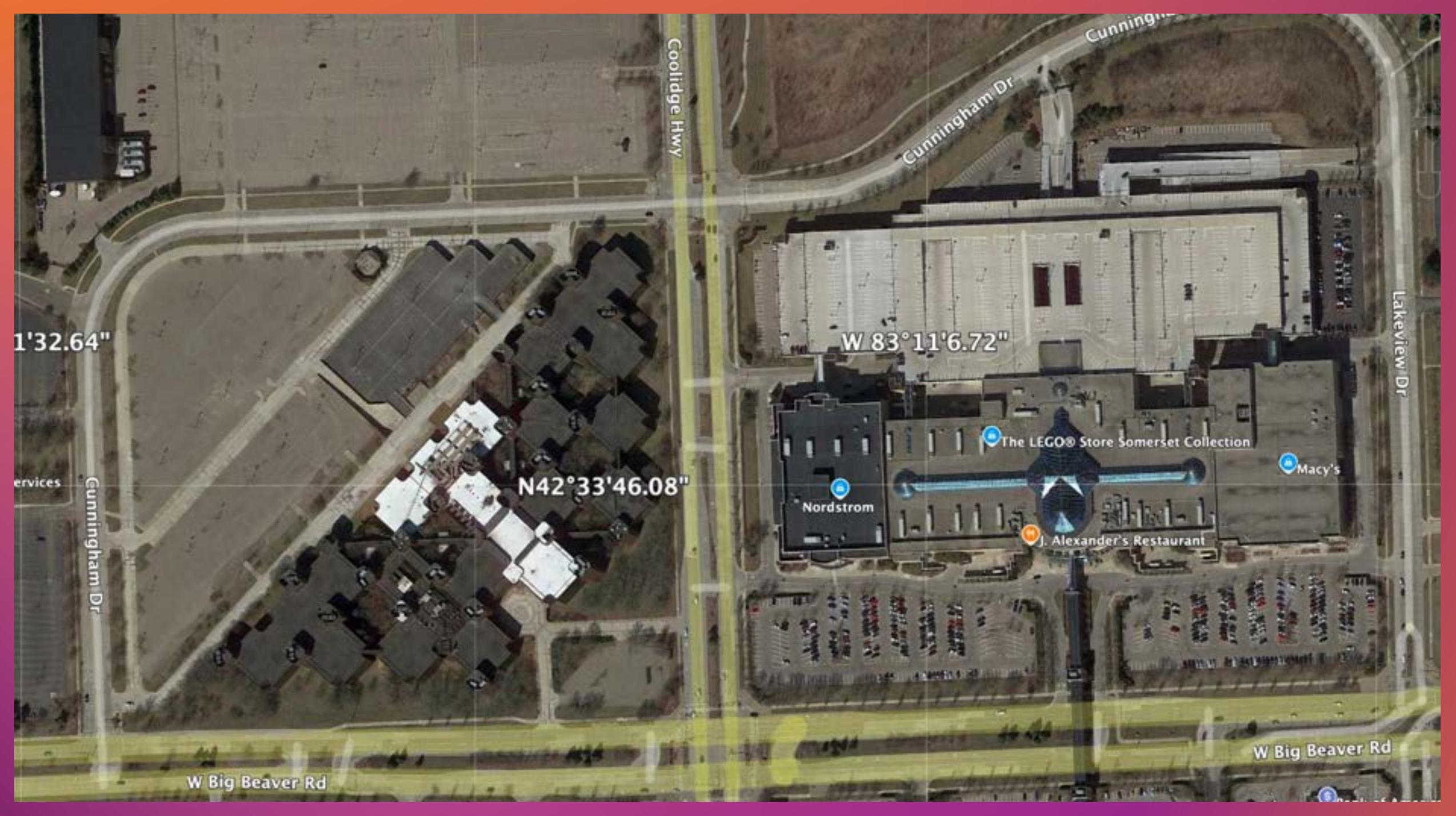


LINDSEY CENTER



Added balconies





1'32.64"

services

Cunningham Dr

W Big Beaver Rd

Coolidge Hwy

N42°33'46.08"

W 83°11'6.72"

Cunningham Dr

Lakeview Dr

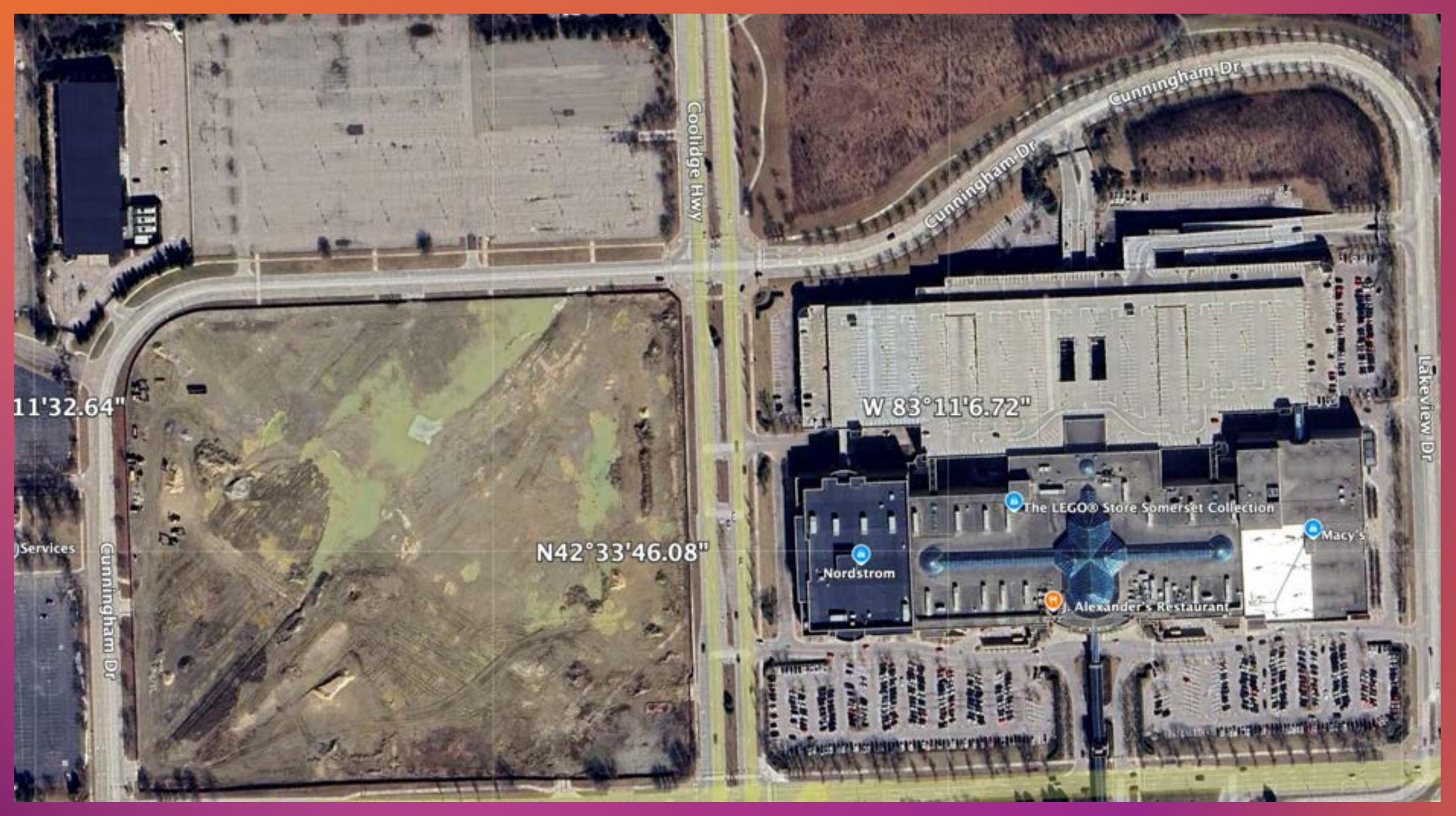
Nordstrom

The LEGO® Store Somerset Collection

J. Alexander's Restaurant

Macy's

W Big Beaver Rd



Coolidge Hwy

Cunningham Dr

Cunningham Dr

Lakeview Dr

Cunningham Dr

11'32.64"

Services

$W 83^{\circ}11'6.72''$

$N42^{\circ}33'46.08''$

Nordstrom

The LEGO Store Somerset Collection

Macy's

J. Alexander's Restaurant













Ethan Baker **Mayor of Troy**

Office of the Mayor
500 W. Big Beaver Road
Troy, Michigan 48084
248.716.4279 (Cell)

www.TroyMI.gov

X: @EthanBakerMI

www.facebook.com/EthanBakerMI

Instagram: @EthanBakerMI

Lakeside Then



Lakeside Then



Lakeside Then



Lakeside Now



The Vision.



The Heart.



**Central Park - the physical manifestation of
community values & urban design principles**

The Branches.



To employ the principle of **connectivity & great streets**, the branches are a network of walkable & bikeable streets that connect the community in a thoughtful & intuitive way

The Branches.



Blending Uses

Parks & Open Space.



Overall Public Realm

Parks & Open Space.



Central
Park

The Lakeside
Legacy Loop

One Acre Central Park
One and half mile loop of outdoor experiences

A place for community...



A place to gather...



A place to get outside...



Community Benefits.

PROGRAM

Multi-family Residential:	2,359 UNITS
Retail Anchors:	560,746 SF
New Retail:	161,994 SF
Community Center:	20,000 SF
Office:	70,000 SF
Hotel:	61,000 SF (80-100 rooms)
Senior Independent Living:	400 UNITS
Active Adult (55+):	350 UNITS



Return on Investment (ROI)

- ✓ \$320 Million in New Tax Revenue
- ✓ \$400 Million Economic impact due to new job creation

\$720 Million ROI

- ✓ *Focal Point for City and Region*
- ✓ *Transformative*
- ✓ *Economic Synergy*
- ✓ *Consistent with Visioning 2040 (Progressive, Bold, Proactive)*



CITY OF
**Sterling
Heights**

Innovating
Living





THANK YOU

 Sterling Heights

 OUT OF BOX
VENTURES

 ARCADIS



Moving Northville Forward ...

Northville Downs Economic Development Initiative
Mayor Brian Turnbull

| Michigan Central Station
| March 20, 2025 | 2:30 PM

Northville Riverwalk Trail Connection Hub

ITC Trail
and on to
Air Line
Regional

Rotary Park & Nine Mile
Regional

Legacy Park
and on to
I-275 Regional
Seven Mile Rd

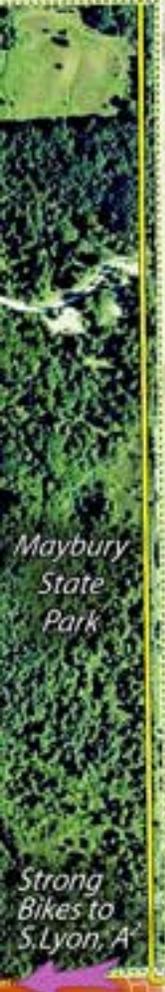
Legend

- Riverwalk Core Shared Path
- Network Arterial Shared Path
- Network Extension Shared Path
- Connector Shared Lesser Path
- Standard Sidewalk
- Substandard Sidewalk
- City Sidewalk (no margin)
- Informal Byway or Trail
- Seeking Alternatives (color varies)
- Feasibility Concern
- Fast Bike Route (car lane or shoulder)
- Bike 'Boulevard' (share car lane)
- Dedicated Bike Lane
- Shared Shoulder (like Hines)

Beck Rd

Beck Rd

1,000 500 0 1,000 Feet



Ford Field Park Barrier Free Gateway And Bank Stabilization Project



Entry Plaza



FORD FIELD PARK PLAYGROUND AND COMMUNITY AMENITIES



A recent survey of 1,198 visitors to Ford Field playground found that the respondents hailed from **23 communities**, with the furthest traveling from Saline, 30 miles southwest of Northville.



Playground, restrooms, picnic shelter and shaded welcome plaza and picnic areas

Playground shapes, colors and scale are representational. All play equipment will be competitively bid by qualified playground companies.

Serenity Point Construction 2/12/2025



Tree Removal & Excavation of Sediment



The Final Vision

Northville Downs – Construction Underway



Northville Downs Development ... 49 Acres

Over 400 Residences

- Single Family Homes
- Attached Family Homes
- Town Homes
- Condominiums
- Carriage Houses
- Row Houses
- Apartments



	Street Trees
	Deciduous Trees
	Evergreen Trees
	Flowering Trees
	Landscaping Areas
	FHS NORTH
	TOLL BROTHERS SITE
	RIVER PARK

Northville Downs – Completion Target 2027



Northville Downs with Connected Park Areas



Downs Central Park



Daylighting the River – In Process Now

Before River Unearthing



River Park at the Downs



Farmers' Market Relocation

- The Northville Farmers' Market has been in operation (seasonally) since the 1920's.
- Today, our Farmers' Market serves people from more than 90 zip codes. Avg. Thurs attend 2,000+
- Due to the development of the Northville Downs, the Market's current location at Seven Mile and Center St. will change.



Farmers' Market Proposed New Location



Unique Features

- Provides exposure/visibility valued by vendor clients
- Connection To Hines
- Connection To Riverwalk
- Walkable
- Bikeable
- Can Accommodate Multiple Uses

Farmers' Market Concept Designs



Seven/Sheldon Roundabout – Traffic Flow & Safety into Town (starts 2025)



City of Northville Seven Mile Corridor *crowns Hines Drive with shared roadway & parks*

The **Hines Connection** splits the southern boundary open, engaging our highest density homes and downtown core, **providing safe, convenient, and scenic passage for ALL**

Sheldon Roundabout

Hines Roundabout

Seven Mile as "Parkway"

Hines Park
Bennett Trail
Extensions

Northville River Park

Northville
Recreation
Area

Planned
Farmers'
Market

Legend:

- Northville City Parks
- Fast Bike Route
- Riverwalk Shared Path
- CtR or Twp Shared
- Network Arterial Shared
- Connector Shared
- New Local Standard
- Informal Byway or Trail
- Shared Shoulder Lane
- Dedicated Bike Lane

200 100 0 200 Feet





*History in the making ...
Gear up for our 2027 Bicentennial!*

- *Know our PAST*
- *Embrace the PRESENT*
- *Envision our FUTURE*





REPORT FROM FINANCE AND BUDGET COMMITTEE

Robert Clark

Mayor, City of Monroe

ANNUAL OPERATING BUDGET AND WORK PROGRAM 2025-2026

- Adopting revenues and expenditures of \$19,754,575
- 2% decrease from FY 2024-2025 Budget
- Balanced budget, without use of fund balance
- Membership dues schedule

ANNUAL OPERATING BUDGET AND WORK PROGRAM 2025-2026

SEMCOG's Budget Supports:

- A robust body of work that addresses the region's critical issues
- Assistance to local members
- Ongoing operations of SEMCOG

ANNUAL OPERATING BUDGET AND WORK PROGRAM 2025-2026

SEMCOG's Activities:

- Update models, data, and online interactive tools
- Ongoing regional planning
 - Economic Development District Committee
 - Infrastructure Coordination
 - Freight Task Force and Plan
 - Water Resiliency and Flooding
 - Corridor Planning
- Local Government Technical Assistance



ANNUAL OPERATING BUDGET AND WORK PROGRAM

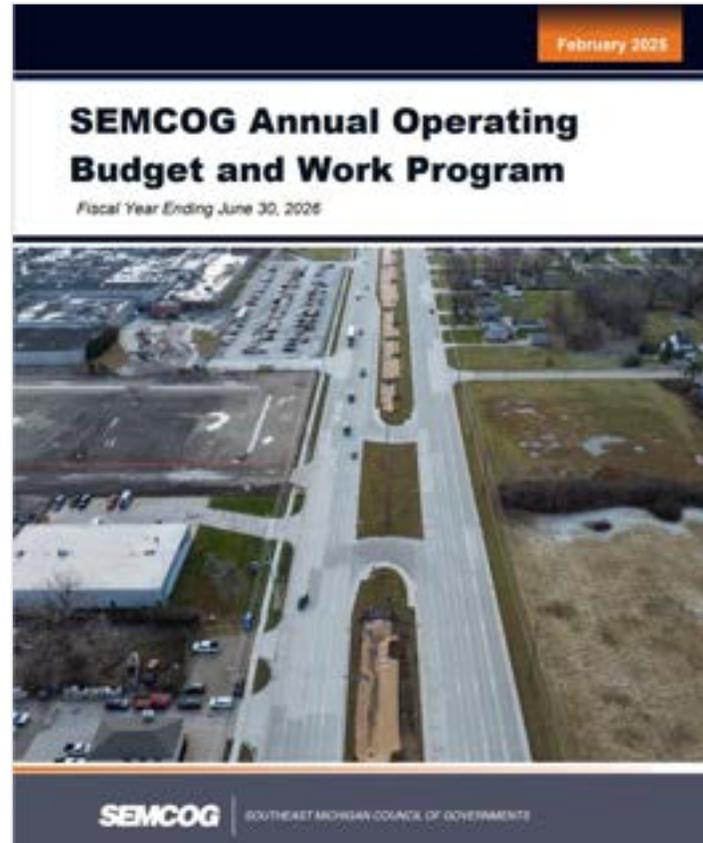
2025-2026

SEMCOG's Activities (continued):

- Plan implementation and funding
 - Planning Assistance grants
 - Safety implementation – audits & demonstration projects
- Public education campaigns and local support
- New tools and website
- Advocacy and policy leadership



ANNUAL OPERATING BUDGET AND WORK PROGRAM 2025-2026



ACTION ITEM

The General Assembly is requested to adopt SEMCOG's FY 2025-2026 Annual Operating Budget and Work Program Summary.



REPORT FROM EXECUTIVE DIRECTOR



MEMBER OUTREACH MEETINGS

Brighton

Dearborn

Frenchtown Township

Mount Clemens

Pontiac

Port Huron

Ypsilanti Township

2025-26 EXECUTIVE COMMITTEE ELECTION RESULTS

LIVINGSTON COUNTY

- Jan Lobur, Councilmember, City of Howell
- Kris Tobbe, Mayor, City of Brighton
- Michael Sedlak, Clerk, Green Oak Twp.
- Todd Walker, Trustee, Genoa Twp.

MACOMB COUNTY

- Laura Kropp, Mayor, City of Mount Clemens
- Michael Lesich, Mayor, City of Fraser
- Thomas Semaan, Mayor, City of New Baltimore
- Mark Vanderpool, City Manager, City of Sterling Heights
- Fank Viviano, Supervisor, Macomb Twp.
- Brad Kersten, Supervisor, Chesterfield Twp.

MONROE COUNTY

- Robert Clark, Mayor, City of Monroe
- Jim Gardner, Mayor, City of Luna Pier
- Al Prieur, Supervisor, Bedford Twp.
- Al VanWashenova, Supervisor, Frenchtown Twp.

OAKLAND COUNTY

- Jackie Boleware, Councilmember, City of Farmington Hills
- Joe LaRussa, Mayor, City of Farmington Hills
- Rock Abboud, Councilmember, City of Beverly Hills
- Bryan Barnett, Mayor, City of Rochester hills
- Chris Barnett, Supervisor, Orion Twp.
- Larry Gray, Supervisor, Commerce Twp.

2025-26 EXECUTIVE COMMITTEE ELECTION RESULTS

ST. CLAIR COUNTY

- Kathy Hayman, Mayor, City of Marysville
- Quentin Bishop, Superintendent, City of St. Clair
- Donald Dudas, Trustee, Port Huron Twp.
- Cindy Paparelli, Manager, East China Twp.

WASHTENAW COUNTY

- Brian Marl, Mayor, City of Saline
- Josh Kofflin, Councilmember, City of Milan
- Trish Reilly, Supervisor, Pittsfield Twp.
- Diane O'Connell, Supervisor, Ann Arbor Twp.

WAYNE COUNTY

- Sheila Tomkowiak, Mayor, City of Grosse Pointe
- Brian Turnbull, Mayor, City of Northville
- Robert McCraight, Mayor, City of Romulus
- Lev Wood, Councilmember, City of Grosse Pte. Farms
- Anne Marie Graham-Hudak, Supervisor, Canton Twp.
- Donald Boynton, Trustee, Van Buren Twp.

FEDERAL LEGISLATIVE UPDATE

Continuing Resolution – through
September 30, 2025

- \$13B decrease in non-defense discretionary spending from FY2024 level
- Extends \$20B in IRS rescissions from FY2024
- No funding for FY2025 Community Projects



COMMUNITY PROJECT REQUEST (FY 2026)



Request a letter of support here:



UNDER THREAT: TAX-EXEMPT STATUS OF MUNICIPAL BONDS

- Congress considering sunseting tax provisions next year
- Tax-Exempt status of municipal bonds could be in jeopardy
- SEMCOG action: Op-Ed educating the public and the region's Congressional offices
- Share your projects as part of the "Build by Bonds" initiative from GFOA/NLC!
- Let SEMCOG know about the projects you're sharing!

Share your "Built by Bonds" project example here:



STATE LEGISLATIVE UPDATE

- Earned Sick Time Act (SB 8, HB 4002)
 - Tipped wage remains at 38% of minimum wage for 2024
 - Increases 2% annually until it reaches 50% in 2031
- Minimum wage increase to \$15/hour by 2027
- One hour paid sick time for 30 hours worked
- Time off/sick leave can be combined into single PTO bank



STATE LEGISLATIVE UPDATE

- House Road Funding Plan
 - Nine-bill package
 - \$3.1B annually for roads via “shifted” revenues
 - Eliminates sales tax on gasoline, replace with motor fuel tax
 - Backfill “lost” school funding through earmarked sales tax revenues
 - Redirects money from CIT, reallocates SOAR and RAP program funds
 - Small increase (\$50M) for transit
 - Amends PA 51 to create Neighborhood Road Fund (HB 4230)
- FY2026 Budget Priorities
- SEMCOG Legislative Reception – April 15



LEGISLATIVE ROUNDTABLES

- SEMCOG is hosting three more legislative roundtables in 2025 to review and gather input on key legislative activity
- Open to all SEMCOG members
 - June 6, 2025
 - September 5, 2025
 - December 8, 2025

Sign up for the June 6
Legislative Roundtable here:



SPRING PUBLIC EDUCATION CAMPAIGNS

Order forms to be shared soon via Regional Update!



ECONOMIC DEVELOPMENT - WHAT'S OUR EDGE?



UPCOMING SEMCOG EVENTS

- **SEMC-U: Wetlands Mapper Tool** • Tuesday, March 31, 2025
- **ADA Advisory Group** • Tuesday, April 8, 2025
- **Transportation Safety Action Committee** • Wednesday, April 9, 2025
- **SEM-U: SEMCOG 101** • Monday, April 14, 2025
- **Education Roundtable: Econ Development Challenges and Priorities** • Wednesday, April 16, 2025
- **Southeast MI Active Transportation Committee** • Wednesday, April 16, 2025
- **Transportation Coordinating Council** • Thursday, April 17, 2025
- **Developing Vibrant Year-Round Places** • Thursday, April 17, 2025
- **Southeast Michigan Communicators Network** • Tuesday, April 22, 2025
- **Executive Committee** • Friday, April 25, 2025
- **ADA Advisory Group** • Tuesday, May 13, 2025
- **Creating Safe and Livable Main Streets** • Friday, May 16, 2025
- **Economic Development Task Force** • Tuesday, May 20, 2025
- **Freight Task Force Meeting** • Thursday, May 22, 2025



UPCOMING MEETINGS

Executive Committee

Friday, April 25, 2025

SEMCOG Offices

General Assembly

Thursday, June 12, 2025

Detroit Zoo (Royal Oak)

April 2025

Township Update



WCRC crews are constantly in motion during construction season.

Listed to the right are several road improvements and maintenance operations that cause our team to be moving while improving.



Pictured above is a motor grader in action!

Crack Sealing: Practice where crews fill cracks with asphalt sealant. Seals pavement from water and debris.

Pothole Patching: A pothole is typically fixed by cleaning out the loose debris and filling it with hot or cold asphalt mix.

Sealcoat: A thin film of heated liquid asphalt is sprayed onto the road surface, followed immediately by the placement of small aggregate/stones ("chips"). The chips are then embedded into the liquid asphalt with rollers. Chip sealed roads are then followed up with fog seal. Fog seal does a nice job of further sealing in the stone, minimizing dust and noise and provides a nice black surface to contrast with the pavement markings.

Roadside Mowing: WCRC uses a contractor to perform roadside mowing. Per their contract, they will mow along paved (non-subdivision) county roads twice and unpaved (non-subdivision) county roads once throughout the season.

Road Grading: The process of reshaping a road's surface to improve drainage and driving conditions. WCRC is responsible for maintaining 771 miles of unpaved roads. Most unpaved road maintenance occurs during the summer and fall.

Dust Control: Crews stabilize gravel roads by applying brine (natural solution of salt in water) to the road surface. The application of brine decreases dust and attracts the right amount of moisture to help keep the road together.

April 2025

Township Update



Storm Water Management

All precipitation falling from the sky, whether it is rain or snow, is considered storm water once it hits the ground. It is the responsibility of many government agencies and individual property owners to manage.

Most, but not all, storm water drainage structures along county roads fall under the Washtenaw County Road Commission's (WCRC) jurisdiction. Regulated county drains, which can be located near a road or far away from a road, are under the Washtenaw County Water Resources Commissioner's (WCWRC) jurisdiction.

Cities are responsible for public storm water management systems within city limits. Individual property owners have responsibility for private storm water systems.

Community Partners

WCRC is proud to partner with local watershed councils to reduce impacts on area watersheds and to better educate the public on the importance of these efforts.

To view more information about storm water management and public education materials, please visit the following:

Water Resources
Commissioner's Office

Huron River
Watershed Council

Alliance of Rouge Communities

Community Partners
For Clean Streams



If you notice water flooding over a county roadway, a clogged road drainage structure or a broken road drainage structure, please contact WCRC at (734) 761-1500 or [click here to report non-emergency issues](#).