CHARTER TOWNSHIP OF SUPERIOR
REGULAR BOARD MEETING
SUPERIOR CHARTER TOWNSHIP HALL
3040 N. PROSPECT RD., SUPERIOR TOWNSHIP, MI 48198
JUNE 16, 2025
7:00 p.m.
AGENDA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. CITIZEN PARTICIPATION
6. SUPERVISOR COMMENTS
7. PRESENTATIONS
    A. Ypsilanti District Library - Lisa Hoenig, Director
    B. The Woodhill Group
    C. Audit Presentation Ken Palka, Auditor, Financial Statement Audit & Representation Letters for Year-End December 31, 2024

8. CONSENT AGENDA
    A. APPROVAL OF MINUTES
        1. May 19, 2025, Work Session
        2. May 19, 2025, Regular Meeting

    B. REPORTS
        1. Supervisor Report
        2. Departmental Reports: Building Department, Fire Department, Parks Commission Minutes, Sheriff's Report, Utility Department, Assessing Department, Planning and Zoning Department
        3. Accounting Report
        4. Monthly Financial Reports, April 2025

    C. COMMUNICATIONS
        1. Committee to Promote Superior Township (C2PST)

9. ITEMS REMOVED FROM THE CONSENT AGENDA
10. UNFINISHED BUSINESS
    A. Ordinance No. 195 – Property Maintenance Code, Second Reading
    B. Ordinance No. 196 – Rental Housing Certification, Second Reading
    C. Ordinance No. 197 – Urban Service District, Second Reading
    D. Resolution 2025-30, Resolution to Approve Professional Service Agreement with JCM Media Group for Website Support and Project Services

11. NEW BUSINESS
    A. Resolution 2025-35, Resolution to Approve an Extension to the Special District

Area Plan for Willow Run Acres – Clay Hill Community Farm and Garden

B. Resolution 2025-36, Resolution to Approve 2025 Local Road Program Agreement with Washtenaw County Road Commission
C. Resolution 2025-37, Resolution to Adopt a Schedule of Municipal Fees for the Administration of the Rental Housing Certification Ordinance No. 196
D. Resolution 2025-38, Resolution to Proclaim July 2025 Parks and Recreation Month in the Charter Township of Superior
E. Resolution 2025-39, Resolution to Assign Payroll Back Up Duties to the Clerk's Administrative Assistant and Approve a Pay Adjustment
F. Resolution 2025-40, Resolution to Approve Updated Utility Fees
G. Motion to Approve 2-year Contracts with Comcast for Phone and Internet Service
H. Motion to Approve 5-year Lease with Quadient for Postage Machine and Folder Inserter

13. BILLS FOR PAYMENT AND RECORD OF DISBURSEMENTS
    A. Approve Payment of MTA Annual Dues
    B. Approve Payment of Meals on Wheels Annual Invoice
    C. Approve Payment of B&B Fire Division Invoice
    D. Approve Payment of Doan Construction Co. Inc., Invoice

14. PLEAS AND PETITIONS
15. ADJOURNMENT

Angela Robinson, Clerk, Superior Township, 3040 N. Prospect, Superior Township, MI 48198
Telephone: 734-482-6099; Email: arobinson@superior-twp.org

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Certified Public Accountants

John M. Pfeffer, C.P.A.
Patrick M. Hanniford, C.P.A.
Kenneth J. Palka, C.P.A.
Members:
AICPA Private Practice Companies Section
MACPA

225 E. Grand River - Suite 104
Brighton, Michigan 48116-1575
(810) 229-5550
FAX (810) 229-5578

May 31, 2025

Charter Township of Superior
Honorable Board of Trustees
3040 North Prospect
Ypsilanti, MI 48198

Dear Honorable Board of Trustees:

In planning and performing our audit of the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Charter Township of Superior as of and for the year ended December 31, 2024, in accordance with auditing standards generally accepted in the United States of America, we considered the Charter Township of Superior's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Charter Township of Superior's internal control. Accordingly, we do not express an opinion on the effectiveness of the Charter Township of Superior's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses and therefore there can be no assurance that all such deficiencies have been identified. However, as discussed below, we identified deficiencies in internal control that we consider to be material weaknesses.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency or combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. We consider the following deficiency in the Charter Township of Superior's internal control to be a material weakness:

Establish Control Over the Financial Reporting Process - Management is responsible for establishing and maintaining internal controls, including monitoring, and for the fair presentation in the financial statements of financial position, results of operations, and cash flows, including the notes to financial statements, in conformity with U.S. generally accepted accounting principles.

At times, management may choose to outsource certain accounting functions due to cost or training considerations. Such accounting functions and service providers must be governed by the control policies and procedures of the Company. Management is as responsible for outsourced functions performed by a service provider as it would be if your personnel performed such functions. Specifically, management is responsible for management decisions and functions for designating an individual with suitable skill knowledge, or experience to oversee any outsourced services; and for evaluating the adequacy and results of those services and accepting responsibility for them.

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As part of the audit, management requested us to prepare a draft of your financial statements, including the related notes to financial statements. Management reviewed, approved, and accepted responsibility for those financial statements prior to their issuance; however, management did not have the accounting expertise to perform a detailed review of the financial statements. The absence of this control procedure is considered a material weakness because the potential exists that a material misstatement of the financial statements could occur and not be prevented or detected by the Township's internal control.

The existence of significant deficiencies or material weaknesses may already be known to management and may represent a conscious decision by management or those charged with governance to accept that degree of risk because of cost or other considerations. Management is responsible for making decisions concerning costs and the related benefits. We are responsible for communicating significant deficiencies and material weaknesses in accordance with professional standards regardless of management's decisions.

Response by Management - Management believes the benefit of hiring additional personnel with the qualified experience to draft the financial statements does not outweigh the costs. Management has decided to maintain the current practice of requesting the auditing firm to draft the financial statements. Management has read, reviewed, understands and takes responsibility for the Financial Statements.

OTHER MATTERS

We came across or were informed by Management, Township Board Members, and (or)staff of other matters which we feel should be reported and (or)discussed with you:

1. Adherence to Personnel Policies

We noted when auditing compensated absence accruals at December 31, 2024, that calculations did not strictly adhere to service requirements as outlined in the current Personnel Manual last updated June 28, 2023 (Section 2.17). During our audit procedures we identified several employees for which compensatory and vacation time was accrued at 100% for employees who had not met the six-year full-time service requirements.

Township personnel indicated that 100% accrual for all employees for these types of paid time off is the approved practice.

Recommendation

We recommend that the Personnel Manual be updated to clarify this practice or that the practice be changed to match the current written policy.

CONCLUSION

Thank you for your assistance and hospitality toward our firm while conducting the audit of the Charter Township of Superior.

If you should have any questions, comments or concerns please do not hesitate to call us.

This report is intended solely for the information and use of the Board of Trustees and management of the Charter Township of Superior and is not intended to be and should not be used by anyone other than the specified parties.

Pfeffer, Hanniford & Palka, P.C.

PFEFFER, HANNIFORD & PALKA
Certified Public Accountants

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CHARTER TOWNSHIP OF SUPERIOR

REPORT ON AUDIT OF FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2024

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CHARTER TOWNSHIP OF SUPERIOR

TOWNSHIP OFFICIALS

Supervisor – Emily Dabish Yahkind
Clerk – Angela Robinson
Treasurer – Lisa Lewis

BOARD OF TRUSTEES

Emily Dabish Yahkind
Angela Robinson
Lisa Lewis
Kenneth Schwartz
Sarah Devereaux
Dana Greene
Brenda McKinney

LEGAL COUNSEL

Castlebury & Lucas Law

TOWNSHIP AUDITORS

Pfeffer, Hanniford & Palka
Certified Public Accountants

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PFEFFER ▪ HANNIFORD ▪ PALKA
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John M. Pfeffer, C.P.A.
Patrick M. Hanniford, C.P.A.
Kenneth J. Palka, C.P.A.
Members:
AICPA Private Practice Companies Section
MACPA

225 E. Grand River - Suite 104
Brighton, Michigan 48116-1575
(810) 229-5550
FAX (810) 229-5578

INDEPENDENT AUDITOR'S REPORT

May 31, 2025

To the Board of Trustees
Charter Township of Superior
3040 North Prospect
Ypsilanti, MI 48198

Report on the Audit of the Financial Statements

Opinions

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Charter Township of Superior, Michigan, as of and for the year ended December 31, 2024, and the related notes to the financial statements, which collectively comprise the Township's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Charter Township of Superior, Michigan, as of December 31, 2024, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Township and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Township's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions.

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Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- exercise professional judgment and maintain professional skepticism throughout the audit.
- identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control. Accordingly, no such opinion is expressed.
- evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Township's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information, as identified in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Township's basic financial statements. The accompanying supplementary information such as the combining and individual fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Pfeffer, Hanniford & Palka, P.C.

PFEFFER, HANNIFORD & PALKA
Certified Public Accountants

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MANAGEMENT DISCUSSION AND ANALYSIS

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Within this section of the Charter Township of Superior's annual financial report, the Township's management is providing a narrative discussion and analysis of the financial activities of the Township for the fiscal year ended December 31, 2024. This narrative discusses and analyzes the activity within the context of the accompanying financial statements and disclosures following this section. The discussion focuses on the Township's primary government and, unless otherwise noted, component units reported separately from the primary government are not included.

Overview of the Financial Statements

Management's Discussion and Analysis introduces the Township's basic financial statements. The basic financial statements include government-wide financial statements, fund financial statements, and notes to the financial statements. The Township also includes in this report additional information to supplement the basic financial statements.

Government-wide Financial Statements

The Township's annual reports include two government-wide financial statements. These statements provide both long-term and short-term information about the Township's overall status. Financial reporting at this level uses a perspective similar to that found in the private sector with its basis in full accrual accounting and elimination or reclassification of internal activities.

The first of these government-wide statements is the Statement of Net Position. This is the Township-wide statement of position presenting information that includes all the Township's assets, deferred outflows, liabilities, and deferred inflows, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Township, as a whole, is improving or deteriorating. Evaluation of the overall health of the Township may extend to various non-financial factors as well.

The second government-wide statement is the Statement of Activities, which reports how the Township's net position changed during the current fiscal year. The design of this statement is to show the financial reliance of the Township's distinct activities or functions on the revenues generated by the Township.

Both government-wide financial statements distinguish governmental activities of the Township that are principally supported by taxes and revenue sharing from the business-type activities that are intended to recover all or a significant portion of their costs through user fees and charges. Governmental activities include such activities as general government, public safety, and public works departments. Business-type activities include water & sewer utility operations. Fiduciary activities (such as tax collection) are not included in the government-wide statements since these assets are not available to fund Township programs.

The Township's financial reporting includes all the funds of the Township (primary government) and, additionally, organizations for which the Township is accountable (component units). The Township had no component units.

Fund Financial Statements

A fund is an accountability unit used to maintain control over resources segregated for specific activities or objectives. The Township uses funds to ensure and demonstrate compliance with finance-related laws and regulations. Within the basic financial statements, fund financial statements focus on the Township's most significant funds rather than the Township as a whole. Major funds are separately reported while all others are combined into a single, aggregated presentation. Individual fund data is provided in the combining statements later in this report.

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The Township has three kinds of funds:

Governmental funds are reported in the financial statements and encompass essentially the same functions as governmental activities in the government-wide financial statements except with a different focus on the financial activity. These statements report short-term fiscal accountability focusing on the use of spendable resources and balances of these resources available at the end of the year. They are useful in evaluating annual financing requirements of governmental programs and the commitment of spendable resources for the near-term. Since the focus of the government-wide financial statements includes a long-term view, a reconciliation of these fund balances has been completed to detail its relation to net assets.

Proprietary funds are reported in the financial statements and are used to account for operations (a) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes.

Fiduciary funds are reported in the fiduciary fund financial statements but are excluded from the government-wide statements. Fiduciary fund financial statements report resources that are not available to fund Township activities.

Notes to the financial statements

The accompanying notes to the financial statements provide information essential to a full understanding of both the government-wide and fund financial statements.

Other information

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information. Other supplementary information includes details by fund for receivables, payables, transfers, and payments within the reporting entity.

Major funds are reported in the basic financial statements as discussed. Combining and individual statements and schedules for nonmajor funds are presented in a subsequent section of this report.

Financial analysis of the Township as a whole

The Township's net position included under governmental activities (full accrual – GASB 34) increased by $2,068,175 including prior period adjustments of $620,776. The net position included under business type activities increased by $354,136 after prior period adjustments that reduced net position by $570,776.

The Township's total net position at the end of the year was $38,548,040. This is a $2,422,311 increase over last year's net position of $36,175,729 after the $50,000 net prior period adjustment. The prior period adjustment was necessary to record a parcel of land previously acquired by the Township that had not been recorded and re-allocation of net position between the Governmental Activities and business type activities relating to re-allocation of the net pension liability and related activities.

The following tables provide a summary of the Township's financial activities and changes in net position:

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CHARTER TOWNSHIP OF SUPERIOR

SUMMARY OF NET POSITION
DECEMBER 31, 2024 AND 2023

	Governmental Activities			Business Type Activities			Totals		
	12/31/2024	12/31/2023	Increase (Decrease)	12/31/2024	12/31/2023	Increase (Decrease)	12/31/2024	12/31/2023	Increase (Decrease)
ASSETS									
Current and other assets	$ 17,809,610	$ 17,248,694	$ 560,916	$ 6,096,901	$ 5,928,593	$ 168,308	$ 23,906,511	$ 23,177,287	$ 729,224
Capital assets	11,510,345	9,159,421	2,350,924	21,521,928	21,254,157	267,771	33,032,273	30,413,578	2,618,695
Total assets	29,319,955	26,408,115	2,911,840	27,618,829	27,182,750	436,079	56,938,784	53,590,865	3,347,919
DEFERRED OUTFLOWS OF RESOURCES									
Pension investment activities	572,046	1,121,134	(549,088)	$ 135,807		135,807	707,853	1,121,134	(413,281)
LIABILITIES									
Other liabilities	5,591,374	5,407,052	184,322	1,319,347	1,084,631	234,716	6,910,721	6,491,683	419,038
Unearned revenues	915,181	1,520,667	(605,486)				915,181	1,520,667	(605,486)
Long-term liabilities	1,890,256	2,010,703	(120,447)	2,632,353	2,649,319	(16,966)	4,522,609	4,660,022	(137,413)
Total liabilities	8,396,811	8,938,422	(541,611)	3,951,700	3,733,950	217,750	12,348,511	12,672,372	(323,861)
DEFERRED INFLOWS OF RESOURCES									
Unavailable revenues	6,750,086	5,913,898	836,188				6,750,086	5,913,898	836,188
NET POSITION									
Net investment in capital assets	9,685,345	7,038,718	2,646,627	18,749,575	18,464,838	284,737	28,434,920	25,503,556	2,931,364
Restricted	6,207,131	5,676,838	530,293				6,207,131	5,676,838	530,293
Unrestricted	(1,147,372)	(38,627)	(1,108,745)	5,053,361	4,983,962	69,399	3,905,989	4,945,335	(1,039,346)
Total net position	$ 14,745,104	$ 12,676,929	$ 2,068,175	$ 23,802,936	$ 23,448,800	$ 354,136	$ 38,548,040	$ 36,125,729	$ 2,422,311

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CHARTER TOWNSHIP OF SUPERIOR

SUMMARY OF CHANGES IN NET POSITION
FOR THE YEARS ENDING DECEMBER 31, 2024 AND 2023

	Governmental Activities			Business Type Activities			Totals		
	12/31/2024	12/31/2023	Increase (Decrease)	12/31/2024	12/31/2023	Increase (Decrease)	12/31/2024	12/31/2023	Increase (Decrease)
REVENUES									
Program revenues									
Charges for services	$ 1,058,700	$ 956,341	$ 102,359	$ 4,981,278	$ 4,784,626	$ 196,652	$ 6,039,978	$ 5,740,967	$ 299,011
Capital/operating grants and contributions	1,266,019	336,676	929,343	1,220,432	1,495,128	(274,696)	2,486,451	1,831,804	654,647
General revenues									
Taxes	5,986,585	5,598,094	388,491				5,986,585	5,598,094	388,491
Special assessments	117,668	110,929	6,739				117,668	110,929	6,739
Licenses and permits	165,666	186,715	(21,049)				165,666	186,715	(21,049)
State grants	1,672,941	1,741,998	(69,057)				1,672,941	1,741,998	(69,057)
Interest and rents	520,650	408,771	111,879	153,398	110,078	43,320	674,048	518,849	155,199
Other revenue	159,101	320,098	(160,997)	23,790	11,716	12,074	182,891	331,814	(148,923)
Gain (loss) on sale of assets	82,569		82,569	(105,022)	(167,625)	62,603	(22,453)	(167,625)	145,172
Total revenues	11,029,899	9,659,622	1,370,277	6,273,876	6,233,923	39,953	17,303,775	15,893,545	1,410,230
EXPENSES									
General government	2,185,615	1,755,535	430,080				2,185,615	1,755,535	430,080
Public safety	5,252,297	5,121,841	130,456				5,252,297	5,121,841	130,456
Public works	795,252	681,959	113,293				795,252	681,959	113,293
Community and economic development	759,840	831,312	(71,472)				759,840	831,312	(71,472)
Recreation and culture	515,893	567,921	(52,028)				515,893	567,921	(52,028)
Interest on long-term debt	73,603	78,583	(4,980)				73,603	78,583	(4,980)
Utility system				5,348,964	5,079,573	269,391	5,348,964	5,079,573	269,391
Total expenses	9,582,500	9,037,151	545,349	5,348,964	5,079,573	269,391	14,931,464	14,116,724	814,740
CHANGE IN NET POSITION	1,447,399	622,471	824,928	924,912	1,154,350	(229,438)	2,372,311	1,776,821	595,490
BEGINNING NET POSITION	12,676,929	12,054,458	622,471	23,448,800	22,294,450	1,154,350	36,125,729	34,348,908	1,776,821
PRIOR PERIOD ADJUSTMENT	620,776		620,776	(570,776)		(570,776)	50,000		50,000
ENDING NET POSITION	$ 14,745,104	$ 12,676,929	$ 2,068,175	$ 23,802,936	$ 23,448,800	$ 354,136	$ 38,548,040	$ 36,125,729	$ 2,422,311

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Financial Analysis of the Township's Major Funds

For the year ended December 31, 2024, there were four major funds:

1. **General Fund** - In compliance with GASB Standards, the Parks and Recreation Fund and the Trust and Agency Fund have been consolidated with the General Fund. The General fund balance decreased by $1,329,426. This was primarily due to substantial pathway construction projects invested into the community.
2. **Fire Operating Fund** - The operations of the Fire Fund resulted in a decrease in its fund balance of $428,987. Increases in all revenue sources were offset by increases in expenditures, primarily capital outlay.
3. **Law Enforcement Fund** - The Law Fund increased its fund balance by $875,590. Income from taxes increased significantly and expenditures fell.
4. **American Rescue Plan Act Fund (ARPA Fund)** - The ARPA Fund increased its fund balance by $54,920 directly related to interest income. In the near future, the Township expects large amounts of federal grant revenue to be recognized in this fund, as well as large expenditures relating to approved projects.

General Fund Budgetary Highlights

The General Fund adopted its budget prior to the fiscal year in accordance with Public Act 493 of 2000. Expenditures are budgeted by activity.

Capital Asset and Debt Administration

There were $2,709,242 in depreciable capital asset additions under governmental activities this year. The majority of the additions were related to ongoing construction in progress projects ($2,560,519). The remaining purchases included a septic field for Dixboro Schoolhouse, renovations at fire station #2, a trailer for parks and recreation's use as well as a 2024 Ford 350 pick-up.

There were eight projects in process at the beginning of the fiscal year of which four of the projects were completed, leaving four unfinished projects as of December 31, 2024. The Township incurred $2,560,519 in additional costs for these in fiscal 2024. For a detailed listing of these projects see Note 4.

The Township general fund received net proceeds of $182,569 for a vacant parcel of land with a cost of $100,000 netting a gain of $82,569.

The business-type activities added $1,259,727 of depreciable assets for the fiscal year ended December 31, 2024, of which $743,000 was added in utility infrastructure by developers throughout the Township.

Disposals for inactive assets were recorded after management's review of the asset listing.

The business-type activities began the year with $39,055 of construction in progress and incurred an additional $41,479 in costs. Construction in progress activity is described in Note 4 of the Notes to Financial Statements. There is only one project in progress under the business type activities as of December 31, 2024.

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New bonds were issued in 2020 from the Michigan Finance Authority's State Revolving Fund. Total bond proceeds available are $3,230,000. The outstanding balance as of December 31, 2023, was $2,789,319. The Township utilized an additional $123,034, and made a principal payment of $140,000, leaving a balance of $2,772,353 at December 31, 2024. Draws are requested to reimburse the Utility Fund for approved upgrades to the current water and sewer systems as incurred.

In 2022, the Township purchased land in the amount of $2,408,280 through a land contract payable. Subsequently, the Township issued refunding bonds in the amount of $2,160,000, with a bond premium of $83,415 to pay off the land contract. See Note 6 for additional details related to the transaction.

Economic Conditions and Future Activities

The Township's overall net equity under the modified accrual method for governmental activities decreased by (687,521). The biggest decrease was in the General Fund with a decrease of ($1,329,426). Management realizes the significance of the decrease and understands the reasons for the decrease. Management also believes if economic factors remain positive, with a reduction in spending on large capital outlay projects, its overall equity for governmental activities will rebound with steady increases over the next several years.

Under the Township's water and sewer activities, its overall net position increased by $354,136. There was $743,000 of new infrastructure added to the system by developers which was a big reason for the increase. However, due to ongoing repairs and improvements to an aging system, cash outflows exceeded inflows under operating activities as can be seen on Page 25. Management is reviewing rates charged to customers and operating expenses in an attempt to increase its cash flows.

Contacting the Township's Financial Management

This report is designed to provide a general overview of the Township's financial position and comply with finance-related regulations. If you have any further questions about this report or request additional information, please contact the Charter Township of Superior at 3040 North Prospect, Ypsilanti, Michigan, 48198.

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BASIC FINANCIAL STATEMENTS

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GOVERNMENT-WIDE FINANCIAL STATEMENTS

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CHARTER TOWNSHIP OF SUPERIOR

STATEMENT OF NET POSITION
DECEMBER 31, 2024

	Primary Government		
	Governmental Activities	Business-type Activities	Total
ASSETS			
Cash and investments	$ 10,332,220	$ 4,669,276	$ 15,001,496
Receivables:			
Taxes	5,664,622		5,664,622
Special assessments	119,587		119,587
State shared revenues	300,453		300,453
Accounts	470,399	1,140,873	1,611,272
Leases	380,561		380,561
Intergovernmental balances	(61,737)	61,737	
Inventory		53,649	53,649
Prepaid expenditures	477,536	158,233	635,769
Capital assets			
Assets not being depreciated	4,999,350	290,997	5,290,347
Assets, net of depreciation	6,510,995	21,230,931	27,741,926
Total assets	29,193,986	27,605,696	56,799,682
DEFERRED OUTFLOWS OF RESOURCES			
Pension related activities	572,046	135,807	707,853
LIABILITIES			
Accounts payable	1,374,689	216,579	1,591,268
Accrued wages	133,040	32,246	165,286
Accrued compensated absences	644,885	147,332	792,217
Accrued interest	12,550	13,862	26,412
Unearned revenues	915,181		915,181
Net pension liability	3,185,241	756,195	3,941,436
Long-term obligations			
Other due within one year	115,000	140,000	255,000
Other due in more than one year	1,890,256	2,632,353	4,522,609
Total liabilities	8,270,842	3,938,567	12,209,409
DEFERRED INFLOWS OF RESOURCES			
Unavailable revenues	6,750,086		6,750,086
NET POSITION			
Invested in capital assets, net of related debt	9,685,345	18,749,575	28,434,920
Restricted for:			
Fire protection	1,988,422		1,988,422
Police protection	3,666,109		3,666,109
Public works	375,061		375,061
Legal defense	177,539		177,539
Unrestricted	(1,147,372)	5,053,361	3,905,989
Total net position	$ 14,745,104	$ 23,802,936	$ 38,548,040

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The accompanying notes are an integral part of the financial statements.

CHARTER TOWNSHIP OF SUPERIOR

STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2024

		Program Revenues		Net (Expenses) Revenue and Changes in Net Position		
Functions/Programs	**Expenses**	**Charges for Services**	**Operating Grants and Contributions**	**Governmental Activities**	**Business-type Activities**	**Total**
Governmental activities						
General government	$ (2,185,615)	$ 239,525	$ 1,224,019	$ (722,071)	$	$ (722,071)
Public safety - fire	(3,301,050)		42,000	(3,259,050)		(3,259,050)
Public safety - police	(1,951,247)	319,096		(1,632,151)		(1,632,151)
Public works	(795,252)			(795,252)		(795,252)
Community and economic development	(759,840)	500,079		(259,761)		(259,761)
Recreation and culture	(515,893)			(515,893)		(515,893)
Interest on long-term debt	(73,603)			(73,603)		(73,603)
Total governmental activities	(9,582,500)	1,058,700	1,266,019	(7,257,781)		(7,257,781)
Business-type activities						
Utility fund	(5,348,964)	4,981,278	1,220,432		852,746	852,746
Total	$ (14,931,464)	$ 6,039,978	$ 2,486,451	(7,257,781)	852,746	(6,405,035)
	General revenues					
	Taxes			5,986,585		5,986,585
	Special assessments			117,668		117,668
	Licenses and permits			165,666		165,666
	State grants			1,672,941		1,672,941
	Fines and forfeits			10,770		10,770
	Interest and rents			520,650	153,398	674,048
	Other revenue			148,331	23,790	172,121
	Gain/(loss) on disposal of assets			82,569	(105,022)	(22,453)
	Total general revenues			8,705,180	72,166	8,777,346
	Changes in net position			1,447,399	924,912	2,372,311
	Net position, January 1, 2024			12,676,929	23,448,800	36,125,729
	Prior period adjustment			620,776	(570,776)	50,000
	Net position, December 31, 2024			$ 14,745,104	$ 23,802,936	$ 38,548,040

The accompanying notes are an integral part of the financial statements.

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FUND FINANCIAL STATEMENTS

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CHARTER TOWNSHIP OF SUPERIOR

BALANCE SHEET
GOVERNMENTAL FUNDS
DECEMBER 31, 2024

	General Fund	Fire Fund	Law Enforcement Fund	ARPA Fund	Nonmajor Funds	Totals
ASSETS						
Cash and cash equivalents	$ 2,185,933	$ 2,187,259	$ 3,927,613	$ 884,794	$ 1,146,621	$ 10,332,220
Receivables:						
Taxes	642,018	2,812,677	2,209,927			5,664,622
Special assessments					119,587	119,587
State grants	300,453					300,453
Due from other funds	20,488	2,048			80	22,616
Leases	380,561					380,561
Other	312,749	8,998	140,738			462,485
Other current assets:						
Prepaid expenditures	162,524	293,914	3,600		17,498	477,536
Total assets	$ 4,004,726	$ 5,304,896	$ 6,281,878	$ 884,794	$ 1,283,786	$ 17,760,080
LIABILITIES						
Accounts payable	$ 1,139,427	$ 16,023	$ 124,112	$ 40,000	$ 11,825	$ 1,331,387
Accrued wages	50,065	74,747			8,228	133,040
Accrued interest	12,550					12,550
Accrued compensated absences	5,687	28,503			301	34,491
Unearned revenue	108,295			781,450	25,436	915,181
Due to other funds	91,210	25,953			2,578	119,741
Total liabilities	1,407,234	145,226	124,112	821,450	48,368	2,546,390
DEFERRED INFLOWS OF RESOURCES						
Unavailable revenue - leases	363,316					363,316
Unavailable revenue - taxes	723,865	3,171,248	2,491,657			6,386,770
Total deferred inflows of resources	1,087,181	3,171,248	2,491,657			6,750,086
FUND BALANCE						
Nonspendable for prepaids	162,524	293,914	3,600		17,498	477,536
Restricted for:						
Fire Protection		1,694,508				1,694,508
Police Protection			3,662,509			3,662,509
Tree preservaton fund	241,425				133,636	375,061
Legal defense					157,539	157,539
Committed for:						
Building reserve	355,731					355,731
Capital improvement	60,050			63,344		123,394
Compensated absences	94,994				8,716	103,710
Non-motorized trails	30,194					30,194
Parks and recreation	85,222					85,222
Right of Way	26,916					26,916
Ordinance enforcement					898,029	898,029
Assigned for future budget deficits	146,819				20,000	166,819
Unassigned	306,436					306,436
Total fund equity	1,510,311	1,988,422	3,666,109	63,344	1,235,418	8,463,604
Total liabilities, deferred inflows of resources and fund balance	$ 4,004,726	$ 5,304,896	$ 6,281,878	$ 884,794	$ 1,283,786	$ 17,760,080

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The accompanying notes are an integral part of the financial statements.

CHARTER TOWNSHIP OF SUPERIOR

RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES TO NET POSITION OF GOVERNMENTAL ACTIVITIES DECEMBER 31, 2024

Total governmental fund balance per balance sheet		$ 8,463,604
Amounts reported for governmental activities in the Statement of Net Position are different because:		
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds:		
Historical cost	$ 17,006,021	
Depreciation	(5,495,676)	
Capital assets net of depreciation		11,510,345
Pension related activities are not a consumption of current resources and therefore are reported as deferred outflows of resources in the Statement of Net Position:		572,046
Pension liabilities, net of pension plan fiduciary net position, are not due and payable in the current period and are not reported in the fund financial statements:		
Net pension liability		(3,185,241)
Some liabilities are not due and payable in the current period and therefore are not reported in the funds. This includes:		
Bonds payable	(1,940,000)	
Bond premium	(65,256)	
Compensated absences	(610,394)	
Total		(2,615,650)
Net position of governmental activities		$ 14,745,104

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The accompanying notes are an integral part of the financial statements.

CHARTER TOWNSHIP OF SUPERIOR

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2024

	General Fund	Fire Fund	Law Enforcement Fund	ARPA Fund	Nonmajor Funds	Totals
REVENUES						
Taxes	$ 745,906	$ 2,934,785	$ 2,305,894	$	$	$ 5,986,585
Licenses and permits	165,666					165,666
Special assessments					117,668	117,668
Federal grants		42,000		540,253		582,253
State grants	1,668,625	2,138	2,178			1,672,941
Contributions from local units	683,766					683,766
Charges for services	239,525		319,096		500,079	1,058,700
Fines and forfeits			10,770			10,770
Interest and rents	124,529	112,115	186,517	55,487	42,002	520,650
Other revenue	106,548	41,783				148,331
Total revenues	3,734,565	3,132,821	2,824,455	595,740	659,749	10,947,330
EXPENDITURES						
General government	1,820,385			166,066	26,854	2,013,305
Public safety		2,915,519	1,948,865			4,864,384
Public works	704,686				90,566	795,252
Community and economic development	357,893				401,947	759,840
Recreation and culture	429,113			57,234		486,347
Capital outlay						
General government	1,745,433					1,745,433
Fire protection		646,289		317,520		963,809
Debt Service						
Debt - principal	110,000					110,000
Debt - interest	79,050					79,050
Total expenditures	5,246,560	3,561,808	1,948,865	540,820	519,367	11,817,420
Net revenues over (under) expenditures	(1,511,995)	(428,987)	875,590	54,920	140,382	(870,090)
OTHER FINANCING SOURCES (USES)						
Proceeds from sale of assets	182,569					182,569
Net changes in fund balances	(1,329,426)	(428,987)	875,590	54,920	140,382	(687,521)
FUND BALANCE, JANUARY 1, 2024	2,839,737	2,417,409	2,790,519	8,424	1,095,036	9,151,125
FUND BALANCE, DECEMBER 31, 2024	$ 1,510,311	$ 1,988,422	$ 3,666,109	$ 63,344	$ 1,235,418	$ 8,463,604

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The accompanying notes are an integral part of the financial statements.

CHARTER TOWNSHIP OF SUPERIOR

RECONCILIATION OF STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES FOR THE YEAR ENDED DECEMBER 31, 2024

Net change in fund balances - governmental funds		$ (687,521)
Amounts reported for governmental activities in the Statement of Activities are different because:		
Governmental funds report capital outlay as expenditures. However, in the Statement of Activities, the cost of those assets are allocated over their useful lives as depreciation expense. The amount by which capital outlay exceeded depreciation is as follows:		
Capital outlay	$ 2,709,242	
Depreciation expense	(308,318)	
(Gain) on disposal of asset	(100,000)	
Net change		2,300,924
Repayment of bond and contract payable is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Position:		
Repayment of bonds payable	110,000	
Bond premium amortization	5,447	
Net change		115,447
Accrued absences for vacation and sick time for the employees is recorded on the Statement of Net Position:		(72,474)
Some pension contributions in the Statement of Activities do not require the use of current financial resources, and therefore, are not reported as expenditures in the Governmental Fund:		
Change in net pension activity		(208,977)
Change in net position		$ 1,447,399

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The accompanying notes are an integral part of the financial statements.

CHARTER TOWNSHIP OF SUPERIOR

PROPRIETARY FUND - UTILITY FUND
STATEMENT OF NET POSITION
DECEMBER 31, 2024

CURRENT ASSETS		
Cash and investments	$ 4,669,276	
Receivables:		
Due from other funds	74,870	
Accounts	983,051	
Other	157,822	
Inventory	53,649	
Prepaid expenses	158,233	
Total current assets		$ 6,096,901
PROPERTY, PLANT AND EQUIPMENT		
Capital assets, not depreciated	290,997	
Capital assets, depreciated, net	21,230,931	
Property, plant and equipment		21,521,928
Total assets		$ 27,618,829
DEFERRED OUTFLOWS OF RESOURCES		
Pension related activities		135,807
CURRENT LIABILITIES		
Accounts payable	$ 216,579	
Accrued interest	13,862	
Accrued wages	32,246	
Accrued sick and vacation	147,332	
Due to other funds	13,133	
Net pension liability	756,195	
Bonds payable	140,000	
Total current liabilities		$ 1,319,347
LONG-TERM OBLIGATIONS		
Bonds payable		2,632,353
Total liabilities		3,951,700
NET POSITION		
Invested in capital assets, net of related debt	18,749,575	
Unrestricted	5,053,361	
Total net position		$ 23,802,936

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The accompanying notes are an integral part of the financial statements.

CHARTER TOWNSHIP OF SUPERIOR

PROPRIETARY FUND - UTILITY FUND
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR THE YEAR ENDED DECEMBER 31, 2024

OPERATING REVENUES	
Charges for services	$ 4,961,917
Meter sales	19,361
Total operating revenues	4,981,278
OPERATING EXPENSES	
Water and sewer purchases	2,473,822
Salaries	785,862
Taxable benefits	80,131
Payroll taxes	66,390
Insurance benefits	192,772
Pension expense	160,146
Repairs and maintenance - administration building	28,599
Computer services and supplies	27,693
Supplies	6,768
Utilities	8,801
Telecommunications	13,723
Leased equipment	15,794
Cleaning services	4,168
Lift and booster station expense	57,645
Maintenance facility expense	119,312
System repairs and maintenance	108,459
Professional fees	46,625
Employee expense	25,818
Meters and supplies	62,838
Fuel	9,245
Insurance and bonds	56,205
Bad debt expense	3,427
Depreciation	899,611
Postage	21,770
Printing and publishing	4,856
Membership and dues	15,552
Miscellaneous	35
Total operating expenses	5,296,067
OPERATING (LOSS)	(314,789)
NON-OPERATING REVENUES AND (EXPENSES)	
Gain on disposal of assets	(105,022)
Interest income - operations	153,398
Interest expense - debt	(52,897)
Tap-in fees	456,500
New customer installation fees	20,932
Contributed capital - developers	743,000
Other income	23,790
Total non-operating revenues and (expenses)	1,239,701
Change in net position	924,912
NET POSITION, JANUARY 1, 2024	23,448,800
PRIOR PERIOD ADJUSTMENT	(570,776)
NET POSITION, DECEMBER 31, 2024	$ 23,802,936

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The accompanying notes are an integral part of the financial statements.

CHARTER TOWNSHIP OF SUPERIOR

PROPRIETARY FUND - UTILITY FUND
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2024

CASH FLOWS FROM (USED IN) OPERATING ACTIVITIES:		
Cash receipts from customers	$ 4,864,155	
Cash payments to employees for services	(901,435)	
Cash payments to suppliers of goods and services	(4,150,028)	
Net cash (used in) operating activities		$ (187,308)
CASH FLOWS FROM (USED IN) CAPITAL AND RELATED FINANCING ACTIVITIES		
Proceeds from bonds	123,034	
Principal payments on bonds payable	(140,000)	
Interest payments on debt	(50,347)	
Acquisition of fixed assets	(529,404)	
Tap-in fees	456,500	
New customer installation fees	20,932	
Other income	23,790	
Net cash (used in) capital and related financing activities		(95,495)
CASH FLOWS FROM INVESTING ACTIVITIES		
Interest on cash and cash equivalents		153,398
Net (decrease) in cash and cash equivalents		(129,405)
CASH AND CASH EQUIVALENTS, JANUARY 1, 2024		4,798,681
CASH AND CASH EQUIVALENTS, DECEMBER 31, 2024		$ 4,669,276
ADJUSTMENTS TO RECONCILE OPERATING INCOME TO NET CASH FROM (USED IN) OPERATING ACTIVITIES:		
Operating loss		$ (314,789)
Adjustments to reconcile operating income to net cash from (used in) operating activities:		
Depreciation		899,611
Changes in assets and liabilities		
Decrease in accounts receivable		(117,123)
Increase in other receivables		(5,093)
(Increase) in prepaid expenses		(85,653)
(Increase) in inventory		(15,047)
(Decrease) in due to other funds		(61,770)
Increase in accounts payable		(568,004)
Increase in accrued wages		624
Increase in accrued compensated absences		30,324
Increase in accrued compensated absences		49,612
Net cash from operating activities		$ (187,308)

NONCASH ACTIVITY

The proprietary fund received noncash developer contributions in the amount of $743,000 which had no impact on this Statement of Cash Flows.

The accompanying notes are an integral part of the financial statements.

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CHARTER TOWNSHIP OF SUPERIOR

FIDUCIARY FUNDS
STATEMENT OF ASSETS AND LIABILITIES
DECEMBER 31, 2024

ASSETS		
Cash and investments	$	1,602,395
Prepaid expenditures		327,581
Due from others		9,698
Due from other funds		43,302
Total assets	$	1,982,976
LIABILITIES		
Due to others	$	1,975,062
Due to other funds		7,914
Total liabilities	$	1,982,976

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The accompanying notes are an integral part of the financial statements.

NOTES TO FINANCIAL STATEMENTS

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NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Charter Township of Superior was incorporated February 26, 1979, under the provision of Public Act 90 of 1976, as amended. The policies of the Charter Township of Superior conform to generally accepted accounting principles as applicable to governmental units.

The following is a summary of the more significant policies:

A. BASIC FINANCIAL STATEMENTS

In accordance with GASB Statements, the basic financial statements include both government-wide and fund financial statements.

The government-wide financial statements (Statement of Net Position and Statement of Activities) report on the Township as a whole, excluding fiduciary activities. Governmental fund types are reported in the government-wide financial statements using the economic resources measurement focus and the accrual basis of accounting, which includes long-term assets and receivables as well as long-term debt and obligations. The government-wide financial statements focus more on the sustainability of the Township as an entity and the change in aggregate financial position resulting from the activities of the fiscal period. Generally, the effect of interfund activity has been removed from the government-wide financial statements.

The government-wide Statement of Net Position reports all financial and capital resources of the Township (excluding fiduciary funds). It is displayed in a format of assets and deferred outflows of resources less liabilities and deferred inflows of resources equals net position, with the assets and liabilities shown in order of their relative liquidity. Net position is required to be displayed in three components: 1) invested in capital assets 2) restricted, and 3) unrestricted. Invested in capital assets, net of related debt is capital assets net of accumulated depreciation and reduced by outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those assets. Restricted net positions are those with constraints placed on their use by either: 1) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments, or 2) imposed by law through constitutional provisions or enabling legislation. Net positions not otherwise classified as restricted, are shown as unrestricted. Generally, the Township would first apply restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available.

The government-wide Statement of Activities demonstrates the degree to which both direct and indirect expenses of the various functions and programs of the Township are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or identifiable activity. Indirect expenses for administrative overhead are allocated among the functions and activities using a full cost allocation approach and are presented separately to enhance comparability of direct expense between governments that allocate direct expenses and those that do not. Interest on general long-term debt is not allocated to the various functions. Program revenues include: 1) charges to customers or users who purchase, use or directly benefit from goods, services or privileges provided by a particular function or program and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or program. Taxes, unrestricted investment income and other revenues not identifiable with particular functions or programs are included as general revenues. The general revenues support the net costs of the functions and programs not covered by program revenues.

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NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Also, part of the basic financial statements are the fund financial statements for the governmental funds. The focus of the fund financial statements is on major funds, as defined by GASB Standards. Although GASB Standards sets forth minimum criteria for determination of major funds (a percentage of assets, liabilities, revenues, or expenditures of fund category and of the governmental funds combined), it also gives governments the option of displaying other funds as major funds. Other non-major funds are combined in a single column on the fund financial statements.

The Township reports the following major governmental funds:

- The **General Fund** is the Township's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.
- The **Fire Fund** accounts for the activities related to operating fire protection services. This fund is primarily supported through the collection of property taxes.
- The **Law Enforcement Fund** accounts for the activities related to operating police protection services. This fund is primarily supported through the collection of property taxes and charges for services.
- The **American Rescue Plan Act Fund (ARPA Fund)** accounts for receiving and spending the federal grants applicable to the American Rescue Plan Act.

The Township reports the following major proprietary fund:

- The **Utility Fund** accounts for all the activity associated with the operations and maintenance of operating the sewer and water systems of the Township.

B. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

The governmental fund financial statements are prepared on a modified accrual basis of accounting. To conform to the modified accrual basis of accounting, certain modifications must be made to the accrual method. These modifications are outlined below:

- Revenue is recorded when it becomes both measurable and available (received within 60 days after year-end). Revenue considered susceptible to accrual includes: property taxes, sales and use taxes, licenses, fees and permits, intergovernmental revenues, charges for services and interest.
- Expenditures are recorded when the related fund liability is incurred. Principal and interest on long-term debt are recorded as fund liabilities when due or when amounts have been accumulated in the debt service fund for payments to be made early in the following year.
- Disbursements for the purchase of capital assets providing future benefits are considered expenditures. Bond/debt proceeds are reported as another financing source.

With this measurement focus, operating statements present increases and decreases in net current assets and unreserved fund balances as a measure of available spendable resources.

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NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

This is the traditional basis of accounting for governmental funds and is also the manner in which these funds are normally budgeted. This presentation is deemed most appropriate to: 1) demonstrate legal and covenant compliance, 2) demonstrate the sources and uses of liquid resources, and 3) demonstrate how the Township's actual revenues and expenditures conform to the annual budget. Since the governmental funds financial statements are presented on a different basis than the governmental activities column of the government-wide financial statements, reconciliations are provided immediately following each fund statement. These reconciliations briefly explain the adjustments necessary to transform the fund financial statements into the governmental activities column of the government-wide financial statements.

The proprietary funds' financial statements are prepared on the same basis (economic resources, measurement focus and accrual basis of accounting) as the government-wide financial statements. Therefore, most lines for the total enterprise funds on the proprietary funds financial statements will directly reconcile to the business-type activities column on the government-wide financial statements. Because the enterprise funds are combined into a single business-type activities column on the government-wide financial statements, certain interfund activities between these funds are eliminated in the consolidation for the government-wide financial statements but are included in the fund columns in the proprietary funds financial statements.

Proprietary funds account for operations where the intent of the Township is that the costs of providing goods or services to the general public on a continuing basis to be financed or recovered primarily through user charges. Under standards set by GASB, enterprise funds are also required for any activity whose principal revenue sources meet any of the following criteria: 1) any activity that has issued debt backed solely by the fees and charges of the activity, 2) if the cost of providing services for any activity, including capital costs such as depreciation or debt service, must legally be recovered through fees and charges of the activity, or 3) it is the policy of the Township to establish activity fees or charges to recover the cost of providing services, including capital costs.

On the proprietary funds financial statements, operating revenues are those that flow directly from the operations of the activity, i.e. charges to customers or users who purchase or use the goods or services of that activity. Operating expenses are those that are incurred to provide those goods or services. Non-operating revenues and expenses are items such as investment income and interest expense that are not a result of the direct operations of the activity.

Private-sector standards of accounting issued prior to December 1, 1989, are generally followed in both the government-wide and enterprise funds reported on the proprietary fund financial statements to the extent that those standards do not conflict with the standards of the Governmental Accounting Standards Board. The government has elected not to follow private-sector standards issued after November 30, 1989, for its business-type activities.

Fiduciary funds account for assets held by the Township in a trustee or agency capacity on behalf of others and, therefore, are not available to support Township programs. The reporting focus is upon net assets and changes in net assets and employs accounting principles similar to proprietary funds. Fiduciary funds are not included in the government-wide financial statements as they are not an asset of the Township available to support Township programs.

C. BUDGETARY DATA

The Township approves budgets for the general, special revenue and debt service funds. Amendments made during the fiscal year are reflected in the budget column of the appropriate financial statement. The budgets are prepared on a modified accrual basis.

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NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

D. PROPERTY TAXES

The Township property tax is levied each December 1 on the taxable valuation of property located in the Township as of the preceding December 31. Taxable values are established annually by the county and are equalized by the state. Real and personal property in the Township for the 2023 levy (which reflects tax revenues for the December 31, 2024 fiscal year) was assessed at the adjusted taxable value shown below. Taxes are due and payable by February 28. Delinquent real and personal property taxes are returned to the County Treasurer for collection. The 2024 levy (which reflects tax revenues for the December 31, 2025 fiscal year) is also shown for comparative purposes below.

Taxable Value	2023	2024
General Township	$ 838,384,598	$ 896,486,631

Millage Rates	2023	2024
General township operations	0.7990	0.7990
Police	2.7146	2.7500
Fire	3.4549	3.5000
Total millage	6.9685	7.0490

E. CAPITAL ASSETS

Under GASB standards, all capital assets, whether owned by governmental activities or business-type activities, are recorded and depreciated in the government-wide financial statements. No long-term capital assets or depreciation are shown in the governmental funds' financial statements.

Capital assets are defined as assets with an initial, individual cost of more than $5,000 and an estimated useful life greater than one year. Land is considered a capital asset regardless of initial cost. Capital assets are recorded at cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at the estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major improvements are capitalized and depreciated over the remaining useful lives of the related capital assets.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

Buildings, structures and improvements	10 to 50 years
Machinery and equipment	5 to 40 years

Any capital assets transferred between funds are transferred at their net book value (cost less accumulated depreciation), as of the date of the transfer.

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NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

F. LEASE RECEIVABLE

The Township is the lessor of a noncancellable lease of cell tower space located on Township land. The Township has lease agreements with four cell phone providers and the Township recognizes a lease receivable and deferred inflow of resources in the General Fund portion of the financial statements.

At the commencement of the lease agreement, the Township initially measures the lease receivable at the present value of payments expected to be received. Subsequently, the lease receivable is reduced by the principal portion of the lease payments received. The deferred inflow of resources is initially measured as the initial amount of the lease receivable, adjusted for lease payments received at or before the lease commencement date and subsequently amortized as revenue over the life of the lease term.

The lease term includes the noncancelable period of the lease. Lease payments included in the measurement of lease receivable are composed of fixed payments and purchase option price that the Township is reasonably certain to exercise. Key estimates and judgments included in the calculation include 1) the discount rate used to discount the expected lease receipts to present value, 2) lease term, and 3) lease receipts.

The Township will monitor changes in circumstances that would require a re-measurement of the leases and will re-measure the lease receivable and deferred inflow of resources if certain changes occur that would significantly impact the amount of the lease receivable or deferred inflow of resources.

G. FUND EQUITY

Under Governmental Accounting Standards Board (GASB) standards in the fund financial statements, governmental funds report the following components of fund balance:

- Nonspendable - Amounts that are not in spendable form or are legally or contractually required to be maintained intact.
- Restricted - Amounts that are legally restricted by outside parties, constitutional provisions, or enabling legislation for use for a specific purpose.
- Committed - Amounts that have been formally set aside by the Township board for use for specific purposes. Commitments are made and can be rescinded only via resolution of the Township Board.
- Assigned - Intent to spend resources on specific purposes expressed by the Township Board; or Supervisor, Clerk, and Treasurer; who are authorized by policy approved by the Township Board to make assignments. All current year assignments have been made by the Township Board.
- Unassigned - Amounts that do not fall into any other aforementioned category. This is the residual classification for amounts in the General Fund and represents fund balance that has not been assigned to other funds and has not been restricted, committed, or assigned to specific purposes in the General Fund. In other governmental funds, only negative unassigned amounts are reported, if any, and represent expenditures incurred for specific purposes exceeding the amounts previously restricted, committed, or assigned to those purposes.

H. MANAGEMENT ESTIMATES

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

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NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

I. RISK MANAGEMENT

The Township is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Township maintains commercial insurance coverage covering each of those risks of loss. Management believes such coverage is sufficient to preclude any significant uninsured losses to the Township. Settled claims have not exceeded this commercial coverage in any of the past three fiscal years.

J. DEFINED PENSION BENEFIT PLAN

For purposes of measuring the Net Pension Liability, deferred outflows of resources related to pensions, deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Municipal Employees Retirement System (MERS) of Michigan and additions to/deductions from MERS' fiduciary net position have been determined on the same basis as they are reported by MERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

K. DEFERRED OUTFLOWS AND DEFERRED INFLOWS

Under GASB standards, the Township is reporting two sections in the Statement of Net Position (Government Wide Statement) and in the Balance Sheet (Fund Statement), which are called *deferred outflows* (previously called *assets*) and *deferred inflows* (previously called *liabilities*).

These separate financial statement elements, which meet the definition of deferred outflows and inflows, are no longer considered assets or liabilities.

Deferred outflows of resources represent a consumption of net position that applies to a future period. The element will not be recognized as an expense and (or) expenditure until the time restriction is met.

For the year ended December 31, 2024, the Township records deferred outflows of resources on the Statement of Net Position relating to the Defined Benefit Pension plan net pension liability. Total deferred outflows of resources are shown below, with detailed activity available in Footnote # 9.

Deferred Outflows of Resources	
Pension related activities	707,853

Deferred inflows of resources represent an acquisition of net position or fund balance that applies to a future period. The element will not be recognized as revenue until the time restriction is met.

For the year ended December 31, 2024, the Township records deferred inflows of resources on the Statement of Net Position relating to property taxes received or reported as receivables before the period in which the levy was to apply and differences in investment expectations versus actual. Property taxes levied in December 2024 will not be recognized as revenue until the year 2025. This type of transaction is listed on both the Statement of Net Position as well as the Balance Sheets under Fund Accounting:

Deferred Inflows of Resources	
Unavailable revenues - leases	$ 363,316
Unavailable revenues - taxes	6,386,770
Total deferred inflows of resources	$ 6,750,086

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NOTE 2 - DESCRIPTION OF REPORTING ENTITY

In accordance with Governmental Accounting Standards Board (GASB) standards, all funds, agencies, and activities of the Charter Township of Superior as the primary government have been included in the financial statements.

NOTE 3 - INTERFUND BALANCES AND TRANSFERS

All interfund balances are short-term in character. Interfund balances will be disbursed and collected during the next reporting period. These amounts are reported as current assets and current liabilities in the governmental balance sheets. The amounts of interfund receivables and payables are as follows:

Fund	Interfund Receivables	Fund	Interfund Payables	Purpose
General Fund	$ 588	Fire Fund	$ 588	Reimbursement between funds
General Fund	72	Building Fund	72	Reimbursement between funds
General Fund	11,779	Utility Fund	11,779	Reimbursement between funds
General Fund	7,914	Payroll Fund	7,914	Reimbursement between funds
Fire Fund	182	General Fund	182	Reimbursement between funds
Fire Fund	512	Parks Fund	512	Reimbursement between funds
Building Fund	80	Trust and Agency Fund	80	Reimbursement between funds
Payroll Fund	13,057	General Fund	13,057	Reimbursement between funds
Payroll Fund	25,365	Fire Fund	25,365	Reimbursement between funds
Payroll Fund	2,506	Building Fund	2,506	Reimbursement between funds
Payroll Fund	2,374	Parks Fund	2,374	Reimbursement between funds
Payroll Fund	9,698	Utility Fund	9,698	Reimbursement between funds
Utility Fund	74,820	General Fund	74,820	Reimbursement between funds
Utility Fund	50	Parks Fund	50	Reimbursement between funds
Total	$ 148,997	**Total**	$ 148,997	

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NOTE 4 - GOVERNMENTAL AND PROPRIETARY CAPITAL ASSETS

A summary of changes in governmental activity capital assets is as follows:

	Balance 1/1/2024	Additions	Deletions	Reclassifications	Balance 12/31/2024
Capital Assets Not Being Depreciated					
Land	$ 4,045,116	$	$ (100,000)	$	$ 3,945,116
Conservation easement	134,196				134,196
Construction in progress	468,189	2,560,519		(2,108,670)	920,038
Total non-depreciable	4,647,501	2,560,519	(100,000)	(2,108,670)	4,999,350
Capital Assets Being Depreciated					
Non-motorized Trails					
Harris road trail	238,169				238,169
Geddes #1 trail	581,411				581,411
Prospect pathway	432,384				432,384
Plymouth pathway				1,106,504	1,106,504
Macarthur pathway				301,648	301,648
Structures					
Parks	89,755				89,755
Buildings					
General	2,047,984	46,448			2,094,432
Fire	2,536,577	48,096		685,088	3,269,761
Law	70,195				70,195
Building Department	128,111				128,111
Parks	88,050				88,050
Vehicles					
General	24,163			12,470	36,633
Fire	2,601,893				2,601,893
Building Department	34,806				34,806
Parks	114,849	48,482		(19,420)	143,911
Equipment					
General	126,216			2,960	129,176
Fire	321,744				321,744
Law	5,945				5,945
Building Department	31,634				31,634
Parks	275,392	5,697		19,420	300,509
Total depreciable	9,749,278	148,723		2,108,670	12,006,671
Total capital assets	14,396,779	2,709,242	(100,000)		17,006,021
Accumulated depreciation	(5,187,358)	(308,318)			(5,495,676)
Governmental Funds Capital Assets, Net	$ 9,209,421	$ 2,400,924	$ (100,000)	$	11,510,345
Related long term debt outstanding at December 31, 2024					(1,825,000)
Capital assets, net related long term debt					$ 9,685,345

Depreciation expense is being recorded in the government-wide statement of activities based upon the activity utilizing the assets. The Township utilizes the straight line method to depreciate capital assets over their estimated useful lives. Depreciation expense was distributed to the various activities as follows:

General	$ 79,453
Fire	192,689
Law	2,382
Building department	6,207
Parks	27,587
Total	$ 308,318

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NOTE 4 - GOVERNMENTAL AND PROPRIETARY CAPITAL ASSETS (continued)

Construction in progress for governmental activity is described below:

Project	Project costs as of 1/1/2024	Costs incurred during 12/31/2024 fiscal year	Project completed and placed in service	Construction in progress remaining as of 12/31/2024	% Complete
Plymouth Road Pathway	$ 116,941	$ 989,563	$ (1,106,504)	$	100.00%
Dixboro Schoolhouse Improvements	74,745	52,110		126,855	87.20%
Residential ADA Sidewalk Ramp Improvements	29,842	3,532		33,374	4.14%
Geddes Road Pathway	91,460	129,732		221,192	20.12%
Fire Station No. 1 Concrete Replacement	86,895	598,193	(685,088)		100.00%
MacArthur Pathway	8,267	293,381	(301,648)		100.00%
Fireman's Park Improvements	52,324	486,293		538,617	91.15%
Disconnect for Generator	7,715	7,715	(15,430)		
Totals	$ 468,189	$ 2,560,519	$ (2,108,670)	$ 920,038	

A summary of changes in proprietary activity capital assets and depreciation for the Utility activity is as follows:

	Balance 1/1/2024	Additions	Deletions	Reclassifications	Balance 12/31/2024
Non-depreciable assets					
Land	$ 210,463	$	$	$	$ 210,463
Construction in progress	39,055	41,479			80,534
Total non-depreciable assets	249,518	41,479			290,997
Depreciable assets					
Building	3,434,387		(102,182)		3,332,205
Utility system	29,645,878	899,654	(538,195)		30,007,337
Equipment and improvements	294,592	36,447	(256,955)		74,084
Office improvements	125,975	10,385			136,360
Office equipment	73,300				73,300
Vehicles	647,674	313,241	(59,490)		901,425
Metering program	45,920		(45,920)		-
Total depreciable	34,267,726	1,259,727	(1,002,742)		34,524,711
Total capital assets	34,517,244	1,301,206	(1,002,742)		34,815,708
Less accumulated depreciation	(13,263,087)	(899,613)	868,920		(13,293,780)
Business type activities Capital assets, net	$ 21,254,157	$ 401,593	$ (133,822)	$	$ 21,521,928
Related long term debt outstanding at December 31, 2024					(2,772,353)
Capital assets, net related long term debt					$ 18,749,575

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NOTE 4 - GOVERNMENTAL AND PROPRIETARY CAPITAL ASSETS (continued)

Construction in progress for proprietary activity for the Utility activity is described below:

Project	Project costs as of 1/1/2024	Costs incurred during 12/31/2024 fiscal year	Project completed and placed in service	Construction in progress remaining as of 12/31/2024	% Complete
Stamford Water Main Project	39,055	41,479		80,534	13.42%
Totals	$ 39,055	$ 41,479	$	$ 80,534	

There was $743,000 of infrastructure added to the utility systems by developers throughout the Township. The Township also added over $156,000 to the systems as well as $360,000 to equipment and vehicles.

Depreciation for the systems, equipment, improvements, and software is charged as an expense against operations.

Accumulated depreciation is reported on the Proprietary Fund Statement of Net Position. Depreciation has been provided over the estimated useful lives using the straight-line method. The estimated useful lives are as follows:

Utility Systems	40 years
System Improvements	30 years
Building	30 years
Office Improvements	15 years
Equipment, Furniture, and Software	7 years

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NOTE 5 - LEASES

The Township previously implemented the Governmental Accounting Standards Board (GASB) Standard No. 87, *Leases*, which is intended to improve the accounting and financial reporting of leases by governments.

The Township has determined that it has one lease receivable agreement to lease space on a cell phone tower located on Township-owned land. The lease carries an original 5-year term, with five (5) automatically renewing 5-year terms for a total 30-year term. Upon implementation of GASB 87 in the fiscal year ending December 31, 2024, the lease had 13 remaining years.

The lease agreement allows for sublease contracts made by the lessee and other cell service providers and the lessee has established two such sublease agreements. The Township has measured a lease receivable balance based on one total lease agreement, calculated as the original lease agreement plus the two sublease agreements in total.

A summary of the lease receivable and deferred inflow of resources is presented below:

	Balance @ 1/1/2024	Additions	Reductions	Balance @ 12/31/2024	Current Portion	Long Term Portion	Interest Earned
Lease Receivable	$	$ 392,381	$ (11,820)	$ 380,561	$ 13,837	$ 366,724	$ 25,530
Deferred Inflow	$	$ 392,381	$ (29,065)	$ 363,316	$ 29,065	$ 334,251	

A summary of future expected lease payments, allocated between principal and interest is presented below:

Fiscal year ending	Principal	Interest	Total
12/31/2025	$ 13,837	$ 24,713	$ 38,550
12/31/2026	15,972	23,736	39,708
12/31/2027	18,283	22,613	40,896
12/31/2028	20,788	21,332	42,120
12/31/2029	23,507	19,879	43,386
12/31/2030-2034	166,708	70,532	237,240
12/31/2035-2037	121,466	10,756	132,222
Total	$ 380,561	$ 193,561	$ 574,122

A summary of future amortization of deferred inflow of resources is presented below:

Fiscal year ending	Amortization
12/31/2025	$ 29,065
12/31/2026	29,065
12/31/2027	29,065
12/31/2028	29,065
12/31/2029	29,065
12/31/2030-2034	145,325
12/31/2035-2037	72,666
Total	$ 363,316

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NOTE 6 - LONG-TERM OBLIGATIONS

A. GOVERNMENTAL LONG-TERM OBLIGATIONS

- Accrued Compensated Absences – The Township has recorded a liability in the Statement of Net Position for compensated absences of the general, building, and fire funds. The policies regarding compensated absences are outlined in the Township's "Rules of Employment" and the "Township Fire Department Agreement".

- During 2022, the Township sold refunding bonds to refund the land contract payable for a land conservation easement known as Rock Properties. The Bond has an initial principal amount of $2,160,000, bearing interest of 4.00% annually. The bond will be repaid in annual installments ranging from $110,000 to $190,000 over 15 years, maturing in the year ending December 31, 2037.

- During 2022, the Township sold refunding bonds with a bond premium of $81,695. The premium will be amortized using a straight-line method of the 15-year term of the related bond at a rate of $5,546 per year.

The following summarizes changes in the Township's governmental activity's long-term debt for 2024:

Description	Balance 1/1/2024	Additions	Deletions	Balance 12/31/2024	Due Within One Year
Bonds Payable					
2022 Refunding Bonds					
Rock Property	$ 2,050,000	$	$ (110,000)	$ 1,940,000	$ 115,000
Total bonds payable	2,050,000		(110,000)	1,940,000	115,000
Bond Premium	70,703		(5,446)	65,256	5,446
Accrued Compensated Absences	587,107	57,778		644,885	
Accrued Interest	13,300	12,550	(13,300)	12,550	
Totals	$ 2,721,110	$ 70,328	$ (128,746)	$ 2,662,691	$ 120,446

The following is a schedule of future required principal and interest due from the Township's governmental activities:

	2022 Refunding Bonds Rock Property		
Year	Total	Principal	Interest
2025	$ 190,300	$ 115,000	$ 75,300
2026	190,600	120,000	70,600
2027	190,700	125,000	65,700
2028	190,600	130,000	60,600
2029	190,300	135,000	55,300
2030-2034	958,400	770,000	188,400
2035-2037	578,300	545,000	33,300
	$ 2,489,200	$ 1,940,000	$ 549,200

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NOTE 6 - LONG-TERM OBLIGATIONS (continued)

B. BUSINESS-TYPE LONG-TERM OBLIGATIONS

The Township's business-type activities have long-term debt obligations, which are as follows:

1. The 2020 Capital Improvement Bonds were issued during the December 31, 2020, fiscal year to assist in the funding of Township capital improvement projects. Only $3,182,353 of the future $3,230,000 has been received. Interest will be charged at 2% per annum.

Description	Balance 1/1/2024	Additions	Deletions	Balance 12/31/2024	Due Within One Year
2013 Refunding Bonds Utility Payable	$ 2,789,319	$ 123,034	$ (140,000)	$ 2,772,353	$ 140,000

The following is a schedule of future required principal and interest due from the Township's business-type activities if the full amount is utilized. The Township has available bond funds of $47,647 remaining.

	2020 Capital Improvement Bonds		
Year	Total	Principal	Interest
2025	$ 194,047	$ 140,000	$ 54,047
2026	196,197	145,000	51,197
2027	193,297	145,000	48,297
2028	195,347	150,000	45,347
2029	197,297	155,000	42,297
2030-3034	973,935	810,000	163,935
2035-2039	968,935	890,000	78,935
2040-2041	391,321	385,000	6,321
Totals	$ 3,310,376	$ 2,820,000	$ 490,376

As of December 31, 2024, only $3,182,353 of the available bonds have been used for the 2020 improvement project. However, the Utilities department expects to utilize the full available amount of $3,230,00 and has elected to report the full projected future debt schedule.

NOTE 7 - STATEMENT OF CASH FLOWS - ENTERPRISE FUND

Pursuant to the Governmental Accounting Standards Board (GASB) statement number 9, a statement of cash flows is presented. The purpose of the statement of cash flows is to explain the change in cash and cash equivalents during the year. For purposes of the statement of cash flows, the enterprise fund considers all investments to be cash equivalents due to the highly liquid nature of the investments.

The direct method was utilized to present cash flows from operations. The following is the beginning and ending balances for cash and cash equivalents:

	1/1/2024	12/31/2024
Unrestricted - operations Cash and investments	$ 4,798,681	$ 4,669,276

There is no restricted cash as of December 31, 2024.

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NOTE 8 - DEFINED CONTRIBUTION PENSION PLAN

History

The Township originally adopted a Defined Contribution Plan with Manulife in October 1967 which has since become John Hancock. The plan was set up as voluntary; however, to join the plan the employee had to contribute 5% of gross pay, the Township would then match with 10%. Eligible employees were all Union Firefighters, full-time employees, the Fire Chief, Ordinance Officer, Supervisor, Clerk, Treasurer, Deputy Treasurer, and Trustees (employees also had to be at least 18 years of age). In October 1990, the Union Firefighters were moved into a MERS Defined Benefit pension plan. They were allowed to keep all their years of service and allowed to keep all their accumulated pension monies in the Manulife Plan. Their accounts with Manulife were switched to inactive status, and they can access this money upon separation from service from the Township.

In January 2004, the Township further amended the Defined Contribution Plan with John Hancock, when it approved a second MERS defined benefit plan for the non-union employees. This new MERS defined benefit plan became mandatory for all new hires that work full-time. Existing employees as of January 1, 2004, were given the choice to either transfer to the new MERS Plan or remain in the John Hancock Plan (about 50% of the eligible employees moved to the new MERS Plan). The John Hancock employee accounts of the employees who switched to the new MERS Plan were withdrawn from John Hancock and deposited in the MERS Pension Plan. As of January 2004, the Township had three pension plans: the MERS Defined Benefit Plan for the Union firefighters referred to as MERS #1, the MERS Defined Benefit Plan for non-union employees referred to as MERS #2, and the John Hancock Defined Contribution Plan for all part time employees averaging at least 20 hours/week, trustees, and the full-time employees who decided to stay with John Hancock Plan at the January 2004 switchover.

John Hancock - (Adopted October 1967) a defined contribution plan for full-time employees only as defined above, regular part-time employees averaging 20 hours/week (including Fire Chief and Fire Marshall), and Trustees. Participation is voluntary with 5% contribution required to participate, and a 10% matching contribution from the Township. Plan vests after 20 months of plan participation, normal retirement age 55. New employees that opt out of the John Hancock plan, cannot join at a later date. The Fire Chief has a contract for part-time services which excludes him from eligibility for any Township benefits.

The following summarizes that activity in the John Hancock defined contribution plan for 2024:

Total value January 1, 2024		$ 810,968
Contributions/Investment returns		
Employee contributions	17,046	
Employer contributions	33,651	
Net gain/(loss) for 2024	115,237	
Total contributions/investment returns		165,934
Withdrawals		(9,381)
Total value December 31, 2024		$ 967,521

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NOTE 9 - DEFINED BENEFIT PLAN

Plan Description

The employer's defined benefit pension plan provides certain retirement, disability, and death benefits to plan members and beneficiaries. The employer participates in the Municipal Employees Retirement System (MERS) of Michigan. MERS is an agent multiple employer, statewide public employee pension plan established by the Michigan Legislature under Public Act 135 of 1945 and administered by a nine-member Retirement Board. MERS issues a financial report that includes financial statements and required supplementary information. This report may be obtained accessing the MERS website at www.mersofmich.com and is available to the public.

Description of Benefits

Benefits Provided

The defined benefit plan is comprised of two divisions, with Division 01 open to all full-time, non-union employees and Division 05 open to all union firefighters. The plan calls for benefits to be paid as 2.25% of the final average compensation with a maximum of 80% for both divisions. Final average compensation is calculated based on the employee's final 3 years wages for Division 01 and the employee's final 5 years wages for Division 05.

For Division 01, the plan has a vesting period of 6 years, with normal retirement at age 60, and early retirement eligible at age 55 with 15 years of service or age 50 with 25 years of service and reduced benefits.

For Division 05, the plan has a vesting period of 10 years, with normal retirement at age 60 and early retirement eligible age 50 with 25 years of service or age 55 with 15 years of service and reduced benefits.

Employees Covered by Benefit Terms

At the December 31, 2023, valuation date, the following employees were covered by the benefit terms:

	Division 01 Non-Union	Division 05 Union Fire
Inactive employees or beneficiaries currently receiving benefits	10	6
Inactive employees entitled to but not yet receiving benefits	8	4
Active employees	20	11
	38	21

Contributions

The Township is required to contribute amounts at least equal to the actuarially determined rate, as established by the MERS Retirement Board. The actuarially determined rate is the estimated amount necessary to finance the cost of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability.

The actuarially determined rate for the year ended December 31, 2024, was 16.11% of eligible wages, with total contributions of $278,276 for Division 01 and 22.3%, with total contributions of $313,212 for Division 05. The Township also requires employees to contribute 5.0% of eligible wages for Division 01 and 6.0% for Division 05 to fund the plan.

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NOTE 9 - DEFINED BENEFIT PLAN (continued)

Net Pension Liability

The employer's Net Pension Liability was calculated using the annual actuarial valuation dated December 31, 2023, using rollforward calculations to December 31, 2024, to determine the total pension liability and calculate the Net Pension Liability.

Actuarial assumptions

The total pension liability in the December 31, 2023, annual actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation: 2.5%.
Salary Increases: 3.00% in the long term.
Investment rate of return: 7.00%, net of investment and administrative expense, including inflation.

Although no specific price inflation assumptions are needed for the valuation, the 3.00% long-term wage inflation assumption would be consistent with price inflation of 2.5%.

Mortality rates used were based on the RP-2014 Group Annuity Mortality Table of a 50% Male and Female blend.

The actuarial assumptions used in valuation were based on the results of the most recent actuarial experience study in 2014-2018.

The long-term expected rate of return on pension plan investments was determined using a model method in which the best-estimate ranges of expected future real rates of return (expected returns, net of investment and administrative expenses and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighing the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation		Target Allocation Gross Rate of Return		Long-Term Expected Real Rate of Return
Global Equity	60.00%	x	7.00%	=	4.20%
Global Fixed Income	20.00%	x	4.50%	=	0.83%
Private Investments	20.00%	x	9.50%	=	1.90%
					6.93%

Discount Rate

The discount rate used to measure the total pension liability is 7.18% for the 2023 valuation. The projection of cash flows used to determine the discount rate assumes that employer and employee contributions will be made at the rates agreed upon for employees and the actuarially determined rates for employers. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to pay all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

NOTE 9 - DEFINED BENEFIT PLAN (continued)

Changes in Net Pension Liability

	Increase (Decrease)		
	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability (a)-(b)
Balance at 12/31/2023	$ 11,788,731	$ 7,692,603	$ 4,096,128
Changes for the year			
Service Cost	389,881		389,881
Interest on Total Pension Liability	841,313		841,313
Changes in Benefits			
Difference between expected and actual experience	(112,594)		(112,594)
Changes in assumptions	98,091		98,091
Employer Contributions		590,488	(590,488)
Employee Contributions		170,510	(170,510)
Net Investment Income		580,011	(580,011)
Benefit payments, including employee refunds	(532,459)	(532,459)	
Administrative expense		(17,432)	17,432
Other Changes	(47,806)		(47,806)
Net Changes	636,426	791,118	(154,692)
Balances as of 12/31/2024	$ 12,425,157	$ 8,483,721	$ 3,941,436

Sensitivity of the Net Pension Liability to changes in the discount rate

The following presents the Net Pension Liability of the employer, calculated using the discount rate of 7.18%, as well as what the employer's Net Pension Liability would be using a discount rate that is 1 percentage point lower (6.18%) or 1% higher (8.18%) than the current rate.

	1% Decrease 6.18%	Current Discount Rate 7.18%	1% Increase 8.18%
Net Pension Liability at 12/31/2024	$ 3,941,436	$ 3,941,436	$ 3,941,436
Change in Net Pension Liability (NPL) from change in discount rate	1,547,762		(1,276,897)
Calculated NPL	$ 5,489,198	$ 3,941,436	$ 2,664,539

Note: The current discount rate shown for GASB 68 purposes is higher than the MERS assumed rate of return. This is because for GASB purposes, the discount rate must be gross of administrative expenses, whereas for funding purposes, it is net of administrative expenses.

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NOTE 9 - DEFINED BENEFIT PLAN (continued)

Pension Expense and Deferred Outflows/Inflows of Resources Related to Pension

For the year ended December 31, 2024, the Township recognized pension expense of $849,077. The Township reported deferred outflows and deferred inflows related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences in investment expectations versus actual	$ 276,659	$
Differences in experience	133,689	
Differences in actuarial assumptions	297,505	
Totals	$ 707,853	$

Amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ended	Expense
2025	$ 355,554
2026	385,998
2027	(26,781)
2028	(6,919)
Total	$ 707,853

NOTE 10 - HSA PLAN

Beginning April 21, 2016, the Charter Township of Superior approved to purchase the Blue Cross Blue Shield Simply Blue HSA plan and the Township will pay a wellness incentive to employees to help offset the plan deductible. Wellness incentives for the year ended December 31, 2024, are $3,000 for individuals or $6,000 for families for non-union employees and $3,000 for individuals or $6,000 for families for union employees.

NOTE 11 - POST EMPLOYMENT BENEFITS

In addition to the MERS Health Care Savings Plan described in Note 12, the Township also provides post-employment health care benefits to two (2) firefighters who retired prior to June 30, 2005. These two (2) firefighters are governed under the old retirement health care system as described in the union contracts for the fiscal years in which they retired (Firefighter Winters 2001 and Firefighter Dickinson January 2005). The benefit to these two (2) firefighters are: The Township pays 100% of the premium of whatever health insurance is in effect for the active firefighters and 50% of whatever Vision and Dental benefits are in effect for active firefighters (currently Vision Service Plan and Delta Dental). This is a lifelong benefit for these retired firefighters, and their spouses, if they were married to the spouse at the time of retirement. Firefighters who have retired from the Township after June 30, 2005, are not entitled to this benefit and were offered a legal buy-out for the loss of this benefit, indemnifying the Township of any claims to this benefit.

During 2024, the Township paid for the cost of covering these retirees. During the fiscal year 2024, the net cost of health care benefits for the retirees was $7,201, which was paid directly to the healthcare provider.

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NOTE 12 - MERS POST EMPLOYMENT HEALTH CARE SAVINGS PROGRAM

The Township adopted the MERS post-employment health care savings plan (HCSP) during 2005. The program is an employer sponsored program that allows employees to save money in an account that can be used for medical expenses and (or) health insurance premiums after termination of service.

All full-time employees (those with an average of 37.5 hours per week), are eligible to participate in the HCSP. The Township contributes to the plan on behalf of the eligible employees and requires the employees to contribute a percentage of pay, as described below. To make up for previous years of service, the Township created a compensation schedule with years of service for 15 - 25 years being weighted heavier than years 1 - 14. Based on this schedule, a lump sum was deposited in each employee's account by the Township. For each employee to receive the lump sum start-up money a signed release and settlement agreement releasing the Township from a previously adopted retirement health care program was completed by each employee.

For 2024, the Township contributed $300 per non-union employee and $425 per union employee per month to individual accounts, a total of $116,625 for all employees. The Township received forfeitures of $97,352 in the year ended December 31, 2024, of which $48,587 were used to reduce current year contributions and $48,765 remain available to use against future contributions due.

The Township requires employees to contribute a percentage of wages toward their account based on the employee's employment class. All employees hired prior to November 1, 2011, are in their own individual class. The required contributions range from a minimum of 2% of compensation to a maximum 15% of compensation within the various classes. Employees may choose between three options for wages used to calculate the contribution due; regular pay only, regular and overtime pay, or regular, overtime and longevity pay. Each employee may change the contribution percentage and covered wages once per year.

As of November 1, 2011, all newly hired employees are classified as one uniform employee class for all union new hires and one class for all non-union new hires. These two new classes of employees' contribution percentage will be reviewed annually in November and amended as necessary. Union employees elected to have 3% of all regular, overtime and longevity pay and non-union employees elected to have 3% of regular pay contributed for the year ended December 31, 2024.

The Township contribution is subject to a vesting schedule as follows:

Employees service	Vested Percentage
Prior to six (6) years full-time employment	0%
Six (6) years but less than nine (9) years full-time employment	25%
Nine (9) years but less than twelve (12) years full-time employment	50%
Twelve (12) years but less than fifteen (15) years full-time employment	75%
Fifteen (15) or more years full-time employment	100%

The mandated employee contributions are vested immediately and are withheld as pretax contributions.

All contributions are invested in the MERS portfolio and grow tax free. When an employee retires the savings account is available for tax free reimbursement of medical expenses and (or) health insurance premiums for employees, and spouses and dependents of employees.

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NOTE 13 - FUND BALANCE DESIGNATIONS

The following is a summary of all restricted and further broken down to designations of fund balances for all governmental fund types.

	Major Funds				Nonmajor Funds				
	General and Parks Fund	Fire Fund	Law Fund	ARPA Fund	Legal Defense Fund	Streetlight Fund	Side Street Maintenance Fund	Building Fund	Total
Nonspendable for:									
Prepaids	$ 162,524	$ 293,914	$ 3,600	$	$	$	$	$ 17,498	$ 477,536
Restricted for:									
Fire protection									
General		545,923							545,923
Compensated absences		541,465							541,465
Truck replacement		12,084							12,084
Debt reserve		123,160							123,160
Building construction		471,876							471,876
Police protection			3,662,509						3,662,509
Public works						120,813	12,823		133,636
Legal defense					157,539				157,539
Tree preservation	241,425								241,425
Committed for:									
Building reserve	355,731								355,731
Capital improvement	60,050			63,344					123,394
Compensated absences	94,994							8,716	103,710
Non-motorized trails	30,194								30,194
Ordinance enforcement								898,029	898,029
Right of Way	26,916								26,916
Parks and recreation	85,222								85,222
Assigned for future budget deficits	146,819				20,000				166,819
Unassigned	306,436								306,436
Total designated	$ 1,510,311	$ 1,988,422	$ 3,666,109	$ 63,344	$ 177,539	$ 120,813	$ 12,823	$ 924,243	$ 8,463,604

The Fire, Law, SAD, Legal Defense and Side Street Maintenance Funds are all restricted by tax millages, assessments and grants (outside of the Township Board) for the respective fund activity. As shown above various amounts which are restricted to the respective fund activity are further segregated for specific purposes within the fund activity by the Township Board.

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NOTE 14 - DEPOSITS AND INVESTMENTS

Michigan Compiled Laws, Section 129.91, authorizes the Township to deposit and invest in the accounts of Federally insured banks, credit unions, and savings and loan associations; bonds, securities, and other direct obligations of the United States, or any agency or instrumentality of the United States; United States government or Federal Agency obligation repurchase agreements; bankers' acceptance of United States banks; commercial paper rated by two standard rating agencies within the two highest classifications, which mature not more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivisions which are rated investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan. Financial institutions eligible for deposit of public funds must maintain an office in Michigan.

The investment policy adopted by the board in accordance with Public Act 196 of 1997 has authorized investments in all of the investments mentioned in the preceding paragraph.

As of December 31, 2024, cash and investments consist of the following:

	Total	Cash	Investments
Deposits			
Checking accounts	$ 8,207,723	$ 8,207,723	$
Certificates of deposit	1,626,302	1,626,302	
Short term investments	6,413,727	6,413,727	
Total	$ 16,247,752	$ 16,247,752	$

Cash and investments are presented in the financial statements in the following areas:

Statement of Net Position:	
Cash and investments	15,001,496
Fiduciary Funds:	
Cash and investments	1,602,395
Total cash and investments	$ 16,603,891

The carrying amount of cash and investments is stated at $16,603,891 as of December 31, 2024. The difference between the carrying amounts and amounts mentioned above stem from cash on hand, outstanding checks, and outstanding deposits.

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NOTE 14 - DEPOSITS AND INVESTMENTS (continued)

Deposits - Custodial Credit Risk

This is the risk that in the event of a bank failure, the Township will be able to recover its deposits. The Township evaluates each financial institution with which it deposits funds and assesses the level of risk of each institution; only those institutions with an acceptable estimated risk level are used as depositories.

As of December 31, 2024, deposits totaled $16,247,752, which were exposed to custodial credit risk as follows:

	Amount	%
Insured by FDIC	$ 1,024,739	6.3%
Uninsured and uncollateralized in banks	9,980,625	61.4%
Uninsured and uncollateralized - U.S. Treasury Securities	5,242,388	32.3%
	$ 16,247,752	100%

The Township's investment policy does not address this risk.

FDIC insurance is limited to the legal maximum of $250,000 per public unit for all time and savings deposits and $250,000 per public unit for all demand deposits.

NOTE 15 – FAIR VALUE MEASUREMENTS

Accounting standards require certain assets and liabilities to be reported at fair value in the financial statements and provide a framework for establishing that fair value. The framework for determining fair value is based on a hierarchy that prioritized the inputs and valuation techniques used to measure fair value.

The standards define fair value as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Additionally, the standards require the use of valuation techniques that maximize the use of observable inputs and minimize the use of unobservable inputs. These inputs are prioritized as follows:

- Level 1 - Observable inputs such as quoted prices in active markets for identical assets or liabilities.
- Level 2 - Observable market-based inputs or unobservable inputs that are corroborated by market data.
- Level 3 - Unobservable inputs for which there is little or no market data, which requires the use of the reporting entity's own assumptions.

The Township's deposits of $16,247,752, less short term investments of $6,413,727, measured at fair value are Level 1.

The Township's deposits comprised of short term investments in the amount of $6,413,727 measured at net asset value per share are Level 2. See table below for the fair value of these funds at December 31, 2024.

The Township's accounts receivable and accounts payable are financial instruments which have fair values at December 31, 2024, that approximate their stated carrying amounts at those dates.

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NOTE 15 – FAIR VALUE MEASUREMENTS (continued)

Investments in Entities that Calculate Net Asset Value per Share

The Authority holds shares or interests in investment companies at year end where the fair value of the investment held is estimated based on net asset value per share (or its equivalent) of the investment company.

At year end, the fair value, unfunded commitments, and redemption rules of those investments are as follows:

Investments Held at December 31, 2024

	Fair Value	Unfunded Commitments	Redemption Frequency, if Eligible	Redemption Notice Period
US Treasury Securities - JP Morgan Chase	$ 3,643,566	$	None	None
US Treasury Securities - Huntington	715,988		None	None
US Treasury Securities - Comerica	882,834		None	None
Government Investment J Funds - Comerica	1,171,339		None	None
Total	$ 6,413,727	$		

The Township holds various investments in US Treasury securities and US Government investment J Funds. The investments purchase securities that are legally permissible under state statutes and are available for investment by Michigan counties, cities, townships, school districts, authorities, and other public agencies and are typically short term in nature.

NOTE 16 - SEGMENT INFORMATION FOR ENTERPRISE FUND

The Township maintains a proprietary fund which is financed by user charges. Segment information as of December 31, 2024, follows:

	Utility System
Operating revenues	$ 4,981,278
Depreciation	899,611
Operating (loss)	(314,789)
Non-operating revenues and (expenses) net	1,239,701
Change in net position	924,912
Current assets	6,096,901
Current liabilities	1,319,347
Net working capital	4,777,554
Total assets	27,618,829
Total deferred outflows of resources	135,807
Total liabilities	3,951,700
Net position	23,802,936

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NOTE 17 - TAX ABATEMENTS

The Governmental Accounting Standards Board (GASB) approved GASB No. 77 "Tax Abatement Disclosures" relating to the required disclosure for tax abatement agreements. This standard requires the disclosure of a description of tax abatement agreements and the gross dollar amount of abated taxes relating to these agreements. The Township has no tax abatement agreements as of December 31, 2024.

NOTE 18 - AMERICAN RESCUE PLAN ACT (ARPA) GRANT ACTIVITY

Under the American Rescue Plan Act (ARPA), the Township has received a total of $1,501,403. These monies are from a pass-through grant from the federal government to the Michigan Department of Treasury. The Michigan Department of Treasury calculated the amounts to be allocated to the various local governments in Michigan. Each local government was required to elect to receive the monies in order to participate. Monies that would have gone to local governments who elected not to receive funds were reallocated to the local governments that chose to participate. The portion reallocated to the Charter Township of Superior was $3,010.

The following is a summary of ARPA activity for the 2021 through 2024 fiscal years:

Federal funds received in 2021	$	747,700
Net interest income and bank fees for 2021		10
Federal funds received in 2022		753,703
Net interest income and bank fees for 2022		1,442
Disbursements for 2022 (Firemen's Park engineering)		(9,765)
Net interest income and bank fees for 2023		7,272
Disbursements for 2023 (Firemen's Park engineering)		(30,466)
Disbursements for 2023 (Youth Arts Alliance)		(79,700)
Disbursements for 2023 (Mightly Oaks CLR Academy)		(59,500)
Disbursements for 2023 (Willow Run Acres)		(568)
Net interest income and bank fees for 2024		54,920
Disbursements for 2024 (Firemen's Park)		(317,520)
Disbursements for 2024 (Washtenaw Intermediate Schools)		(50,000)
Disbursements for 2024 (Mighty Oaks CLR Academy)		(27,000)
Disbursements for 2024 (Willow Run Acres farm)		(30,234)
Disbursements for 2024 (Skilled trades program partial)		(40,000)
Disbursements for 2024 (Survivor's Speak)		(10,500)
Disbursements for 2024 (F-350 pick up)		(25,000)
Cash balance of ARPA funds as of 12/31/2024	**$**	**884,794**

Under Generally Accepted Accounting Principles, the amount of ARPA revenue recognized will be the same as the amount expended in each fiscal year. The remaining monies are considered unearned revenues and recorded as a liability on the balance sheet.

The Township Board has designated the remaining ARPA monies to various projects over the next year. A list of those projects can be obtained from the Township offices.

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NOTE 19 -SUBSCRIPTION-BASED INFORMATION TECHNOLOGY ARRANGEMENTS

The Township previously implemented Governmental Accounting Standards Board (GASB) Statement No. 96, *Subscription-based Information Technology Arrangements*. This statement provides guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for government end users (governments). This Statement (1) defines a SBITA; (2) establishes that a SBITA results in a right-to-use subscription asset-an intangible asset – and a corresponding subscription liability; (3) provides the capitalization criteria for outlays other than subscription payments, including implementation costs of a SBITA; and (4) requires note disclosures regarding a SBITA. To the extent relevant, the standards for SBITAs are based on the standards established in Statement No. 87, *Leases*, as amended. The Township has determined that this standard has no material impact on the Township's financial statement.

NOTE 20 – PRIOR PERIOD ADJUSTMENT

The Township recorded two prior period adjustments. The government wide financial statements recognized a prior period adjustment relating to land that was previously acquired and not recorded. The government wide and proprietary fund financial statements recognized a prior period adjustment transferring net position between the two relating to the re-allocation of net pension liability and related deferred inflow and outflow of resources between the entities. As such the prior period net position was adjusted to recognize the effect of recording the parcel:

	Government Wide Financial Statements	Proprietary Fund Financial Statements
Beginning Net Position, as previously stated	$ 12,676,929	$ 23,448,800
Prior period adjustments		
Land previously acquired	50,000	
Net pension liability allocation	570,776	(570,776)
Beginning Net Position, as restated	$ 13,297,705	$ 22,878,024

NOTE 21 -NEWLY ADOPTED ACCOUNTING STANDARDS

GASB 100 – ACCOUNTING CHANGES AND ERROR CORRECTIONS

In June 2022, the GASB Issued Statement No. 100, *Accounting Changes and Error Corrections, an amendment on GASB Statement No. 62*. This statement prescribes the accounting and financial reporting for (1) each type of accounting change and (2) error corrections. This statement requires that (a) changes in accounting principles and error corrections be reported retroactively by restating prior periods, (b) changes to or within the financial reporting entity be reported by adjusting beginning balances of the current period, and (c) changes in accounting estimates be reported prospectively by recognizing the change in the current period.

GASB 101 – COMPENSATED ABSENCES

In June 2022, the GASB Issued Statement No. 101, *Compensated Absences.* This statement requires that liabilities for compensated absences be recognized for (1) leave that has not been used and (2) leave that has been used but not yet paid in cash or settled through noncash means. A liability should be recognized for leave that has not been used if (a) the leave is attributable to services already rendered, (b) the leave accumulates, and (c) the leave is more likely than not to be used for time off or otherwise paid in cash or settled through noncash means. This statement also establishes guidance for measuring a liability for leave that has not been used, generally using an employee's pay rate as of the date of the financial statements. The Township adopted these standards on January 1, 2024.

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NOTE 22 - UPCOMING GASB PRONOUNCEMENTS

GASB 102 – CERTAIN RISK DISCLOSURES

In December 2023, the GASB issued Statement No. 102, *Certain Risk Disclosures*. This Statement requires a government to assess whether a concentration of constraint makes the government vulnerable to the risk of a substantial impact. Additionally, this statement requires a government to assess whether an event or events associated with a concentration or constraint that could cause the substantial impact have occurred, have begun to occur, or are more likely than not to begin to occur within 12 months of the date the financial statements are issued. If a government determines that this criteria for disclosure have been met for a concentration or constraint it should disclose information in notes to financial statements sufficient detail to enable users of financial statements to understand the nature of circumstance disclosed and the government's vulnerability to the risk of substantial impact.

The Township is currently evaluating the impact this standard will have on the financial statements when adopted during the 2025 fiscal year.

GASB 103 – FINANCIAL REPORTING MODEL IMPROVEMENTS

In April 2024, the GASB issued Statement No. 103*, Financial Reporting Model Improvements*. This Statement establishes new accounting and financial reporting requirements – or modifies existing requirements – related to the following:

a. Management's discussion and analysis (MD&A);
   I. Requires that the information presented in the MD&A be limited to the related topics discussed in five specific sections:
      1) Overview of the Financial Statements,
      2) Financial Summary,
      3) Detailed Analyses,
      4) Significant Capital Asset and Long-Term Financing Activity,
      5) Currently Known Facts, Decisions, or Conditions;

   II. Stresses detailed analyses should explain why balances and results of operations changed rather than simply presenting the amounts or percentages by which they changed;

   III. Removes the requirement for discussion of significant variations between original and final budget amounts and between final budget amounts and actual results;

b. Unusual or infrequent items;
   I. Requires that a subtotal for *operating income (loss) and noncapital subsidies* be presented before reporting other nonoperating revenues and expenses and defines subsidies.

c. Presentation of the proprietary fund statement of revenues, expenses, and changes in fund net position;
   I. Requires that the proprietary fund statement of revenues, expenses, and changes in fund net position continue to distinguish between operating and nonoperating revenues and expenses and clarifies the definition of operating and nonoperating revenues and expenses;

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NOTE 22 - UPCOMING GASB PRONOUNCEMENTS (continued)

d. Information about major component units in basic financial statements should be presented separately in the statement of net position and statement of activities unless it reduces the readability of the statements in which case combining statements should be presented after the fund financial statements;

e. Budgetary comparison information should include variances between original and final budget amounts and variances between final budget and actual amounts with explanations of significant variances required to be presented in the notes to Required Supplementary Information.

The Township is currently evaluating the impact this standard will have on the financial statements when adopted during the 2025 fiscal year.

GASB 104 – DISCLOSURE OF CERTAIN CAPITAL ASSETS

In September 2024, the GASB issued Statement No 104, *Disclosure of Certain Capital Assets*. This Statement requires certain types of capital assets to be disclosed separately in the capital assets note disclosures required by Statement No. 34. Leased assets recognized in accordance with Statement No. 87, *Leases*, and intangible right-to-use assets recognized in accordance with Statement No. 94, *Public-Private and Public-Public Partnerships and Availability Payment* Arrangements, should be disclosed separately by major class of the underlying asset in the capital assets note disclosures. Subscription assets recognized in accordance with Statement No. 96, *Subscription-based Information Technology Arrangements*, also should be separately disclosed. In addition, the Statement requires intangible assets other than those three types to be disclosed separately by major class. This Statement also requires additional disclosures for capital assets held for sale.

The Township is currently evaluating the impact this standard will have on the financial statements when adopted during the 2025 fiscal year.

OTHER GASB PRONOUNCEMENTS

The Governmental Accounting Standards Board (GASB) has issued other Standards with implementation dates upcoming in subsequent fiscal years. The Township has assessed the impact of these standards and does not believe they will have any material impact on the Township's financial statements.

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REQUIRED SUPPLEMENTARY INFORMATION

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CHARTER TOWNSHIP OF SUPERIOR

GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
FOR THE YEAR ENDED DECEMBER 31, 2024

	Budget Amount			Variance with Final Budget Favorable
	Original	Final	Actual	(Unfavorable)
REVENUES				
Taxes	$ 706,836	$ 709,276	$ 745,906	$ 36,630
Licenses and permits	195,000	195,000	165,666	(29,334)
State grants	1,689,978	1,715,972	1,668,625	(47,347)
Contributions from local units	300,000	683,776	683,766	(10)
Charges for services	26,000	243,561	239,525	(4,036)
Interest and rents	99,000	139,258	124,529	(14,729)
Other revenue	554,323	39,874	106,548	66,674
Total revenues	3,571,137	3,726,717	3,734,565	7,848
EXPENDITURES				
General government				
Township board	28,950	43,815	42,805	1,010
Supervisor	146,667	147,928	148,383	(455)
Treasurer	220,528	223,886	220,341	3,545
Clerk	234,177	252,164	262,149	(9,985)
Assessing equalization	249,896	261,691	261,346	345
Elections	349,000	190,600	183,209	7,391
Building and Grounds	97,000	61,000	60,365	635
Attorney	20,000	55,000	52,715	2,285
Other	607,941	635,840	600,318	35,522
Total general government	1,954,159	1,871,924	1,831,631	40,293
Public works	1,041,468	2,287,851	2,338,694	(50,843)
Community and economic development	92,907	358,368	357,893	475
Recreation and culture				
Administration	207,700	213,039	207,140	5,899
Recreation	36,377	21,177	19,885	1,292
Capital outlay	6,000	5,300	56,542	(51,242)
Park maintenance	192,126	248,523	245,725	2,798
Unallocated	2,200	5,300		5,300
Total recreation and culture	444,403	493,339	529,292	(35,953)
Debt service	43,200	176,500	189,050	(12,550)
Total expenditures	3,576,137	5,187,982	5,246,560	(58,578)
Net revenues over (under) expenditures	(5,000)	(1,461,265)	(1,511,995)	(50,730)
OTHER FINANCING SOURCES (USES)				
Proceeds from sale of assets		182,569	182,569	
Net change in fund balance	(5,000)	(1,278,696)	(1,329,426)	(50,730)
FUND BALANCE, JANUARY 1, 2024	2,839,737	2,839,737	2,839,737	
FUND BALANCE, DECEMBER 31, 2024	$ 2,834,737	$ 1,561,041	$ 1,510,311	$ (50,730)

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CHARTER TOWNSHIP OF SUPERIOR

FIRE FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
FOR THE YEAR ENDED DECEMBER 31, 2024

	Budget Amount			Variance with Final Budget Favorable (Unfavorable)
	Original	Final	Actual	
REVENUES				
Taxes	$ 2,943,447	$ 2,935,032	$ 2,934,785	$ (247)
Federal grants		42,000	42,000	
State grants	3,000	2,200	2,138	(62)
Charges for services	500	500		(500)
Interest and rents	69,000	97,000	112,115	15,115
Other revenue	1,000	469,920	41,783	(428,137)
Total revenues	3,016,947	3,546,652	3,132,821	(413,831)
EXPENDITURES				
Public safety	2,707,608	3,546,652	3,561,808	(15,156)
Net change in fund balance	309,339		(428,987)	(428,987)
FUND BALANCE, JANUARY 1, 2024	2,417,409	2,417,409	2,417,409	
FUND BALANCE, DECEMBER 31, 2024	$ 2,726,748	$ 2,417,409	$ 1,988,422	$ (428,987)

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CHARTER TOWNSHIP OF SUPERIOR

LAW ENFORCEMENT FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
FOR THE YEAR ENDED DECEMBER 31, 2024

	Budget Amount			Variance with Final Budget Favorable
	Original	Final	Actual	(Unfavorable)
REVENUES				
Taxes	$ 2,316,199	$ 2,306,117	$ 2,305,894	$ (223)
State grants	2,000	2,000	2,178	178
Charges for services	322,000	325,700	319,096	(6,604)
Fines and forfeits	12,000	12,000	10,770	(1,230)
Interest and rents	62,000	147,500	186,517	39,017
Total revenues	2,714,199	2,793,317	2,824,455	31,138
EXPENDITURES				
Public safety	1,905,140	1,862,140	1,948,865	(86,725)
Net change in fund balance	809,059	931,177	875,590	(55,587)
FUND BALANCE, JANUARY 1, 2024	2,790,519	2,790,519	2,790,519	
FUND BALANCE, DECEMBER 31, 2024	$ 3,599,578	$ 3,721,696	$ 3,666,109	$ (55,587)

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CHARTER TOWNSHIP OF SUPERIOR

ARPA FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
FOR THE YEAR ENDED DECEMBER 31, 2024

	Budget Amount			Variance with Final Budget Favorable (Unfavorable)
	Original	Final	Actual	
REVENUES				
Federal grants	$ 522,050	$ 522,050	$ 540,253	$ 18,203
Interest and rents	4,000	43,800	55,487	11,687
Total revenues	526,050	565,850	595,740	29,890
EXPENDITURES				
General government	50,050	113,700	166,066	(52,366)
Parks and recreation	476,000	452,150	374,754	77,396
Total expenditures	526,050	565,850	540,820	25,030
Net change in fund balance			54,920	54,920
FUND BALANCE, JANUARY 1, 2024	8,424	8,424	8,424	
FUND BALANCE, DECEMBER 31, 2024	$ 8,424	$ 8,424	$ 63,344	$ 54,920

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CHARTER TOWNSHIP OF SUPERIOR

REQUIRED SUPPLEMENTARY INFORMATION
DEFINED BENEFIT PENSION PLAN
SCHEDULE OF EMPLOYER CONTRIBUTIONS
FOR THE YEAR ENDED DECEMBER 31, 2024

Schedule of Employer Contributions

	For the Plan Year Ended									
	12/31/2024	12/31/2023	12/31/2022	12/31/2021	12/31/2020	12/31/2019	12/31/2018	12/31/2017	12/31/2016	12/31/2015
Actuarial determined contributions	$ 590,488	$ 562,430	$ 513,605	$ 428,583	$ 343,704	$ 323,064	$ 257,074	$ 243,677	$ 208,778	$ 187,940
Contributions in relation to the actuarial determined contribution	590,488	562,430	513,605	428,583	343,704	323,064	257,074	243,677	208,778	187,940
Contribution (deficiency) excess	$	$	$	$	$	$	$	$	$	$
Covered employee payroll	$ 3,129,163	$ 2,697,179	$ 2,348,774	$ 2,213,530	$ 2,080,582	$ 1,844,614	$ 1,720,936	$ 1,583,227	$ 1,621,846	$ 1,572,197
Contributions as a percentage of covered payroll	18.87 %	20.85 %	21.87 %	19.36 %	16.52 %	17.51 %	14.94 %	15.39 %	12.87 %	11.95 %

This schedule is presented to illustrate the requirement to show information for 10 years.

Notes to the Schedule of Employer Contributions

Actuarial cost method	Entry age
Amortization method	Level percentage of payroll, open
Remaining amortization period	16 years
Asset valuation method	5 years smoothed
Inflation	2.50%
Salary increases	3.00%
Investment rate of return	7.00%
Retirement age	Division 01: Age 60, early retirement at age 55 with 15 years of service or age 50 with 25 years of service with reduced benefits. Division 05: Age 60, early retirement at age 50 with 25 years of service or age 55 with 15 years of service with reduced benefits.
Mortality	50% Female/50% Male MP-2019 group Annuity Mortality Table

Previous Actuarial Methods and Assumptions

A ten-year smoothed asset valuation method was used for the time period of 2005 through 2015.

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CHARTER TOWNSHIP OF SUPERIOR

REQUIRED SUPPLEMENTARY INFORMATION
DEFINED BENEFIT PENSION PLAN
SCHEDULE OF CHANGES IN NET PENSION LIABILITY AND RELATED RATIOS
FOR THE YEAR ENDED DECEMBER 31, 2024

	For the Plan Year Ended									
	12/31/2024	12/31/2023	12/31/2022	12/31/2021	12/31/2020	12/31/2019	12/31/2018	12/31/2017	12/31/2016	12/31/2015
TOTAL PENSION LIABILITY										
Service Cost	$ 389,881	$ 368,696	$ 295,839	$ 264,925	$ 248,262	$ 220,760	$ 204,939	$ 187,817	$ 185,852	$ 171,059
Interest	841,313	795,461	739,844	690,029	629,872	634,256	597,127	574,515	531,168	505,344
Changes in benefit terms										
Differences between expected and actual experience	(112,594)	169,475	284,586	41,228	186,896	(12,135)	132,291	(60,111)	138,559	
Changes of assumptions	98,091		430,356	234,441	239,448				285,083	
Benefit payments, including refunds of employee contributions	(532,459)	(539,742)	(589,080)	(499,436)	(504,709)	(471,235)	(423,572)	(405,961)	(362,555)	(349,525)
Other changes	(47,806)	(62,570)	14,459	(46,376)	(19,181)	(9,078)	(30,745)	(13,371)	(14,343)	(14,745)
Net change in total pension liability	636,426	731,320	1,176,004	684,811	780,588	362,568	480,040	282,889	763,764	312,133
TOTAL PENSION LIABILITY - BEGINNING	11,788,731	11,057,411	9,881,407	9,196,596	8,416,008	8,053,440	7,573,400	7,290,511	6,526,747	6,214,614
TOTAL PENSION LIABILITY - ENDING	$ 12,425,157	$ 11,788,731	$ 11,057,411	$ 9,881,407	$ 9,196,596	$ 8,416,008	$ 8,053,440	$ 7,573,400	$ 7,290,511	$ 6,526,747

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CHARTER TOWNSHIP OF SUPERIOR

REQUIRED SUPPLEMENTARY INFORMATION
DEFINED BENEFIT PENSION PLAN
SCHEDULE OF CHANGES IN NET PENSION LIABILITY AND RELATED RATIOS (continued)
FOR THE YEAR ENDED DECEMBER 31, 2024

	For the Plan Year Ended									
	12/31/2024	12/31/2023	12/31/2022	12/31/2021	12/31/2020	12/31/2019	12/31/2018	12/31/2017	12/31/2016	12/31/2015
PLAN FIDUCIARY NET POSITION										
Contributions - employer	$ 590,488	$ 562,430	$ 513,605	$ 428,583	$ 343,703	$ 323,064	$ 257,074	$ 243,677	$ 208,778	$ 187,940
Contributions - employee	170,510	162,043	149,519	131,740	117,461	117,023	99,482	97,044	89,336	86,207
Net investment income	580,011	764,924	(778,379)	924,013	750,073	701,819	(213,390)	644,352	505,591	(68,734)
Benefit payments, including refunds of employee contributions	(532,459)	(539,742)	(589,080)	(499,436)	(504,709)	(471,235)	(423,572)	(405,961)	(362,555)	(349,525)
Administrative Expenses	(17,432)	(16,181)	(13,967)	(10,599)	(11,724)	(12,098)	(10,555)	(10,196)	(9,975)	(10,063)
Net change in plan fiduciary net position	791,118	933,474	(718,302)	974,301	694,804	658,573	(290,961)	568,916	431,175	(154,175)
PLAN FIDUCIARY NET POSITION, BEGINNING	7,692,603	6,759,129	7,477,431	6,503,130	5,808,326	5,149,753	5,440,714	4,871,798	4,440,623	4,594,798
PLAN FIDUCIARY NET POSITION, ENDING	$ 8,483,721	$ 7,692,603	$ 6,759,129	$ 7,477,431	$ 6,503,130	$ 5,808,326	$ 5,149,753	$ 5,440,714	$ 4,871,798	$ 4,440,623
NET PENSION LIABILITY (TOTAL PENSION LIABILITY - PLAN FIDUCIARY NET POSITION)	$ 3,941,436	$ 4,096,128	$ 4,298,282	$ 2,403,976	$ 2,693,466	$ 2,607,682	$ 2,903,687	$ 2,132,686	$ 2,418,713	$ 2,086,124
Plan fiduciary net position as a percentage of the total pension liability	68.28%	65.25%	61.13%	75.67%	70.71%	69.02%	63.94%	71.84%	66.82%	68.04%
Covered employee payroll	$ 3,129,163	$ 2,697,179	$ 2,348,774	$ 2,213,530	$ 2,080,582	$ 1,844,614	$ 1,720,936	$ 1,583,227	$ 1,621,846	$ 1,572,197
Net pension liability as a percentage of covered employee payroll	125.96%	151.87%	183.00%	108.60%	129.46%	141.37%	168.73%	134.71%	149.13%	132.69%

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SUPPLEMENTARY INFORMATION

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COMBINING FINANCIAL STATEMENTS

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CHARTER TOWNSHIP OF SUPERIOR

ALL FUNDS INCLUDED IN GASB 54 GENERAL FUND CONSOLIDATION
COMBINING BALANCE SHEET
DECEMBER 31, 2024

	General Fund Pre GASB 54 Consolidation	Parks and Recreation Fund	Trust and Agency Fund	Eliminations	Totals Restated General Fund
ASSETS					
Cash and investments	$ 757,003	$ 612,531	$ 816,399	$	$ 2,185,933
Receivables:					
Taxes	642,018				642,018
State shared revenue	300,453				300,453
Due from other funds	69,883		135	(49,530)	20,488
Leases	380,561				380,561
Other	312,749				312,749
Prepaid expenditures	135,924	26,600			162,524
Total assets	2,598,591	639,131	816,534	(49,530)	4,004,726
LIABILITIES					
Accounts payable	433,770	1,012	704,645		1,139,427
Accrued wages	40,157	9,908			50,065
Accrued interest payable	12,550	2,354			14,904
Accrued compensated absences	3,333				3,333
Unearned revenues			108,295		108,295
Due to other funds	88,194	48,952	3,594	(49,530)	91,210
Total liabilities	578,004	62,226	816,534	(49,530)	1,407,234
DEFERRED INFLOWS OF RESOURCES					
Unavailable revenue - leases	363,316				363,316
Unavailable revenue - taxes	723,865				723,865
Total deferred inflow of resources	1,087,181				1,087,181
FUND BALANCES					
Nonspendable for prepaids	135,924	26,600			162,524
Restricted	241,425				241,425
Committed:					
Compensated absences	71,733				71,733
Non-motorized trails	30,194				30,194
Parks and recration		465,305			465,305
Right of Way	26,916				26,916
Assigned for future budget deficits	61,819	85,000			146,819
Unassigned	365,395				365,395
Total fund balances	933,406	576,905			1,510,311
Total liabilities, deferred inflows of resources and fund balances	$ 2,598,591	$ 639,131	$ 816,534	$ (49,530)	$ 4,004,726

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CHARTER TOWNSHIP OF SUPERIOR

ALL NONMAJOR FUNDS
COMBINING BALANCE SHEET
DECEMBER 31, 2024

	Legal Defense Fund	Streetlight Fund	Side Street Maintenance Fund	Building Fund	Totals
ASSETS					
Cash and investments	$ 179,359	$ 35,120	$ 12,823	$ 919,319	$ 1,146,621
Special assessments receivable		94,151	25,436		119,587
Due from other funds				80	80
Prepaid expenditures				17,498	17,498
Total assets	$ 179,359	$ 129,271	$ 38,259	$ 936,897	$ 1,283,786
LIABILITIES					
Accounts payable	$ 1,820	$ 8,458	$	$ 1,547	$ 11,825
Accrued wages				8,228	8,228
Accrued compensated absences				301	301
Unearned revenue			25,436		25,436
Due to other funds				2,578	2,578
Total liabilities	1,820	8,458	25,436	12,654	48,368
FUND BALANCE					
Nonspendable for:					
Prepaids				17,498	17,498
Restricted for:					
Public works		120,813	12,823		133,636
Legal defense	157,539				157,539
Committed for:					
Compensated absences				8,716	8,716
Ordinance enforcement				898,029	898,029
Assigned for future budget deficits	20,000				20,000
Total fund equity	177,539	120,813	12,823	924,243	1,235,418
Total liabilities and fund equity	$ 179,359	$ 129,271	$ 38,259	$ 936,897	$ 1,283,786

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CHARTER TOWNSHIP OF SUPERIOR

ALL AGENCY FUNDS
COMBINING BALANCE SHEET
DECEMBER 31, 2024

	Current Tax Fund	Payroll Fund	Totals
ASSETS			
Cash and investments	$ 1,536,288	$ 66,107	$ 1,602,395
Other current assets		327,581	327,581
Due from others		9,698	9,698
Due from other funds		43,302	43,302
Total assets	$ 1,536,288	$ 446,688	$ 1,982,976
LIABILITIES			
Due to others	$ 1,536,288	$ 438,774	$ 1,975,062
Due to other funds		7,914	7,914
Total liabilities	$ 1,536,288	$ 446,688	$ 1,982,976

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CHARTER TOWNSHIP OF SUPERIOR

ALL FUNDS INCLUDED IN GASB 54 GENERAL FUND CONSOLIDATION
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
FOR THE YEAR ENDED DECEMBER 31, 2024

	General Fund Pre GASB 54 Consolidation	Parks and Recreation Fund	Trust and Agency Fund	Eliminations	Total Restated General Fund
REVENUES					
Taxes	$ 745,906	$	$	$	$ 745,906
Licenses and permits	165,666				165,666
State grants	1,668,625				1,668,625
Contributions from local units	683,766				683,766
Charges for services	12,264		227,261		239,525
Interest and rents	104,584	19,945			124,529
Other revenue	75,363	31,185			106,548
Total revenues	3,456,174	51,130	227,261		3,734,565
EXPENDITURES					
General government	1,820,385				1,820,385
Public works	704,686				704,686
Community and economic development	130,632		227,261		357,893
Recreation and culture		429,113			429,113
Capital outlay					
General government	1,645,254				1,645,254
Recreation and culture		100,179			100,179
Debt service					
Debt - principal	110,000				110,000
Debt - interest	79,050				79,050
Total expenses	4,490,007	529,292	227,261		5,246,560
Excess of revenues over (under) expenditures	(1,033,833)	(478,162)			(1,511,995)
OTHER FINANCING SOURCES (USES)					
Procees from sale of assets	182,569				182,569
Transfers in		419,203		(419,203)	
Transfers (out)	(419,203)			419,203	
Total other financing sources (uses)	(236,634)	419,203			182,569
Net change in fund balance	(1,270,467)	(58,959)			(1,329,426)
FUND BALANCE, JANUARY 1, 2024	2,203,873	635,864			2,839,737
FUND BALANCE, DECEMBER 31, 2024	$ 933,406	$ 576,905	$	$	$ 1,510,311

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CHARTER TOWNSHIP OF SUPERIOR

ALL NONMAJOR FUNDS
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
FOR THE YEAR ENDED DECEMBER 31, 2024

	Legal Defense Fund	Streetlight Fund	Side Street Maintenance Fund	Building Fund	Totals
REVENUES					
Special assessments	$	$ 94,151	$ 23,517	$	$ 117,668
Charges for services				500,079	500,079
Interest and rents	11,141	1,543	425	28,893	42,002
Total revenues	11,141	95,694	23,942	528,972	659,749
EXPENDITURES					
General government	26,854				26,854
Public works		90,566			90,566
Community and economic development			25,436	376,511	401,947
Total expenditures	26,854	90,566	25,436	376,511	519,367
Net change in fund balance	(15,713)	5,128	(1,494)	152,461	140,382
FUND BALANCE, JANUARY 1, 2024	193,252	115,685	14,317	771,782	1,095,036
FUND BALANCE, DECEMBER 31, 2024	$ 177,539	$ 120,813	$ 12,823	$ 924,243	$ 1,235,418

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INDIVIDUAL FUNDS

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GENERAL FUND

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CHARTER TOWNSHIP OF SUPERIOR

GENERAL FUND (PRE GASB 54 - RESTATEMENT)
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
FOR THE YEAR ENDED DECEMBER 31, 2024

	Budget	Actual	Variance Favorable (Unfavorable)
REVENUES			
Taxes	$ 709,276	$ 745,906	$ 36,630
Licenses and permits	195,000	165,666	(29,334)
State grants	1,715,972	1,668,625	(47,347)
Contributions from local units	683,776	683,766	(10)
Charges for services	16,300	12,264	(4,036)
Interest and rents	119,358	104,584	(14,774)
Other revenue	9,474	75,363	65,889
Total revenues	3,449,156	3,456,174	7,018
EXPENDITURES			
General government	1,871,924	1,831,631	40,293
Public works	2,287,851	2,338,694	(50,843)
Community and economic development	131,107	130,632	475
Debt service - Principal	110,000	110,000	
Debt service - Interest	66,500	79,050	(12,550)
Total expenditures	4,467,382	4,490,007	(22,625)
Excess of revenues over (under) expenditures	(1,018,226)	(1,033,833)	(15,607)
OTHER FINANCING SOURCES (USES)			
Proceeds from sale of assets	182,569	182,569	
Transfers (out)	(419,203)	(419,203)	
Total other financing sources (uses)	(236,634)	(236,634)	
Net change in fund balance	(1,254,860)	(1,270,467)	(15,607)
FUND BALANCE, JANUARY 1, 2024	2,203,873	2,203,873	
FUND BALANCE, DECEMBER 31, 2024	$ 949,013	$ 933,406	$ (15,607)

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This supplementary information shows the General Fund prior to the implementation of GASB 54, and as such does not present the results on the basis of generally accepted accounting principles but is presented solely for supplemental information.

CHARTER TOWNSHIP OF SUPERIOR

GENERAL FUND (PRE GASB 54 - RESTATEMENT)
STATEMENT OF REVENUES - BUDGET AND ACTUAL
FOR THE YEAR ENDED DECEMBER 31, 2024

	Budget	Actual	Variance Favorable (Unfavorable)
REVENUES			
Taxes			
Payment in lieu of taxes	$ 875	$ 891	$ 16
Trailer home fees	4,500	4,733	233
Property taxes	703,901	740,282	36,381
Total taxes	709,276	745,906	36,630
Licenses and permits			
Cable franchise fees	195,000	165,666	(29,334)
State grants			
State shared revenue	1,679,472	1,631,780	(47,692)
Other state aid grants	36,500	36,845	345
Total state grants	1,715,972	1,668,625	(47,347)
Contributions from local units			
CTAP grant	683,776	683,766	(10)
Charges for services			
General charges for services	16,300	12,264	(4,036)
Interest and rents			
Interest income	52,000	18,007	(33,993)
Interest - leases		25,530	25,530
Amortization - leases		29,065	29,065
Rent	43,858	8,858	(35,000)
Investment earnings	23,500	23,124	(376)
Total interest and rents	119,358	104,584	(14,774)
Other revenue			
Reimbursements and refunds	4,324	71,017	66,693
Public contributions	1,150	1,150	
Other income	4,000	3,196	(804)
Total other revenue	9,474	75,363	65,889
Total revenues	$ 3,449,156	$ 3,456,174	$ 7,018

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This supplementary information shows the General Fund prior to the implementation of GASB 54, and as such does not present the results on the basis of generally accepted accounting principles but is presented solely for supplemental information.

CHARTER TOWNSHIP OF SUPERIOR

GENERAL FUND (PRE GASB 54 - RESTATEMENT)
STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL
FOR THE YEAR ENDED DECEMBER 31, 2024

	Budget	Actual	Variance Favorable (Unfavorable)
EXPENDITURES			
General government			
Township board	$ 43,815	$ 42,805	$ 1,010
Supervisor	147,928	148,383	(455)
Treasurer	223,886	220,341	3,545
Clerk	252,164	262,149	(9,985)
Assessing equalization	261,691	261,346	345
Elections	190,600	183,209	7,391
Building and grounds	61,000	60,365	635
Attorney	55,000	52,715	2,285
All other general government	635,840	600,318	35,522
Total general government	1,871,924	1,831,631	40,293
Public works			
Infrastructure	2,156,281	2,211,656	(55,375)
Sanitation	21,800	17,275	4,525
Public transportation	109,770	109,763	7
Total public works	2,287,851	2,338,694	(50,843)
Community and economic development			
Planning and zoning	131,107	130,632	475
Debt service			
Debt - principal	110,000	110,000	
Debt - interest	66,500	79,050	(12,550)
Total debt service	176,500	189,050	(12,550)
Total expenditures	$ 4,467,382	$ 4,490,007	$ (22,625)

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This supplementary information shows the General Fund prior to the implementation of GASB 54, and as such does not present the results on the basis of generally accepted accounting principles but is presented solely for supplemental information.

CHARTER TOWNSHIP OF SUPERIOR

GENERAL FUND (PRE GASB 54 - RESTATEMENT)
STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL (continued)
FOR THE YEAR ENDED DECEMBER 31, 2024

	Budget	Actual	Variance Favorable (Unfavorable)
GENERAL GOVERNMENT			
Township board			
Salaries	$ 43,250	$ 42,340	$ 910
Training	465	465	
Professional services	100		100
Total township board	43,815	42,805	1,010
Supervisor			
Salaries	100,366	100,366	
Assistant salary	29,074	29,550	(476)
Taxable benefits	16,867	16,870	(3)
Miscellaneous	1,521	1,521	
Supplies	100	76	24
Total supervisor	147,928	148,383	(455)
Treasurer			
Salaries	99,403	99,403	
Other salaries	105,943	102,219	3,724
Training	500	749	(249)
Taxable benefits	11,930	11,927	3
Supplies	3,250	3,220	30
Printing and publishing	2,500	2,459	41
Memberships and dues	360	364	(4)
Total treasurer	223,886	220,341	3,545
Clerk			
Salary	99,403	99,403	
Other salaries	134,302	144,281	(9,979)
Training	806	781	25
Taxable benefits	16,153	16,598	(445)
Supplies	1,500	1,086	414
Total clerk	252,164	262,149	(9,985)

DRAFT

This supplementary information shows the General Fund prior to the implementation of GASB 54, and as such does not present the results on the basis of generally accepted accounting principles but is presented solely for supplemental information.

CHARTER TOWNSHIP OF SUPERIOR

GENERAL FUND (PRE GASB 54 - RESTATEMENT)
STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL (continued)
FOR THE YEAR ENDED DECEMBER 31, 2024

	Budget	Actual	Variance Favorable (Unfavorable)
Assessing equalization			
Salaries	208,212	208,723	(511)
Contract services	2,000	1,881	119
Training	1,000	906	94
Taxable benefits	43,229	43,235	(6)
Supplies	1,500	1,342	158
Telephone	1,100	961	139
Transportation	700	522	178
Meals and lodging	2,450	2,409	41
Memberships and dues	1,500	1,367	133
Total assessing equalization	261,691	261,346	345
Elections			
Salaries	144,700	144,010	690
Professional services	5,400	7,423	(2,023)
Printing and publishing	3,000	2,148	852
Rent	12,000	6,000	6,000
Equipment	2,000	1,143	857
Supplies and postage	23,500	22,485	1,015
Total elections	190,600	183,209	7,391
Buildings and grounds			
Contract services	25,000	21,507	3,493
Operating supplies	8,000	5,927	2,073
Utilities	14,000	14,654	(654)
Repairs and maintenance	21,000	25,562	(4,562)
Expense allocation	(15,000)	(15,000)	
Building improvements	8,000	7,715	285
Total buildings and grounds	61,000	60,365	635
Attorney			
Professional services	55,000	52,715	2,285

DRAFT

This supplementary information shows the General Fund prior to the implementation of GASB 54, and as such does not present the results on the basis of generally accepted accounting principles but is presented solely for supplemental information.

CHARTER TOWNSHIP OF SUPERIOR

GENERAL FUND (PRE GASB 54 - RESTATEMENT)
STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL (continued)
FOR THE YEAR ENDED DECEMBER 31, 2024

	Budget	Actual	Variance Favorable (Unfavorable)
All other general government			
Training	1,925	1,900	25
Administration postage	15,000	13,378	1,622
Administration operating supplies	5,000	3,847	1,153
Cemetery upkeep	1,500	1,500	
Professional services	120,500	93,473	27,027
Telephone	12,000	12,786	(786)
Insurance and bonds	20,100	20,283	(183)
Transportation	12,000	11,333	667
Meals and lodging	2,000	1,347	653
Printing and publishing	12,500	10,719	1,781
Expense allocation	(15,000)	(15,000)	
Meals on Wheels	10,000	10,000	
Equipment rental	6,300	7,202	(902)
Memberships and dues	20,000	15,683	4,317
Bank charges	500	164	336
Equipment	5,000	3,747	1,253
Miscellaneous	1,000	710	290
Tax Chargebacks	500	479	21
Accounting Salaries	104,637	100,621	4,016
Accounting taxable benefits	10,205	10,209	(4)
Accounting supplies	1,000	1,260	(260)
Accounting expense allocation	(46,000)	(46,000)	
Unallocated FICA	87,471	86,833	638
Unallocated medical insurance	71,428	69,664	1,764
Unallocated dental insurance	7,862	7,903	(41)
Unallocated vision insurance	1,988	1,993	(5)
Unallocated life insurance	1,373	1,617	(244)
Unallocated HSA administration fees	250	238	12
Unallocated HCSP	17,762	35,442	(17,680)
Unallocated pension expense	147,039	136,987	10,052
Total all other general government	635,840	600,318	35,522
TOTAL GENERAL GOVERNMENT	1,871,924	1,831,631	40,293

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This supplementary information shows the General Fund prior to the implementation of GASB 54, and as such does not present the results on the basis of generally accepted accounting principles but is presented solely for supplemental information.

CHARTER TOWNSHIP OF SUPERIOR

GENERAL FUND (PRE GASB 54 - RESTATEMENT)
STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL (continued)
FOR THE YEAR ENDED DECEMBER 31, 2024

	Budget	Actual	Variance Favorable (Unfavorable)
PUBLIC WORKS			
Infrastructure			
Master plan revisions	15,000	1,755	13,245
Geddes Ridge drain maintenance	30,000	28,822	1,178
Special projects	8,000	6,472	1,528
Ypsilanti district library	110,700	110,652	48
Plymouth pathway	873,075	948,153	(75,078)
Dixboro Green schoolhouse	75,000	24,736	50,264
Geddes pathway		129,732	(129,732)
Macarther pathway	270,000	281,045	(11,045)
Firemans park	169,000	168,777	223
Hyundai park	184,312	184,312	
Clayhill community farms	36,700	36,700	
Other projects	66,775	68,338	(1,563)
Salaries	11,683	8,891	2,792
Contract services	20,000	17,060	2,940
Supplies	250		250
Road maintenance	250,000	160,153	89,847
Other maintenance	8,600	8,905	(305)
Streetlights	9,086	9,086	
Drains	18,100	18,067	33
Total infrastructure	2,156,281	2,211,656	(55,375)
Sanitation			
Recycling	10,800	7,910	2,890
Garbage and yard waste tags	9,000	7,185	1,815
Dump usage collection	2,000	2,180	(180)
Total sanitation	21,800	17,275	4,525
Public transportation			
A.A.T.A. contract	70,342	70,343	(1)
Demand response	24,202	24,199	3
New buses	15,226	15,221	5
Total public transportation	109,770	109,763	7
TOTAL PUBLIC WORKS	2,287,851	2,338,694	(50,843)

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This supplementary information shows the General Fund prior to the implementation of GASB 54, and as such does not present the results on the basis of generally accepted accounting principles but is presented solely for supplemental information.

CHARTER TOWNSHIP OF SUPERIOR

GENERAL FUND (PRE GASB 54 - RESTATEMENT)
STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL (continued)
FOR THE YEAR ENDED DECEMBER 31, 2024

	Budget	Actual	Variance Favorable (Unfavorable)
COMMUNITY AND ECONOMIC DEVELOPMENT			
Planning and zoning			
Salaries	24,055	18,136	5,919
Taxable benefits	8,702	8,607	95
Supplies	1,350	1,676	(326)
Professional services	97,000	102,213	(5,213)
Total planning and zoning	131,107	130,632	475
TOTAL COMMUNITY AND ECONOMIC DEVELOPMENT	131,107	130,632	475
DEBT SERVICE			
Debt - principal	110,000	110,000	
Debt - interest	66,500	79,050	(12,550)
TOTAL DEBT SERVICE	176,500	189,050	(12,550)
Total expenditures	$ 4,467,382	$ 4,490,007	$ (22,625)

DRAFT

This supplementary information shows the General Fund prior to the implementation of GASB 54, and as such does not present the results on the basis of generally accepted accounting principles but is presented solely for supplemental information.

PARKS AND RECREATION FUND

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CHARTER TOWNSHIP OF SUPERIOR

PARKS AND RECREATION FUND (PRE GASB 54 - RESTATEMENT)
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
FOR THE YEAR ENDED DECEMBER 31, 2024

	Budget	Actual	Variance Favorable (Unfavorable)
REVENUES			
Interest and rents	$ 19,900	$ 19,945	$ 45
Other revenue	30,400	31,185	785
Total revenues	50,300	51,130	830
EXPENDITURES			
Administration	213,039	207,140	5,899
Maintenance and improvement	259,123	256,267	2,856
Recreation	21,177	65,885	(44,708)
Total expenditures	493,339	529,292	(35,953)
Excess of revenues over (under) expenditures	(443,039)	(478,162)	(35,123)
OTHER FINANCING SOURCES (USES)			
Transfers in	419,203	419,203	
Net change in fund balance	(23,836)	(58,959)	(35,123)
FUND BALANCE, JANUARY 1, 2024	635,864	635,864	
FUND BALANCE, DECEMBER 31, 2024	$ 612,028	$ 576,905	$ (35,123)

DRAFT

This supplementary information shows the Parks and Recreation Fund prior to the implementation of GASB 54, and as such does not present the results on the basis of generally accepted accounting principles but is presented solely for supplemental information.

CHARTER TOWNSHIP OF SUPERIOR

PARKS AND RECREATION FUND (PRE GASB 54 - RESTATEMENT)
STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL
FOR THE YEAR ENDED DECEMBER 31, 2024

	Budget	Actual	Variance Favorable (Unfavorable)
EXPENDITURES			
ADMINISTRATION			
Salaries	$ 161,751	$ 162,505	$ (754)
Training	1,400	215	1,185
Taxable benefits	18,303	18,703	(400)
Supplies	1,000	725	275
Professional services	4,700	1,767	2,933
Telephone	700	599	101
Insurance and bonds	14,135	14,132	3
Transportation	1,800	812	988
Office rent	7,000	7,000	
Printing and publishing	500		500
Membership and dues	650	655	(5)
Miscellaneous	1,100	27	1,073
Total administration	213,039	207,140	5,899
RECREATION			
Salaries	9,177	8,494	683
Taxable benefits	200		200
Supplies	2,200	3,172	(972)
Professional services	7,000	6,990	10
Capital outlay		46,000	(46,000)
Miscellaneous	2,600	1,229	1,371
Total recreation	21,177	65,885	(44,708)
MAINTENANCE AND IMPROVEMENTS			
Salaries	141,711	141,217	494
Training	700	645	55
Taxable benefits	2,803	2,782	21
Supplies	11,175	11,820	(645)
Uniforms	800	855	(55)
Fuel and lubricants	6,825	5,932	893
Miscellaneous	5,800	5,260	540
Professional services	7,500	7,126	374
Telephone	600	586	14
Utilities	500	557	(57)
Repair and Maintenance	23,912	22,712	1,200
Equipment	56,797	56,775	22
Total maintenance and improvements	259,123	256,267	2,856
Total expenditures	$ 493,339	$ 529,292	$ (35,953)

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This supplementary information shows the Parks and Recreation Fund prior to the implementation of GASB 54, and as such does not present the results on the basis of generally accepted accounting principles but is presented solely for supplemental information.

UTILITY FUND

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CHARTER TOWNSHIP OF SUPERIOR

UTILITY FUND - COMPARATIVE STATEMENT OF REVENUES AND EXPENSES - OPERATING ACCOUNTS ONLY
FOR THE YEARS ENDED DECEMBER 31, 2018 THROUGH DECEMBER 31, 2024

	2024	2023	2022	2021	2020	2019	2018
REVENUES							
Charges for services	$ 4,946,571	$ 4,764,419	$ 4,514,821	$ 4,361,690	$ 4,918,819	$ 4,921,683	$ 4,747,460
Meter sales	19,361	20,207	9,615	21,990	21,640	34,570	12,377
Total revenues	4,965,932	4,784,626	4,524,436	4,383,680	4,940,459	4,956,253	4,759,837
EXPENSES							
Water and sewer purchases	2,473,822	2,660,474	2,791,450	2,516,235	2,396,138	2,334,583	2,857,115
Salaries and wages	785,862	699,597	557,312	520,704	514,362	548,268	488,461
Taxable benefits	80,131	72,483	58,107	51,838	52,196	45,150	32,093
Payroll taxes	66,390	50,159	45,924	43,132	41,925	44,221	38,761
Insurance benefits	192,772	160,658	143,668	108,712	82,250	83,784	84,048
Pension	160,146	91,428	88,027	80,019	64,665	67,110	51,942
Repairs and maintenance	208,520	136,952	410,591	87,324	112,385	139,760	206,184
Computer expenses	42,966	36,340	43,744	47,546	17,393	10,870	13,277
Operating supplies and meters	86,970	136,169	88,666	132,471	90,435	217,895	89,886
Utilities	53,449	42,057	41,809	35,267	42,418	52,249	5,204
Telecommunications	35,733	28,401	27,043	25,972	19,387	8,745	9,327
Lease equipment	15,794	11,283	15,357	13,646	9,204	8,891	8,211
Office expenses	41,418	43,767	39,858	38,733	4,595	22,369	11,997
Professional services	46,625	23,898	34,611	11,276	49,909	29,160	22,025
Health savings expense							7,706
Insurance and bonds	56,205	43,458	34,661	37,479	34,374	35,469	32,796
Bad debt expense	3,427	12,877		3,528	3,934	3,421	
Printing and publishing	4,856	11,041	8,785	20,224	21,235	3,604	4,165
Memberships and dues	15,552	7,797	10,475	10,847	15,446	21,133	8,984
Training and other employee expenses	25,818	11,185	7,839	3,647	18,264	8,695	917
Total expenses	4,396,456	4,280,024	4,447,927	3,788,600	3,590,515	3,685,377	3,973,099
Net revenues over expenses	$ 569,476	$ 504,602	$ 76,509	$ 595,080	$ 1,349,944	$ 1,270,876	$ 786,738

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This schedule only includes operating revenues and expenses (excludes connection fees revenue, interest income, depreciation expense, and interest expense) and as such does not present results of operations on the basis of generally accepted accounting principles but is presented for supplementary information.

Charter Township of Superior

Audit Presentation

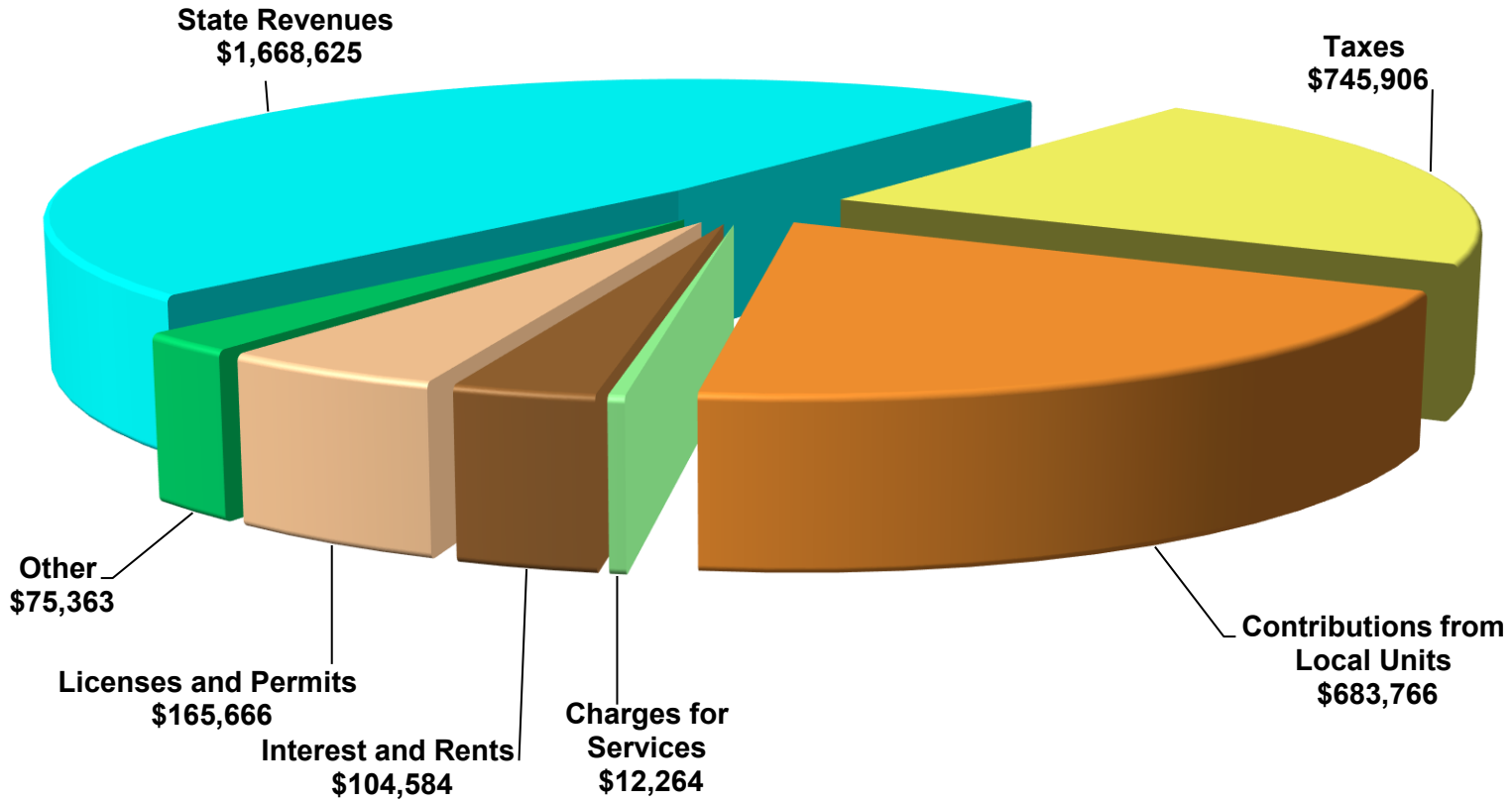
For the Year Ended December 31, 2024

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PFEFFER, HANNIFORD & PALKA
Certified Public Accountants

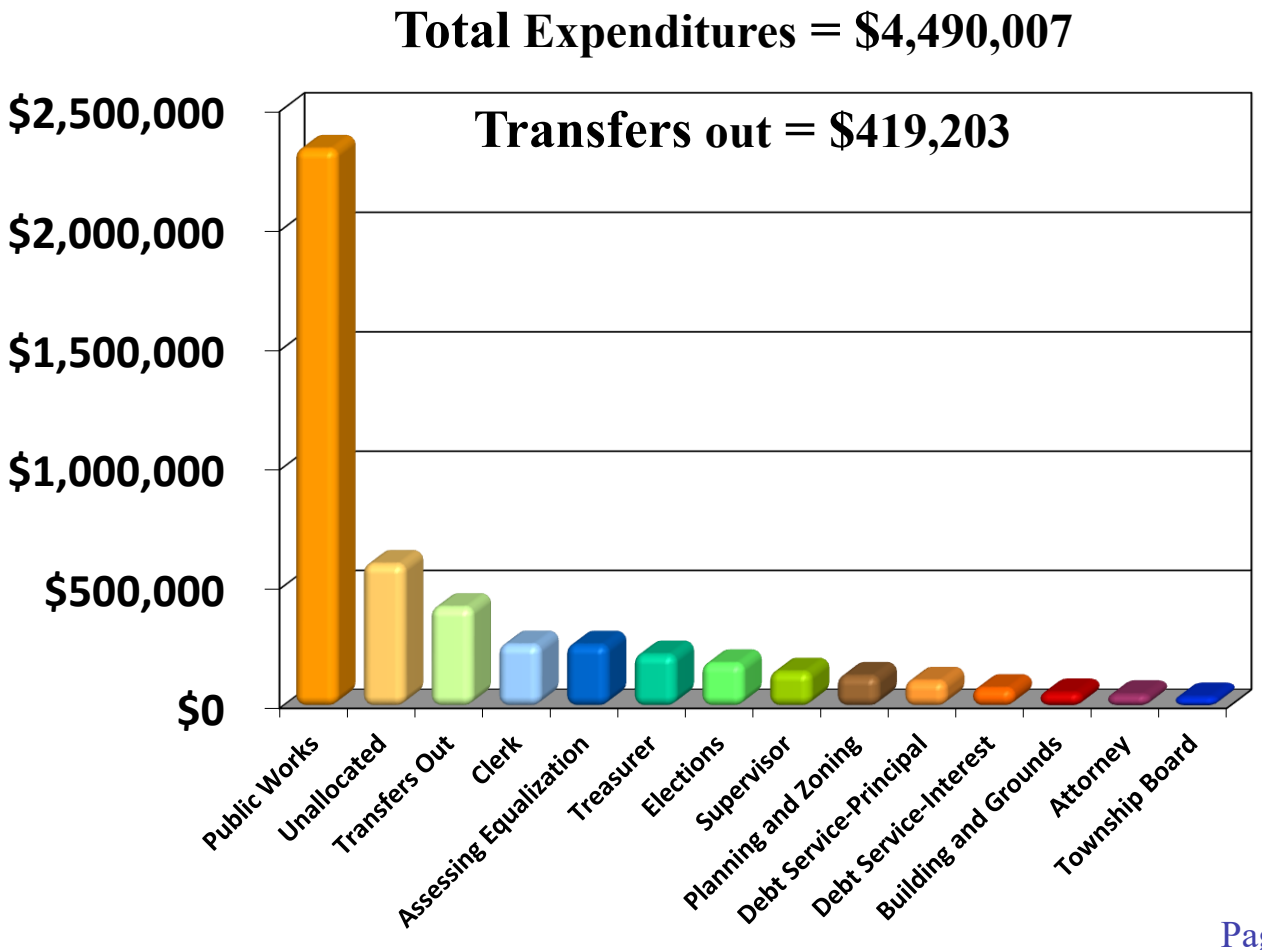
BRIGHTON, MICHIGAN

Charter Township of Superior
General Fund
Revenues – Pre-GASB 54 Consolidation
For the Year Ended December 31, 2024

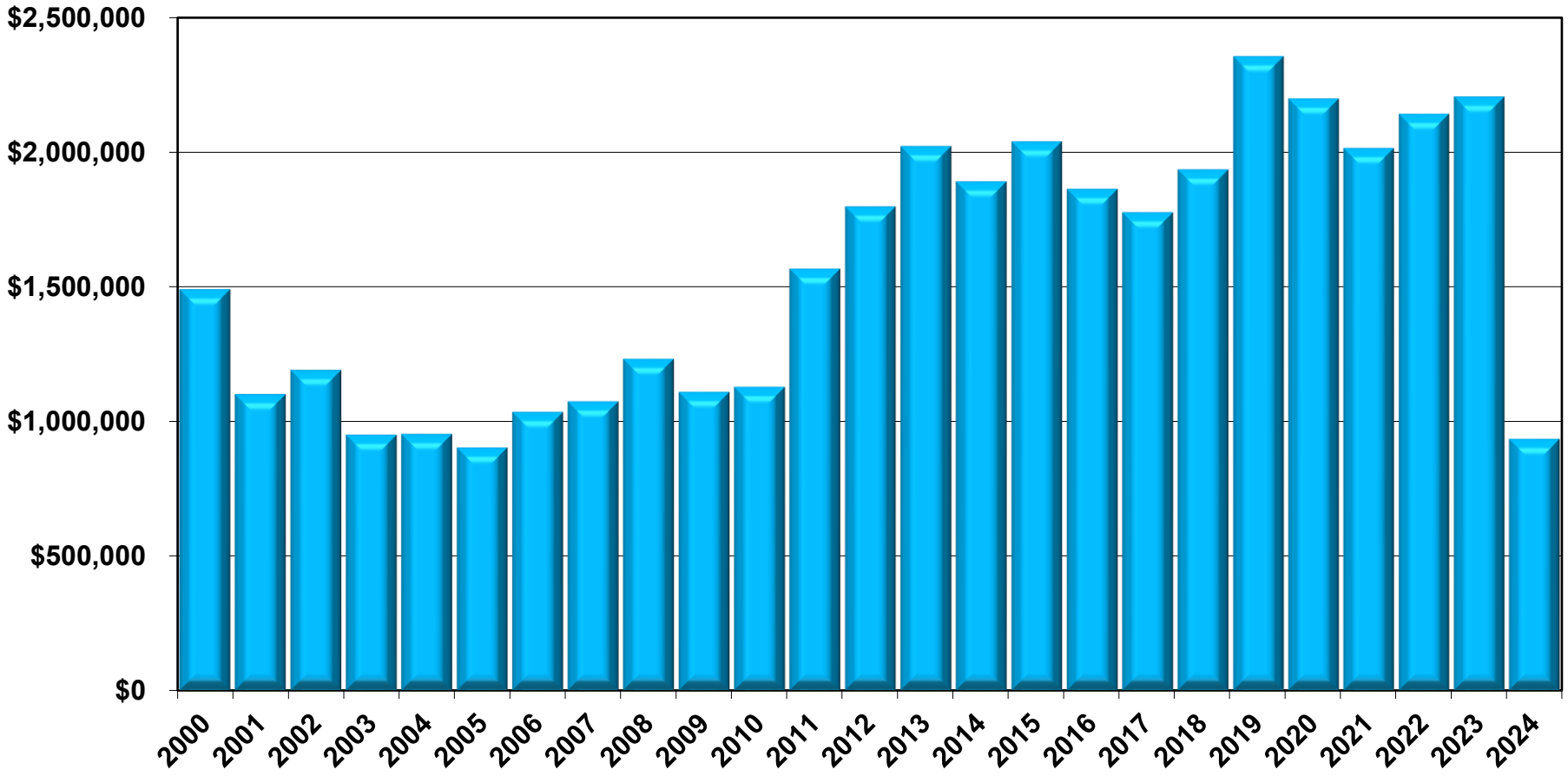


Total Revenues = $3,456,174

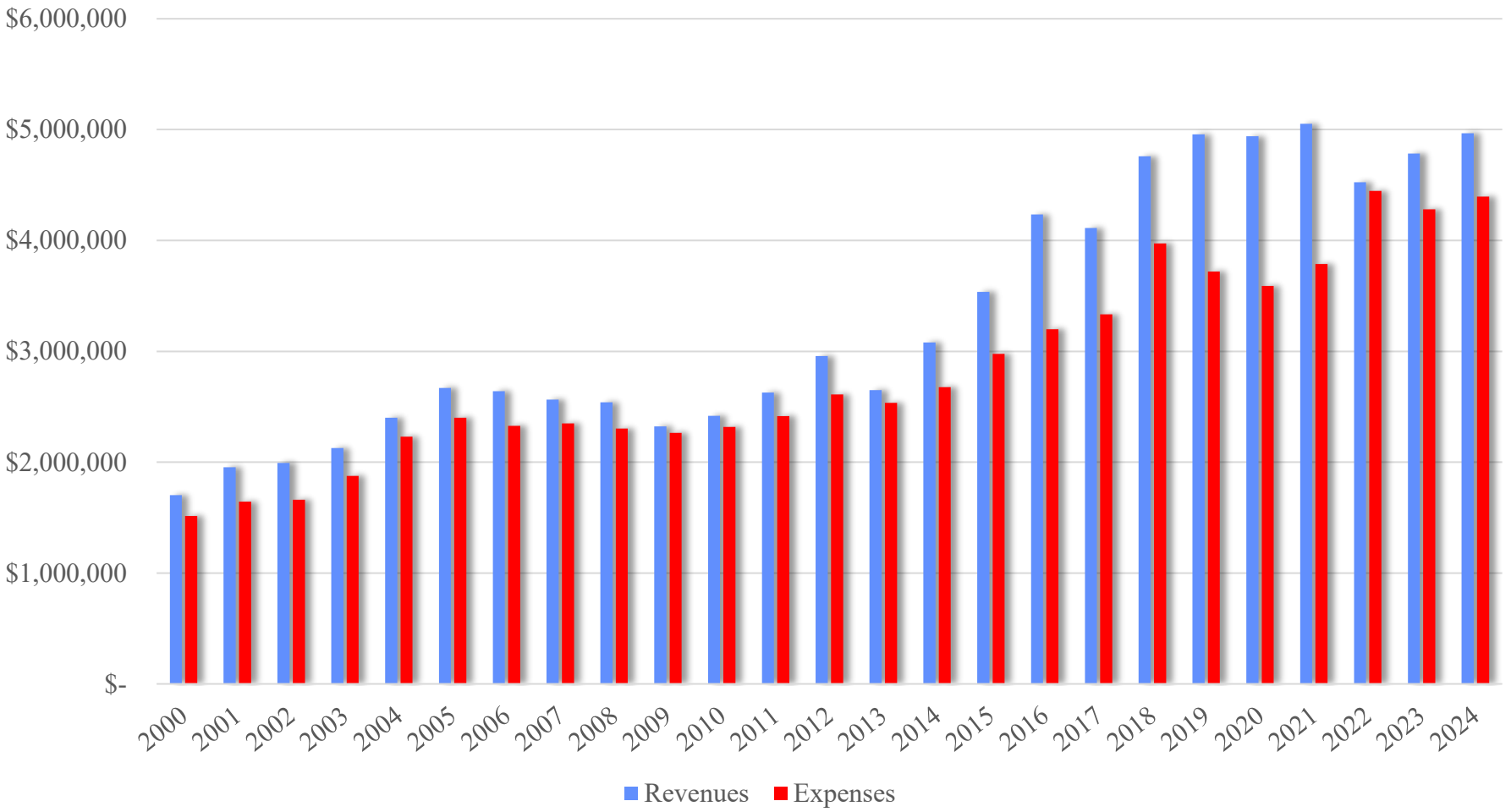
Charter Township of Superior
General Fund
Expenditures and Transfers Out – Pre-GASB 54 Consolidation
For the Year Ended December 31, 2024



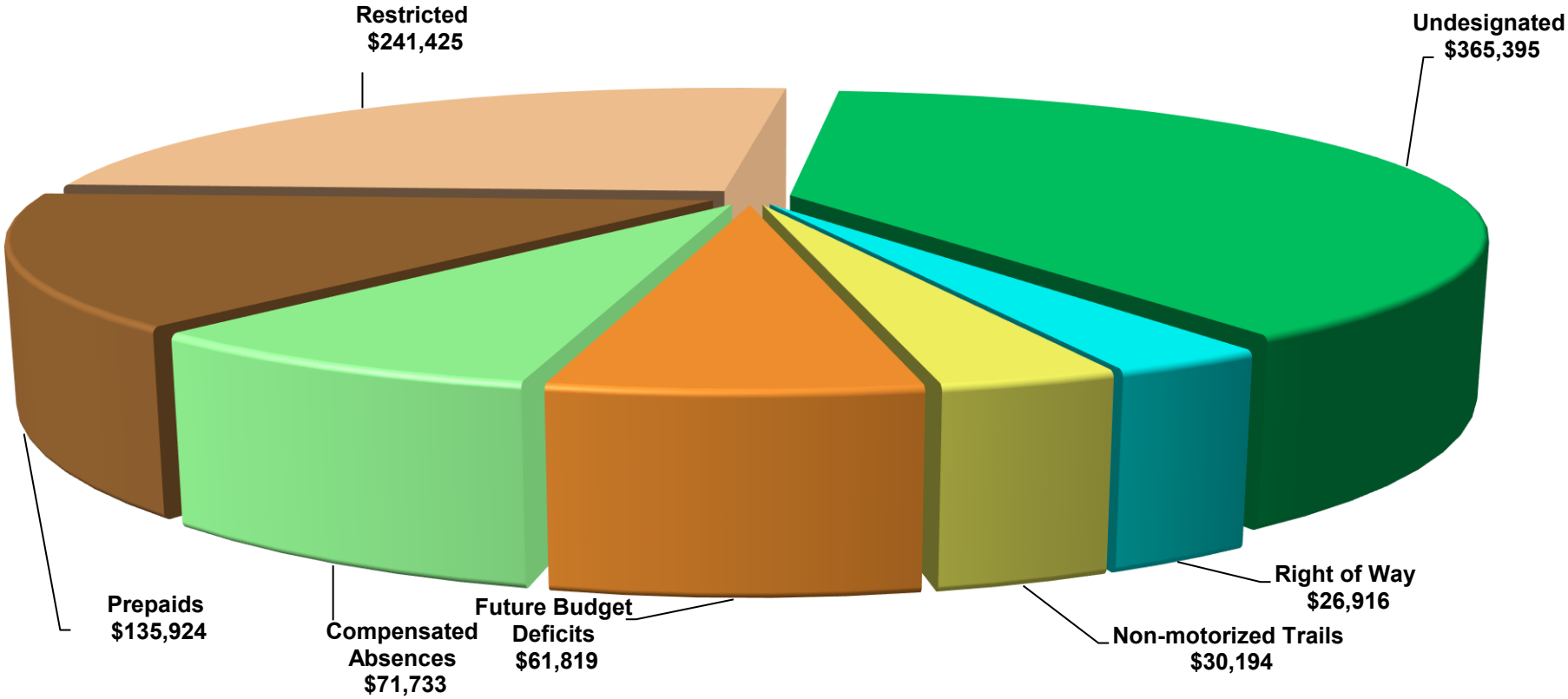
Charter Township of Superior
General Fund
Fund Balance Comparison – Pre-GASB 54 Consolidation
For the Years Ended December 31, 2000 - 2024



Charter Township of Superior
Utility Fund
Operating Revenues and Expenses Only (Excluding Depreciation)
For the Years Ended December 31, 2000 - 2024

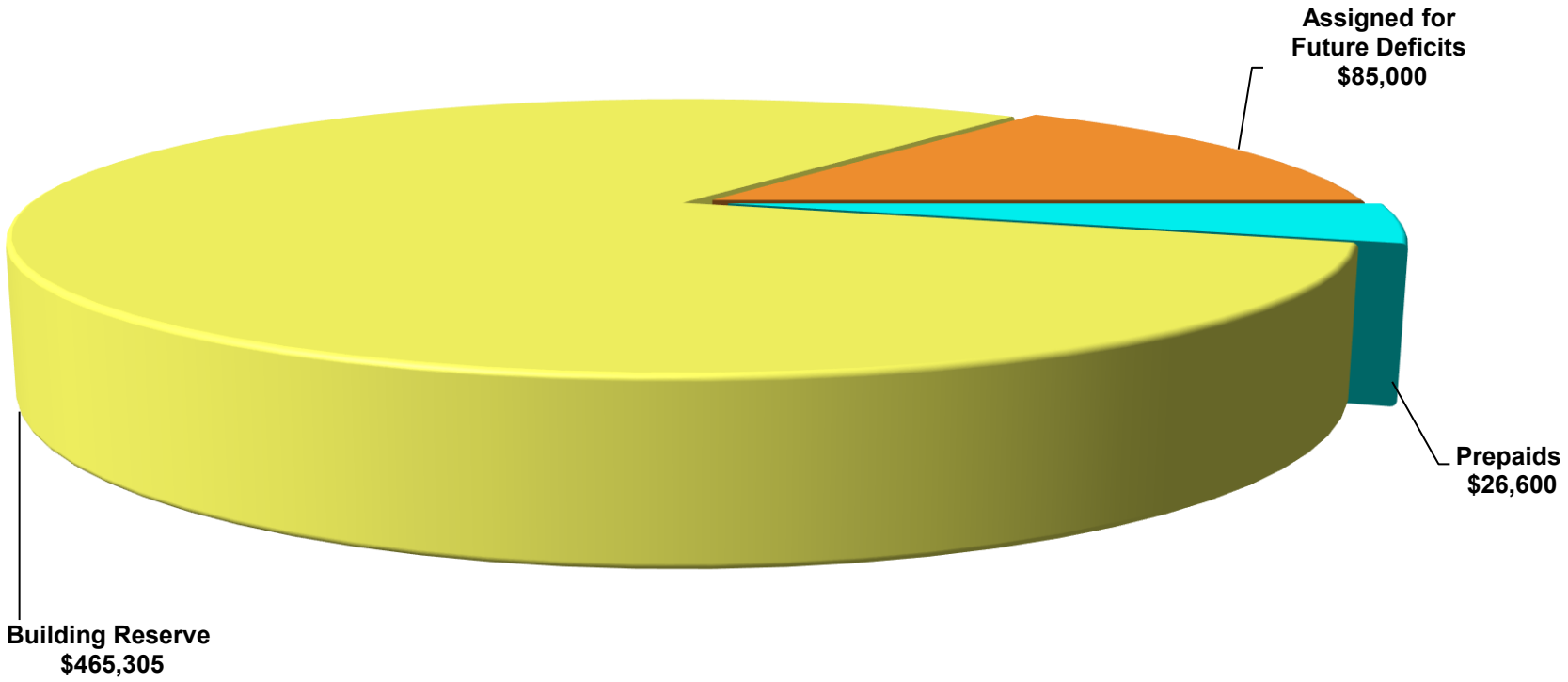


Charter Township of Superior
General Fund
Fund Balance Designation – Pre-GASB 54 Consolidation
For the Year Ended December 31, 2024



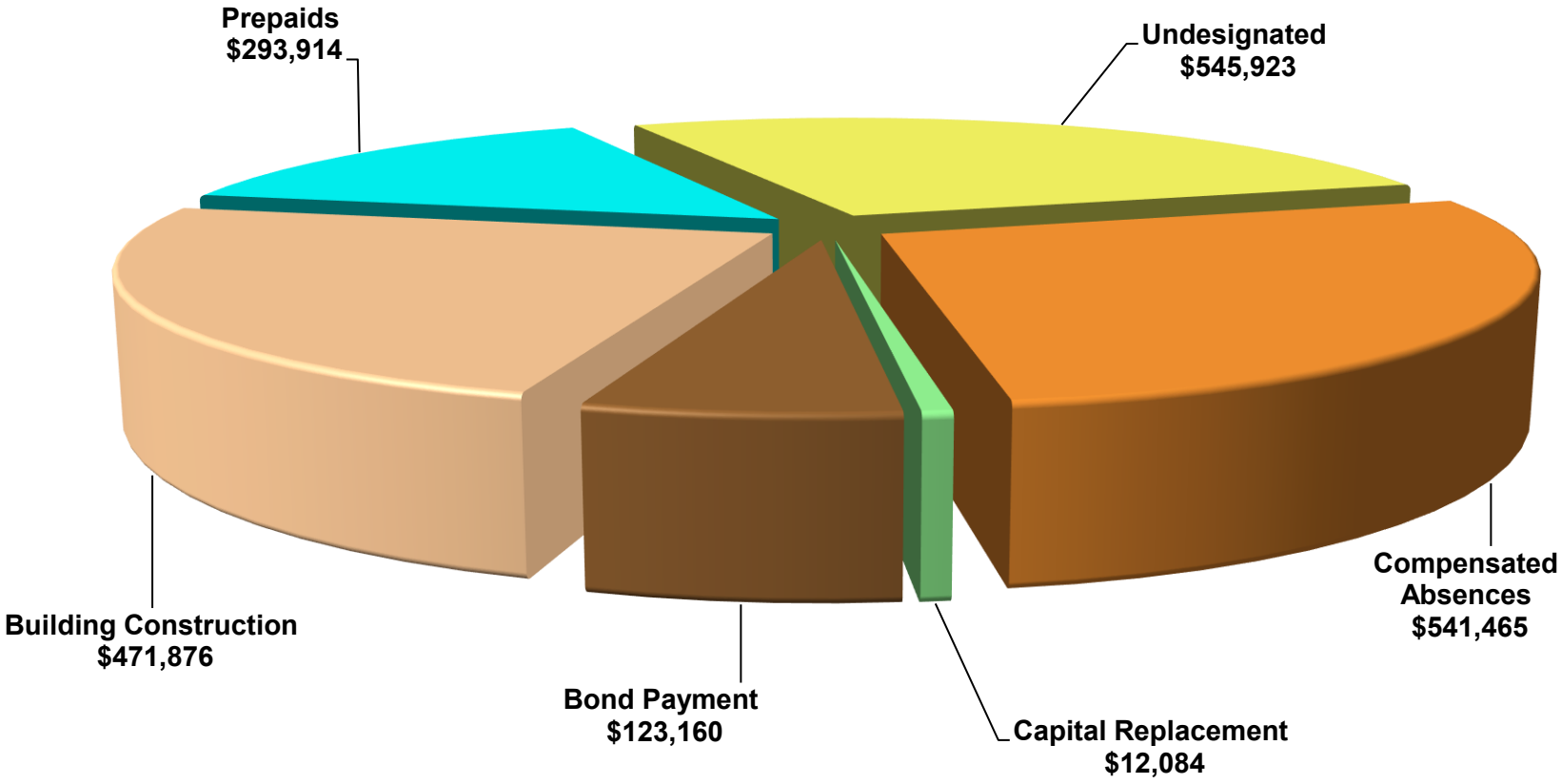
Total Fund Balance = $933,406

Charter Township of Superior
Parks Fund
Fund Balance Designation – Pre-GASB 54 Consolidation
For the Year Ended December 31, 2024



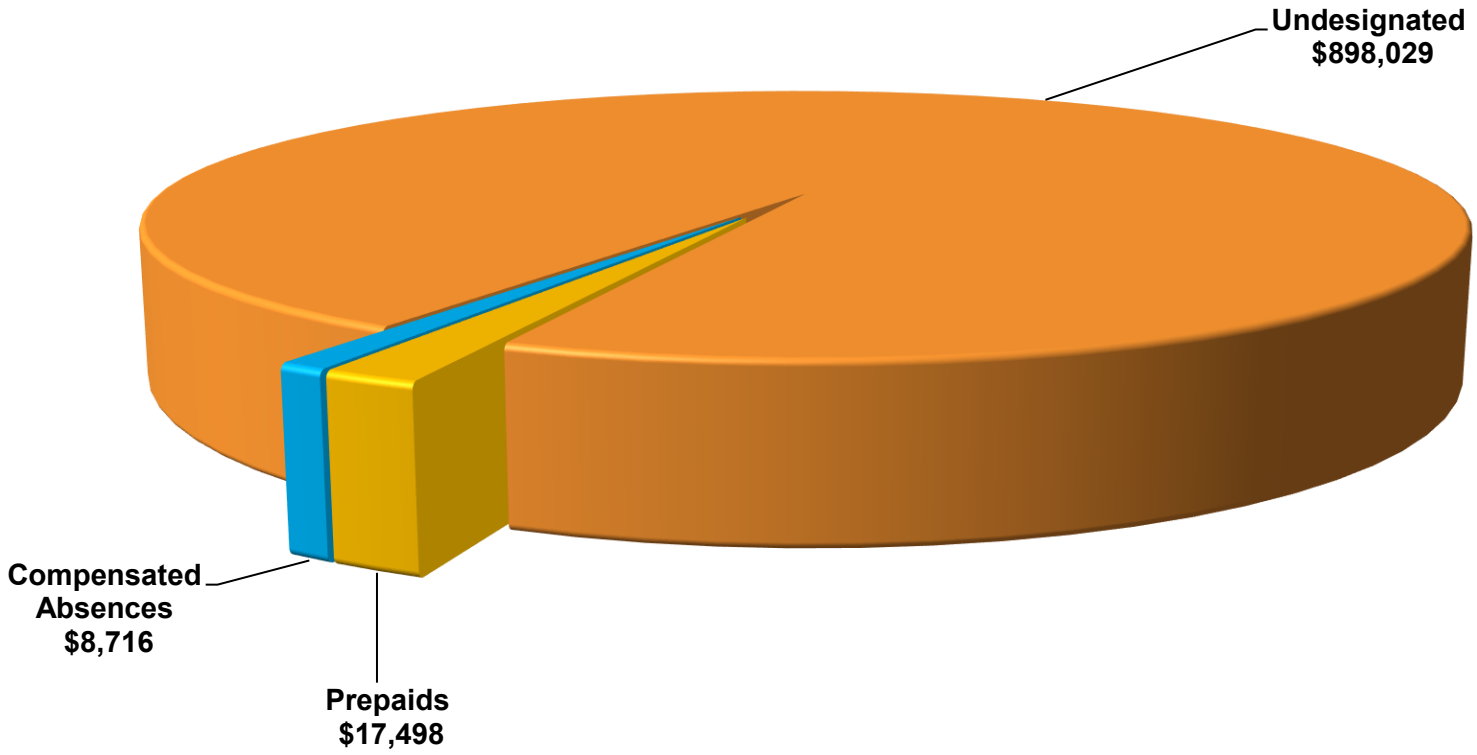
Total Fund Balance = $576,905

Charter Township of Superior
Fire Fund
Fund Balance Designation
For the Year Ended December 31, 2024



Total Fund Balance = $1,988,422

Charter Township of Superior
Building Fund
Fund Balance Designation
For the Year Ended December 31, 2024



Total Fund Balance = $924,243

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1. CALL TO ORDER

The regular meeting of the Charter Township of Superior Board of Trustees was called to order by Supervisor Emily Dabish Yahkind at 5:30 p.m. on May 19, 2025, at the Superior Charter Township Hall, 3040 N Prospect Rd, Superior Charter Township, Michigan.

2. ROLL CALL

The board members present included Supervisor Emily Dabish Yahkind, Clerk Angela Robinson, Treasurer Lisa Lewis, Trustee Sarah Devereaux, Trustee Dana Greene Jr., Trustee Brenda McKinney, and Trustee Ken Schwartz.

Absent: None

3. ADOPTION OF AGENDA

The motion was made by Trustee McKinney and supported by Clerk Robinson to approve the agenda.

The motion carried unanimously.

4. CITIZEN PARTICIPATION

None.

5. DISCUSSION

A. PERSONNEL MANUAL

The board discussed extensive revisions to the Township's personnel manual. The revisions were led by Trustee Devereux and Supervisor Dabish Yahkind, who aimed to eliminate redundancy, update policies to align with current employment laws and HR best practices and improve clarity and tone—particularly regarding performance evaluations, employee discipline, and workplace conduct. Notably, changes were made to make the manual more respectful while addressing gaps such as the lack of veteran employment protection and outdated or contradictory policies. The discussion also raised concerns about the lack of a clear, standardized procedure for merit-based salary increases, prompting agreement that a formal process should be implemented. The board emphasized the need for a fair and documented approach to employee compensation and conduct, including methods to handle misconduct by elected officials and their deputies—even if legal remedies are limited. Members also agreed the revised manual should be reviewed by an HR or personnel law expert, with potential future input from department heads and a yet-to-be-hired HR professional.

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B. JOB ANALYSIS FOR TOWNSHIP ROLES WITH FINANCIAL OVERSIGHT

Board members discussed the need for a comprehensive job analysis to clarify the roles and responsibilities of all township positions with financial oversight, including duties, skill sets, and skill gaps. The lack of clear role definitions has hindered effective compensation benchmarking and organizational planning. Specific confusion exists within the utility department, particularly regarding accounting responsibilities and the use of outdated systems such as QuickBooks instead of BS&A, which creates inefficiencies. The board agreed that an external, unbiased party should conduct the job analysis to avoid conflicts of interest, with potential collaboration from nearby townships or the county. Supervisor Dabish Yahkind will coordinate initial outreach, and the board intends to formally present the proposal for approval at the following regular meeting to ensure transparency.

C. CRITERIA FOR EVALUATING WHETHER TO EXTEND OR RETIRE THE HIRING FREEZE

During the working session, board members discussed evaluating the hiring freeze amid ongoing financial uncertainty, with particular attention to the utilities department. While the township's overall financial picture remains unclear—due to the township's financial audit still being in process and the absence of a finalized fund balance, there was consensus that utilities, which operates on a separate and relatively healthy budget, may warrant exemption from the freeze. Concerns were raised about past legal costs, upcoming capital improvements, and the need for cautious fiscal planning. The board discussed more structured oversight of employee overtime. The board agreed to bring forward, to the following regular meeting, a motion authorizing the supervisor to hire one permanent utility worker. It was also suggested that the hiring freeze be extended until June 30, 2025.

6. ADJOURNMENT

The meeting adjourned at 6:46 p.m.

Respectfully submitted,

Angela Robinson, Clerk

Emily Dabish Yahkind, Supervisor

DRAFT

1. CALL TO ORDER

The regular meeting of the Charter Township of Superior Board of Trustees was called to order by Supervisor Emily Dabish Yahkind at 7:00 p.m. on May 19, 2025, at the Superior Charter Township Hall, 3040 N Prospect Rd, Superior Charter Township, Michigan.

2. PLEDGE OF ALLEGIANCE

Supervisor Dabish Yahkind led the assembly in the Pledge of Allegiance.

3. ROLL CALL

The board members present included Supervisor Emily Dabish Yahkind, Clerk Angela Robinson, Treasurer Lisa Lewis, Trustee Sarah Devereaux, Trustee Dana Greene Jr., and Trustee Brenda McKinney.

Trustee Schwartz was absent from the meeting until returning at 7:26pm.

4. ADOPTION OF AGENDA

The motion was made by Treasurer Lewis and supported by Trustee Greene to add to New Business agenda item *F*, entitled *Motion to Authorize the Supervisor to Hire One Permanent Utility Worker After She Has Consulted with the Appropriate Persons That She Believes, in Her Own Discretion, Gives Her the Best Candidate, and then Report Back to the Board of Trustees*.

Absent: Trustee Schwartz
The motion carried unanimously.

The motion was made by Trustee McKinney and supported by Trustee Devereaux to add to New Business agenda item *G,* entitled *Motion to Put A Proposal Together, Led by the Supervisor, to Identify a Resource to Conduct the Job Analysis of All Roles with Financial Oversight Across Superior Township.*

Absent: Trustee Schwartz
The motion carried unanimously.

The motion was made by Supervisor Dabish Yahkind and supported by Treasurer Lewis to add to New Business agenda item *H,* entitled *Resolution 2025-34, Resolution to Approve Payment for Emergency Fire Vehicle Repairs to Cummins Sales and Service.*

Absent: Trustee Schwartz
The motion carried unanimously.

DRAFT

The motion was made by Treasurer Lewis and supported by Trustee Devereaux to adopt the amended agenda.

Absent: Trustee Schwartz
The motion carried unanimously.

Documents submitted at the table will appear at the end of these minutes

5. CITIZEN PARTICIPATION

- **Brenda Baker**, Ashton Ct., highlighted the Committee to Promote Superior Township's recent activities including participation in the Superior Township Roadside Cleanup Day. The committee is preparing for Superior Day on Saturday, June 14, 2025, and will have an info booth at the Dixboro Farmers Market Friday, May 23, 2025. The committee encourages public participation in monthly Zoom meetings (every third Wednesday) and invites volunteers to help staff the info booth through October.

6. SUPERVISOR COMMENTS

- Supervisor Dabish Yahkind reported that the first of up to three public meetings regarding the future of the Greenland property was held on Tuesday, May 20, 2025, at 6:30 PM in collaboration with the Parks Commission. Recent traffic studies on Plymouth Road indicate positive calming effects. In addition, Hyundai has committed a $40,000 donation toward the restoration of the historic Dixboro Schoolhouse. Safety improvements are being pursued for Prospect Road following a past fatality, including ongoing discussions with the Autumn Woods Homeowners Association. The Department of Natural Resources recently held a hearing concerning the Huntington ordinance. The Roads and Blight Committee convened for its inaugural meeting and is currently seeking additional members. Additionally, a productive work session was conducted to address the personnel manual, the hiring freeze, and ongoing job analysis initiatives.

7. CONSENT AGENDA

A. APPROVAL OF MINUTES

The motion was made by Treasurer Lewis and supported by Trustee Devereaux to approve the April 21, 2025, Board of Trustees meeting minutes.

1. APRIL 21, 2025

Absent: Trustee Schwartz
The motion carried unanimously.

DRAFT

B. REPORTS

The motion was made by Treasurer Lewis and supported by Trustee Greene to remove for discussion item 2 entitled *Clerk Update* and approve all other reports.

1. **SUPERVISOR REPORT**
2. ~~**CLERK UPDATE**~~
3. **BUILDING DEPARTMENT**
4. **FIRE DEPARTMENT**
5. **PARKS AND RECREATION COMMISSION MINUTES**
6. **PLANNING AND ZONING DEPARTMENT**
7. **OHM UPDATE**
8. **MONTHLY FINANCIAL REPORTS, MARCH 2025**

Absent: Trustee Schwartz
The motion carried unanimously.

C. COMMUNICATIONS

The motion was made by Trustee Devereaux and supported by Trustee McKinney to approve all communications.

1. **COMMITTEE TO PROMOTE SUPERIOR TOWNSHIP (C2PST)**
2. **IRMA GOLDEN EMAIL REGARDING HIRING PRACTICES**
3. **IRMA GOLDEN EMAIL REGARDING MORRIS CONCRETE SOLUTIONS**
4. **IRMA GOLDEN EMAIL REGARDING SIDEWALKS**

Absent: Trustee Schwartz
The motion carried unanimously.

D. OLD BUSINESS

The motion was made by Treasurer Lewis and supported by Trustee Devereaux to remove for discussion all items under Old Business.

~~**1. Revisiting the following ordinances due to publishing error:**~~
~~**a. Ordinance No. 169 Article III – YCUA Sewer Service, Second Reading**~~
~~**b. No. 196 – Rental Housing Certification, First Reading**~~
~~**c. Ordinance No. 197 – Urban Service District, First Reading**~~

The motion carried unanimously.

DRAFT

8. ITEMS REMOVED FROM THE CONSENT AGENDA

A. CLERK UPDATE

The Woodhill Group, led by CEO Colleen Coogan, recently visited to review the township's finances. Staff in the Treasurer's and Utilities departments were praised for their work, though some duplication of tasks was identified. The current accounting software (BS&A) is underutilized, and expanding its use could improve efficiency. The group proposed consulting services at $100–$250 per hour, while a comparison quote from Plante Moran ranged from $175–$400 per hour. Concerns were raised about possible duplication of services already covered by auditors. Board members expressed interest in a formal presentation from The Woodhill Group, including a clearer cost breakdown, identified gaps, and whether ongoing services are necessary. A second quote from another firm was also requested for comparison before any decisions are made.

B. REVISITING THE FOLLOWING ORDINANCES DUE TO PUBLISHING ERROR:

1. **Ordinance No. 169 Article III – YCUA Sewer Service, Second Reading**
2. **No. 196 - Rental Housing Certification, First Reading**
3. **Ordinance No. 197 – Urban Service District, First Reading**

The motion was made by Trustee McKinney and supported by Treasurer Lewis to approve the ordinances.

Trustee Schwartz returned to the meeting during the following discussion at 7:26pm.

It was explained that the ordinances were submitted on time after the last meeting, but they were sent to the newspaper using the wrong email address and were not published. Therefore, the public notices were not posted within the time frame required by state law, and the ordinances had to be brought back before the board. It was further explained that the news outlet has multiple email addresses for public notices, and the one used had worked in the past but failed this time. A new, reliable email address has now been provided for future submissions. Only three ordinances were affected. Despite the delay, there are no legal implications, but related projects are delayed by one month.

The motion carried unanimously.

9. NEW BUSINESS

A. ORDINANCE NO. 195 – PROPERTY MAINTENANCE CODE, FIRST READING

The motion was made by Trustee McKinney and supported by Trustee Schwartz to approve the first reading of the ordinance.

DRAFT

ORDINANCE NO. 195:
PROPERTY MAINTENANCE CODE

FIRST READING

The Township Board of the Charter Township of Superior held the first reading of an Ordinance 195 for the Charter Township of Superior, entitled the "The 2021 International Property Maintenance Code". The first reading of Ordinance 195 was made at the regular meeting of the Charter Township of Superior Board of Trustees held on May 19, 2025, at the Superior Charter Township Hall located at 3040 N. Prospect Road, Ypsilanti, MI 48198.

Ordinance No. 195 entitled "The 2021 International Property Maintenance Code" Ordinance 195, enacted by the Charter Township of Superior, Washtenaw County, Michigan, adopts the 2021 International Property Maintenance Code (IPMC), replacing the previously adopted 2015 edition (Ordinance No. 191). The ordinance governs the maintenance and safety standards of properties, buildings, and structures to ensure they are fit for occupancy. It includes localized amendments covering areas such as agency designation, right of entry, enforcement procedures, fees, and heating requirements, and adopts Appendix A of the IPMC for boarding standards.

Roll Call
Aye: Trustee Schwartz, Clerk Robinson, Trustee McKinney, Treasurer Lewis, Trustee Greene, Trustee Devereaux, Supervisor Dabish Yahkind
Nay: None

The motion carried unanimously.

B. RESOLUTION 2025-30, RESOLUTION TO APPROVE PROFESSIONAL SERVICE AGREEMENT WITH JCM MEDIA GROUP FOR WEBSITE SUPPORT AND PROJECT SERVICES

The motion was made by Clerk Robinson and supported by Treasurer Lewis to table the resolution until the June 16, 2025, Regular Meeting.

~~**CHARTER TOWNSHIP OF SUPERIOR**~~
~~**WASHTENAW COUNTY, MICHIGAN**~~

~~**RESOLUTION TO APPROVE PROFESSIONAL SERVICE AGREEMENT WITH JCM MEDIA GROUP FOR WEBSITE SUPPORT AND PROJECT SERVICES**~~

~~**RESOLUTION NUMBER: 2025-30**~~

~~**DATE: MAY 19, 2025**~~

~~**WHEREAS**, Superior Township recognizes the importance of maintaining and improving its public-facing digital platforms to ensure accessibility, functionality, and effective communication with its residents; and~~

~~**WHEREAS**, JCM Media Group has submitted a proposal to provide professional website services and technical support, including WordPress training, updates, ADA compliance improvements, and general maintenance support; and~~

~~**WHEREAS**, the engagement will commence on **June 1, 2025**, and conclude on **September 1, 2025**, with an option to renew ongoing support at a discounted rate thereafter; and~~

~~**WHEREAS**, the total value of services proposed is **$8,225.00**, and JCM Media Group has extended two 10% discounts totaling **$1,646.00** – one for a three-month commitment and one in recognition of Superior Township's non-profit status – bringing the **final estimated cost to $6,579.00**; and~~

~~**WHEREAS**, the scope of work and schedule of rates include:~~

~~Service~~	~~Hours~~	~~Cost~~
~~WordPress Training (2 dedicated hours)~~	~~2~~	~~$350.00~~
~~WordPress, Plugin, and Hosting Updates~~	~~2~~	~~$350.00~~
~~ADA Compliance Updates & WCAG Testing~~	~~20~~	~~$3,500.00~~
~~Updates Punch List & Staff Collaboration~~	~~8~~	~~$1,400.00~~
~~General As-Needed Support (5 hrs/month)~~	~~15~~	~~$2,625.00~~

~~**NOW, THEREFORE, BE IT RESOLVED**, that the Superior Township Board hereby approves the engagement of **JCM Media Group** under the direction of the Clerks Office, for the term beginning **June 1, 2025**, and ending **September 1, 2025**, with the option to renew, and authorizes the necessary expenditure of **$6,579.00** for the described services.~~

The motion carried unanimously.

C. <u>RESOLUTION 2025-31, RESOLUTION TO ACCEPT TAZ NETWORKS, INC. PROPOSAL FOR MANAGED SERVICES</u>

The motion was made by Treasurer Lewis and supported by Trustee McKinney to approve the resolution.

DRAFT

CHARTER TOWNSHIP OF SUPERIOR
WASHTENAW COUNTY, MICHIGAN

RESOLUTION TO ACCEPT TAZ NETWORKS, INC.
PROPOSAL FOR MANAGED SERVICES

RESOLUTION NUMBER: 2025-31

DATE: MAY 19, 2025

WHEREAS, the Charter Township of Superior requires reliable, secure, and comprehensive information technology (IT) services to ensure continuity of governmental operations and to safeguard Township data and infrastructure; and

WHEREAS, TAZ Networks has presented a Managed IT Care Agreement and Statement of Work that outlines a full suite of professional IT services, available at https://www.taznetworks.com/sow, and

WHEREAS, the agreement includes critical services such as unlimited support, 24x7x365 monitoring, cybersecurity threat detection and response, infrastructure management, and strategic technology planning, and

WHEREAS, the monthly cost for these services is $5,000.00, with a one-year term that automatically renews annually unless terminated by either party with thirty (30) days' written notice; and

WHEREAS, the Superior Township Board has reviewed the terms, scope of services, service level agreement, and costs and finds them to be in the Township's best interest;

NOW, THEREFORE, BE IT RESOLVED that the Superior Township Board hereby approves entering into the Managed IT Services Agreement with TAZ Networks, effective upon adoption, in accordance with the terms and pricing outlined in the Statement of Work.

BE IT FURTHER RESOLVED, the Township Supervisor and/or Clerk are authorized to sign the agreement and take any necessary administrative actions to implement the contract on behalf of the Township.

CERTIFICATION STATEMENT
I, Angela Robinson, the duly qualified Clerk of the Charter Township of Superior, Washtenaw County, Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a regular meeting of the Charter Township of Superior Board held on May 19, 2025, and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

DRAFT

Angela Robinson, Township Clerk — 5/19/2025 Date Certified

Roll Call
Aye: Trustee Schwartz, Clerk Robinson, Trustee McKinney, Treasurer Lewis, Trustee Greene, Trustee Devereaux, Supervisor Dabish Yahkind
Nay: None

The motion carried unanimously.

D. RESOLUTION 2025-32, RESOLUTION TO APPROVE UPDATED PLANNING FEES FOR DEVELOPMENT IN THE COMMUNITY

The motion was made by Trustee Greene and supported by Treasurer Lewis to approve the resolution.

CHARTER TOWNSHIP OF SUPERIOR
WASHTENAW COUNTY, MICHIGAN

RESOLUTION TO APPROVE
UPDATED PLANNING AND ZONING FEE SCHEDULE

RESOLUTION NUMBER: 2025-32

DATE: MAY 19, 2025

WHEREAS, the Charter Township of Superior seeks to ensure that fees associated with planning and zoning activities adequately cover the administrative and professional costs incurred by the Township; and

WHEREAS, the Township's Planning Department, in collaboration with the Township Planner and Engineer, has reviewed and recommended updates to the Planning & Zoning Fee Schedule to reflect current operational and consultant costs; and

WHEREAS, the Township deems it in the public interest to revise and adopt a new fee schedule for transparency, fiscal responsibility, and improved service delivery.

NOW, THEREFORE, BE IT RESOLVED that the Superior Township Board hereby adopts the following **Planning & Zoning Fee Schedule, Drafted April 2025**, effective immediately upon adoption:

Task	Fee
Pre-Application Meeting	$325 (without Township Engineer), $600 (with Township Engineer)
Site Plan Review – Preliminary	$1,200 application + $50/acre, $7,000 escrow
Site Plan Review – Final	$1,200 application + $50/acre, $7,000 escrow
Site Plan Review – Combined	$2,000 application + $50/acre, $12,000 escrow
Site Plan – Revised	$500 application, $3,500 escrow
Major/Minor Change by the Planning Commission	$300 application, $3,500 escrow
Minor Site Plan Review	$500 application, $3,500 escrow
Site Plan Extension	$300 application, $1,000 escrow
Conditional Land Use Review	$625 application + $50/acre, $3,500 escrow
Special District Development Review – Preliminary Site Plan	$1,500 application + $50/acre, $10,000 escrow
Special District Development Review – Final Site Plan	$1,500 application + $50/acre, $10,000 escrow
Rezoning – One-lot Single Family Residential	$500 application, $2,500 escrow
Rezoning – Two or more lots and Non-Single Family Residential	$1,100 application + $50/acre, $5,000 escrow
Zoning Review (Lot Split, Lot Combination, Land Division)	$500 application, $1,000 escrow
Zoning Board of Appeals – Single Family Residential	$200 application, $1,000 escrow
Zoning Board of Appeals – Non-Single Family Residential	$750 application, $1,000 escrow
Certificate of Zoning Compliance – Single Family Residential	$100
Certificate of Zoning Compliance – Non-Single Family Residential	$250
Zoning Verification Letter – Single Family Residential	$100
Zoning Verification Letter – Non-Single Family Residential	$250

BE IT FURTHER RESOLVED, the Township Supervisor, Clerk, and Planning Department staff are authorized to take any necessary administrative actions to implement and publish the revised fee schedule.

CERTIFICATION STATEMENT
I, Angela Robinson, the duly qualified Clerk of the Charter Township of Superior, Washtenaw County, Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a regular meeting of the Charter Township of Superior Board held on May 19, 2025, and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

Angela Robinson, Township Clerk — 5/19/2025 Date Certified

Roll Call
Aye: Trustee Schwartz, Clerk Robinson, Trustee McKinney, Treasurer Lewis, Trustee Greene, Trustee Devereaux, Supervisor Dabish Yahkind
Nay: None

The motion carried unanimously.

E. RESOLUTION 2025-33, RESOLUTION TO APPOINT AALEA SKRYCKI AS ACCOUNTANT/BILLING SPECIALIST FOR THE SUPERIOR TOWNSHIP UTILITY DEPARTMENT

The motion was made by Trustee Schwartz and supported by Trustee McKinney to approve the resolution.

CHARTER TOWNSHIP OF SUPERIOR
WASHTENAW COUNTY, MICHIGAN

RESOLUTION TO APPOINT AALEA SKRYCKI AS ACCOUNTANT/BILLING SPECIALIST FOR THE SUPERIOR TOWNSHIP UTILITY DEPARTMENT

RESOLUTION NUMBER: 2025-33

DATE: MAY 19, 2025

WHEREAS, the Superior Township Utility Department (STUD) expands the Accountant/Billing Specialist position to perform daily, monthly, quarterly and annual accounting duties and tasks; and,

WHEREAS, the Superior Township Utility Department (STUD) names an Accountant/Billing Specialist to perform accounting duties; and,

DRAFT

WHEREAS, Aalea Skrycki be selected to perform the expanded duties of Accountant/Billing Specialist for the Utility Department as set forth by the Utility Director; and,

NOW THEREFORE, the Superior Township Board hereby approves Aalea Skrycki as Accountant/Billing Specialist at a wage of $42 per hour retroactive to April 14, 2025.

CERTIFICATION STATEMENT
I, Angela Robinson, the duly qualified Clerk of the Charter Township of Superior, Washtenaw County, Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a regular meeting of the Charter Township of Superior Board held on May 19, 2025, and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

Angela Robinson, Township Clerk — 5/19/2025 Date Certified

The motion carried unanimously.

F. MOTION TO AUTHORIZE THE SUPERVISOR TO HIRE ONE PERMANENT UTILITY WORKER AFTER SHE HAS CONSULTED WITH THE APPROPRIATE PERSONS THAT SHE BELIEVES IN HER OWN DISCRETION GIVES HER THE BEST CANDIDATE AND THEN REPORT BACK TO THE BOARD OF TRUSTEES

The motion was made by Trustee Schwartz and supported by Trustee McKinney.

The motion carried unanimously.

G. MOTION TO PUT A PROPOSAL TOGETHER, LED BY THE SUPERVISOR, TO IDENTIFY A RESOURCE TO CONDUCT THE JOB ANALYSIS OF ALL ROLES WITH FINANCIAL OVERSIGHT ACROSS THE TOWNSHIP

The motion was made by Trustee Mckinney and supported by Treasurer Lewis.

The motion carried unanimously.

H. RESOLUTION 2025-24, RESOLUTION TO APPROVE PAYMENT FOR EMERGENCY FIRE VEHICLE REPAIRS TO CUMMINS SALES AND SERVICE

The motion was made by Trustee Schwartz and supported by Trustee McKinney to approve the resolution.

DRAFT

SUPERIOR CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN

RESOLUTION TO APPROVE PAYMENT FOR EMERGENCY FIRE VEHICLE REPAIRS TO CUMMINS SALES AND SERVICE

RESOLUTION NUMBER: 2025-34

DATE: MAY 19, 2025

WHEREAS, the Superior Charter Township Fire Department required **emergency repair services** on Fire Department vehicle **VIN 4S7BT9LLT003040**, necessary to restore operational status to essential public safety equipment; and

WHEREAS, the emergency service and parts were provided by **Cummins Sales and Service**, located at 54250 Grand River Avenue, New Hudson, MI 48165; and

WHEREAS, the repairs included replacement of critical engine and exhaust components, specifically:

- **Sensor, DFN Pressure**
- **Kit, Pressure Sensor**
- **Clamp, V-Band**
- **Gasket, AFM Device Inlet**
- **Mounting Straps**

WHEREAS, the total cost for labor, parts, and services rendered was **Thirteen Thousand One Hundred Ninety Dollars and Seventy-Three Cents ($13,190.73)**, and the Township acknowledges this expenditure as an urgent and justified expense to ensure continued fire and rescue operations;

NOW, THEREFORE, BE IT RESOLVED that the Superior Charter Township Board hereby authorizes payment of **$13,190.73** to **Cummins Sales and Service** for the emergency vehicle repair services.

BE IT FURTHER RESOLVED that the Township Supervisor and Clerk are authorized to execute any required documents and process payment in accordance with this resolution.

CERTIFICATION STATEMENT
I, Angela Robinson, the duly qualified Clerk of the Charter Township of Superior, Washtenaw County, Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a regular meeting of the Charter Township of Superior Board held on May 19, 2025, and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of

Michigan, 1976, as amended.

Angela Robinson, Township Clerk — 5/19/2025 Date Certified

Roll Call
Aye: Trustee Schwartz, Clerk Robinson, Trustee McKinney, Treasurer Lewis, Trustee Greene, Trustee Devereaux, Supervisor Dabish Yahkind
Nay: None

The motion carried unanimously.

10. BILLS FOR PAYMENT AND RECORD OF DISBURSEMENTS

The motion was made by Treasurer Lewis and supported by Trustee Greene to approve the bills for payment and record of disbursements totaling $1,375,320.35.

The motion carried unanimously.

11. PLEAS AND PETITIONS

- **Trustee Brenda McKinney** stated that she would like to see the entrance to the Oakbrook neighborhood enhanced with new landscaping.
- **Jack Smiley, Parks and Recreation Commissioner,** announced the first public meeting to discuss preliminary plans for the Rock Property, scheduled for Tuesday, May 20, 2025, at 6:30 p.m. He also stated that there would be a second meeting held at the Superior Branch of the Ypsilanti District Library at 6:30 p.m. on Thursday, May 22, 2025.
- **Trustee Dana Greene, Jr.** explained that the Oakbrook sign at MacArthur and Stamford is a significant visibility obstruction for drivers, particularly in low vehicles, and has been linked to several accidents at that intersection. He requested that something be done to eliminate the obstruction.
- **Trustee Sarah Devereaux** thanked all the volunteers who helped remove nearly 5,000 pounds of trash during the roadside cleanup event.

12. ADJOURNMENT

The meeting adjourned at 8:08 p.m.

(Signatures on following page)

DRAFT

Respectfully submitted,

Angela Robinson, Clerk

Emily Dabish Yahkind, Supervisor

DRAFT

May 15th, 2025

To: Emily Dabish-Yahkind, Superior Township Supervisor
From: Alan Hunt, Lieutenant
Through: Gary Lowe, Police Services Commander
Re: April 2025 Police Services Monthly Report

Monthly Numbers:
Call for Service: 742
Traffic Stops: 97
OWI/OUID: 1
Traffic Crashes: 17
Animal Complaints: 16
Citations: 18

Significant Incidents:
25-24478 9300 block of MacArthur Blvd Armed Robbery
On April 16th, Deputies were dispatched to the 9300 block of MacArthur Blvd for a report of an armed robbery. The victim allowed an individual into their home. He was followed in by two additional suspects. They had guns and took the victims gaming system. Deputies got descriptions out for the suspects and two of the three were located and identified by the victim. A search warrant was done on the suspect's residence and five guns were removed from the home as a result.

In/Out of Area Time:
Into Area Time: 361
Out of Area Time: 739

Alyshia M. Dyer
Sheriff

SUPERIOR TOWNSHIP MONTHLY POLICE SERVICES DATA
April 2025

Incidents	Month 2025	Month 2024	% Change	YTD 2025	YTD 2024	% Change
Traffic Stops	97	242	-60%	557	1121	-50%
Citations	18	36	-50%	88	182	-52%
Drunk Driving (OWI)	1	3	-67%	3	10	-70%
Drugged Driving (OUID)	0	1	-	0	2	-
Calls for Service Total	742	818	-9%	3021	3489	-13%
Calls for Service *(Traffic stops and non-response medicals removed)*	502	485	4%	1874	1954	-4%
Robberies	1	1	0%	2	1	100%
Assaultive Crimes	17	12	42%	48	54	-11%
Home Invasions	0	3	-	5	9	-44%
Breaking and Entering's	0	0	-	1	0	+
Larcenies	1	4	-75%	8	14	-43%
Vehicle Thefts	2	1	100%	3	8	-63%
Traffic Crashes	17	16	6%	82	94	-13%
Medical Assists	13	12	8%	51	39	31%
Animal Complaints *(ACO Response)*	16	13	23%	56	35	60%

In/Out of Area Time	Month *(minutes)*	YTD *(minutes)*
Into Area Time	361	1582
Out of Area Time	739	3772
Investigative Ops (DB)	17135	59110
Secondary Road Patrol	45	1140
County Wide	275	490

+ = Positive Change
- = Negative Change

Banked Hours	Hours Accum.	Previous Balance	Hours Used	Balance
April - Collab	360	304.51	304.25	360.26

Out of Area Time

For: 04/01/2025 thru 04/30/2025

Patrol Area	Reporting Area	Username	Location	Activity Category	Incident Number	Comments	Start Time	Duration in Minutes	Start Date
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPACHECOGARCIAR	ONANDAGA ST	BACKUP DISPATCHED CALLS	250021755	BU YPSI DEP ON SPANISH TRANSLATION APPROVED BY SGT ARTS	12:01:00	79	4/4/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDSINGERA	WINGATE BLVD	DISPATCHED CALLS	250021798	LEN/ Supervisor approval Sgt.Bynum	14:20:00	0	4/4/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	ANN ARBOR CITY	WDURBANS	WASHTENAW AVE	DISPATCHED CALLS	250022029	K9 TRACKING-SGT BYNUM APPROVED	14:45:00	75	4/5/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPREUTHUNO	E CLARK RD/N FORD BLVD	BACKUP DISPATCHED CALLS	250023201	ASSIST YPT UNITS WITH FATAL ACCIDENT / APPROVED BY SGT. PENNINGTON	00:40:00	110	4/11/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDLOWHORNB	INTERNATIONAL DR	BACKUP DISPATCHED CALLS	250023580	BU YPT ON DV FA - ALL OTHER YPT DEPS GOING OFF DUTY. OK SGT HOUK	19:30:00	30	4/12/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDLOWHORNB	GOLFSIDE RD/WASHTENAW AVE	BACKUP DISPATCHED CALLS	250023622	BU YPT AND ASSIST WITH K9 TRACK APPRV BY SGT WILLIAMS	22:40:00	50	4/12/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDSHIRESL	CONCORD DR	DISPATCHED CALLS	250024860	HANDLE CALL DUE TO ALL OF YPSI TWP DEPS TIES UP- APPROVED PER SGT WILLIAMS	03:45:00	25	4/18/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	SALEM TOWNSHIP	WDSINGERA	YORKSHIRE CT	BACKUP DISPATCHED CALLS	250025023	Cancelled as backup for assist ambulance/supervisor Sgt.Arts	17:25:00	5	4/18/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	SCIO TOWNSHIP	WDURBANS	BAKER RD	BACKUP DISPATCHED CALLS	250025496	K9 TRACK REQUEST- SGT GEBAUER APPROVED	18:50:00	70	4/20/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDSIMMST	LEFORGE RD/RAILROAD ST	TRAFFIC STOP	250026024	RFS DROVE LEFT OF CENTER / INTO ONCOMING TRAFFIC / UNAVOIDABLE / SGT WILLIAMS	23:00:00	10	4/22/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDCOUCKED	N HURON RIVER DR/SUPERIOR RD	BACKUP DISPATCHED CALLS	250026613	PER SGT ARTS, ASSIST WITH GETTING COMBATIVE PATIENT TO HVA	10:35:00	15	4/25/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDSHIRESL	E MICHIGAN AVE/BURBANK AVE	BACK-UP TRAFFIC STOP	250026841	BU ON TRAFFIC STOP APPROVED PER SGT. WILLIAMS FOR K9 SNIFF	05:00:00	30	4/26/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	SALEM TOWNSHIP	WDLOWHORNB	CURTIS RD/NORTH TERRITORIAL RD	BACKUP DISPATCHED CALLS	250027236	OK W SGT HILOBUK - ASSIST TRP WITH CHECKING AREA FOR POSS CHLD WALKING IN ROADWAY.	21:00:00	15	4/27/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	SALEM TOWNSHIP	WDSHIRESL	CURTIS RD/NORTH TERRITORIAL RD	BACKUP DISPATCHED CALLS	250027236	ASSIST TROOPERS FOR A POSSIBLE 11YO WALKING ON THE SIDE OF THE ROAD- APPROVED PER SGT. WILLIAMS	21:05:00	15	4/27/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDSRIANNU	HOLMES RD/N PASADENA ST	BACKUP DISPATCHED CALLS	250027773	ASSIST YPT UNITS WITH CRASH CAR VS. ELECTRICAL POLE / DOWN WIRE / CLOSE ROAD 4 DIRECTIONS / APPROVED BY SGT. PENNINGTON	22:55:00	150	4/29/2025
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDPACHECOGARCIAR	HOLMES RD/N PASADENA ST	BACKUP DISPATCHED CALLS	250027773	BU YPSI DEPS WITH SPANISH TRANSLATION ON POSSIBLE UDAA THAT CRASHED APPROVED BY SGT PENNINGTON	23:00:00	60	4/29/2025
							Sum:	**739**	

Into Area Time Superior TWP

For: 04/01/2025 thru 04/30/2025

Patrol Area	Reporting Area	Username	Location	Activity Category	Incident Number	Comments	Start Time	Duration in Minutes	Start Date
YPSILANTI TWP	SUPERIOR TWP	WDBEAUVAISK	RIDGE RD	DISPATCHED CALLS	250021204	one man car, edp, sgt erbes	04:00:00	20	4/2/2025
YPSILANTI TWP	SUPERIOR TWP	WDCARNEYK	EVERGREEN LN/RIDGEVIEW	BACKUP DISPATCHED CALLS	250022989	BACKED DEPUTY PREUTHUN/SIRIANNI. APP SGT.PENNINGTON.	00:00:00	30	4/10/2025
YPSILANTI TWP	SUPERIOR TWP	WDEARLEYJ	EVERGREEN LN/RIDGEVIEW	BACKUP DISPATCHED CALLS	250022989	Assist SUT with Juvenile Fight Approved by Sgt Pennington	00:00:00	20	4/10/2025
YPSILANTI TWP	SUPERIOR TWP	WDBEAUVAISK	EVERGREEN LN/RIDGEVIEW	BACKUP DISPATCHED CALLS	250022989	SGT PENNINGTON, FIGHT, DEPUTY SAFETY	00:02:00	18	4/10/2025
YPSILANTI TWP	SUPERIOR TWP	WDTRIPPB	STEPHENS DR	BACKUP DISPATCHED CALLS	250024480	ALL SUPERIOR UNITS TIED UP; ASSISTED HIGHLY INTOXICATED INDIVIDUAL INTO AMBULANCE; PER SGT MONTGOMERY	16:30:00	25	4/16/2025
YPSILANTI TWP	SUPERIOR TWP	WDTRIPPB	AVON CT	BACKUP DISPATCHED CALLS	250024567	ALL SUPERIOR UNITS TIED UP ON OTHER CALLS; CALL FOR CHILD HAVING ALLERGIC REACTION; MADE SURE CHILD WAS BREATHING AND STOODBY FOR HVA; PER SGT WILLIAMS	22:15:00	10	4/16/2025
YPSILANTI TWP	SUPERIOR TWP	WDBEAUVAISK	MCAULEY DR	DISPATCHED CALLS	250025030	warrant arrest, closest unit, sgt arts	18:20:00	55	4/18/2025
SALEM TWP	SUPERIOR TWP	WDMCGRADYP	PROSPECT RD/PLYMOUTH RD	TRAFFIC STOP	250025066	tail lights were off during hours of darkness, verbal warning, stopped out of area due to hazardous nature	20:57:00	3	4/18/2025
YPSILANTI TWP	SUPERIOR TWP	WDROBERTSG	RIDGE RD/MOTT RD	K9 DETAIL	250025667	AST MSP ON K9 SNIFF APV SGT ARTS	13:35:00	25	4/21/2025
YPSILANTI TWP	SUPERIOR TWP	WDROBERTSG	DOVER CT	BACKUP DISPATCHED CALLS	250025678	AST SUP UNITS ON JUV COMPLAINT APV SGT ARTS	14:20:00	10	4/21/2025
YPSILANTI TWP	SUPERIOR TWP	WDSARCEVICHV	MACARTHUR BLVD/N HARRIS RD	BACKUP DISPATCHED CALLS	250025817	FA BY VEHICLE AND GUN, CALLER WAS NOT CALLING BACK AND DEPUTIES WERE UTL. SGT WILLIAMS APPROVED	03:10:00	15	4/22/2025
YPSILANTI TWP	SUPERIOR TWP	WDRAABT	GREENWAY DR	BACKUP DISPATCHED CALLS	250026062	FAMILY TRBL - GOOD PER SGT MONTGOMERY	07:15:00	30	4/23/2025
YPSILANTI TWP	SUPERIOR TWP	WDTRASKOSR	MCAULEY DR	BACKUP DISPATCHED CALLS	250026978	ASSISTED DEPUTY LOWHORNE WITH EDP WALK AWAY / APPROVED SGT. WILLIAMS	19:00:00	90	4/26/2025
YPSILANTI TWP	SUPERIOR TWP	WDRAABT	CURTIS RD	BACKUP DISPATCHED CALLS	250027413	ASSIST SUT DEPS WITH LARGE FIGHT - GOOD PER 626	15:35:00	0	4/28/2025
YPSILANTI TWP	SUPERIOR TWP	WDCAMPAGIORNIM	N DIXBORO RD/WOODRIDGE AVE	BACKUP DISPATCHED CALLS	250027599	ASSIST WITH POSS FATAL CRASH, SGT.ARTS	12:00:00	10	4/29/2025
							Sum:	**361**	

Incident Count by Incident Type For Agency WD

For 4/1/2025 12:00:00 AM Thru 4/30/2025 11:59:00 PM
For City Code(s) - SUT

City	Incident	Address / Location	Incident Call Date	Location
SUT	250021285	5049 RED FOX RUN	04/02/2025 11:42:18	RAWLING-RES
	250021411	3584 CREEKSIDE DR	04/02/2025 23:09:47	RES: CRAIG CAMALO
	250021412	3718 ROLLING RIDGE CT	04/02/2025 23:10:52	RES: MARWAN ISMAIL
	250021413	3105 WESTLOCH BLVD	04/02/2025 23:11:17	RES: THOMPSON, LEVI AND MARIA
	250021682	7734 PLYMOUTH RD	04/04/2025 00:41:39	STABLER FARM
	250021729	5800 GEDDES RD	04/04/2025 09:18:28	ELAIN QUIRK RESID
	250021763	8728 BARRINGTON DR	04/04/2025 11:56:01	EBONY FEATHERSTONE RESD
	250024155	8576 BARRINGTON DR	04/15/2025 08:49:49	LINDA MOUND RESID
	250024884	1491 WEEPING WILLOW CT	04/18/2025 07:08:27	DILLBERTI RESD
	250024972	7967 HALLIE DR	04/18/2025 14:17:18	REDENTE RESIDENCE
	250025174	7586 ABIGAIL DR	04/19/2025 09:30:30	RES: DONNA ESTER
	250025464	1825 HAMLET DR	04/20/2025 16:30:47	LEFOREST RESD.
	250025522	8760 HEATHER DR	04/20/2025 20:32:42	RES: EDWARD SKRZYTCZAK
	250026286	1595 STEPHENS DR	04/23/2025 22:45:39	RESD: RICKY HUGHES
SUT	**14**			

		Total:	**14**	

Incident Count by Incident Type For Agency WD

For 4/1/2025 12:00:00 AM Thru 4/30/2025 11:59:00 PM
For City Code(s) - SUT
For Incident Type(s) -

Incident Call Date	Alarms	Incident	Address / Location	City	Location
04/23/2025 22:45:39	**C3907 - PANIC ALARM**	250026286	1595 STEPHENS DR	SUT	RESD: RICKY HUGHES
	C3907 - PANIC ALARM		**Total:**	**1**	

Incident Call Date	Alarms	Incident	Address / Location	City	Location
04/02/2025 11:42:18	**C3999 - ALARMS ALL OTHER**	250021285	5049 RED FOX RUN	SUT	RAWLING-RES
04/02/2025 23:09:47		250021411	3584 CREEKSIDE DR	SUT	RES: CRAIG CAMALO
04/02/2025 23:10:52		250021412	3718 ROLLING RIDGE CT	SUT	RES: MARWAN ISMAIL
04/02/2025 23:11:17		250021413	3105 WESTLOCH BLVD	SUT	RES: THOMPSON, LEVI AND MARIA
04/04/2025 00:41:39		250021682	7734 PLYMOUTH RD	SUT	STABLER FARM
04/04/2025 09:18:28		250021729	5800 GEDDES RD	SUT	ELAIN QUIRK RESID
04/04/2025 11:56:01		250021763	8728 BARRINGTON DR	SUT	EBONY FEATHERSTONE RESD
04/15/2025 08:49:49		250024155	8576 BARRINGTON DR	SUT	LINDA MOUND RESID
04/18/2025 07:08:27		250024884	1491 WEEPING WILLOW CT	SUT	DILLBERTI RESD
04/18/2025 14:17:18		250024972	7967 HALLIE DR	SUT	REDENTE RESIDENCE
04/19/2025 09:30:30		250025174	7586 ABIGAIL DR	SUT	RES: DONNA ESTER
04/20/2025 16:30:47		250025464	1825 HAMLET DR	SUT	LEFOREST RESD.
04/20/2025 20:32:42		250025522	8760 HEATHER DR	SUT	RES: EDWARD SKRZYTCZAK
	C3999 - ALARMS ALL OTHER		**Total:**	**13**	

			Sum:	**14**	

Charter Township of Superior
Project Status Update
May 14, 2025

TOWNSHIP PROJECTS					
OHM PROJECT NO.	**REMAINING ENG. BUDGET**	**CONSTRUCTION COST ESTIMATE**	**APPROX. PERCENT COMPLETE**	**PROJECT NAME**	**PROJECT COMMENTS**
0140-19-0053	n/a	n/a	100%	Clark Road Sewer Pump Station (LaSalle)	LaSalle v. Superior Charter Township, facilitation hearing on Feb 22nd, 2024. Deposition of G. Tsakoff (OHM) taken on 4/16/25 by LaSalle attorney. Mark Sassek / Ron Deneweth at DVS Law are representing Superior Township and their consultants.
0140-22-0060	$0.00	$473,690.00	99%	Fire Station Pavement Replacement (CA/CE)	Doan recommending to remove and replace some areas of concrete with significant surface scaling. Work completed. Doan to provide extended warranty period to Township at final acceptance.
0140-19-0071	$0.00		95%	Sanitary Sewer Pipe and Manhole Rehabilitation	Anticipating final design and bidding documents in 2026 when Utilites Dept authorizes next steps to proceed. This is part of sanitary CIP to finish in next couple years.
0140-22-0070	$0.00	$396,000.00	98%	Fireman's Park Drainage and Amenities Improvements - Final Engineering, Bidding, CA/CE	Project substantially complete except restoration. Will do final closeout with KAB in the spring after additional restoration is complete.
0140-22-0080	$5,000.00	$630,643.00	80%	ADA Sidewalk Ramp Improvement Program	TAP grant received for fiscal year 2025. Engineer's Estimate is $630,643 with $126,000 local match (20%). $498,514 TAP award. GI submittal sent to MDOT in April and GI Meeting held in May. OHM working on GI comments.
0140-21-0091	$0.00	$869,870.00	99%	Plymouth Road Pathway - CA/CE	Project substantially complete. All Star complete final restoration and ADA ramp repairs in April. $30K reimbursement from MNRTF remaining, OHM to process. All Star working on compiling final closeout information.
0140-22-0011	$117,000.00	$683,187.19	5%	Geddes Road Pathway - CA/CE	Tree removals complete. MDOT project - letting 4/4/25, low bid Fonson $683,187, 15% under construction estimate of $807,000. $592,150 TAP grant (74.75% SEMCOG/25.25% Twp match) awarded for construction in FY 2025. CACE services are through WCRC. Fonson to start 5/19.
0140-23-0060	$0.00	$246,735.00	99%	MacArthur Blvd Pathway - Contract Documents, permitting, bidding, CA/CE	Punchlist items resolved. Final pay app documentation in process. Need final paperwork from All Star for final closeout with County CDBG.
0140-23-0073	$5,000.00	n/a	95%	Stamford Water Main Replacement - CACE	ICC finishing restoration. OHM coordinating with ICC on punch list and closeout.
0140-25-0010	$36,500.00	TBD	10%	Fire Station No. 1 Roof Replacement	Kickoff meeting held with Chief on 4/14/25. Project will be bid with shingle roof as base bid, metal roof as alternate bid. Targetting Fall 2025 for replacement.
0140-24-0040	$7,500.00	n/a	35%	Utilities Standards Updates	Kickoff meeting held on April 9, 2025. Work expected to be completed by late Spring/early Summer.
FUTURE/PLANNED PROJECTS					
				Geddes Road Pathway (Wexford to Ridge Rd)	Connecting Communities grant application for $28,000 for preliminary engineering/feasibility study submitted August 2024. This was not funded. Application can be resubmitted in 2025.
				Stamford Water Main Phase 2	Towship Utilities Department evaluating next segment of Stamford WM replacement.
				School House Property Site Plan	OHM coordinating with retired architect.
				Fireman's Park Parking Lot Repaving	OHM to prepare schedule for 2026 project.
				SEMCOG Planning Grant Application	OHM working on draft re-submission of last year's project (non-motorized improvements plan within urban services district). Due 5/23.

DEVELOPMENT PROJECTS (Applicant Funded escrow accounts)					
OHM PROJECT NO.			PROJECT STATUS	PROJECT NAME	PROJECT COMMENTS
0140-21-0083			Punchlist/Close-Out	Woodside Village Phase 1 Close-Out	Sidewalk ramps need to be replaced. Plan submitted and reviewed for Ridge Road path.
0140-20-1020			Punchlist	Woodside Village Phase 2	Punchlist phase; Record drawings, Grading Certificate and easements requested but not received.
0140-22-1030			Construction	Woodside Village Phase 3	Water services remain to be completed before punchlist can be generated. Initial plan submitted for rear yard sump pump lead collector was reviewed in early December and waiting for resubmittal.
0140-21-0120			Final Acceptance	Hyundai Site Expansion	Hyundai inspecting flow control valve on water tank feed and will contact Twp. with findings, anticipated for May with their tank inspection. Record drawings and Grading Certificate have been received, and Recommended Final Acceptance Letter for development sent on 3/7/25.
0140-21-0100			Punchlist/Close Out	Arbor Hills Animal Clinic	Site work has been completed, and Temporary C of O issued. Drive connection to adjacent Huron Dental Site has been constructed but cannot be utilized until Huron Dental site is completed. At that time temporary drive to Plymouth Road will need to be removed. Record drawings have been requested.
0140-19-1050			Substantial Completion	Prospect Pointe West - Phase 1	Sustantial Completion Letter for Utilities and Streets has been issued. Record drawings and easements have been submitted and have been approved. Home construction well underway.
0140-19-1050			Substantial Completion	Prospect Pointe West - Phase 2	Utilities have been installed and roads have been paved. Substantial Completetion Letter sent on 3/26/25
0140-19-1050			Final Site Plan	Prospect Pointe West - Phase 3	Final Site Plan review letter #1 issued on 2/7/25. Revised plans received 4/21/25 and are under review.
0140-20-1010			Engineering Review	The Meadows - Phase 1	The new developer/applicant (Pulte Homes of Michigan) has submitted an amendment to the Phase 1 FSP. Amendment can be handled administratively. Offsite improvement to Geddes/Ridge intersection required by WCRC needs ROW from Township for new turn lane.
0140-22-1030			Substantial Completion	Kinsley Development	Road construction has been completed. Record drawings have been submitted for review. Substantial Completion Letter has been issued. Contractor will begin house construction and submit permits through building department. OHM will perform final inspection at completion of houses.
0140-23-1010			Construction	Huron Dental	Parking lot and drive approach have been constructed, building construction is continuing.
0140-23-1030			Final Site Plan and Engineering Review	Brookwood	Revised plans were submitted on 5/5/25 for FSP review. Applicant is targeting PC action at their regular May meeting.
0140-23-1040			Construction	Garrett's Space	Work began in March, 2025.
0140-23-1020			Substantial Completion	5288 Geddes Road Water Main Ext.	Punchlist items have been completed. Record drawings and easement have been received and have been approved.
0140-23-1050			Rezoning and Area Plan	Clay Hill Community Farm and Garden	On 6/28/23 the PC recommended approval of the area plan and rezoning by the BOT, and on 8/21/23 they were were approved by the BOT. A combined Preliminary and Final Site Plan submittal is anticipated in future.
0140-24-1010			Preliminary Site Plan	DTE Substation (Dixboro Rd)	DTE submitted Preliminary Site Plan application for upgrades to substation at 3270 N. Dixboro Rd. PSP approval was postponed by the PC at their regular meeting in February. More information is required from the applicant.

Outlook

Township Deficit

From Ramona Parker-Muhammad <ramonapm@comcast.net>
Date Wed 5/14/2025 7:53 PM
To Board <board@superior-twp.org>

Some people who received this message don't often get email from ramonapm@comcast.net. Learn why this is important

Good evening,

I would like this email included in the board packet for the May 2025 meeting. What is the amount of the deficit? What is the narrative (explanation)?

Regards,

Mrs. Muhammad

CHARTER TOWNSHIP OF SUPERIOR
WASHTENAW COUNTY, MICHIGAN

ORDINANCE NUMBER 197

ORDINANCE FOR MODIFICATION OF THE URBAN SERVICE DISTRICT BOUNDARY

FIRST READING: MAY 19, 2025

1. Purpose.

a. The Township has a finite capacity of water and sewer services which it purchases from the Ypsilanti Community Utilities Authority for a large majority of the Urban Service District and from Ann Arbor Charter Township for a small area at the west edge of the Township along Geddes Road. The Urban Service District boundary was arrived at by considering such factors as population growth, zoning, land use policy, topography and capacity of the water and sanitary systems. The Urban Service District boundary was established to allocate available capacity based on governmental agreements and planned uses as set forth in the Township Master Plan.

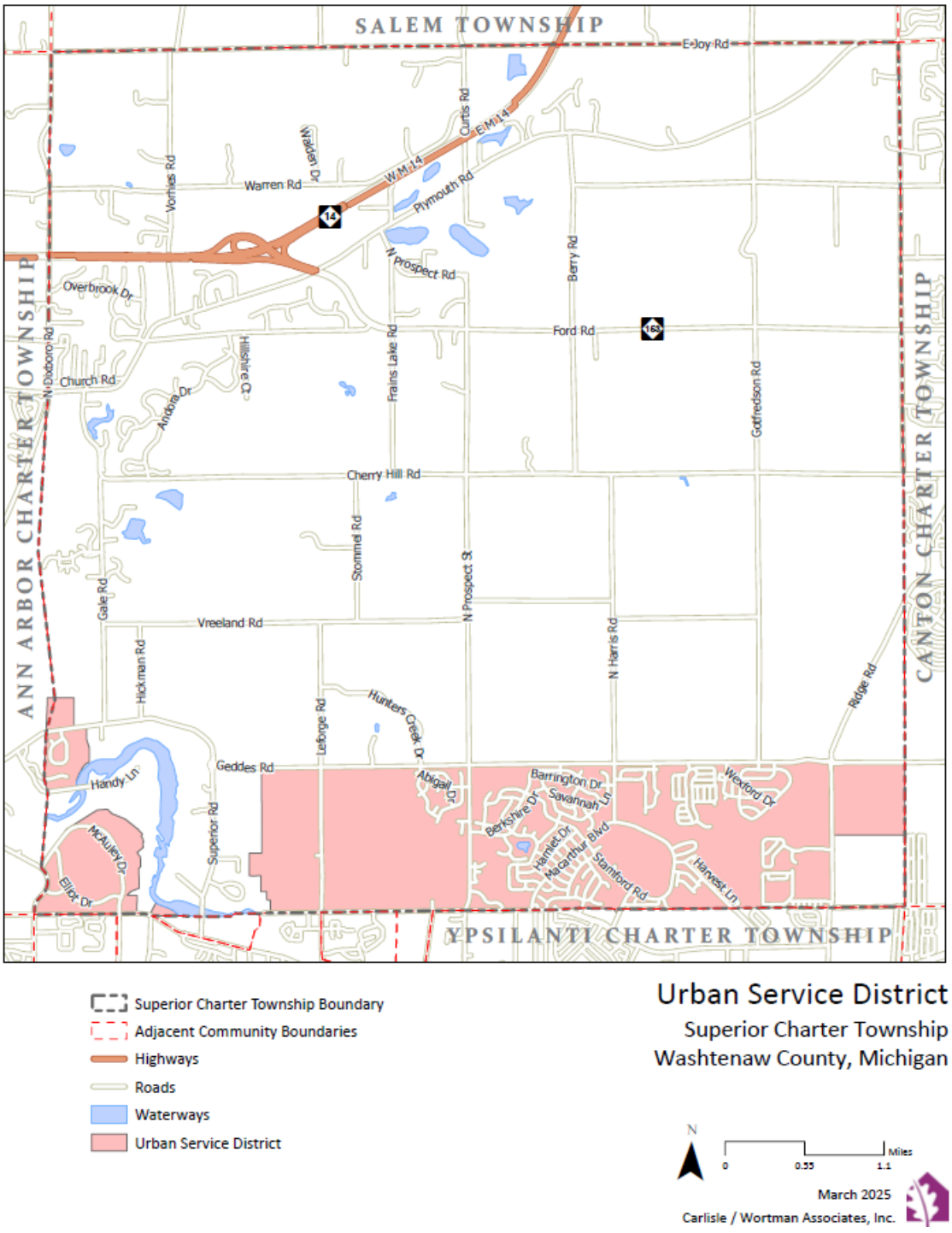
b. The Township Board recognizes that a change in the Urban Service District boundary would effectively alter or critically impact land use planning, township character, and natural resource preservation in the Township. Consequently, as a matter of policy, it is the objective of the Township Board that the Urban Service District boundary shall remain consistent with, and shall promote the objectives contained in, the Township Master Plan recommended by the Township Planning Commission and approved by the Township Board.

c. Due to the available system capacity, financial capability, township preservation policies, and land use planning, absent extraordinary circumstances the Urban Service District boundary shall be expanded beyond its current boundaries in the foreseeable future. Accordingly, modifications, if any, made to the district boundary should defer to areas determined to be of relatively higher priority considering the types and intensities of land use, the concentrations of population, the nature of soils and water tables in relation to the ability to support on-site sanitary sewage disposal systems, and the long-range planning which has been done in the Township.

d. The purpose of this Ordinance is to establish a procedure and standards for the review and consideration of modifications to Urban Service District boundary within the Charter Township of Superior by the Township Board.

2. Urban Service District Boundary

a. Official Urban Service District Boundary:



3. Application for Modification.

a. An application and fees for a proposed modification to the Urban Service District boundary shall be submitted on a form provided by the Township to the Township Supervisor or Deputy Supervisor.

b. The Township Supervisor Deputy Supervisor shall review the application for completeness and, if complete, send the application to the appropriate staff and consultants for review and comment.

c. Upon completion of review and the submission of comments by staff and consultants, the Supervisor or Deputy Supervisor shall prepare a report for the Township Board regarding the request for modification to the Urban Service District boundary.

4. Review Procedure.

a. The Township Board shall conduct a public hearing on whether the proposed boundary modification should be made. Notice of the public hearing shall be given in the same manner as a public hearing required for the adoption of the Township's Master Plan.

b. Following the public hearing, and any further review determined to be necessary or appropriate by the Township Board, including further review by Township staff and/or consultants, the Township Board shall determine whether the district boundary should be modified, and shall make findings consistent with the Standards set forth in Section 5 of this Ordinance.

5. Standards and Criteria

The Township Board shall consider the following standards and criteria in determining whether to adopt an Ordinance modifying the district boundary line:

a. The proposed modification to the Urban Service District boundary is consistent with the Master Plan. If the current boundary is in material conflict with the Master Plan, such conflict is due to one of the following:
   1. A change in Township policy since the Master Plan was adopted.
   2. A change in conditions since the Master Plan was adopted.
   3. An error in the Master Plan.

b. A change in land use intensity permitted by expanded sewer and/or water service shall not unreasonably impact the ability to provide commensurate services and facilities, including, without limitation, police service, fire service, emergency medical service, school facilities, park facilities, transportation infrastructure, utility service and the like.

c. A proposed modification shall not negatively impact upon the ability to provide for sewer, water and other services and facilities to other areas within the Township which are within the established Urban Service District boundary.

d. A proposed modification shall not have the effect of altering the character of any area of the Township as such area exists at the time of the request, unless said alteration is contemplated in the Master Plan, and the timing for such alteration is determined to be appropriate.

e. A proposed modification shall not create or result in a capital expenditure for the Township including but not limited to system upgrades, capacity improvements or increase such as pump/booster stations or water/wastewater storage facilities, whether, within the system and design and construction of infrastructure related to the proposed modification. Any and all of such improvements will be at the expense of the applicant and be required to follow industry standards and the requirements of the YCUA as to system capacity factors of safety.

6. Fees

a. The applicant requesting the Urban Service District boundary line modification shall be responsible for all costs and expenses of the Township's review. However, if the Township determines to undertake a review on a broader area basis, the Township may, at its discretion, require the applicant to only pay that portion of the costs and expenses of the review related to the applicant's request.

b. Payment shall be made by escrowing in advance, with the Township, the amount estimated by the Township Supervisor to be required for the review. If the actual costs and expenses are greater than the estimate, additional escrow shall be required, and if the actual costs and expenses are less than the estimate, all excess amounts shall be returned to the person or entity posting the escrow.

Carlisle | Wortman
ASSOCIATES, INC.
117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

MEMORANDUM

TO: Emily Dabish Yahkind, Supervisor

FROM: Ben Carlisle, AICP
Diane Mulville-Friel, AICP

DATE: December 23, 2024

RE: Planning and Zoning Fees

We understand that the Township is reviewing costs and updating the budget accordingly. To assist the Township, we have reviewed the Fees Pertaining to the Superior Charter Township Zoning Ordinance (Resolution 2018-25). This review aims to ensure that the Township's fees remain fair, equitable, and reflective of the actual costs incurred by the Township in providing planning and zoning services.

The current fee schedule was last updated in 2018, without adjustments for inflation. In addition, over the years, the Township has experienced growth and increased complexity in zoning applications, which necessitates a comprehensive assessment of the associated fees.

Key Considerations:

We considered the following items when reviewing the current and proposed fee schedule:

1. Cost Recovery: Are the current fees adequately covering the administrative and operational costs of processing applications, permits, and other zoning services?
2. Competitiveness: How do your fees compare to neighboring townships or municipalities?
3. Transparency and Simplicity: Is the fee schedule easy for residents, developers, and businesses to understand and follow?

Analysis:

Since the last update in 2018, inflation has increased by approximately 25%. At a minimum we suggest the Township increase fees across the board plus add new fees for zoning and planning services that the Township does not currently collect.

Below is a list of recommended fees. Other fees contained in the current fee schedule are related to engineering reviews and Township Engineer staff should be consulted to determine whether these should be amended as well.

Task	Current Fee	Proposed Fee
Pre-Application Meeting (one hour)	$250 w/out Township Engineer, $500 w/ Township Engineer	$325 w/out Township Engineer, $600 w/ Township Engineer
Site Plan Review – Preliminary	$900 application $5,000 escrow	$1,200 application + $50/acre (each) $7,000 escrow
Site Plan Review - Final	$900 application $5,000 escrow	$1,200 application + $50/acre (each) $7,000 escrow
Site Plan Review – Combined	None	$2,000 application + $50/acre $12,000 escrow
Site Plan – Revised	$300 application $2,500 escrow	$500 application $3,500 escrow
Major/Minor Change by the PC	$100 application $2,500 escrow	$300 application $3,500 escrow
Minor Site Plan Review	$300 application $2,500 escrow	$500 application $3,500 escrow
Site Plan Extension	$100 application $1,000 escrow	$300 application $1,000 escrow
Conditional Land Use Review	$500 application $2,500 escrow	$625 application + $50/acre $3,500 escrow
Special District Development Review - Preliminary Site Plan	$900 application $5,000 escrow	$1,500 application + $50/acre $10,000 escrow
Special District Development Review – Final Site Plan	$900 application $5,000 escrow	$1,500 application + $50/acre $10,000 escrow
Rezoning – One-lot Single Family Residential	$500 application $2,500 escrow	$500 application $2,500 escrow
Rezoning – Two or more lots and Non-Single Family Residential	$500 application $2,500 escrow	$1,100 application + $50/acre $5,000 escrow
Zoning reviews for Lot Split, Lot Combination, Land Division Review	$50 application $2,500 escrow (if consultant review needed)	$500 application $1,000 escrow
Zoning Board of Appeals – Single Family Residential	$175 application $1,000 escrow	$200 application $1,000 escrow
Zoning Board of Appeals – Non-Single Family Residential	$500 application $1,000 escrow	$750 application $1,000 escrow
Certificate of Zoning Compliance-Single Family Residential	$50 application $2,500 escrow (if consultant review needed)	$100
Certificate of Zoning Compliance-Non-Single Family Residential	$50 application	$250

	$2,500 escrow (if consultant review needed)	
Zoning Verification Letter- Single Family Residential	None	$100
Zoning Verification Letter-Non-Single Family Residential	None	$250

Summary:

There is some basic in-office work that must be billed as planning consultation. However, much of our work can be a pass through where the costs are borne by an applicant. For example, attendance at Planning Commission meetings for a particular development should be paid by the escrow fees from that development. Often zoning inquires we receive are more complex than can be answered in a simple phone call. In those instances, we would require a zoning verification letter fee to be paid to offset our time doing the required research.

We would recommend increasing fees and utilizing escrows as pass through costs regardless of if we continues to serve as the planning and zoning administrator. Even with Township staff, planning and zoning fees that are paid from the general fund, and not through escrow or application fees, are costs borne by the residents of Superior. Development should be cost neutral through the appropriate fees and escrow funds. We find that most developers do not balk at higher fees, if the Township is upfront with costs, and the service provided is fair, timely, and consistent. As for fees for services that are not accounted for, we can assist the Township in creating the necessary applications.

We look forward to discussing this future in the New Year. Happy Holidays.

Sincerely,

Benja R. Carlisle

CARLISLE/WORTMAN ASSOC.,INC
Benjamin R. Carlisle, AICP, LEED AP
President

CARLISLE/WORTMAN ASSOC., INC.
Diane Mulville-Friel, AICP
Senior Associate

Sort	Category	Review	Fee/Escrow	Superior Township	City of Dexter	City of Saline	Pittsfield Township	Ann Arbor Township
1.1.1	Site Plan Review	Pre-Application Review	Fee	$250	None - Invoiced or reduced from SP application escrow	$200 for meeting with consultants	$500	N/A
1.1.2	Site Plan Review	Pre-Application Review	Escrow	N/A	N/A	N/A	N/A	N/A
1.1.3	Site Plan Review	Administrative Review	Fee	N/A	$350 plus $50/acre	25% to 50% of combined prelim/final – per application	N/A	N/A
1.1.4	Site Plan Review	Administrative Review	Escrow	N/A	$3000	N/A	N/A	N/A
1.1.5	Site Plan Review	Preliminary Site Plan	Fee	$900	$600 plus $50/acre	(Residential) $1,400 + $50/Acre plus $35/Unit (Com/Ind) $1,650 plus $75/Acre plus $10/1,000 sft. of bldg. – per application	$1,000 + $40/acre	$650
1.1.6	Site Plan Review	Preliminary Site Plan	Escrow	$5,000	$3000	N/A	Less than 1 acre $2,500.00 1 acre to 5 acres $3,500.00 over 5 acres to 10 acres $5,000.00 greater than 10 acres $5,000.00 + $50 per acre over ten acre	$4,200
1.1.7	Site Plan Review	Final Site Plan	Fee	$900	$900 plus $50/acre	(Res) $1,400 plus $25/Unit – per application (Com) $1,650 plus $20/1,000 sft. of bldg. – per application	$1,100 + $40/acre	$650
1.1.8	Site Plan Review	Final Site Plan	Escrow	$5,000	$3000	N/A	Less than 1 acre $2,500.00 1 acre to 5 acres $3,500.00 over 5 acres to 10 acres $5,000.00 greater than 10 acres $5,000.00 + $50 per acre over ten acre	$11,100
1.1.9	Site Plan Review	Combined Site Plan	Fee	N/A	$1100 plus $50/acre	(Res) $2,250 plus $50/acre plus $35/Unit – per application (Com/Ind) $2,000 plus $50/Acre plus $10/1,000 sft. of bldg. – per application	N/A	N/A
1.2.1	Site Plan Review	Combined Site Plan	Escrow	N/A	$3000	N/A	N/A	N/A
1.2.2	Site Plan Review	Amendment	Fee	$300	$300	$120 to $400	$700 + $40/acre	$325
1.2.3	Site Plan Review	Amendment	Escrow	$2,500	$3000	N/A	Less than 1 acre $2,500.00 1 acre to 5 acres $3,500.00 over 5 acres to 10 acres $5,000.00 greater than 10 acres $5,000.00 + $50 per acre over ten acre	$2,100
2.1.1	Special Land Use	Application	Fee	$500	$350 plus $50/acre plus site plan fees	$650-$800	$600 to $800, separate for specific uses	N/A
2.1.2	Special Land Use	Application	Escrow	$2,500	$3000	N/A	less than One (1) Acre: $300.00 + site plan fees One (1) Acre to Five (5) Acres: $300.00 + $40.00/acre + site plan fees Greater than Five (5) Acres to Ten (10) Acres: $500.00 + $40.00/acre + site plan fees Greater than Ten (10) Acres: $700.00 + $40.00/acre + site plan fees Single Family Residential: $200.00 + Public Hearing Advertisement Cost of $180.00	N/A

3.1.1	Planned Unit Development	Pre-Application Review	Fee	N/A	$350 plus $50/acre	$1,000		N/A
3.1.2	Planned Unit Development	Pre-Application Review	Escrow	N/A	$3000	N/A		N/A
3.1.3	Planned Unit Development	Preliminary Site Plan	Fee	$900	$600 plus $50/acre	$2,000	$2,000 + $40/acre	$650
3.1.4	Planned Unit Development	Preliminary Site Plan	Escrow	$5,000	$3000	N/A	Less than 1 acre $2,500.00 1 acre to 5 acres $3,500.00 over 5 acres to 10 acres $5,000.00 greater than 10 acres $5,000.00 + $50 per acre over ten acre	$6,900
3.1.5	Planned Unit Development	Final Site Plan	Fee	$900	$900 plus $50/acre	$3,000	$1,100 + $40/acre	$650
3.1.6	Planned Unit Development	Final Site Plan	Escrow	$5,000	$3000	N/A	Less than 1 acre $2,500.00 1 acre to 5 acres $3,500.00 over 5 acres to 10 acres $5,000.00 greater than 10 acres $5,000.00 + $50 per acre over ten acre	$11,100
3.1.7	Planned Unit Development	Combined Site Plan	Fee	N/A	$1100 plus $50/acre	N/A	N/A	N/A
3.1.8	Planned Unit Development	Combined Site Plan	Escrow	N/A	$3000	N/A	N/A	N/A
4.1.1	Rezoning	Rezoning	Fee	$500	$3000	N/A	Less than 1 acre $1,500 Greater than 1 acre $1,500 + $40/acre	$650
4.1.2	Rezoning	Rezoning	Escrow	$2,500	$3000	N/A	$2,500	$3,600
5.1.1	Condo/Subdivision	Separate from Site Plan	Fee		$900 plus $50/acre	Condo: $2,600 + site plan fees Plats: $1,000 to $3,000 + $20 to $40 per lot or plat	$50 to $150 for lot split, $850/lot for land division	$650
5.1.2	Condo/Subdivision	Separate from Site Plan	Escrow		$3000	N/A	N/A	$4,200
6.1.1	Zoning Board of Appeals	Variance	Fee	Res ($175) Non-Res ($500)	(Res) $250 (Non-Res) $350	$300 for staff review $600 for consultant review, $65 per code item	Non-res: $1,500 + hearing notice cost Res: $200 + hearing notice cost	$450
6.1.2	Zoning Board of Appeals	Variance	Escrow	$1,000	N/A	N/A	N/A	N/A
6.1.3	Zoning Board of Appeals	Interpretation	Fee	$500	N/A	$150	N/A	$450
6.1.4	Zoning Board of Appeals	Interpretation	Escrow	$1,000	N/A	N/A	N/A	N/A
6.1.5	Zoning Board of Appeals	Appeal	Fee	$500	N/A	$200	N/A	$450
6.1.6	Zoning Board of Appeals	Appeal	Escrow	$1,000	N/A	N/A	N/A	N/A
7.1.1	Zoning Compliance	Change of Tenant	Fee	N/A	$30	$80	N/A	N/A
7.1.2	Zoning Compliance	Remodel	Fee	N/A	$50	Generally $25 per application $50 per inspection	N/A	N/A
7.1.3	Zoning Compliance	Deck	Fee	N/A	$50	Generally $25 per application $50 per inspection	$100 (all zoning compliance)	N/A
7.1.4	Zoning Compliance	Fence	Fee	N/A	$50	Generally $25 per application $50 per inspection		N/A
7.1.5	Zoning Compliance	Temporary Structure/Use	Fee	N/A	$30	Generally $25 per application $50 per inspection	$100 (all zoning compliance)	N/A
7.1.6	Zoning Compliance	Remodel	Fee	N/A	$75	Generally $25 per application $50 per inspection	$100 (all zoning compliance)	N/A
7.1.7	Zoning Compliance	Addition	Fee	N/A	$75	Generally $25 per application $50 per inspection	$100 (all zoning compliance)	N/A
7.1.8	Zoning Compliance	New Structure	Fee	N/A	$150	Generally $25 per application $50 per inspection	$100 (all zoning compliance)	N/A
7.1.9	Zoning Compliance	Single Family Detached	Fee	N/A	$100	Generally $25 per application $50 per inspection	New structure: $200	N/A
7.2.1	Zoning Compliance	Dwelling Unit - Multi Family	Fee	N/A	$50	Generally $25 per application $50 per inspection	$100 (all zoning compliance)	N/A
7.2.2	Zoning Compliance	Multi Family Building	Fee	N/A	$100 plus per unit fee	Generally $25 per application $50 per inspection	$100 (all zoning compliance)	N/A
7.2.3	Zoning Compliance	Addition	Fee	N/A	$50	Generally $25 per application $50 per inspection	$100 (all zoning compliance)	N/A

7.2.4	Zoning Compliance	Signs	Fee	N/A	$30 to $50	N/A	$100 per sign	N/A
8.1.1	Zoning Administration	Miscellaneous		N/A	N/A	N/A	$50 or 15% cost of service, whichever greater	N/A
8.1.2	Zoning Administration	Zoning Verification Letter	Fee	N/A	N/A	$80	Residential letter + inspection: $75 Non-res letter + inspection: $250	N/A

Prepared by Carlisle/Wortman Associates, Inc
5/16/2023

The fee categories shown in this table do not always reflect the categories of each communities' adopted fee schedule. Fee categories and category terminology varies between communities, and so some categories were renamed to facilitate a comparison. Some communities may not apply all of their fees as shown in this table, and some fees may be missing.

Fees listed as not available (N/A) were not identified when the table was prepared, although they may still apply.

The fees shown in this table are based on the most recent fee schedules published by each community, although they may not reflect each communities' current fee amounts.

Superior Charter Township Utility Department
Employment Position Description

Position: Accountant/Billing Specialist
Status: Part Time (32 hours)
Reports to: Utility Director
Pay rate: $36.10/hr.

Summary: Primary responsibilities include preparing monthly residential and commercial utility bills. Serve as a back up to the Controller for the Utility Department accounting needs. Provide administrative and office support to the Utility Department. Performs other related duties as required.

Responsibilities:

- Prepare monthly commercial and residential bills ensuring accuracy while adhering to billing schedules
- Monitor accounts for billing accuracy and troubleshoot/resolve issues
- Perform account reconciliations/history as needed for customers
- Work with Utility Techs to ensure accuracy of meter reads and resolve problems that may arise
- Compile water/sewer usage and revenue billing reports for Controller
- Create monthly water/sewer usage spread sheet reports for St. Joseph Hospital and campus
- Respond to customer inquiries regarding accounts, bills and payments
- Handle customer water bill disputes and provide resolutions to customer complaints
- Interpret administrative policies and resolve payment and service issues
- Identify billing software glitches, issues or problems and utilize resources for resolutions
- Complete final read requests and issue bills in a timely manner
- Process applications for new water and sewer service accounts
- Assist builders/developers with utility service permits and other requests
- Create and maintain bankruptcy accounts and initiate necessary actions with attorneys
- Oversee commercial and residential ACH program ensuring continuity
- Serve as back up to the Controller for Utility Department accounting duties as needed
- Process disbursement requests for special projects with OHM
- Coordinate backflow prevention device repairs, notices and compliance with residential customers
- Maintain database accuracy for residential backflow prevention program
- Enforce backflow prevention policy, inspections, and procedures with maintenance staff
- Oversee Lead and Copper testing for residential program
- Fully train Utility Clerk for all job responsibilities
- Provide back-up for phones and support to Utility Clerk as needed
- Perform other duties as required for the operation of the department and as requested

Required Skills, Knowledge and Qualifications:

A minimum of three years in customer account billing required. Working knowledge of BS&A Utility Billing Software experience preferred. Proficiency with MS Word, Excel and Outlook required. Extensive knowledge and experience in handling customer accounts and issues. Demonstrate

analytical and critical thinking skills where needed. Display excellent written and verbal communication skills. Must multi-task and work independently and meet deadlines. Related college course work preferred, must be high school graduate.

Superior Township Utility Department Employment Position Description

Position: Accountant/Utility Billing Specialist
Status: Part Time (32 hours)
Reports to: Utility Director
Pay rate: $34-$42/hr.

Summary: Primary responsibilities include performing routine accounting functi*ons* for the day-to-day operations of the Utility Department. Preparing monthly residential and commercial utility bills. Provide administrative and office support to the Utility department and other related duties as required.

Responsibilities:

- Fulfill routine accounting functions for the Utility Department to include daily, monthly, quarterly and annually
- Prepare monthly commercial and residential bills ensuring accuracy while adhering to billing schedules
- Monitor accounts for billing accuracy and troubleshoot/resolve issues
- Perform account reconciliations/history as needed for customers
- Work with Utility Techs to ensure accuracy of meter reads and resolve problems that may arise
- Compile water/sewer usage and revenue billing reports for accounting
- Create monthly water/sewer usage spread sheet reports for Trinity Health and campus
- Provide back-up and administrative support for the Utility Director as needed
- Serve as primary back-up to the Billing Specialist/Residential Liaison position to include backflow prevention programs for residential and commercial accounts as needed.
- Respond to customer inquiries regarding accounts, bills and payments
- Handle customer water bill disputes and provide resolutions to customer complaints
- Interpret administrative policies and resolve payment and service issues
- Identify billing software glitches, issues or problems and utilize resources for resolutions
- Complete final read requests and issue bills in a timely manner
- Process applications for new water and sewer service accounts
- Assist builders/developers with utility service permits and other requests
- Create and maintain bankruptcy accounts and initiate necessary actions with attorneys
- Oversee commercial and residential ACH program ensuring continuity
- Process disbursement requests for special projects with OHM
- Coordinate backflow prevention device repairs, notices and compliance with residential customers
- Maintain database accuracy for residential backflow prevention program
- Enforce backflow prevention policy, inspections, and procedures with maintenance staff
- Oversee Lead and Copper testing for residential program
- Fully train Utility Clerk for all job responsibilities
- Provide back-up and support to the Utility Clerk position as needed
- Perform other duties as required for the operation of the department and as requested

Required Skills, Knowledge and Qualifications:
A minimum of three years in customer account billing required. Business knowledge and experience with general accounting. Working knowledge of BS&A Utility Billing Software, experience preferred. Proficiency with MS Word, Excel and Outlook required. Extensive knowledge and experience in handling customer accounts and issues. Demonstrate analytical and critical thinking skills where needed. Display excellent written and verbal communication skills. Must multi-task and work independently and meet deadlines. Related college course work preferred, must be high school graduate.

Cummins Sales and Service

Payment terms are 30 days from invoice date unless otherwise agreed upon in writing. Remit to:
Cummins Sales and Service
PO Box 772639
Detroit, MI 48277-2639

NEW HUDSON MI BRANCH
54250 Grand River Avenue
New Hudson, MI 48165-
(248)573-1900

INVOICE NO

ESTIMATE

TO PAY ONLINE LOGON TO
customerpayment.cummins.com

BILL TO

SUPERIOR TOWNSHIP
3040 N PROSPECT RD
YPSILANTI, MI 48198-

OWNER

SUPERIOR FIRE DEPT.
3040 NORTH PROSPECT RD
YPSILANTI, MI 48198-
VICTOR CHEVRETTE - 734 5644675

***** CHARGE *****

DATE	CUSTOMER ORDER NO.	DATE IN SERVICE	ENGINE MODEL	PUMP NO.	EQUIPMENT MAKE
15-MAY-2025		14-MAY-2025	X15 CM2350 X116B		KME KOVATCH
CUSTOMER NO.	**SHIP VIA**	**FAIL DATE**	**ENGINE SERIAL NO.**	**CPL NO.**	**EQUIPMENT MODEL**
198778		15-MAY-2025	80010746		PREDATOR
REF. NO.	**SALESPERSON**	**PARTS DISP.**	**MILEAGE/HOURS**	**PUMP CODE**	**UNIT NO.**
271943			16832		11-1

OSN/MSN/VIN 4S7BT9LLT003040

COMPLAINT
APPLIED TO WO
CUST STATES MULTIPLE CHECK/STOP ENGINE LIGHTS. TRUCK WILL NOT REGEN BUT STARTED REGEN AS IT WAS PULLING IN- UNIT SEEMS TO HAVE LACK OF POWER AND IS SLUGGISH- CHECK ADVISE

CAUSE
ECM IS CURRENTLY AT HD10115.06 AND IS GOING TO .23

ACTIVE 1921 AND RECENT INACTIVE 1981 AND 1922

LACK OF TEMPERATURE RISE AND PLUGGING OF THE DPF

CORRECTION
TECHNICIAN ADMINISTRATIVE TIME - NON-FIELD ACTION SERVICE EVENT
JOB SAFETY ASSESSMENT
AFTERTREATMENT DIESEL PARTICULATE FILTER DIFFERENTIAL PRESSURE SENSOR - REMOVE AND INSTALL - X15 CM2350 X116B
AIR HANDLING PERFORMANCE - TEST (CMI)
AFTERTREATMENT DIESEL PARTICULATE FILTER (DPF) - REGENERATION TEST (CMI)
ELECTRONIC SERVICE TOOL - OPERATE SIGNATURE ENGINES
AFTERTREATMENT DIESEL OXIDATION CATALYST, (HORIZONTAL) - REMOVE AND INSTALL - X15 CM2350 X116B

THANK YOU FOR YOUR BUSINESS

COVERAGE CUST BILLABLE

REMARK THANK YOU FOR USING CUMMINS SALES & SERVICE.

QUANTITY ORDERED	BACK ORDERED	QUANTITY SHIPPED	PART NUMBER	DESCRIPTION	PRODUCT CODE	UNIT PRICE	AMOUNT
					DIAGNOSTIC CHARGE:		624.00
1		0	5509710RX	MODULE,INLET CATALYST	DRC	6,278.78	6,278.78
			ORDERED ITEM	4394599RX DRC			
1		0	4394599D	MODULE, INLET CATALYST	CLEAN	540.00	540.00
-1		0	4394599D	MODULE, INLET CATALYST	DIRTY	540.00	- 540.00
1		0	5633757	KIT,PARTICULATE FILTER	CECO	3,570.69	3,570.69

Completion date : 14-Jun-2025 09:57AM. Estimate expires : 13-Jun-2025 10:04AM.

Billing Inquiries? Call (877)480-6970

THERE ARE ADDITIONAL CONTRACT TERMS ON THE REVERSE SIDE OF THIS DOCUMENT, INCLUDING LIMITATION ON WARRANTIES AND REMEDIES, WHICH ARE EXPRESSLY INCORPORATED HEREIN AND WHICH PURCHASER ACKNOWLEDGES HAVE BEEN READ AND FULLY UNDERSTOOD.

AUTHORIZED BY (print name)_____**SIGNATURE**_____**DATE**_____

TERMS AND CONDITIONS

These terms and conditions ('Terms and Conditions'), together with the estimate/quote (the "Quote") and/or invoice ("Invoice") attached to these Terms and Conditions, are hereinafter collectively referred to as this "Agreement" and shall constitute the entire agreement between the customer ("Customer") identified on the Quote and/or Invoice and Cummins Inc. ("Cummins") and supersede any previous representation, statements, agreements or understanding (oral or written) between the parties with respect to the subject matter of this Agreement. Customer shall be deemed to have made an unqualified acceptance of these Terms and Conditions represents that by its signing of this Agreement that the signer represents that he or she is duly authorized to enter into this Agreement. Further, Customer authorizes, if applicable, the performance of services and labor on Customer's vehicle and/or equipment as provided. This shall become a binding agreement between the parties on the earliest of the following to occur: (i) Cummins' receipt of Customer's purchase order or purchase order number; (ii) Customer's signing or acknowledgment of this Agreement; (iii) Cummins' release of Products to production pursuant to Customer's oral or written instruction or direction; (iv) Customer's payment of any amounts due to Cummins; or (v) any other event constituting acceptance under applicable law. No prior inconsistent course of dealing, course of performance, or usage of trade, if any, constitutes a waiver of, or serves to explain or interpret, the Terms and Conditions set forth in this Agreement.

Electronic transactions between Customer and Cummins will be solely governed by the Terms and Conditions of this Agreement, and any terms and conditions on Customer's website, vendor portal, or other internet site will be null and void and of no legal effect on Cummins. In the event Customer delivers, references, incorporates by reference, or produces any purchase order or document, vendor portal terms, specifications, agreement (whether upstream or otherwise), or any terms and conditions related thereto, then such specifications, terms, document, or other agreement: (i) shall be null and void and of no legal effect on Cummins, and (ii) this Agreement shall remain the governing terms of the transaction.
1. SCOPE OF SERVICES; PERFORMANCE OF SERVICES. Cummins shall supply part(s) and/or component(s) and/or engine(s) and/or generator set(s) (""Goods"") and/or perform the maintenance, troubleshooting, diagnostic testing, and/or repair (""Service(s)"") on the equipment identified in the Quote and/or Invoice (""Equipment""), if applicable, in accordance with the specifications in the Quote and/or Invoice. Unless otherwise agreed by the Parties in writing: (i) no additional services or goods are included in this Agreement; and (ii) this Quote is valid for a maximum period of thirty (30) days from the date appearing on the first page of this Quote ('Quote Validation Period'). At the end of the Quote Validation Period, this Quote will automatically expire unless accepted by Customer prior to the end of the Quote Validation Period. The foregoing notwithstanding, in no event shall this Quote Validation Period be deemed or otherwise considered to be a firm offer period nor to establish an option contract, and Cummins hereby reserves its right to revoke or amend this Quote at any time prior to Customer's acceptance.

2. CUSTOMER OBLIGATIONS. If necessary, Customer shall provide Cummins safe and free access to Customer's site and arrange for all related services and utilities necessary for Cummins to safely and freely perform the Services. During the performance of the Services, Customer shall fully and completely secure all or any part of any facility where the Equipment is located to remove and mitigate any and all safety issues and risks, including but not limited to injury to facility occupants, customers, invitees, or any third party and/or property damage or work interruption arising out of the Services. If applicable, Customer shall make all necessary arrangements to address and mitigate the consequences of any electrical service interruption which might occur during the Services. Customer is responsible for operating and maintaining the Equipment in accordance with the owner's manual for the Equipment.
3. INVOICING AND PAYMENT. Unless otherwise agreed to by the parties in writing and subject to credit approval by Cummins, payments are due thirty (30) days from the date of Invoice. If Customer does not have approved credit with Cummins, as solely determined by Cummins, payments are due in advance or at the time of supply of the Goods and/or Services.

If payment is not received when due, in addition to any rights Cummins may have at law, Cummins may charge Customer eighteen percent (18%) interest annually on late payments, or the maximum amount allowed by law. Customer agrees to pay all Cummins' costs and expenses (including all reasonable attorneys' fees) related to Cummins' enforcement and collection of unpaid invoices, or any other enforcement of this Agreement by Cummins. If Customer fails to make any payments to Cummins when due and payable, and such failure continues for more than sixty (60) days from the date of the invoice, or less if required by applicable law, then Cummins may, at Cummins' sole discretion and without prejudice to any other rights or remedies, either (i) terminate this Agreement; or (ii) suspend its Services and/or suspend delivery of any undelivered Goods or parts in Cummins' possession until payment for unpaid invoices is received. In the event that Cummins suspends its performance of Services due to Customer's breach or non-payment, then Cummins shall be entitled to an equitable extension of its delivery dates and/or schedule of Services for a period of time equal to the suspension period, plus a reasonable ramp up period and all costs (including default interest) caused by such suspension shall be assumed by Customer. Any dispute or claim Customer may have with or against Cummins' invoice, regarding the scope, quality or amount charged for any parts or services provided to Customer, must be asserted in writing and noticed pursuant to these Terms and Conditions within thirty (30) days of the date of the invoice, or shall be waived by the Customer.

4. TAXES; EXEMPTIONS. The Invoice includes all applicable local, state, or federal sales and/or use or similar taxes which Cummins is required by applicable laws to collect from Customer under this Agreement. Customer must provide a valid tax exemption certificate or direct payment certificate prior to shipment of the Goods or performance of the Services, or such taxes will be included in the Invoice.
5. DELIVERY; TITLE AND RISK OF LOSS. Unless otherwise agreed in writing by the parties, any Goods supplied under this Agreement shall be delivered FOB Origin, freight prepaid to the first destination. If agreed, any charges for third party freight are subject to adjustment to reflect any change in price at time of shipment. Unless otherwise agreed to, packaging method, shipping documents and manner, route and carrier and delivery shall be as Cummins deems appropriate. All shipments are made within normal business hours, Monday through Friday. Unless otherwise agreed in writing by the parties, title and risk of loss for any Goods sold under this Agreement shall pass to Customer upon delivery of Goods by Cummins to freight carrier or to Customer at pickup at Cummins' facility. The purchase of Goods or the performance of Services on Equipment, Customer-owned motor vehicle, or any other personal property, is a 'take or pay' obligation on the part of the Customer, such that Customer is absolutely and irrevocably required to accept and pay for the Goods, or any Services performed on Equipment, Customer-owned motor vehicle, or any other personal property, if delivery or pick-up of Goods, Equipment, Customer-owned motor vehicle, or any other personal property, is delayed, deferred, or refused by Customer beyond thirty (30) days from the agreed upon delivery date or the date of completion of Services.

In the event Customer fails to pick-up Equipment, Customer-owned motor vehicle, or any other personal property, or fails to take any or all shipments of Goods ordered hereunder within thirty (30) days of the agreed upon delivery date, Cummins shall invoice the Customer and, upon Cummins' sole discretion, Cummins may either: (i) deliver the Goods or Equipment to the location indicated on Customer's purchase order (regardless of whether Customer elected to pick up the Goods or Equipment at Cummins' facility or otherwise indicated an alternate delivery method), and Customer shall assume all associated delivery costs incurred by Cummins, or (ii) charge storage fees for the additional inventory holding period, the additional inventory holding period not to exceed sixty (60) days from the agreed upon delivery date or the date of completion of Services, unless otherwise agreed by Cummins in writing or required by law. A storage fee of twenty-five dollars ($25.00) per day or one and one-half percent (1.5%) per month of the invoiced amount, whichever is greater, shall be assessed for any Goods, Equipment, Customer-owned motor vehicle, or any other personal property, whose delivery or pick-up is delayed, deferred, or refused by Customer beyond thirty (30) days from the agreed upon delivery date or the date of completion of Services.

Unless otherwise agreed by Cummins in writing, in the event delivery or pick-up of Goods, Equipment, Customer-owned motor vehicle, or any other personal property, are delayed, deferred, or refused by Customer beyond sixty (60) days from the agreed upon delivery or pick-up date, or date of completion of Services, then Cummins has the right, in its sole discretion, to: (i) tow, remove, or otherwise dispose of the unclaimed Goods, Equipment, Customer-owned motor vehicle, or any other personal property, in accordance with applicable abandonment laws, and/or (ii) make the Goods, Equipment, Customer-owned motor vehicle, or any other personal property, available for auction or sale to other customers or to the public, or (iii) otherwise use, destroy, or recycle the Goods, Equipment, Customer-owned motor vehicle, or any other personal property, at Customer's sole cost and expense, and without any liability to Cummins.
6. DELAYS. Any delivery, shipping, installation, or performance dates indicated in this Agreement are estimated and not guaranteed. Further, delivery time is subject to confirmation at time of order. Cummins shall not be liable to Customer or any third party for any loss, damage, or expense suffered by Customer or third party due to any delay in delivery, shipping, installation, or performance, however occasioned, including any delays in performance that result directly or indirectly from acts of Customer or causes beyond Cummins' control, including but not limited to acts of God, accidents, fire, explosions, flood, unusual weather conditions, acts of government authority, embargos, wars, strikes or other labor disputes, civil commotion, terrorism, sabotage, late delivery by Cummins'

suppliers, fuel or other energy shortages, or an inability to obtain necessary labor, materials, supplies, equipment or manufacturing facilities. AS A RESULT OF COVID-19 RELATED EFFECTS OR INDUSTRY SUPPLY CHAIN DISRUPTIONS, TEMPORARY DELAYS IN DELIVERY, LABOR OR SERVICES FROM CUMMINS AND ITS SUB-SUPPLIERS OR SUBCONTRACTORS MAY OCCUR. AMONG OTHER FACTORS, CUMMINS' DELIVERY OBLIGATIONS ARE SUBJECT TO CORRECT AND PUNCTUAL SUPPLY FROM OUR SUB-SUPPLIERS OR SUBCONTRACTORS, AND CUMMINS RESERVES THE RIGHT TO MAKE PARTIAL DELIVERIES OR MODIFY ITS LABOR OR SERVICE. WHILE CUMMINS SHALL MAKE EVERY COMMERCIALLY REASONABLE EFFORT TO MEET THE DELIVERY, SERVICE OR COMPLETION OBLIGATIONS SET FORTH HEREIN, SUCH DATES ARE SUBJECT TO CHANGE. IN THE EVENT DELIVERY, SHIPPING, INSTALLATION, OR PERFORMANCE IS DELAYED, HOWEVER OCCASSIONED, DUE TO EVENTS BEYOND CUMMINS' REASONABLE CONTROL, THEN THE DATE OF DELIVERY, SHIPPING, INSTALLATION, OR PERFORMANCE FOR THE GOODS OR SERVICES SHALL BE EQUITABLY EXTENDED FOR A PERIOD EQUAL TO THE TIME LOST, PLUS REASONABLE RAMP-UP.
7. LIMITED WARRANTIES.
New Goods: New Goods purchased or supplied under this Agreement are governed by the express written manufacturers' warranty. No other warranty for Goods supplied under this Agreement is provided under this Agreement.
Cummins Exchange Components, Other Exchange Components, and Recon: Cummins will administer the Cummins exchange component warranty and the warranties of other manufacturers' exchange components or Recon Components which are sold by Cummins. In the event of defects in such items, only manufacturers' warranties will apply.
HHP Exchange Engine: HHP Exchange Engines remanufactured by Cummins under this Agreement are governed by the express Cummins' written warranty. No other warranty for HHP exchange Engines supplied under this Agreement is provided under this Agreement."

General Service Work: All Services shall be free from defects in workmanship (i) for power generation equipment (including engines in such equipment), for a period of ninety (90) days after completion of Services or 500 hours of operation, whichever occurs first; or (ii) for engines, for a period of ninety (90) days after completion of Services, 25,000 miles or 900 hours of operation, whichever occurs first. In the event of a warrantable defect in workmanship of Services supplied under this Agreement (""Warrantable Defect""), Cummins' obligation shall be solely limited to correcting the Warrantable Defect. Cummins shall correct the Warrantable Defect where (i) such Warrantable Defect becomes apparent to Customer during the warranty period; (ii) Cummins receives written notice of the Warrantable Defect within thirty (30) days following discovery by Customer; and (iii) Cummins has determined that there is a Warrantable Defect. Warrantable Defects remedied under this provision shall be subject to the remaining warranty period of the original warranty of the Services. New Goods supplied during the remedy of Warrantable Defects are warranted for the balance of the warranty period still available from the original warranty of such Goods.
Used Goods: Used Goods are sold ""as is, where is"" unless exception is made in writing between Cummins and Customer. Customer agrees to inspect all used Goods before completing the purchase.
THE REMEDIES PROVIDED IN THE LIMITED WARRANTIES AND THIS AGREEMENT ARE THE SOLE AND EXCLUSIVE WARRANTIES AND REMEDIES PROVIDED BY CUMMINS TO THE CUSTOMER UNDER THIS AGREEMENT. EXCEPT AS SET OUT IN THE WARRANTY AND THIS AGREEMENT, AND TO THE EXTENT PERMITTED BY LAW, CUMMINS EXPRESSLY DISCLAIMS ALL OTHER REPRESENTATIONS, WARRANTIES, ENDORSEMENTS, AND CONDITIONS OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, ANY STATUTORY OR COMMON LAW IMPLIED REPRESENTATIONS, WARRANTIES AND CONDITIONS OF FITNESS FOR A PURPOSE OR MERCHANTABILITY.

8. INDEMNIFICATION. Customer shall indemnify, defend and hold harmless Cummins from and against any and all claims, actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, brought against or incurred by Cummins related to or arising out of this Agreement or the Services and/or Goods supplied under this Agreement (collectively, the ""Claims""), where such Claims were caused or contributed, in whole or in part, by the acts, omissions, fault or negligence of the Customer. Customer shall present any Claims covered by this indemnity, including any tenders for defense and indemnity by Cummins to its insurance carrier unless Cummins directs that the defense will be handled by Cummins' legal counsel at Customer's expense.
9. LIMITATION OF LIABILITY. NOTWITHSTANDING ANY OTHER TERM OF THIS AGREEMENT, IN NO EVENT SHALL CUMMINS, ITS OFFICERS, DIRECTORS, EMPLOYEES, OR AGENTS BE LIABLE TO CUSTOMER OR ANY THIRD PARTY FOR ANY INDIRECT, INCIDENTAL, SPECIAL, PUNITIVE, LIQUIDATED, OR CONSEQUENTIAL DAMAGES OF ANY KIND (INCLUDING WITHOUT LIMITATION DOWNTIME, LOSS OF PROFIT OR REVENUE, LOSS OF DATA, LOSS OF OPPORTUNITY, DAMAGE TO GOODWILL, ENHANCED DAMAGES, MONETARY REQUESTS RELATING TO RECALL EXPENSES AND REPAIRS TO PROPERTY, AND/OR DAMAGES CAUSED BY DELAY), OR IN ANY WAY RELATED TO OR ARISING FROM CUMMINS' SUPPLY OF GOODS OR SERVICES UNDER THIS AGREEMENT. IN NO EVENT SHALL CUMMINS? LIABILITY TO CUSTOMER OR ANY THIRD PARTY CLAIMING DIRECTLY THROUGH CUSTOMER OR ON CUSTOMER?S BEHALF UNDER THIS AGREEMENT EXCEED THE TOTAL COST OF GOODS AND SERVICES SUPPLIED BY CUMMINS UNDER THIS AGREEMENT GIVING RISE TO THE CLAIM. BY ACCEPTANCE OF THIS AGREEMENT, CUSTOMER ACKNOWLEDGES CUSTOMER'S SOLE REMEDY AGAINST CUMMINS FOR ANY LOSS SHALL BE THE REMEDY PROVIDED HEREIN.

10. GOVERNING LAW AND JURISDICTION. This Agreement and all matters arising hereunder shall be governed by and construed in accordance with the laws of the State of Indiana without giving effect to any choice or conflict of law provision. The parties agree that the court of the State of Indiana shall have exclusive jurisdiction to settle any dispute or claim arising in connection with this Agreement.
11. ASSIGNMENT. This Agreement is binding on the parties and their successors and assigns. Customer shall not assign this Agreement without the prior written consent of Cummins.
12. CANCELLATION; TERMINATION. Orders placed with and accepted by Cummins may not be cancelled except with Cummins' prior written consent. Cummins may charge Customer a cancellation charge in accordance with current Cummins policy which is available upon request, in addition to the actual, non- recoverable costs incurred by Cummins. Cummins may terminate this Agreement, in whole or in part, for cause if the Customer breaches its obligations under this Agreement, and such breach is not cured within fifteen (15) days after written notice to Customer, or such longer time that Cummins may specify in its notice. Cummins may, at any time, terminate this Agreement for convenience upon thirty (30) days' written notice to Customer. If the Customer defaults by (i) breaching any term of this Agreement, (ii) becoming insolvent or declared bankrupt, or (iii) making an assignment for the benefit of creditors, Cummins may, upon written notice to Customer, immediately terminate this Agreement. Upon such termination for default, Cummins shall immediately cease any further performance under this Agreement, without further obligation or liability to Customer, and Customer shall pay Cummins for any Goods or Services supplied under this Agreement, in accordance with the payment terms detailed in this Agreement.

If a notice of termination for default has been issued and is later determined, for any reason, that the Customer was not in default, the rights and obligations of the parties shall treat the termination as a termination for convenience.
13. REFUNDS; CREDITS. Goods ordered and delivered by Cummins under this Agreement are not returnable unless agreed to by Cummins. Cummins may, at its sole discretion, agree to accept Goods for return and provide credit where Goods are in new and saleable condition and presented with a copy of the original invoice. Credits for returns will be subject to up to a 15% handling/restocking charge and are limited to eligible items purchased from Cummins.
14. INTELLECTUAL PROPERTY. Any intellectual property rights created by either party, whether independently or jointly, in the course of the performance of this Agreement or otherwise related to Cummins pre-existing intellectual property or subject matter related thereto, shall be Cummins' property. Customer agrees to assign, and does hereby assign, all right, title, and interest to such intellectual property to Cummins. Any Cummins pre-existing intellectual property shall remain Cummins' property. Nothing in this Agreement shall be deemed to have given Customer a license or any other rights to use any of the intellectual property rights of Cummins.

15. COMPLIANCE WITH LAWS. Customer shall comply with all laws applicable to its activities under this Agreement, including without limitation, all applicable national, provincial, and local export, anti-bribery, environmental, health, and safety laws and regulations in effect. Customer acknowledges that the Goods, and any related technology that are sold or otherwise provided hereunder may be subject to export and other trade controls restricting the sale, export, re-export and/or transfer, directly or indirectly, of such Goods or technology to certain countries or parties, including, but not limited to, licensing requirements under applicable laws and regulations of the United States, the United Kingdom and other jurisdictions. It is the intention of Cummins to comply with these laws, rules, and regulations. Any other provision of this Agreement to the contrary notwithstanding, Customer shall comply with all such applicable laws relating to the cross-border movement of goods or technology, and all related orders in effect from time to time, and equivalent measures. Customer shall accept full responsibility for any and all civil or criminal liabilities and costs arising from any breaches of those laws and regulations and will defend, indemnify, and hold Cummins harmless from and against any and all fines, penalties, claim, damages, liabilities, judgments, costs, fees, and expenses incurred by Cummins or its affiliates as a result of Customer's breach.

16. CONFIDENTIALITY. Each party shall keep confidential any information received from the other that is not generally known to the public and at the time of disclosure, would reasonably be understood by the receiving party to be proprietary or confidential, whether disclosed in oral, written, visual, electronic, or other form, and which the receiving party (or agents) learns in connection with this Agreement including, but not limited to: (a) business plans, strategies, sales, projects and analyses; (b) financial information, pricing, and fee structures; (c) business processes, methods, and models; (d) employee and supplier information; (e) specifications; and (f) the terms and conditions of this Agreement. Each party shall take necessary steps to ensure compliance with this provision by its employees and agents.
17. PRICING. To the extent allowed by law, actual prices invoiced to Customer may vary from the price quoted at the time of order placement, as the same will be adjusted for prices prevailing on the date of shipment ('Shipment Date') or, in the case of Services, the date of performance ('Performance Date'), due to economic and market conditions on the Shipment Date or Performance Date, whichever is applicable. Subject to local laws, Cummins reserves the right to adjust pricing on goods and services due to input cost (including without limitation, raw materials, fabrication components, direct or indirect materials, packaging materials, overhead, etc.) and labor cost changes and/or other unforeseen circumstances beyond Cummins' control.

18. MISCELLANEOUS. All notices, including but not limited to disputes of invoices or otherwise, under this Agreement shall be in writing and be delivered personally, mailed via first class certified or registered mail, or sent by a nationally recognized express courier service to the addresses set forth in the Quote and/or Invoice. No amendment of this Agreement shall be valid unless it is writing and signed by the parties hereto. Failure of either party to require performance by the other party of any provision hereof shall in no way affect the right to require such performance at any time thereafter or the enforceability of the Agreement generally, nor shall the waiver by a party of a breach of any of the provisions hereof constitute a waiver of any succeeding breach. Any provision of this Agreement that is invalid or unenforceable shall not affect the validity or enforceability of the remaining terms hereof. The Parties' rights, remedies, and obligations under this Agreement, which by their nature are intended to continue beyond the termination or cancellation of this Agreement, including but not limited to the Section 9. Limitation of Liability provision contained herein, shall survive the expiration, termination, or cancellation of this Agreement. These terms are exclusive and constitute the entire agreement. Customer acknowledges that the provisions were freely negotiated and bargained for and Customer has agreed to purchase of the Goods and/or Services pursuant to these terms and conditions. Acceptance of this Agreement is expressly conditioned on Customer's assent to all such terms and conditions. Neither party has relied on any statement, representation, agreement, understanding, or promise made by the other except as expressly set out in this Agreement. Headings or other subdivisions of this Agreement are inserted for convenience of reference and shall not limit or affect the legal construction of any provision hereof.

19. To the extent applicable, this contractor and subcontractor shall abide by the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability. The employee notice requirements set forth in 29 CFR Part 471, Appendix A to Subpart A, are hereby incorporated by reference into this contract.

Cummins Sales and Service

Payment terms are 30 days from invoice date unless otherwise agreed upon in writing. Remit to:
Cummins Sales and Service
PO Box 772639
Detroit, MI 48277-2639

NEW HUDSON MI BRANCH
54250 Grand River Avenue
New Hudson, MI 48165-
(248)573-1900

INVOICE NO

ESTIMATE

TO PAY ONLINE LOGON TO
customerpayment.cummins.com

BILL TO

SUPERIOR TOWNSHIP
3040 N PROSPECT RD
YPSILANTI, MI 48198-

OWNER

SUPERIOR FIRE DEPT.
3040 NORTH PROSPECT RD
YPSILANTI, MI 48198-
VICTOR CHEVRETTE - 734 5644675

***** CHARGE *****

DATE	CUSTOMER ORDER NO.	DATE IN SERVICE	ENGINE MODEL	PUMP NO.	EQUIPMENT MAKE
15-MAY-2025		14-MAY-2025	X15 CM2350 X116B		KME KOVATCH
CUSTOMER NO.	**SHIP VIA**	**FAIL DATE**	**ENGINE SERIAL NO.**	**CPL NO.**	**EQUIPMENT MODEL**
198778		15-MAY-2025	80010746		PREDATOR
REF. NO.	**SALESPERSON**	**PARTS DISP.**	**MILEAGE/HOURS**	**PUMP CODE**	**UNIT NO.**
271943			16832		11-1

QUANTITY ORDERED	BACK ORDERED	QUANTITY SHIPPED	PART NUMBER	DESCRIPTION	PRODUCT CODE	UNIT PRICE	AMOUNT
OSN/MSN/VIN		4S7BT9LLT003040					
		ORDERED ITEM	5579297 CECO				
1	0		5492073	SENSOR,DFN PRESSURE	CECO	171.99	171.99
1	0		5507309	KIT,PRESSURE SENSOR	CECO	342.37	342.37
1	0		5290118	CLAMP,V BAND	CECO	77.65	77.65
1	0		2866636	GASKET,AFM DEVICE INLET	CECO	18.91	18.91
2	0		061062V001	MOUNTING STRAPS	EXPART3	325.17	650.34

TAX EXEMPT NUMBERS:

Courtesy Inspection :

PARTS:		11,110.73
PARTS COVERAGE CREDIT:		0.00CR
TOTAL PARTS:	**11,110.73**	
SURCHARGE TOTAL:		**0.00**
LABOR:		1,456.00
LABOR COVERAGE CREDIT:		0.00CR
TOTAL LABOR:	**1,456.00**	
MISC.:		0.00
MISC. COVERAGE CREDIT:		0.00CR
TOTAL MISC.:	**0.00**	
LOCAL		**0.00**

Completion date : 14-Jun-2025 09:57AM. Estimate expires : 13-Jun-2025 10:04AM.

Billing Inquiries? Call (877)480-6970

THERE ARE ADDITIONAL CONTRACT TERMS ON THE REVERSE SIDE OF THIS DOCUMENT, INCLUDING LIMITATION ON WARRANTIES AND REMEDIES, WHICH ARE EXPRESSLY INCORPORATED HEREIN AND WHICH PURCHASER ACKNOWLEDGES HAVE BEEN READ AND FULLY UNDERSTOOD.

SUB TOTAL:	13,190.73
TOTAL TAX:	0.00
TOTAL AMOUNT: US $	**13,190.73**

AUTHORIZED BY (print name)_____**SIGNATURE**_____**DATE**_____

TERMS AND CONDITIONS

These terms and conditions ('Terms and Conditions'), together with the estimate/quote (the "Quote") and/or invoice ("Invoice") attached to these Terms and Conditions, are hereinafter collectively referred to as this "Agreement" and shall constitute the entire agreement between the customer ("Customer") identified on the Quote and/or Invoice and Cummins Inc. ("Cummins") and supersede any previous representation, statements, agreements or understanding (oral or written) between the parties with respect to the subject matter of this Agreement. Customer shall be deemed to have made an unqualified acceptance of these Terms and Conditions represents that by its signing of this Agreement that the signer represents that he or she is duly authorized to enter into this Agreement. Further, Customer authorizes, if applicable, the performance of services and labor on Customer's vehicle and/or equipment as provided. This shall become a binding agreement between the parties on the earliest of the following to occur: (i) Cummins' receipt of Customer's purchase order or purchase order number; (ii) Customer's signing or acknowledgment of this Agreement; (iii) Cummins' release of Products to production pursuant to Customer's oral or written instruction or direction; (iv) Customer's payment of any amounts due to Cummins; or (v) any other event constituting acceptance under applicable law. No prior inconsistent course of dealing, course of performance, or usage of trade, if any, constitutes a waiver of, or serves to explain or interpret, the Terms and Conditions set forth in this Agreement.

Electronic transactions between Customer and Cummins will be solely governed by the Terms and Conditions of this Agreement, and any terms and conditions on Customer's website, vendor portal, or other internet site will be null and void and of no legal effect on Cummins. In the event Customer delivers, references, incorporates by reference, or produces any purchase order or document, vendor portal terms, specifications, agreement (whether upstream or otherwise), or any terms and conditions related thereto, then such specifications, terms, document, or other agreement: (i) shall be null and void and of no legal effect on Cummins, and (ii) this Agreement shall remain the governing terms of the transaction.
1. SCOPE OF SERVICES; PERFORMANCE OF SERVICES. Cummins shall supply part(s) and/or component(s) and/or engine(s) and/or generator set(s) (""Goods"") and/or perform the maintenance, troubleshooting, diagnostic testing, and/or repair (""Service(s)"") on the equipment identified in the Quote and/or Invoice (""Equipment""), if applicable, in accordance with the specifications in the Quote and/or Invoice. Unless otherwise agreed by the Parties in writing: (i) no additional services or goods are included in this Agreement; and (ii) this Quote is valid for a maximum period of thirty (30) days from the date appearing on the first page of this Quote ('Quote Validation Period'). At the end of the Quote Validation Period, this Quote will automatically expire unless accepted by Customer prior to the end of the Quote Validation Period. The foregoing notwithstanding, in no event shall this Quote Validation Period be deemed or otherwise considered to be a firm offer period nor to establish an option contract, and Cummins hereby reserves its right to revoke or amend this Quote at any time prior to Customer's acceptance.

2. CUSTOMER OBLIGATIONS. If necessary, Customer shall provide Cummins safe and free access to Customer's site and arrange for all related services and utilities necessary for Cummins to safely and freely perform the Services. During the performance of the Services, Customer shall fully and completely secure all or any part of any facility where the Equipment is located to remove and mitigate any and all safety issues and risks, including but not limited to injury to facility occupants, customers, invitees, or any third party and/or property damage or work interruption arising out of the Services. If applicable, Customer shall make all necessary arrangements to address and mitigate the consequences of any electrical service interruption which might occur during the Services. Customer is responsible for operating and maintaining the Equipment in accordance with the owner's manual for the Equipment.
3. INVOICING AND PAYMENT. Unless otherwise agreed to by the parties in writing and subject to credit approval by Cummins, payments are due thirty (30) days from the date of Invoice. If Customer does not have approved credit with Cummins, as solely determined by Cummins, payments are due in advance or at the time of supply of the Goods and/or Services.

If payment is not received when due, in addition to any rights Cummins may have at law, Cummins may charge Customer eighteen percent (18%) interest annually on late payments, or the maximum amount allowed by law. Customer agrees to pay all Cummins' costs and expenses (including all reasonable attorneys' fees) related to Cummins' enforcement and collection of unpaid invoices, or any other enforcement of this Agreement by Cummins. If Customer fails to make any payments to Cummins when due and payable, and such failure continues for more than sixty (60) days from the date of the invoice, or less if required by applicable law, then Cummins may, at Cummins' sole discretion and without prejudice to any other rights or remedies, either (i) terminate this Agreement; or (ii) suspend its Services and/or suspend delivery of any undelivered Goods or parts in Cummins' possession until payment for unpaid invoices is received. In the event that Cummins suspends its performance of Services due to Customer's breach or non-payment, then Cummins shall be entitled to an equitable extension of its delivery dates and/or schedule of Services for a period of time equal to the suspension period, plus a reasonable ramp up period and all costs (including default interest) caused by such suspension shall be assumed by Customer. Any dispute or claim Customer may have with or against Cummins' invoice, regarding the scope, quality or amount charged for any parts or services provided to Customer, must be asserted in writing and noticed pursuant to these Terms and Conditions within thirty (30) days of the date of the invoice, or shall be waived by the Customer.

4. TAXES; EXEMPTIONS. The Invoice includes all applicable local, state, or federal sales and/or use or similar taxes which Cummins is required by applicable laws to collect from Customer under this Agreement. Customer must provide a valid tax exemption certificate or direct payment certificate prior to shipment of the Goods or performance of the Services, or such taxes will be included in the Invoice.
5. DELIVERY; TITLE AND RISK OF LOSS. Unless otherwise agreed in writing by the parties, any Goods supplied under this Agreement shall be delivered FOB Origin, freight prepaid to the first destination. If agreed, any charges for third party freight are subject to adjustment to reflect any change in price at time of shipment. Unless otherwise agreed to, packaging method, shipping documents and manner, route and carrier and delivery shall be as Cummins deems appropriate. All shipments are made within normal business hours, Monday through Friday. Unless otherwise agreed in writing by the parties, title and risk of loss for any Goods sold under this Agreement shall pass to Customer upon delivery of Goods by Cummins to freight carrier or to Customer at pickup at Cummins' facility. The purchase of Goods or the performance of Services on Equipment, Customer-owned motor vehicle, or any other personal property, is a 'take or pay' obligation on the part of the Customer, such that Customer is absolutely and irrevocably required to accept and pay for the Goods, or any Services performed on Equipment, Customer-owned motor vehicle, or any other personal property, if delivery or pick-up of Goods, Equipment, Customer-owned motor vehicle, or any other personal property, is delayed, deferred, or refused by Customer beyond thirty (30) days from the agreed upon delivery date or the date of completion of Services.

In the event Customer fails to pick-up Equipment, Customer-owned motor vehicle, or any other personal property, or fails to take any or all shipments of Goods ordered hereunder within thirty (30) days of the agreed upon delivery date, Cummins shall invoice the Customer and, upon Cummins' sole discretion, Cummins may either: (i) deliver the Goods or Equipment to the location indicated on Customer's purchase order (regardless of whether Customer elected to pick up the Goods or Equipment at Cummins' facility or otherwise indicated an alternate delivery method), and Customer shall assume all associated delivery costs incurred by Cummins, or (ii) charge storage fees for the additional inventory holding period, the additional inventory holding period not to exceed sixty (60) days from the agreed upon delivery date or the date of completion of Services, unless otherwise agreed by Cummins in writing or required by law. A storage fee of twenty-five dollars ($25.00) per day or one and one-half percent (1.5%) per month of the invoiced amount, whichever is greater, shall be assessed for any Goods, Equipment, Customer-owned motor vehicle, or any other personal property, whose delivery or pick-up is delayed, deferred, or refused by Customer beyond thirty (30) days from the agreed upon delivery date or the date of completion of Services.

Unless otherwise agreed by Cummins in writing, in the event delivery or pick-up of Goods, Equipment, Customer-owned motor vehicle, or any other personal property, are delayed, deferred, or refused by Customer beyond sixty (60) days from the agreed upon delivery or pick-up date, or date of completion of Services, then Cummins has the right, in its sole discretion, to: (i) tow, remove, or otherwise dispose of the unclaimed Goods, Equipment, Customer-owned motor vehicle, or any other personal property, in accordance with applicable abandonment laws, and/or (ii) make the Goods, Equipment, Customer-owned motor vehicle, or any other personal property, available for auction or sale to other customers or to the public, or (iii) otherwise use, destroy, or recycle the Goods, Equipment, Customer-owned motor vehicle, or any other personal property, at Customer's sole cost and expense, and without any liability to Cummins.
6. DELAYS. Any delivery, shipping, installation, or performance dates indicated in this Agreement are estimated and not guaranteed. Further, delivery time is subject to confirmation at time of order. Cummins shall not be liable to Customer or any third party for any loss, damage, or expense suffered by Customer or third party due to any delay in delivery, shipping, installation, or performance, however occasioned, including any delays in performance that result directly or indirectly from acts of Customer or causes beyond Cummins' control, including but not limited to acts of God, accidents, fire, explosions, flood, unusual weather conditions, acts of government authority, embargos, wars, strikes or other labor disputes, civil commotion, terrorism, sabotage, late delivery by Cummins'

suppliers, fuel or other energy shortages, or an inability to obtain necessary labor, materials, supplies, equipment or manufacturing facilities. AS A RESULT OF COVID-19 RELATED EFFECTS OR INDUSTRY SUPPLY CHAIN DISRUPTIONS, TEMPORARY DELAYS IN DELIVERY, LABOR OR SERVICES FROM CUMMINS AND ITS SUB-SUPPLIERS OR SUBCONTRACTORS MAY OCCUR. AMONG OTHER FACTORS, CUMMINS' DELIVERY OBLIGATIONS ARE SUBJECT TO CORRECT AND PUNCTUAL SUPPLY FROM OUR SUB-SUPPLIERS OR SUBCONTRACTORS, AND CUMMINS RESERVES THE RIGHT TO MAKE PARTIAL DELIVERIES OR MODIFY ITS LABOR OR SERVICE. WHILE CUMMINS SHALL MAKE EVERY COMMERCIALLY REASONABLE EFFORT TO MEET THE DELIVERY, SERVICE OR COMPLETION OBLIGATIONS SET FORTH HEREIN, SUCH DATES ARE SUBJECT TO CHANGE. IN THE EVENT DELIVERY, SHIPPING, INSTALLATION, OR PERFORMANCE IS DELAYED, HOWEVER OCCASSIONED, DUE TO EVENTS BEYOND CUMMINS' REASONABLE CONTROL, THEN THE DATE OF DELIVERY, SHIPPING, INSTALLATION, OR PERFORMANCE FOR THE GOODS OR SERVICES SHALL BE EQUITABLY EXTENDED FOR A PERIOD EQUAL TO THE TIME LOST, PLUS REASONABLE RAMP-UP.
7. LIMITED WARRANTIES.
New Goods: New Goods purchased or supplied under this Agreement are governed by the express written manufacturers' warranty. No other warranty for Goods supplied under this Agreement is provided under this Agreement.
Cummins Exchange Components, Other Exchange Components, and Recon: Cummins will administer the Cummins exchange component warranty and the warranties of other manufacturers' exchange components or Recon Components which are sold by Cummins. In the event of defects in such items, only manufacturers' warranties will apply.
HHP Exchange Engine: HHP Exchange Engines remanufactured by Cummins under this Agreement are governed by the express Cummins' written warranty. No other warranty for HHP exchange Engines supplied under this Agreement is provided under this Agreement."

General Service Work: All Services shall be free from defects in workmanship (i) for power generation equipment (including engines in such equipment), for a period of ninety (90) days after completion of Services or 500 hours of operation, whichever occurs first; or (ii) for engines, for a period of ninety (90) days after completion of Services, 25,000 miles or 900 hours of operation, whichever occurs first. In the event of a warrantable defect in workmanship of Services supplied under this Agreement (""Warrantable Defect""), Cummins' obligation shall be solely limited to correcting the Warrantable Defect. Cummins shall correct the Warrantable Defect where (i) such Warrantable Defect becomes apparent to Customer during the warranty period; (ii) Cummins receives written notice of the Warrantable Defect within thirty (30) days following discovery by Customer; and (iii) Cummins has determined that there is a Warrantable Defect. Warrantable Defects remedied under this provision shall be subject to the remaining warranty period of the original warranty of the Services. New Goods supplied during the remedy of Warrantable Defects are warranted for the balance of the warranty period still available from the original warranty of such Goods.
Used Goods: Used Goods are sold ""as is, where is"" unless exception is made in writing between Cummins and Customer. Customer agrees to inspect all used Goods before completing the purchase.
THE REMEDIES PROVIDED IN THE LIMITED WARRANTIES AND THIS AGREEMENT ARE THE SOLE AND EXCLUSIVE WARRANTIES AND REMEDIES PROVIDED BY CUMMINS TO THE CUSTOMER UNDER THIS AGREEMENT. EXCEPT AS SET OUT IN THE WARRANTY AND THIS AGREEMENT, AND TO THE EXTENT PERMITTED BY LAW, CUMMINS EXPRESSLY DISCLAIMS ALL OTHER REPRESENTATIONS, WARRANTIES, ENDORSEMENTS, AND CONDITIONS OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, ANY STATUTORY OR COMMON LAW IMPLIED REPRESENTATIONS, WARRANTIES AND CONDITIONS OF FITNESS FOR A PURPOSE OR MERCHANTABILITY.

8. INDEMNIFICATION. Customer shall indemnify, defend and hold harmless Cummins from and against any and all claims, actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, brought against or incurred by Cummins related to or arising out of this Agreement or the Services and/or Goods supplied under this Agreement (collectively, the ""Claims""), where such Claims were caused or contributed, in whole or in part, by the acts, omissions, fault or negligence of the Customer. Customer shall present any Claims covered by this indemnity, including any tenders for defense and indemnity by Cummins to its insurance carrier unless Cummins directs that the defense will be handled by Cummins' legal counsel at Customer's expense.
9. LIMITATION OF LIABILITY. NOTWITHSTANDING ANY OTHER TERM OF THIS AGREEMENT, IN NO EVENT SHALL CUMMINS, ITS OFFICERS, DIRECTORS, EMPLOYEES, OR AGENTS BE LIABLE TO CUSTOMER OR ANY THIRD PARTY FOR ANY INDIRECT, INCIDENTAL, SPECIAL, PUNITIVE, LIQUIDATED, OR CONSEQUENTIAL DAMAGES OF ANY KIND (INCLUDING WITHOUT LIMITATION DOWNTIME, LOSS OF PROFIT OR REVENUE, LOSS OF DATA, LOSS OF OPPORTUNITY, DAMAGE TO GOODWILL, ENHANCED DAMAGES, MONETARY REQUESTS RELATING TO RECALL EXPENSES AND REPAIRS TO PROPERTY, AND/OR DAMAGES CAUSED BY DELAY), OR IN ANY WAY RELATED TO OR ARISING FROM CUMMINS' SUPPLY OF GOODS OR SERVICES UNDER THIS AGREEMENT. IN NO EVENT SHALL CUMMINS? LIABILITY TO CUSTOMER OR ANY THIRD PARTY CLAIMING DIRECTLY THROUGH CUSTOMER OR ON CUSTOMER?S BEHALF UNDER THIS AGREEMENT EXCEED THE TOTAL COST OF GOODS AND SERVICES SUPPLIED BY CUMMINS UNDER THIS AGREEMENT GIVING RISE TO THE CLAIM. BY ACCEPTANCE OF THIS AGREEMENT, CUSTOMER ACKNOWLEDGES CUSTOMER'S SOLE REMEDY AGAINST CUMMINS FOR ANY LOSS SHALL BE THE REMEDY PROVIDED HEREIN.

10. GOVERNING LAW AND JURISDICTION. This Agreement and all matters arising hereunder shall be governed by and construed in accordance with the laws of the State of Indiana without giving effect to any choice or conflict of law provision. The parties agree that the court of the State of Indiana shall have exclusive jurisdiction to settle any dispute or claim arising in connection with this Agreement.
11. ASSIGNMENT. This Agreement is binding on the parties and their successors and assigns. Customer shall not assign this Agreement without the prior written consent of Cummins.
12. CANCELLATION; TERMINATION. Orders placed with and accepted by Cummins may not be cancelled except with Cummins' prior written consent. Cummins may charge Customer a cancellation charge in accordance with current Cummins policy which is available upon request, in addition to the actual, non- recoverable costs incurred by Cummins. Cummins may terminate this Agreement, in whole or in part, for cause if the Customer breaches its obligations under this Agreement, and such breach is not cured within fifteen (15) days after written notice to Customer, or such longer time that Cummins may specify in its notice. Cummins may, at any time, terminate this Agreement for convenience upon thirty (30) days' written notice to Customer. If the Customer defaults by (i) breaching any term of this Agreement, (ii) becoming insolvent or declared bankrupt, or (iii) making an assignment for the benefit of creditors, Cummins may, upon written notice to Customer, immediately terminate this Agreement. Upon such termination for default, Cummins shall immediately cease any further performance under this Agreement, without further obligation or liability to Customer, and Customer shall pay Cummins for any Goods or Services supplied under this Agreement, in accordance with the payment terms detailed in this Agreement.

If a notice of termination for default has been issued and is later determined, for any reason, that the Customer was not in default, the rights and obligations of the parties shall treat the termination as a termination for convenience.
13. REFUNDS; CREDITS. Goods ordered and delivered by Cummins under this Agreement are not returnable unless agreed to by Cummins. Cummins may, at its sole discretion, agree to accept Goods for return and provide credit where Goods are in new and saleable condition and presented with a copy of the original invoice. Credits for returns will be subject to up to a 15% handling/restocking charge and are limited to eligible items purchased from Cummins.
14. INTELLECTUAL PROPERTY. Any intellectual property rights created by either party, whether independently or jointly, in the course of the performance of this Agreement or otherwise related to Cummins pre-existing intellectual property or subject matter related thereto, shall be Cummins' property. Customer agrees to assign, and does hereby assign, all right, title, and interest to such intellectual property to Cummins. Any Cummins pre-existing intellectual property shall remain Cummins' property. Nothing in this Agreement shall be deemed to have given Customer a license or any other rights to use any of the intellectual property rights of Cummins.

15. COMPLIANCE WITH LAWS. Customer shall comply with all laws applicable to its activities under this Agreement, including without limitation, all applicable national, provincial, and local export, anti-bribery, environmental, health, and safety laws and regulations in effect. Customer acknowledges that the Goods, and any related technology that are sold or otherwise provided hereunder may be subject to export and other trade controls restricting the sale, export, re-export and/or transfer, directly or indirectly, of such Goods or technology to certain countries or parties, including, but not limited to, licensing requirements under applicable laws and regulations of the United States, the United Kingdom and other jurisdictions. It is the intention of Cummins to comply with these laws, rules, and regulations. Any other provision of this Agreement to the contrary notwithstanding, Customer shall comply with all such applicable laws relating to the cross-border movement of goods or technology, and all related orders in effect from time to time, and equivalent measures. Customer shall accept full responsibility for any and all civil or criminal liabilities and costs arising from any breaches of those laws and regulations and will defend, indemnify, and hold Cummins harmless from and against any and all fines, penalties, claim, damages, liabilities, judgments, costs, fees, and expenses incurred by Cummins or its affiliates as a result of Customer's breach.

16. CONFIDENTIALITY. Each party shall keep confidential any information received from the other that is not generally known to the public and at the time of disclosure, would reasonably be understood by the receiving party to be proprietary or confidential, whether disclosed in oral, written, visual, electronic, or other form, and which the receiving party (or agents) learns in connection with this Agreement including, but not limited to: (a) business plans, strategies, sales, projects and analyses; (b) financial information, pricing, and fee structures; (c) business processes, methods, and models; (d) employee and supplier information; (e) specifications; and (f) the terms and conditions of this Agreement. Each party shall take necessary steps to ensure compliance with this provision by its employees and agents.
17. PRICING. To the extent allowed by law, actual prices invoiced to Customer may vary from the price quoted at the time of order placement, as the same will be adjusted for prices prevailing on the date of shipment ('Shipment Date') or, in the case of Services, the date of performance ('Performance Date'), due to economic and market conditions on the Shipment Date or Performance Date, whichever is applicable. Subject to local laws, Cummins reserves the right to adjust pricing on goods and services due to input cost (including without limitation, raw materials, fabrication components, direct or indirect materials, packaging materials, overhead, etc.) and labor cost changes and/or other unforeseen circumstances beyond Cummins' control.

18. MISCELLANEOUS. All notices, including but not limited to disputes of invoices or otherwise, under this Agreement shall be in writing and be delivered personally, mailed via first class certified or registered mail, or sent by a nationally recognized express courier service to the addresses set forth in the Quote and/or Invoice. No amendment of this Agreement shall be valid unless it is writing and signed by the parties hereto. Failure of either party to require performance by the other party of any provision hereof shall in no way affect the right to require such performance at any time thereafter or the enforceability of the Agreement generally, nor shall the waiver by a party of a breach of any of the provisions hereof constitute a waiver of any succeeding breach. Any provision of this Agreement that is invalid or unenforceable shall not affect the validity or enforceability of the remaining terms hereof. The Parties' rights, remedies, and obligations under this Agreement, which by their nature are intended to continue beyond the termination or cancellation of this Agreement, including but not limited to the Section 9. Limitation of Liability provision contained herein, shall survive the expiration, termination, or cancellation of this Agreement. These terms are exclusive and constitute the entire agreement. Customer acknowledges that the provisions were freely negotiated and bargained for and Customer has agreed to purchase of the Goods and/or Services pursuant to these terms and conditions. Acceptance of this Agreement is expressly conditioned on Customer's assent to all such terms and conditions. Neither party has relied on any statement, representation, agreement, understanding, or promise made by the other except as expressly set out in this Agreement. Headings or other subdivisions of this Agreement are inserted for convenience of reference and shall not limit or affect the legal construction of any provision hereof.

19. To the extent applicable, this contractor and subcontractor shall abide by the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability. The employee notice requirements set forth in 29 CFR Part 471, Appendix A to Subpart A, are hereby incorporated by reference into this contract.

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Building Department Report

9 June, 2025

1) New home construction continues at Prospect Pointe West. Phase one is near completion. They have permits for the first 3 homes , foundations are going in at this time.
2) Huron Dental Clinic at 5387 Plymouth /AA rd. is in finishing stages now. This is when they are painting and installing the Electrical devices and Plumbing fixtures. And all the interior finishes. This phase usually takes a while before any more inspections.

3) There have been 6 sets of plans reviewed and approved for Kinsley. They are all in the foundation and basement wall stages now. Framing has begun on 4.

4) We currently have 14 separate custom homes being built in the Township.

5) The latest word on the Blight/Hoarding situation at 4745 Napier Ct. is, having no luck selling the property as-is, the owner has decided to have the home and out building demolished and then sell the vacant land. No change since last month. I have asked the Township attorney to take this back to court.

6) We are seeing progress with an abandoned property at 9900 Ford rd. Washtenaw County Probate Court has appointed an Attorney to contact heirs and clean-up and sell the property.

7) There is a new Cranbrook Homes development off Curtis Rd. north of Warren. This is a 17-parcel property with lot size minimums of 5 acres. One parcel is marked sold. No further activity yet.

8) We have a Blight case open for 9400 Geddes, near the entrance to Arbor Woods Mobile Home Park. This was in Court on June 3rd. The owner was given 6 weeks to clean the property up or face having the Township do it and bill him.

Building

Permit #	Contractor	Job Address	Fee Total	Const. Value
PB25-0021	MUSLEH TODD & ALISA LYNN	7467 ABIGAIL DR	$230.00	$35,318
Work Description:	Construct 368 S.F. of freestanding deck. 7'3" above grade. Supported on "ground screw" footings. Treated lumber structure with composite decking and aluminum railing.			
PB25-0076	FULLER DANA & DEBORAH L	3999 ALBERT RD	$129.00	$19,886
Work Description:	Remove existing deck. Construct new 208 SF composite deck. Deck is attached to home.			
PB25-0079	WISEMAN JACK R & JANICE A T	9046 ARLINGTON DR	$117.00	$18,074
Work Description:	Tear off & re-roof			
PB25-0066	CLARK RICHARD L TRUST	8117 AUTUMN WOODS TRL	$507.00	$78,000
Work Description:	Fire repair, no structural damage			
PB25-0068	COMBA ANDREA & FEROGLIO	8120 AUTUMN WOODS TRL	$100.00	$5,303
Work Description:	Tear off and re-roof single condo and associated garage			
PB25-0069	HARDY PATRINA D	8122 AUTUMN WOODS TRL	$100.00	$5,303
Work Description:	Tear off and re-roof single condo and associated garage			
PB25-0070	CYPERT LESLIE B	8124 AUTUMN WOODS TRL	$100.00	$5,303
Work Description:	Tear off and re-roof single condo and associated garage			
PB25-0071	JEFFREY JOHN KEVIN & SHELI	8126 AUTUMN WOODS TRL	$100.00	$5,303
Work Description:	Tear off and re-roof single condo and associated garage			
PB25-0072	MADILL LESLIE L	8128 AUTUMN WOODS TRL	$100.00	$5,303
Work Description:	Tear off and re-roof single condo and associated garage			
PB25-0073	HOLMES TAYLOR M	8130 AUTUMN WOODS TRL	$100.00	$5,303
Work Description:	Tear off and re-roof single condo and associated garage			
PB25-0074	RYAN PAUL	8132 AUTUMN WOODS TRL	$100.00	$5,303
Work Description:	Tear off and re-roof single condo and associated garage			
PB25-0075	ALTMAN ROANN TRUSTEE	8136 AUTUMN WOODS TRL	$100.00	$5,303
Work Description:	Tear off and re-roof single condo and associated garage			
PB25-0094	MOORE KEVIN & ERIN	8714 BARRINGTON DR	$180.00	$27,649
Work Description:	Demo old deck. Construct new 12'x27' 6" Free standing composite deck. With 2 sets of stairs and 6' privacy wall.			
PB25-0084	SOMAND DAVID M	5322 BETHENY CIR	$100.00	$15,300
Work Description:	Remodel in existing finished basement. Adding shower to existing 1/2 bath. Replacing existing lights. No structural changes and no bedrooms.			

PB25-0063	GARRETT'S SPACE	3900 DIXBORO RD	$2,600.00	$400,000

Work Description: There is an existing residence on site along with garage. Fire protection will be added to accommodate administrative offices, family support, support groups with peers, and activities for guests. Bathroom will be modified for ADA compliance and some accessabilities options as well. Garage turned to usable space.

PB25-0064	GARRETT'S SPACE	3900 DIXBORO RD	$26,000.00	$4,000,000

Work Description: Construct new mixed use building with 17 bedrooms, exercise room, meeting and activity rooms

PB25-0065	GARRETT'S SPACE	3900 DIXBORO RD	$4,537.00	$698,000

Work Description: New 2119 SF creative studio building will be added to the site to incorporate family support, support groups with peers, and activities for guests.
Site upgrades will accommodate areas for recreation, gardening, and other outdoor activities.
Incorporating new parking, storm water management, septic fields, wells, and landscaping improvements.

PB25-0088	S E MICHIGAN LAND HOLDIN(	1975 ELIZABETH LN	$2,424.00	$372,984

Work Description: Construct new 2 story SFD on unfinished basement with 2 car attached garage
"Austin" model

PB25-0093	S E MICHIGAN LAND HOLDIN(	1978 ELIZABETH LN	$1,625.00	$250,063

Work Description: Construct new single floor SFD on unfinished basement, with 2' extension and 2 car attached garage.
"Charlotte" Model

PB25-0089	S E MICHIGAN LAND HOLDIN(	1979 ELIZABETH LN	$2,708.00	$416,667

Work Description: Construct new 2 story SFD on unfinished basement with attached 2 car garage
"Berkeley" model

PB25-0087	S E MICHIGAN LAND HOLDIN(	1985 ELIZABETH LN	$2,424.00	$372,984

Work Description: Construct new 2 story SFD on unfinished basement with 2 car attached garage
"Austin" model

PB25-0055	RODRIGUEZ JOHN & MISHELL	9890 HIGH MEADOW DR	$262.00	$40,265

Work Description: Install 8.9 kW-DC, roof-mounted PV system

PB25-0044	HUNDAL LAKHWINDER & ANI	9046 JOY RD	$100.00	$10,638

Work Description: Install new 10.8 kW roof mounted PV system

PB25-0091	CHORNYAK JOSHUA & KATHA	1539 MACARTHUR BLVD	$1,163.00	$178,926

Work Description: Adding an attached 2 story, 2 car garage with 2nd story living space. Including 2 bedrooms and 1 and 1/2 bathrooms.

PB25-0078	HENLEY JONATHAN M & ELIZ	1976 MAGGIE LN	$100.00	$10,000

Work Description: Construct 7'x10' composite deck with (2) 4'x4' landings and stairs

PB25-0096	KOVANDA JESSICA & STEVEN	2915 PROSPECT RD	$100.00	$13,600

Work Description: Demo garage. Open hole inspection required.

PB25-0080	ESWARAN SHANTI/LATCHAMS	5454 RED FOX RUN	$663.00	$102,000

Work Description: Remodel primary bath. Remove tub, relocate shower. Add sauna. No structural changes.

PB25-0083	VACANT	1515 RIDGE RD # 110	$100.00	$14,000

Work Description: 28'x52' concrete pad

PB25-0081	VACANT	1515 RIDGE RD # 191	$100.00	$14,000

Work Description: 28'x52' concrete pad

PB25-0082	VACANT	1515 RIDGE RD # 310	$100.00	$14,000

Work Description: 28'x52' concrete pad

PB25-0067	KEMP NANCY	1681 RIDGE RD	$100.00	$9,830

Work Description: Install 102 ft of interior drain. Replace pump basin. Existing sump discharge pipe to be used

PB25-0053	SHEIKH AHSAN M & LISA FATT	1055 TOWSLEY LN	$1,456.00	$224,000

Work Description: Constructing a 14'10"x21'6" living room addition over existing front porch. No change in footprint or setbacks.

PB25-0059	LYNCH GEOFFREY & PRIESS TI	5677 VREELAND RD	$100.00	$7,460

Work Description: Sill plate and bond repair. Add 3 jack posts.

PB25-0102	ZHAO WEIPING & YANG XIAO	5405 WALDENHILL CT	$185.00	$28,527

Work Description: Tear off and re-roof

PB25-0085	WAGNER AARON & ELLEN	9317 WARREN RD	$544.00	$83,625

Work Description: Construct new 24'x52' pole barn

PB25-0062	STEPHAN CHRISTOPHER & AN	2192 WILTSHIRE DR	$405.00	$62,272

Work Description: Finished basement with added 3 piece bath.
At least 1 GFCI protected receptacle must be provided in each unfinished portion of the basement.

PB25-0095	GINTERT MELODY & ZIEGLER	3360 WOODHILL CIR	$5,915.00	$910,000

Work Description: Construct new single story SFD on partially finished basement, with 3 car side entry attached garage.

Total Permits For Type: 37
Total Fees For Type: $55,774.00
Total Const. Value For Type: $8,470,492

Report Summary

Population: All Records
Permit.PermitType = Building
AND
Permit.DateIssued in <Previous month> [05/01/25 - 05/31/25]

Grand Total Fees:	**$55,774.00**
Grand Total Permits:	**37**
Grand Total Const. Value:	**$8,470,492**

SUPERIOR TOWNSHIP BUILDING DEPARTMENT
MONTH-END REPORT
May 2025

Category	Estimated Cost	Permit Fee	Number of Permits
Com/Multi-Family New Building	*$4,698,000.00*	*$30,537.00*	*2*
Com/Multi-Family Renovations	*$400,000.00*	*$2,600.00*	*1*
Electrical	*$0.00*	*$3,720.00*	*15*
Mechanical	*$0.00*	*$6,290.00*	*33*
Plumbing	*$0.00*	*$2,640.00*	*11*
Res-Additions (Inc. Garages)	*$486,551.00*	*$3,163.00*	*3*
Res-New Building	*$2,322,698.00*	*$15,096.00*	*5*
Res-Other Building	*$250,071.00*	*$2,303.00*	*18*
Res-Other Non-Building	*$55,600.00*	*$400.00*	*4*
Res-Renovations	*$257,572.00*	*$1,675.00*	*4*
Totals	***$8,470,492.00***	***$68,424.00***	***96***

SUPERIOR TOWNSHIP BUILDING DEPARTMENT
YEAR-TO-DATE REPORT

January 2025 To Date

Category	Estimated Cost	Permit Fee	Number of Permits
Com/Multi-Family New Building	*$4,698,000.00*	*$30,537.00*	*2*
Com/Multi-Family Other Building	*$237,061.00*	*$1,541.00*	*1*
Com/Multi-Family Renovations	*$2,387,494.00*	*$15,523.00*	*3*
Com-Other Non-Building	*$40,000.00*	*$260.00*	*1*
Electrical	*$0.00*	*$28,690.00*	*125*
Mechanical	*$0.00*	*$28,405.00*	*159*
Plumbing	*$0.00*	*$20,330.00*	*88*
Res-Additions (Inc. Garages)	*$745,751.00*	*$4,848.00*	*5*
Res-Manufactured/Modular	*$50,000.00*	*$150.00*	*1*
Res-New Building	*$8,827,208.00*	*$57,374.00*	*18*
Res-Other Building	*$764,421.00*	*$6,071.00*	*45*
Res-Other Non-Building	*$220,100.00*	*$1,475.00*	*6*
Res-Renovations	*$1,048,426.00*	*$6,837.00*	*13*
Totals	***$19,018,461.00***	***$202,041.00***	***467***

SUPERIOR TOWNSHIP FIRE DEPARTMENT

MEMO

To: Emily Dabish-Yahkind, Angela Robinson, Lisa Lewis

CC: Christina Benitez

From: Vic Chevrette, Fire Chief

Date: 6/3/2025

Re: Fire Chief/Fire Marshal Activity Report May 2025

The following is the May 2025 activity report for the Fire Chief and Fire Marshal.

FOIA Request: 1

CMS Reporting: 0

Meetings Attended: Washtenaw Area Mutual Aid meeting, Supervisor/Firefighters Union meeting x 4. 4th District Union Rep meeting, Priority Trash Company meeting.

Training: ESO Fire Reporting Software, Midwest fire Expo Novi.

Fire Prevention/Education: n/a

Investigations: None

Fire Inspections: 0

Fire Casualty: None

Other: Station 2 was closed at various times due to staffing issues. Ladder 11-1 tires replacement engine problems. Pick up Engine 11-1 in Grand Rapids.

Total calls for service May 2025: 138

Respectfully Submitted,

Victor G. Chevrette, Fire Chief

The following is the May 2025 activity report for the Fire Marshal

Fire Suppression Plan Reviews/Zoom Conference:

Fire Suppression Inspections:

Fire Protection Inspections: 1

Fire Department Access inspection: 1

Fire Pump Inspection:

Hydrant Flow Test:

Plan Review:

Plan Review Zoom meetings:

Building Inspection:

Food Truck Inspections: 2

Knox Box Installation:

Consultation, Fire Protection: 3

Fire Alarm Plan Review:

Fire Alarm Inspection / test:

Fire Investigation: 1

Fire Investigations follow up: 1

Burning Complaint:

Burn Permits issued: 2

Chiefs Meeting:

Meetings: 4

EMT Training:

Code Research: 3

Food Truck: 2

Inspector Training: 2

Battery Fire Suppression Classes: 2

IAAI Fire Investigation Conference: 4

HuVaco: 1

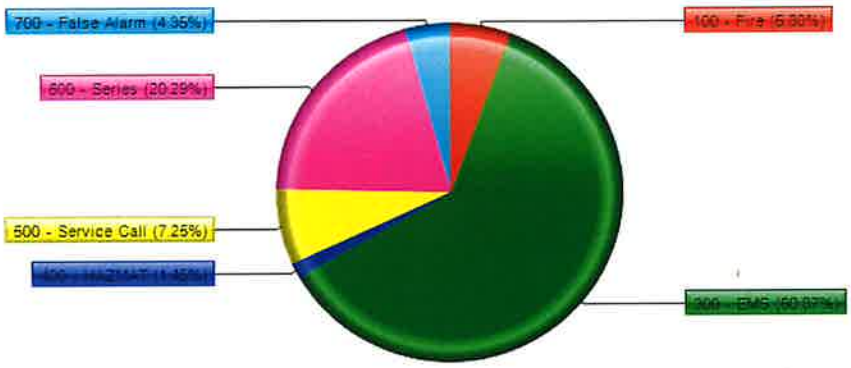
Respectfully Submitted,
Dan Kimball, Fire Marshal

Fire - Incident Types

Date: Monday, June 2, 2025
Time: 9:48:27 AM

Fire Incident Type Breakdown

Incident Type Group	
100 - Fire	8
300 - EMS	84
400 - HAZMAT	2
500 - Service Call	10
600 - Series	28
700 - False Alarm	6
	138



Major Fires with Propery Loss > $1M

Incident Date	Incident Number	Alarm Date	Incident Type	Incident Type Code	Property Use	Property Use Code	Estimated Property Loss

No records were found.

Major Fires (Civilian Casualties)

Incident Date	Incident Number	Property Use	Property Use Code	Structure Fires	Estimated Property Loss	Injury or Death	Civilian Casualty	Severity Code	Civilian Deaths	Incident Type Code
5/26/2025 12:00:00 AM	4135486	1 or 2 family dwelling	419	01 - Residential - Private Dwelling		Not Recorded	0		0	111
5/12/2025 12:00:00 AM	4129635	1 or 2 family dwelling	419	01 - Residential - Private Dwelling		Not Recorded	0		0	111
4/30/2025 12:00:00 AM	4124257	1 or 2 family dwelling	419	01 - Residential - Private Dwelling		Not Recorded	0		0	111
5/12/2025 12:00:00 AM	4129425	1 or 2 family dwelling	419	01 - Residential - Private Dwelling	$30,000.00	Not Recorded	0		0	111
5/16/2025 12:00:00 AM	4131181	Street or road in commercial area	963	12 - Other Structures		Not Recorded	0		0	132
5/2/2025 12:00:00 AM	4125121	1 or 2 family dwelling	419	01 - Residential - Private Dwelling		Not Recorded	0		0	111
5/16/2025 12:00:00 AM	4131085	1 or 2 family dwelling	419	01 - Residential - Private Dwelling	$0.00	Not Recorded	0		0	111
					Total Loss $30,000.00					

NFPA Survey Report - Parts III-VI

Date: Monday, June 2, 2025
Time: 10:04:31 AM

Part III - Breakdown of Fires (Incident Type 110-129)

Structure Fires	Estimated Property Loss	Civilian Casualty	Civilian Deaths	Total
01 - Residential - Private Dwelling	$30,000.00	0	0	6
	Total Loss $30,000.00			**6**

If Property Use is not shown in the output, then value is 0

Part III - Lines 5 and 13 on NFPA Form

Residential or Structure	Estimated Property Loss	Civilian Casualty	Deaths	Total
05 - Residential	$30,000.00	0	0	6
				6

Part III - Lines 14a through 25

Fires in Structure by Property Use	Estimated Property Loss	Total
14a - Fires in Highway Vehicles		1
20 - Rescue, EMS Response		87
21 - False Alarm Responses		6
23a - Hazmat (spills, leaks)		1
23b - Hazmat Other		1
24 - All Other Responses		22
		118

Fire - Confined vs Non-Confined

Residential or Structure	Click for Details
05 - Residential	6 Rows

Part IV - Breakdown of False Alarm Responses

False Alarm Breakdown	Total
2. System Malfunction (IT 730-739)	3
3. Unintentional (IT 740-749)	3
	6

Part V - Intentionally Set Fires in Structures and Vehicles

Structure v Vehicle	Civilian Deaths	Civilian Injuries	Total Estimated Loss	Total

No records were found.

Fire Service Casualty - Injury Info

Severity	Age	Cause of Fire Fighter Injury	Factor Contributing To Injury	Primary Part of Body Injured	Activity at Time of Injury	Cause of Fire Fighter Injury	Factor Contributing To Injury	Primary Apparent Symptom

No records were found.

Fire Casualty - Injury Information

Age	Severity	Physical	Activity	Cause of	Object	Factor	Primary	Primary	Inside or

		Condition Just Prior to Injury	at Time of Injury	Fire Fighter Injury	Involved In Injury	Contributing To Injury	Apparent Symptom	Part of Body Injured	Outside a Structure

No records were found.

Civilian Injuries

Severity	Incident Date	Incident Number	Activity When Injured	Activity When Injured	Primary Apparent Symptom	Primary Area Of Body Injured	Transported to Emergency Care	Location at Time of Incident	General Location at Time of Injury	Specific Location at Time of Injury

No records were found.

Fire - False Alarms	Date: Monday, June 2, 2025 Time: 10:06:06 AM

Incident Date	Incident Number	NFIRS Number	Alarm Date	Incident Type	Incident Type Code	Street Or Highway Name	Property Use	Incident Narrative
5/22/2025 12:00:00 AM	4134018	0000711	5/22/2025 11:12:42 PM	Smoke detector activation due to malfunction	733	Lakeview	Multifamily dwelling	KIMBALL, RYAN May 25 2025 01:24PM:E11-2 and T11-1 were dispatched to reports of a fire alarm at the above address. While en route, dispatch upgraded it to a still alarm for the caller stating she could smell smoke. E11-2 was the first to arrive to a small 2 story dwelling with nothing showing. E11-2 began investigating. The homeowner was outside and when asked where upstairs she smelled smoke, she replied she never smelled smoke, just a strange smell, and the fire alarms were going off. FF Kimball went upstairs to investigate and there was no fire alarm activated, just a fire alarm chirping that its reached the end of its life. FF Kimball came back outside to tell FF Oberstaedt that there was no fire and at this time, T11-1 arrived and was cancelled on scene. E11-2 stayed on scene to inform the homeowner that there was no fire alarm activation and to investigate the strange odor. The odor could not be located. E11-2 informed the homeowner and returned to service

								KIMBALL, RYAN May 25 2025 01:29PM:E11-2 and T11-1 were dispatched to reports of a fire alarm at the above address. While en route, dispatch upgraded it to a still alarm for the caller stating she could smell smoke. E11-2 was the first to arrive to a small 2 story dwelling with nothing showing. E11-2 began investigating. The homeowner was outside and when asked where upstairs she smelled smoke, she replied she never smelled smoke, just a strange smell, and the fire alarms were going off. FF Kimball went upstairs to investigate and there was no fire alarm activated, just a fire alarm chirping that its reached the end of its life. FF Kimball came back outside to tell FF Oberstaedt that there was no fire and at this time, T11-1 arrived and was cancelled on scene. E11-2 stayed on scene to inform the homeowner that there was no fire alarm activation and to investigate the strange odor. The odor could not be located. E11-2 informed the homeowner and returned to service. KIMBALL, RYAN May 25 2025 01:30PM:E11-2 and T11-1 were dispatched to reports of a fire alarm at the above address. While en route, dispatch upgraded it to a still alarm for the caller

								stating she could smell smoke. E11-2 was the first to arrive to a small 2 story dwelling with nothing showing. E11-2 began investigating. The homeowner was outside and when asked where upstairs she smelled smoke, she replied she never smelled smoke, just a strange smell, and the fire alarms were going off. FF Kimball went upstairs to investigate and there was no fire alarm activated, just a fire alarm chirping that its reached the end of its life. FF Kimball came back outside to tell FF Oberstaedt that there was no fire and at this time, T11-1 arrived and was cancelled on scene. E11-2 stayed on scene to inform the homeowner that there was no fire alarm activation and to investigate the strange odor. The odor could not be located. E11-2 informed the homeowner and returned to service.
5/16/2025 12:00:00 AM	4131261	0000675	5/16/2025 12:23:00 PM	Alarm system sounded due to malfunction	735	Ann Arbor	Church, mosque, synagogue, temple, chapel	PIERCE, LANCE May 16 2025 10:02PM:Units were dispatched to the above location for a commercial fire alarm. T-11-1 arrived with none visible and was met by a keyholder. Crews investigated inside with the keyholder and nothing was found, and he stated he had the alarm company enroute. Scene was left with church staff and units returned at

								1247.
5/16/2025 12:00:00 AM	4131358	0000676	5/16/2025 4:31:00 PM	Alarm system sounded due to malfunction	735	Ann Arbor	Church, mosque, synagogue, temple, chapel	PIERCE, LANCE May 16 2025 10:05PM:Units were dispatched to the above location for a commercial fire alarm. T-11-1 arrived with nothing visible contacted the keyholder by phone.. Crews investigated inside and nothing was found, and keyholder stated he had the alarm company back enroute. Scene was left with church staff and units returned at 1651.
5/24/2025 12:00:00 AM	4134773	0000712	5/24/2025 6:56:21 PM	Smoke detector activation, no fire - unintentional	743	MacArthur	Multifamily dwelling	CLARK, JACOB May 25 2025 02:56PM:STFD responded to a fire alarm at the location listed above. Prior to arrival dispatch notified units that caller was a passerby, and the smoke detectors have been going off for the last 20 minutes. E11-2 arrived on scene and gave their size up. 2 story, multi family dwelling, nothing showing at this time out investigating. Crew could hear the smoke detectors going off outside the home and knocked on the door and no one answered. There was a ring camera on the front door and was answered, where they stated no one was home but their mother was their 10 minutes ago and she will be there ASAP to let crews in. E11-2 canceled T11-1 and T11-1 returned to service

								E11-2 remained on scene until mother arrived on scene. Mother arrived on scene and unlocked the door, crew made entry and found a cast iron on the stove that was still hot, no fire, damage or hazards were present. E11-2 gathered information and left the scene with mother. All STFD units were cleared and returned to service.
5/25/2025 12:00:00 AM	4135115	0000713	5/25/2025 5:30:47 PM	Smoke detector activation, no fire - unintentional	743	Riverwood	1 or 2 family dwelling	CLARK, JACOB May 25 2025 10:02PM:STFD was dispatched to a fire alarm at the location listed above. E11-2 arrived on scene and gave their size up. Large 2 story, single family dwelling nothing showing out investigating. T11-1 arrived on scene and advised E11-2 they would stage on the road. E11-2 made contact with the homeowner, homeowner did not have any idea that the alarm went off as they stated they have been outside most of the day. Crew and homeowner made entry into the home and found a pot on the stove. Homeowner stated that they were boiling water and forgot about it. No fire, hazards or damage was done to the kitchen. T11-1 was cleared and returned to service. E11-2 remained on scene and gathered homeowners information and left the scene with the homeowner. All STFD units were

								cleared and returned to service.
5/16/2025 12:00:00 AM	4131108	0000668	5/16/2025 4:06:59 AM	Alarm system activation, no fire - unintentional	745	Knollwood	1 or 2 family dwelling	KUJAWA, JEFFREY May 16 2025 09:08AM:STFD was dispatched to the above location for a smoke detector alarming. While responding, dispatched advised it was a false alarm with proper password. T11-1 continued for a report. FD spoke with the home owner and she stated the smoke detector went off do to storms in the area with loss of power. No signs of smoke or fire in the trailer. FD clear KUJAWA, JEFFREY May 16 2025 09:13AM:STFD was dispatched to the above location for a smoke detector alarming. While responding, dispatched advised it was a false alarm with proper password. T11-1 continued for a report. FD spoke with the home owner and she stated the smoke detector went off do to storms in the area with loss of power. No signs of smoke or fire in the trailer. FD clear KUJAWA, JEFFREY May 16 2025 09:14AM:cancelled en route

Fire - Incident Types Codes with Detail Breakdown	Date: Monday, June 2, 2025 Time: 10:36:23 AM

Incident Type Group	Incident Type Code	Alarm Date	Incident Number	NFIRS Number	Incident Type	Action Taken 1	Property Use Code	Property Use
100 - Fire								
	111							
		4/30/2025 5:29:24 AM	4124257	0000596	Building fire	Extinguishment by fire service personnel	419	1 or 2 family dwelling
		5/2/2025 8:10:51 AM	4125121	0000610	Building fire	Standby	419	1 or 2 family dwelling
		5/12/2025 12:19:00 PM	4129425	0000649	Building fire	Extinguishment by fire service personnel	419	1 or 2 family dwelling
		5/12/2025 9:15:55 PM	4129635	0000653	Building fire	Extinguishment by fire service personnel	419	1 or 2 family dwelling
		5/16/2025 2:42:11 AM	4131085	0000685	Building fire	Fire control or extinguishment, other	419	1 or 2 family dwelling
		5/26/2025 3:13:33 PM	4135486	0000715	Building fire	Extinguishment by fire service personnel	419	1 or 2 family dwelling
					6			
	115							
		5/5/2025 11:02:46 PM	4126641	0000622	Incinerator overload or malfunction, fire confined	Standby		
					1			
	132							
		5/16/2025 9:13:00 AM	4131181	0000671	Road freight or transport vehicle fire	Investigate	963	Street or road in commercial area
					1			
8								
300 - EMS								
	300							

		5/29/2025 7:37:20 AM	250529-175720-SUTFD	0000728	Rescue, EMS incident, other	Notify other agencies.	429	Multifamily dwelling
					1			
	311							
		4/30/2025 8:16:57 AM	4124289	0000597	Medical assist, assist EMS crew	Provide manpower	963	Street or road in commercial area
		4/30/2025 5:44:12 PM	4124526	0000600	Medical assist, assist EMS crew	Forcible entry	419	1 or 2 family dwelling
		5/1/2025 5:14:35 PM	4124896	0000603	Medical assist, assist EMS crew	Provide basic life support (BLS)	311	24-hour care Nursing homes, 4 or more persons
		5/1/2025 6:48:11 PM	4124935	0000607	Medical assist, assist EMS crew	Emergency medical services, other	311	24-hour care Nursing homes, 4 or more persons
		5/2/2025 1:01:22 PM	4125240	0000611	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		5/6/2025 3:31:00 AM	4126690	0000623	Medical assist, assist EMS crew	Assistance, other	311	24-hour care Nursing homes, 4 or more persons
		5/6/2025 9:09:57 PM	4127048	0000626	Medical assist, assist EMS crew	Information, investigation & enforcement, other	400	Residential, other
		5/8/2025 6:33:02 PM	4127857	0000635	Medical assist, assist EMS crew	Standby	419	1 or 2 family dwelling
		5/10/2025 9:13:59 PM	4128768	0000641	Medical assist, assist EMS crew	Provide basic life support (BLS)	961	Highway or divided highway
		5/10/2025 11:01:32 PM	4128807	0000642	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		5/11/2025 12:14:14 PM	4128982	0000643	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		5/11/2025 1:35:46 PM	4129022	0000644	Medical assist, assist EMS crew	Provide manpower	429	Multifamily dwelling
		5/12/2025 12:47:28 AM	4129249	0000655	Medical assist, assist EMS crew	Information, investigation & enforcement, other	429	Multifamily dwelling

		5/13/2025 8:25:56 PM	4130054	0000660	Medical assist, assist EMS crew	Information, investigation & enforcement, other	400	Residential, other
		5/14/2025 9:46:00 PM	4130520	0000661	Medical assist, assist EMS crew	Assistance, other	419	1 or 2 family dwelling
		5/16/2025 11:51:00 AM	4131250	0000673	Medical assist, assist EMS crew	Assistance, other	419	1 or 2 family dwelling
		5/16/2025 12:51:00 PM	4131275	0000677	Medical assist, assist EMS crew	Assistance, other	500	Mercantile, business, other
		5/17/2025 8:52:35 AM	4131611	0000679	Medical assist, assist EMS crew	Assistance, other	311	24-hour care Nursing homes, 4 or more persons
		5/18/2025 10:35:20 PM	4132279	0000686	Medical assist, assist EMS crew	Assistance, other	419	1 or 2 family dwelling
		5/19/2025 2:10:12 PM	4132521	0000691	Medical assist, assist EMS crew	Investigate	331	Hospital - medical or psychiatric
		5/20/2025 12:43:27 AM	4132728	0000690	Medical assist, assist EMS crew	Standby	429	Multifamily dwelling
		5/20/2025 2:25:06 PM	4132953	0000692	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		5/21/2025 9:00:46 AM	4133253	0000699	Medical assist, assist EMS crew	Provide basic life support (BLS)	419	1 or 2 family dwelling
		5/22/2025 10:05:29 AM	4133708	0000702	Medical assist, assist EMS crew	Information, investigation & enforcement, other	400	Residential, other
		5/22/2025 11:51:50 AM	4133763	0000703	Medical assist, assist EMS crew	Information, investigation & enforcement, other	429	Multifamily dwelling
		5/22/2025 6:43:57 PM	4133928	0000704	Medical assist, assist EMS crew	Assistance, other	419	1 or 2 family dwelling
		5/23/2025 1:13:30 PM	4134234	0000705	Medical assist, assist EMS crew	Assistance, other	419	1 or 2 family dwelling
		5/24/2025 4:29:03 PM	4134708	0000709	Medical assist, assist EMS crew	Provide basic life support (BLS)	419	1 or 2 family dwelling
		5/24/2025 6:22:17 PM	4134755	0000710	Medical assist, assist EMS crew	Provide basic life support (BLS)	419	1 or 2 family dwelling
		5/24/2025 10:45:48 PM	4134839	0000721	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling

		5/25/2025 3:05:32 AM	4134897	0000722	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		5/27/2025 3:24:14 PM	4135912	0000720	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		5/29/2025 7:18:28 AM	4136565	0000727	Medical assist, assist EMS crew	Information, investigation & enforcement, other	400	Residential, other
		5/30/2025 4:11:22 PM	4137221	0000730	Medical assist, assist EMS crew	Provide basic life support (BLS)	962	Residential street, road or residential driveway
					34			
	321							
		4/30/2025 8:30:44 PM	4124574	0000601	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		5/1/2025 1:56:32 AM	4124634	0000608	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		5/2/2025 12:48:07 PM	4125234	0000612	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		5/3/2025 5:31:39 AM	4125558	0000613	EMS call, excluding vehicle accident with injury	Information, investigation & enforcement, other	400	Residential, other
		5/3/2025 4:38:33 PM	4125738	0000615	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	962	Residential street, road or residential driveway
		5/3/2025 6:18:06 PM	4125771	0000619	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		5/6/2025 3:56:55 AM	4126696	0000629	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		5/6/2025 4:19:35 AM	4126702	0000630	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling

		5/6/2025 11:11:42 AM	4126812	0000627	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	311	24-hour care Nursing homes, 4 or more persons
		5/7/2025 10:35:21 PM	4127516	0000634	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		5/9/2025 11:42:03 AM	4128109	0000637	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	131	Church, mosque, synagogue, temple, chapel
		5/11/2025 11:58:05 AM	4128984	0000646	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		5/12/2025 8:09:23 AM	4129324	0000672	EMS call, excluding vehicle accident with injury	Provide equipment	419	1 or 2 family dwelling
		5/12/2025 8:58:17 AM	4129344	0000648	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		5/12/2025 10:39:43 AM	4129382	0000650	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		5/13/2025 8:22:21 AM	4129783	0000657	EMS call, excluding vehicle accident with injury	Information, investigation & enforcement, other	429	Multifamily dwelling
		5/13/2025 3:26:22 PM	4129948	0000658	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		5/15/2025 8:14:20 AM	4130644	0000665	EMS call, excluding vehicle accident with injury	Information, investigation & enforcement, other	400	Residential, other
		5/15/2025 6:29:33 PM	4130903	0000666	EMS call, excluding vehicle accident with injury	Information, investigation & enforcement, other	400	Residential, other
		5/15/2025 9:22:25 PM	4130961	0000670	EMS call, excluding vehicle accident	Provide first aid & check for injuries	429	Multifamily dwelling

					with injury			
		5/15/2025 9:33:29 PM	4130965	0000669	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		5/16/2025 11:17:57 AM	4131234	0000687	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		5/16/2025 3:03:21 PM	4131321	0000674	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		5/16/2025 10:37:08 PM	4131504	0000678	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		5/18/2025 12:24:38 AM	4131923	0000681	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		5/18/2025 4:57:27 AM	4131969	0000682	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		5/18/2025 3:44:48 PM	4132134	0000684	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		5/19/2025 1:32:49 PM	4132508	0000696	EMS call, excluding vehicle accident with injury	Provide basic life support (BLS)	888	Fire station
		5/19/2025 11:09:05 PM	4132706	0000689	EMS call, excluding vehicle accident with injury	Provide basic life support (BLS)	419	1 or 2 family dwelling
		5/21/2025 1:37:07 PM	4133359	0000697	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		5/21/2025 11:25:11 PM	4133581	0000701	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		5/23/2025 3:15:12 PM	4134302	0000706	EMS call, excluding vehicle accident	Provide first aid & check for injuries	419	1 or 2 family dwelling

					with injury			
		5/23/2025 7:41:23 PM	4134385	0000708	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		5/27/2025 12:23:09 AM	4135648	0000716	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		5/27/2025 12:24:24 PM	4135841	0000718	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	963	Street or road in commercial area
		5/29/2025 6:32:00 AM	250529-0641-SUTFD	0000724	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		5/29/2025 6:37:39 AM	4136557	0000723	EMS call, excluding vehicle accident with injury	Provide manpower	311	24-hour care Nursing homes, 4 or more persons
		5/29/2025 10:40:30 AM	4136632	0000725	EMS call, excluding vehicle accident with injury	Information, investigation & enforcement, other	400	Residential, other
		5/29/2025 2:55:16 PM	4136728	0000729	EMS call, excluding vehicle accident with injury	Provide basic life support (BLS)	161	Restaurant or cafeteria
		5/30/2025 6:31:19 AM	4137000	0000738	EMS call, excluding vehicle accident with injury	Information, investigation & enforcement, other	400	Residential, other
		5/30/2025 6:10:10 PM	4137258	0000731	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
					41			
	322							
		5/12/2025 5:26:42 PM	4129564	0000652	Motor vehicle accident with injuries	Remove hazard	963	Street or road in commercial area
		5/13/2025 3:56:17 PM	4129964	0000659	Motor vehicle accident with injuries	Information, investigation & enforcement, other	961	Highway or divided highway

					2			
	324							
		5/10/2025 9:02:43 AM	4128475	0000638	Motor vehicle accident with no injuries.	Provide basic life support (BLS)	962	Residential street, road or residential driveway
		5/13/2025 3:50:44 PM	4129961	0000656	Motor vehicle accident with no injuries.	Investigate	963	Street or road in commercial area
					2			
	352							
		5/12/2025 11:12:46 PM	4129674	0000654	Extrication of victim(s) from vehicle	Hazardous materials leak control & containment	961	Highway or divided highway
					1			
	355							
		5/18/2025 4:29:00 AM	4131964	0000683	Confined space rescue	Provide manpower	610	Energy production plant, other
					1			
	381							
		5/15/2025 10:41:50 AM	4130689	0000663	Rescue or EMS standby	Standby	419	1 or 2 family dwelling
		5/29/2025 11:01:00 PM	250531-085357-SUTFD	0000733	Rescue or EMS standby	Standby	962	Residential street, road or residential driveway
					2			
84								
400 - HAZMAT								
	412							
		5/14/2025 8:14:15 PM	4130489	0000664	Gas leak (natural gas or LPG)	Investigate	419	1 or 2 family dwelling
					1			
	442							

		5/3/2025 10:10:38 PM	4125835	0000618	Overheated motor	Investigate	419	1 or 2 family dwelling
					1			
2								
500 - Service Call								
	511							
		5/17/2025 11:55:05 PM	4131914	0000680	Lock-out	Forcible entry	419	1 or 2 family dwelling
					1			
	522							
		5/6/2025 8:08:51 AM	4126742	0000625	Water or steam leak	Information, investigation & enforcement, other	429	Multifamily dwelling
					1			
	542							
		5/3/2025 6:46:23 PM	4125782	0000616	Animal rescue	Rescue, remove from harm	962	Residential street, road or residential driveway
					1			
	552							
		5/15/2025 9:13:06 PM	4130956	0000667	Police matter	Information, investigation & enforcement, other	400	Residential, other
					1			
	553							
		5/3/2025 7:11:46 PM	4125787	0000617	Public service	Investigate	669	Forest, timberland, woodland
					1			
	554							
		4/30/2025 9:45:15 AM	4124323	0000598	Assist invalid	Investigate	419	1 or 2 family dwelling
		5/7/2025 5:35:39 PM	4127399	0000631	Assist invalid	Assist physically disabled	419	1 or 2 family dwelling

		5/12/2025 7:17:00 AM	4129314	0000647	Assist invalid	Provide manpower	419	1 or 2 family dwelling
		5/23/2025 6:58:46 PM	4134372	0000707	Assist invalid	Assistance, other	429	Multifamily dwelling
					4			
	571							
		5/5/2025 11:08:45 PM	4126643	0000624	Cover assignment, standby, moveup	Standby	419	1 or 2 family dwelling
					1			
10								
600 - Series								
	611							
		4/30/2025 11:35:02 AM	4124375	0000599	Dispatched & canceled en route	Cancelled en route		
		5/1/2025 2:26:06 AM	4124639	0000602	Dispatched & canceled en route	Cancelled en route		
		5/1/2025 5:17:00 PM	250501-141821-SUTFD	0000604	Dispatched & canceled en route	Cancelled en route	429	Multifamily dwelling
		5/1/2025 5:18:00 PM	250501-142215-SUTFD	0000605	Dispatched & canceled en route	Cancelled en route	419	1 or 2 family dwelling
		5/1/2025 8:24:47 PM	4124979	0000606	Dispatched & canceled en route	Cancelled en route	311	24-hour care Nursing homes, 4 or more persons
		5/2/2025 8:12:22 AM	4125123	0000609	Dispatched & canceled en route	Cancelled en route		
		5/4/2025 1:02:40 PM	4126035	0000620	Dispatched & canceled en route	Cancelled en route	311	24-hour care Nursing homes, 4 or more persons
		5/4/2025 3:03:27 PM	4126077	0000621	Dispatched & canceled en route	Cancelled en route		
		5/6/2025 10:00:33 PM	4127065	0000628	Dispatched & canceled en route	Cancelled en route		
		5/7/2025	4127503	0000632	Dispatched &	Cancelled en		

		9:59:26 PM			canceled en route	route		
		5/8/2025 5:41:06 AM	4127577	0000633	Dispatched & canceled en route	Cancelled en route		
		5/9/2025 2:48:49 AM	4127966	0000636	Dispatched & canceled en route	Cancelled en route	311	24-hour care Nursing homes, 4 or more persons
		5/10/2025 4:57:37 PM	4128659	0000639	Dispatched & canceled en route	Cancelled en route		
		5/10/2025 5:48:10 PM	4128677	0000640	Dispatched & canceled en route	Cancelled en route	571	Service station, gas station
		5/11/2025 6:46:05 PM	4129122	0000645	Dispatched & canceled en route	Cancelled en route		
		5/12/2025 7:29:20 PM	4129601	0000651	Dispatched & canceled en route	Cancelled en route		
		5/14/2025 10:57:29 PM	4130533	0000662	Dispatched & canceled en route	Cancelled en route		
		5/19/2025 9:41:18 AM	4132409	0000688	Dispatched & canceled en route	Cancelled en route	419	1 or 2 family dwelling
		5/20/2025 4:05:52 PM	4133007	0000693	Dispatched & canceled en route	Cancelled en route	429	Multifamily dwelling
		5/20/2025 4:46:58 PM	4133018	0000694	Dispatched & canceled en route	Cancelled en route	419	1 or 2 family dwelling
		5/21/2025 7:33:02 AM	4133217	0000695	Dispatched & canceled en route	Cancelled en route		
		5/21/2025 5:18:56 PM	4133452	0000698	Dispatched & canceled en route	Cancelled en route	429	Multifamily dwelling
		5/21/2025 9:01:06 PM	4133539	0000700	Dispatched & canceled en route	Cancelled en route		
		5/26/2025 7:47:51 PM	4135572	0000714	Dispatched & canceled en route	Cancelled en route		
		5/27/2025 2:40:23 AM	4135671	0000717	Dispatched & canceled en route	Cancelled en route	311	24-hour care Nursing homes, 4 or more persons
		5/27/2025 4:57:03 PM	4135952	0000719	Dispatched & canceled en route	Cancelled en route		

		5/29/2025 10:22:27 AM	4136626	0000726	Dispatched & canceled en route	Cancelled en route		
		5/30/2025 11:47:56 PM	4137369	0000732	Dispatched & canceled en route	Cancelled en route		
					28			
28								
700 - False Alarm								
	733							
		5/22/2025 11:12:42 PM	4134018	0000711	Smoke detector activation due to malfunction	Investigate	429	Multifamily dwelling
					1			
	735							
		5/16/2025 12:23:00 PM	4131261	0000675	Alarm system sounded due to malfunction	Investigate	131	Church, mosque, synagogue, temple, chapel
		5/16/2025 4:31:00 PM	4131358	0000676	Alarm system sounded due to malfunction	Investigate	131	Church, mosque, synagogue, temple, chapel
					2			
	743							
		5/24/2025 6:56:21 PM	4134773	0000712	Smoke detector activation, no fire - unintentional	Investigate	429	Multifamily dwelling
		5/25/2025 5:30:47 PM	4135115	0000713	Smoke detector activation, no fire - unintentional	Investigate	419	1 or 2 family dwelling
					2			
	745							
		5/16/2025 4:06:59 AM	4131108	0000668	Alarm system activation, no fire - unintentional	Investigate	419	1 or 2 family dwelling
					1			

Aid Given Or Received	Incident Number	NFIRS Number	Alarm Date	Aid Given Or Received Code	Aided Agency Name	Aiding Agency Name	Report Writer Last Name
Automatic aid given							
	4126077	0000621	5/4/2025 3:03:27 PM	4	Ypsilanti Township Fire Department		OBERSTAEDT
	4125835	0000618	5/3/2025 10:10:38 PM	4	Ypsilanti Township Fire Department		KUJAWA
	4128677	0000640	5/10/2025 5:48:10 PM	4	Ypsilanti Township Fire Department		BURNS
	4133539	0000700	5/21/2025 9:01:06 PM	4	Ypsilanti City Fire Department		BURNS
	4129635	0000653	5/12/2025 9:15:55 PM	4	Ypsilanti Township Fire Department		FRENCH
	4131085	0000685	5/16/2025 2:42:11 AM	4	Ypsilanti Township Fire Department		GAKEN
	4133452	0000698	5/21/2025 5:18:56 PM	4	Ypsilanti Township Fire Department		MONDAY
	4126641	0000622	5/5/2025 11:02:46 PM	4	Ypsilanti Township Fire Department		CLARK
	4124257	0000596	4/30/2025 5:29:24 AM	4	Ypsilanti Township Fire Department		FRENCH
	4124375	0000599	4/30/2025 11:35:02 AM	4	Ypsilanti City Fire Department		CLARK
	4135486	0000715	5/26/2025 3:13:33 PM	4	Ypsilanti Township Fire Department		BURNS
	4137369	0000732	5/30/2025 11:47:56 PM	4	Ypsilanti Township Fire Department		BURNS
	4125121	0000610	5/2/2025 8:10:51 AM	4	Ypsilanti Township Fire Department		KIMBALL
Automatic aid received							
	4129425	0000649	5/12/2025 12:19:00 PM	2		Ypsilanti City Fire Department	CHEVRETTE
	4129425	0000649	5/12/2025 12:19:00	2		Ypsilanti Township Fire	CHEVRETTE

			PM			Department	
	4129425	0000649	5/12/2025 12:19:00 PM	2		Washtenaw County Sheriff	CHEVRETTE
	4129425	0000649	5/12/2025 12:19:00 PM	2		Huron Valley Ambualnce	CHEVRETTE
	4129964	0000659	5/13/2025 3:56:17 PM	2		Ann Arbor Township Fire Department	OBERSTAEDT
Mutual aid given							
	4131964	0000683	5/18/2025 4:29:00 AM	3	Washtenaw County Technical Response Team		KUJAWA
	4131181	0000671	5/16/2025 9:13:00 AM	3	Ann Arbor Township Fire Department		PIERCE
Mutual aid received							
	4129674	0000654	5/12/2025 11:12:46 PM	1		Ann Arbor Township Fire Department	FRENCH
	4129674	0000654	5/12/2025 11:12:46 PM	1		Washtenaw County Hazardous Materials Response Team	FRENCH
	250529-175720-SUTFD	0000728	5/29/2025 7:37:20 AM	1		Ypsilanti Township Fire Department	KUJAWA
	4125123	0000609	5/2/2025 8:12:22 AM	1		Huron Valley Ambualnce	COKER

Aided Agency Name	Details
Ann Arbor Township Fire Department	1 Rows
Washtenaw County Technical Response Team	1 Rows
Ypsilanti City Fire Department	2 Rows
Ypsilanti Township Fire Department	11 Rows
	15 Rows

Alarm Date	Incident Number	NFIRS Number	Aid Given Or Received	Aiding Agency Name	Aided Agency Name
5/2/2025 8:12:22 AM	4125123	0000609	Mutual aid received	Huron Valley Ambualnce	
5/29/2025 7:37:20 AM	250529-175720-SUTFD	0000728	Mutual aid received	Ypsilanti Township Fire Department	

5/12/2025 11:12:46 PM	4129674	0000654	Mutual aid received	Ann Arbor Township Fire Department	
5/12/2025 11:12:46 PM	4129674	0000654	Mutual aid received	Washtenaw County Hazardous Materials Response Team	
5/12/2025 12:19:00 PM	4129425	0000649	Automatic aid received	Ypsilanti City Fire Department	
5/12/2025 12:19:00 PM	4129425	0000649	Automatic aid received	Ypsilanti Township Fire Department	
5/12/2025 12:19:00 PM	4129425	0000649	Automatic aid received	Washtenaw County Sheriff	
5/12/2025 12:19:00 PM	4129425	0000649	Automatic aid received	Huron Valley Ambualnce	
5/13/2025 3:56:17 PM	4129964	0000659	Automatic aid received	Ann Arbor Township Fire Department	

Incident Type Code	Incident Date	Incident Number	Contents Loss	Incident Type	District	Zip	Apparatus Total	Total Value	Total Loss	Percent Saved	Property Value	Percent Lost	Property Loss	Contents Value	Contents Loss	NFIRS Number
111																
								$196,000.00	$30,000.00							
	4/30/2025	4124257		Building fire	Out Of District	48198	3	$0.00	$0.00	NaN		NaN				0000596
	5/2/2025	4125121		Building fire	Out Of District	48198	2	$0.00	$0.00	NaN		NaN				0000610
	5/12/2025	4129635		Building fire	Out Of District	48198	2	$0.00	$0.00	NaN		NaN				0000653
	5/12/2025	4129425		Building fire	Superior Township 34	48198	5	$196,000.00	$30,000.00	84.69%	$166,000.00	15.31%	$30,000.00	$30,000.00		0000649
	5/16/2025	4131085	$0.00	Building fire	Out Of District	48198	2	$0.00	$0.00	NaN		NaN	$0.00		$0.00	0000685
	5/26/2025	4135486		Building fire	Out Of District	48197	3	$0.00	$0.00	NaN		NaN				0000715
115																
								$0.00	$0.00							
	5/5/2025	4126641		Incinerator overload or malfunction, fire confined	Out Of District	48198	2	$0.00	$0.00	NaN		NaN				0000622
132																
								$0.00	$0.00							
	5/16/2025	4131181		Road freight or transport vehicle fire	Superior Township 18	48105	2	$0.00	$0.00	NaN		NaN				0000671
300																
								$0.00	$0.00							
	5/29/2025	250529-175720-SUTFD		Rescue, EMS incident, other	Superior Township 34	48198	1	$0.00	$0.00	NaN		NaN				0000728
	5/31/2025	4137381		Rescue, EMS incident, other	Superior Township 18	48198	1	$0.00	$0.00	NaN		NaN				0000734
311																
								$0.00	$0.00							
	4/30/2025	4124526		Medical assist, assist EMS crew	Superior Township 34	48198	1	$0.00	$0.00	NaN		NaN				0000600
	4/30/2025	4124289		Medical assist, assist EMS crew	Superior Township 32	48198	1	$0.00	$0.00	NaN		NaN				0000597
	5/1/2025	4124935		Medical assist, assist EMS crew	Superior Township 34	48198	1	$0.00	$0.00	NaN		NaN				0000607

Superior Charter Township Park Commission
Regular Meeting
April 28, 2025

Approved Minutes

1. Call to Order
   The meeting was called to order at 6:30 pm by Chair Nahid Sanii-Yahyai

2. Roll Call
   Park Commissioners present: Nahid Sanii-Yahyai, Greg Vessels, Martha Kern-Boprie, Curtis Freeman, Matthew Yahyai, Jack Smiley, Sharon Bryant-Phillips

   Park Commissioners absent: none

   Others present: Township Treasurer Lisa Lewis; Juan Bradford, Park & Rec Director; Brenda Baker; Susan LaCroix

3. Flag Salute
   Chair Nahid Sanii-Yahyai led those assembled in the Pledge of Allegiance to the Flag.

4. Agenda Approval
   It was moved by Curtis Freeman and supported by Matthew Yahyai to approve the agenda with the addition of New Business D. Memorial Discussion to recognize Marion Morris. The motion carried.

5. Prior Meeting Minutes Approval
   A. March 24, 2025, Regular Meeting
      It was moved by Matthew Yahyai and supported by Curtis Freeman to approve the minutes of 3/24/2025 as drafted. The motion carried.

6. Citizen Participation
   There was none.

7. Reports
   A. Chairperson
      Chair Nahid Sanii-Yahyai reported she attended the Township Board meeting on April 21, and noted the Dixboro Village Green DBA Dixboro Farmers Market was approved. She also attended the Easter Egg Hunt on April 12, which was well attended. She asked Juan Bradford how many eggs were distributed, and he said 2,000 the same as last year. Nahid attended the Tree Planting and Kite & Rocket Event in Fireman's Park on April 26. She noted that several attendees were confused, and thought both events were continuing for the entire four hours. It was cold outdoors, but bright and sunny. Twelve trees were planted in Fireman's Park. Nahid noted she will follow up with Barry Margolis about a quote for the cost of trees and bushes for the memorial tree program.

   B. Director
      Juan Bradford, Parks & Recreation Director submitted a written report. He added to this report an update that the City of Ann Arbor wants a survey and a Level One Environmental Assessment for Birdsong Preserve, and will pay for it. Ducks Unlimited authorized $400,000.00 for the Birdsong Preserve: $300,000 will go toward the purchase and $100,000 will go toward restoration.

   C. Board Liaison
      Township Treasurer Lisa Lewis attended in place of Trustee Sarah Devereaux who was traveling. There was a flood in the old Township Hall. Balfour company is working on cleaning and restoration. Trinity

Health is working with Parks on a potential trail project collaboration. A meeting with Township Supervisor Dabish-Yahkind and Park Director Bradford is planned in the near future. Treasurer Lewis noted that the roadside clean-up will take place on Saturday, May 10th and encouraged all Park Commissioners to participate. People can register on-line, or on May 10 in person.

D. Board Meeting Attendee
Martha Kern-Boprie attended the April 21 township board meeting, and submitted a written report.

E. Park Steward
Ellen Kurath stopped by the Park Department office with literature on plants growing in the township nature preserves.

F. Safety
There were no accidents or injuries in the past month.

It was moved by Curtis Freeman and supported by Greg Vessels to receive the reports. The motion carried.

8. Communications
   A. Dixboro Farmers Market Letter of Support
   B. Birdsong Forest Therapy

   It was moved by Sharon Bryant-Phillips and supported by Greg Vessels to receive the communications. The motion carried.

9. Old Business
   A. Commemorative Tree & Bench Program
   Juan Bradford presented an amended Commemorative Tree, Bush, & Bench Program for park commissioners to consider. Items that may be purchased to commemorate a person or event and the current cost are:

Trees 3” to 4” caliper	$800.00
Trees <2.5” caliper	$450.00
Bush	$200.00
Plaque for Trees and Bushes	$550.00
Bench with plaque	$2,500.00

Jack Smiley identified several grammatical errors that required correction.
On page 2 or 5, in Step 3, third sentence, it currently reads “The plaque manufacturer will create a digital mockup of your plaque and will be sent to you for approval or edits via email.” Insert the word “it” between “plaque and” and “will” so that it reads “The plaque manufacturer will create a digital mockup of your plaque, and it will be sent to you for approval or edits via email.”

On page 2 of 5, in the section headed How do I get additional information or start the process? At the end of the sentence that currently reads “…please contact the Parks & Recreation Department at” insert a colon after the word “at” so the sentence reads “…please contact the Parks & Recreation Department at:”

On page 3 of 5 in the section headed “Why support the Commemorative Tree or Bush Program?” in the first sentence that currently reads “*By planting a tree or bush, you are creating a living memory that will last for generations…” delete the words “living memory” and replace them with “commemoration” so the sentence will read
“*By planting a tree or bush, you are creating a commemoration that will last for generations…”

On page 4 of 5, in the section headed "Why support the Commemorative Bench Program?" in the first sentence that currently reads "…you can honor your loved one, or special occasion one while enhancing…" insert a comma after the word "occasion" and delete the word "one" so the sentence reads "…you can honor your loved one, or special occasion, while enhancing…"

On page 4 of 5, in the section headed "How much does the Commemorative Bench Program cost?" in the second sentence that currently reads "The cost includes the bench, a bronze plaque designed by the purchaser, installation, and perpetual care." Delete the comma after installation and replace the words "perpetual care" with maintenance, so the sentence reads "The cost includes the bench, a bronze plaque designed by the purchaser, installation and maintenance."

On page 4 of 5, in the section headed "What if my bench becomes destroyed?" in the last sentence that currently reads "When contact information is available, the Township will attempt to contact the donor to discuss options for a replacement at the purchaser's cost." Delete the word "cost" and replace it with "expense" so the sentence reads "When contact information is available, the Township will attempt to contact the donor to discuss options for a replacement at the purchaser's expense."

It was moved by Curtis Freeman and supported by Greg Vessels to approve the Commemorative Tree, Bush and Bench Program with the edits noted. The motion carried.

B. Mission Statement 2025
Juan Bradford presented the Mission Statement approved by the Park Commission on March 24, 2025. Sharon Bryant-Phillips disagreed with the text of the first sentence, which currently reads "The Superior Township Parks and Recreation Commission is dedicated to enhancing the quality of life for our residents and future generations by maintaining the highest standards of excellence in public service." Sharon wanted the word "highest" replaced with the word "high".
It was moved by Sharon Bryant-Phillips and supported by Jack Smiley to amend the Mission Statement by changing the first sentence to "The Superior Township Parks and Recreation Commission is dedicated to enhancing the quality of life for our residents and future generations by maintaining high standards of excellence in public service." The motion carried with six Yes votes and one No vote.

C. "Birdsong" Property Appraisals and Update
Two appraisals were obtained for the "Birdsong" property. One appraisal produced a value of $1,618,000.00 and the other a value of $1,780,000.00. Both appraisals were submitted to Ducks Unlimited and the City of Ann Arbor as part of seeking funding for the acquisition and restoration of the property.

D. Vreeland Property Committee Update
The property previously referred to as "the Rock Property" is now referred to as "the Vreeland Property". Two public presentations on the property and potential uses will be held in May.
May 20 6:30 pm Township Hall
May 22 6:30 pm Ypsilanti District Library on Harris Road
Trustee Sarah Devereaux will help prepare the presentations.
Jack Smiley met with a representative from the Audubon society about placing bluebird boxes. Jack also reported a whippoorwill call was heard recently on the Birdsong Property.

10. New Business
A. Roadside Clean-Up Day Volunteers: Saturday, May 10
Volunteers are needed for the Roadside Clean-Up Day on Saturday, May 10 beginning at 9:30 am. The following park commissioners volunteered:

Nahid Sanii-Yahyai	Matthew Yahyai	Curtis Freeman
Greg Vessels	Jack Smiley	

Go to the Township Hall at 9:30 am, give your Liability Waiver to organizers, if you have not done so already, pick up supplies, and receive a road assignment. A hot dog lunch will be provided after the clean-up. Martha Kern-Boprie mentioned that she cannot participate on May 10, so she will clean along Geddes Road during the week before May 10.

B. Birdwatching for Beginners on May 17 in CHNP Volunteers
The Birdwatching for Beginners event on Saturday May 17 at 10:00 am takes place in Cherry Hill Nature Preserve (CHNP). Nahid Sanii-Yahyai and Matthew Yahyai volunteered to assist with this event.

C. U.S. Fish & Wildlife Service Contract
It was moved by Martha Kern-Boprie and supported by Nahid Sanii-Yahyai to authorize Juan Bradford, Parks & Recreation Director to sign the Partners for Fish and Wildlife Program Landowner Agreement. The motion carried.

D. Memorial Discussion to recognize Marion Morris
Jack Smiley suggested a boulder with a plaque to recognize the many contributions Marion Morris made to Superior Township and the parks and preserves. He suggested locating the boulder in Birdsong Preserve. There was a consensus among park commissioners to move forward with this.

11. Bills for Payment
It was moved by Greg Vessels and supported by Matthew Yahyai to approve payment of the bills totaling $40,892.60 at 4/28/2025. The motion carried.

12. Financial Statement
    A. March 2025
    It was moved by Greg Vessels and supported by Sharon Bryant-Phillips to receive the March 2025 Financial statements. The motion carried.

13. Pleas and Petitions
Greg Vessels noted that Cherry Hill Road between Prospect Road and the Cherry Hill Nature Preserve is in bad condition.

Brenda Baker asked for the dates and locations of the presentations on the Vreeland Property. Dates and locations were provided to her.

14. Adjournment
It was moved by Matthew Yahyai and supported by Curtis Freeman to adjourn at 8:00 pm. The motion carried.

Submitted by,
Martha Kern-Boprie
Park Commissioner and Secretary

WASHTENAW COUNTY
OFFICE OF THE SHERIFF

EST. 1823

ALYSHIA M. DYER, SHERIFF

EXECUTIVE SUMMARY

Distribution Date: 6/11/25

May 2025

WCSO Patrol Operations responded to calls for service, conducted traffic enforcement, and completed criminal investigations in support of our community's quality of life.

During May 2025, there were 856 calls for service in Superior Twp. This is a 10.4% decrease compared to the previous year.

Please refer to the *Monthly Data Report* for the complete overview of Police Services data for the month.

SIGNIFICANT INCIDENTS:

Below are the incidents WCSO deemed significant for your area. If you require additional information on a specific incident, please contact your area Lieutenant.

INCIDENT #	DATE	VERIFIED OFEENSE
25-29182	5/5/2025	Agg/Fel Assault- non-family-Gun
25-29930	5/9/2025	Malicious Destruction of Property
25-29934	5/9/2025	Malicious Destruction of Property
25-30244	5/9/2025	Malicious Destruction of Property
25-32750	5/19/2025	B&E- Home Invasion

WASHTENAW COUNTY
OFFICE OF THE SHERIFF

EST. 1823

ALYSHIA M. DYER, SHERIFF

EXECUTIVE SUMMARY

Distribution Date: 6/11/25

May 2025

COMMUNITY DIRECTED ENFORCEMENT

DATE	LOCATION	COMPLAINT	INITIATIVES

STAFFING

11 / 14 Deputies (Billable for 10)

WASHTENAW COUNTY
OFFICE OF THE SHERIFF

EST. 1823

ALYSHIA M. DYER, SHERIFF

EXECUTIVE SUMMARY

Distribution Date: 6/11/25

May 2025

WASHTENAW ALERT (EVERBRIDGE)

As a reminder for residents, they can sign up for "Up-to-the-minute updates" from the Washtenaw County Sheriff's Office by email or cell phone at www.washtenaw.org/alerts

HOUSE WATCH

If you plan on being gone for a period of time sign your house up for house checks. The house watch form can be found at:

https://www.washtenaw.org/1743/House-Watch

NEW FACES

The Sheriff's Office is hiring! We continue to hire highly qualified, motivated, and diverse people that are committed to pursuing our mission: "Together, we are committed to creating a safer, more just, and compassionate Washtenaw County for all".

If you are interested in joining us in serving your community in Police Services, Corrections, Communications, Emergency Services or Community Corrections please check us out at: https://www.washtenaw.org/1124/Sheriff

PUBLIC DASHBOARD

Check out our Data & Information Dashboard!
https://www.washtenaw.org/3915/Sheriff-Data-Information-Dashboard

COMMONLY USED ABBREVIATIONS

AWIM: Assault with Intent to Murder

CCW: Carrying Concealed Weapon

CSC: Criminal Sexual Conduct

DV: Domestic Violence

OUID: Operating Under the Influence of Drugs

OWI: Operating While Intoxicated

R&O: Resisting & Obstructing

UDAA: Unlawfully Driving Away an Automobile

Police Service Data Report

Reporting Period: May

Incidents	Month 2025	Month 2024	% Change
Animal Complaints	37	23	60.9%
Assaultive Crimes	16	19	-15.8%
Burglaries	2		-
Larcenies	4	1	300.0%
Medical Assists	13	13	0%
OWI	1	5	-80.0%
Traffic Crashes	26	24	8.3%
Traffic Stops	121	264	-54.2%
Vehicle Theft	1	2	-50.0%
Calls For Service Total	856	955	-10.4%
Community Engagement	1		-
Citations	11		

In/Out of Area Time	Minutes
Into Area Time	60
Secondary Road Patrol - Into Area	140
Collab Out of Area Time	946

Into Area Time: The time that other areas contracted deputies spent in SUT. *ACO, SRP, Command, Countywide, and DB are excluded*

Out of Area Time: Time that ANT/SUT contracted deputies spent anywhere other than SUT/ANT, including non-contract areas.

Secondary Road Patrol – Into Area: The time SRP spent in SUT.

CFS Summary

Reporting Period: May

Classification	Month 2025	Month 2024	% Change
AGGRAVATED/FELONIOUS ASSAULT	9	8	12.5%
ANIMAL CRUELTY		1	-100.0%
BURGLARY -FORCED ENTRY	2		-
DAMAGE TO PROPERTY	10	4	150.0%
FORGERY/COUNTERFEITING		1	-100.0%
FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	1	2	-50.0%
FRAUD - IDENTITY THEFT		1	-100.0%
FRAUD -WIRE FRAUD	1	1	0%
INTIMIDATION/STALKING	1	2	-50.0%
LARCENY -OTHER	2		-
LARCENY -THEFT FROM BUILDING	1		-
LARCENY -THEFT FROM MOTOR VEHICLE	1	1	0%
MOTOR VEHICLE, AS STOLEN PROPERTY	1		-
MOTOR VEHICLE THEFT	1	2	-50.0%
NONAGGRAVATED ASSAULT	9	11	-18.2%
RETAIL FRAUD -THEFT	1		-
SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	1		-
VIOLATION OF CONTROLLED SUBSTANCE ACT	2		-
WEAPONS OFFENSE- CONCEALED		3	-100.0%
Sum:	**43**	**37**	

Classification	Month 2025	Month 2024	% Change
BURGLARY - UNLAWFUL ENTRY (NO INTENT)		1	-100.0%
FAMILY -ABUSE/NEGLECT NONVIOLENT	1	4	-75.0%
FAMILY -NONSUPPORT		1	-100.0%
HEALTH AND SAFETY		1	-100.0%
JUVENILE RUNAWAY	2	2	0%
OBSTRUCTING JUSTICE	5	5	0%
OBSTRUCTING POLICE	4	3	33.3%
OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	1	7	-85.7%
PUBLIC PEACE -OTHER		1	-100.0%

Sum:	**13**	**25**	

Classification	Month 2025	Month 2024	% Change
ALARMS	20	31	-35.5%
ANIMAL COMPLAINTS	41	23	78.3%
JUVENILE OFFENSES AND COMPLAINTS	15	6	150.0%
MISCELLANEOUS COMPLAINTS	168	195	-13.8%
MISCELLANEOUS TRAFFIC COMPLAINTS	127	282	-55.0%
NON - CRIMINAL COMPLAINTS	264	234	12.8%
SICK / INJURY COMPLAINT	48	34	41.2%
TRAFFIC CRASHES	26	25	4.0%
TRAFFIC OFFENSES	3	4	-25.0%
WARRANTS	1	8	-87.5%
Sum:	**713**	**842**	

Classification	Month 2025	Month 2024	% Change
MISCELLANEOUS A THROUGH UUUU	7	3	133.3%
PARKING CITATIONS		1	-100.0%
Sum:	**7**	**4**	

Classification	Month 2025	Month 2024	% Change
CANINE ACTIVITIES	2		-
COURT / WARRANT ACTIVITIES	5		-
CRIME PREVENTION ACTIVITIES	3	1	200.0%
INVESTIGATIVE ACTIVITIES	37	21	76.2%
MISCELLANEOUS ACTIVITIES (6000)	32	11	190.9%
MISCELLANEOUS ACTIVITIES (6100)	29	44	-34.1%
Sum:	**108**	**77**	

Sum:	**884**	**985**	

CCW Report

Incident Number	Report Date	Offense	Case Status Disposition

Out of Area Report

Reporting Period: May

AUGUSTA TWP

Incident #	Patrol Area Desc	Activity Category	Activity Start Date	Duration in Minutes
250032781	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACK-UP TRAFFIC STOP	05/20/2025 01:35:00	35
			Sum:	**35**

COUNTY OWNED PROPERTY

Incident #	Patrol Area Desc	Activity Category	Activity Start Date	Duration in Minutes
250028339	ANN ARBOR-SUPERIOR TWP COLLABORATION	DISPATCHED CALLS	05/02/2025 10:50:00	40
			Sum:	**40**

PITTSFIELD TOWNSHIP

Incident #	Patrol Area Desc	Activity Category	Activity Start Date	Duration in Minutes
250028115	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	05/01/2025 11:20:00	55
250030180	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	05/09/2025 23:45:00	80
			Sum:	**135**

SALEM TOWNSHIP

Incident #	Patrol Area Desc	Activity Category	Activity Start Date	Duration in Minutes
250028226	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	05/01/2025 18:50:00	45
			Sum:	**45**

Out of Area Report

Reporting Period: May

SALINE CITY

Incident #	Patrol Area Desc	Activity Category	Activity Start Date	Duration in Minutes
250031600	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	05/15/2025 16:05:00	130
			Sum:	**130**

YPSILANTI CITY

Incident #	Patrol Area Desc	Activity Category	Activity Start Date	Duration in Minutes
250029874	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	05/08/2025 19:15:00	5
250033649	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	05/23/2025 13:20:00	40
			Sum:	**45**

Out of Area Report

Reporting Period: May

YPSILANTI TWP

Incident #	Patrol Area Desc	Activity Category	Activity Start Date	Duration in Minutes
250028780	ANN ARBOR-SUPERIOR TWP COLLABORATION	TRAFFIC STOP	05/03/2025 23:55:00	5
250029687	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	05/07/2025 23:50:00	11
250029695	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	05/08/2025 01:00:00	20
250030053	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	05/09/2025 15:15:00	5
250030392	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	05/10/2025 21:00:00	50
250030400	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	05/10/2025 21:50:00	5
250030522	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	05/11/2025 12:20:00	30
250030522	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	05/11/2025 12:20:00	40
250030941	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	05/13/2025 01:30:00	20
250031448	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACK-UP TRAFFIC STOP	05/14/2025 23:45:00	90
250031589	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	05/15/2025 14:55:00	60
250032197	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	05/17/2025 21:35:00	50
250033468	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACK-UP TRAFFIC STOP	05/22/2025 21:55:00	5
250033655	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	05/23/2025 14:40:00	10
250033655	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	05/23/2025 14:40:00	50
250033714	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	05/23/2025 17:30:00	25
250034301	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	05/26/2025 00:00:00	25
250034494	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	05/26/2025 16:30:00	15
			Sum:	**516**

Out of Area Report

Reporting Period: May

Into Area Report

Reporting Period: May

YPSILANTI TWP

Incident #	Reporting Area	Activity Category	Activity Start Date	Minutes
250028546	MACARTHUR BLVD CONTRACT	BACKUP DISPATCHED CALLS	05/02/2025 23:30:00	40
250028712	MACARTHUR BLVD CONTRACT	BACKUP DISPATCHED CALLS	05/03/2025 18:55:00	40
250028712	MACARTHUR BLVD CONTRACT	BACKUP DISPATCHED CALLS	05/03/2025 19:00:00	35
250028712	MACARTHUR BLVD CONTRACT	DISPATCHED CALLS	05/03/2025 19:00:00	15
250028995	MACARTHUR BLVD CONTRACT	BACKUP DISPATCHED CALLS	05/05/2025 02:40:00	35
250028995	MACARTHUR BLVD CONTRACT	BACKUP DISPATCHED CALLS	05/05/2025 02:40:00	40
250028995	SUPERIOR TWP	DISPATCHED CALLS	05/05/2025 02:40:00	55
250028995	SUPERIOR TWP	DISPATCHED CALLS	05/05/2025 02:40:00	110
250029350	MACARTHUR BLVD CONTRACT	BACKUP DISPATCHED CALLS	05/06/2025 15:59:00	14
250029398	SUPERIOR TWP	BACKUP DISPATCHED CALLS	05/06/2025 21:00:00	90
250030059	MACARTHUR BLVD CONTRACT	BACKUP DISPATCHED CALLS	05/09/2025 15:40:00	10
250030059	MACARTHUR BLVD CONTRACT	BACKUP DISPATCHED CALLS	05/09/2025 15:40:00	20
250030251	MACARTHUR BLVD CONTRACT	BACKUP DISPATCHED CALLS	05/10/2025 10:45:00	20
250030420	MACARTHUR BLVD CONTRACT	BACKUP DISPATCHED CALLS	05/10/2025 23:05:00	35
250030690	MACARTHUR BLVD CONTRACT	BACKUP DISPATCHED CALLS	05/12/2025 07:05:00	15
250031157	MACARTHUR BLVD CONTRACT	BACKUP DISPATCHED CALLS	05/13/2025 21:15:00	35
250031157	MACARTHUR BLVD CONTRACT	BACKUP DISPATCHED CALLS	05/13/2025 21:20:00	20
250031157	MACARTHUR BLVD CONTRACT	BACKUP DISPATCHED CALLS	05/13/2025 21:25:00	15
250031157	MACARTHUR BLVD CONTRACT	BACKUP DISPATCHED CALLS	05/13/2025 21:25:00	20
250031672	MACARTHUR BLVD CONTRACT	BACKUP DISPATCHED CALLS	05/15/2025 21:10:00	10
250031672	MACARTHUR BLVD CONTRACT	BACKUP DISPATCHED CALLS	05/15/2025 21:10:00	15
250031672	SUPERIOR TWP	BACKUP DISPATCHED CALLS	05/15/2025 21:10:00	15
250031673	SUPERIOR TWP	BACKUP DISPATCHED CALLS	05/15/2025 21:05:00	15
250031673	SUPERIOR TWP	BACKUP DISPATCHED CALLS	05/15/2025 21:05:00	50
250031951	SUPERIOR TWP	BACKUP DISPATCHED CALLS	05/16/2025 22:45:00	20
250031956	MACARTHUR BLVD CONTRACT	BACKUP DISPATCHED CALLS	05/16/2025 23:20:00	5
250032672	SUPERIOR TWP	BACKUP DISPATCHED CALLS	05/19/2025 16:50:00	55
250032848	SUPERIOR TWP	BACKUP DISPATCHED CALLS	05/20/2025 11:10:00	35
250032848	SUPERIOR TWP	BACKUP DISPATCHED CALLS	05/20/2025 11:20:00	25

Into Area Report

Reporting Period: May

250033622	SUPERIOR TWP	BACKUP DISPATCHED CALLS	05/23/2025 12:30:00	15
250033734	SUPERIOR TWP	BACKUP DISPATCHED CALLS	05/23/2025 19:30:00	30
250033876	SUPERIOR TWP	BACKUP DISPATCHED CALLS	05/24/2025 11:25:00	35
250033970	SUPERIOR TWP	BACKUP DISPATCHED CALLS	05/24/2025 17:40:00	15
250033970	SUPERIOR TWP	BACKUP DISPATCHED CALLS	05/24/2025 17:40:00	20
250033970	SUPERIOR TWP	BACKUP DISPATCHED CALLS	05/24/2025 17:45:00	15
250034023	SUPERIOR TWP	BACKUP DISPATCHED CALLS	05/24/2025 21:20:00	10
250034097	SUPERIOR TWP	DISPATCHED CALLS	05/25/2025 03:00:00	45
250034537	MACARTHUR BLVD CONTRACT	BACKUP DISPATCHED CALLS	05/26/2025 19:40:00	20
250034537	MACARTHUR BLVD CONTRACT	BACKUP DISPATCHED CALLS	05/26/2025 19:50:00	45
250034555	SUPERIOR TWP	BACKUP DISPATCHED CALLS	05/26/2025 20:35:00	10
250035575	SUPERIOR TWP	BACKUP DISPATCHED CALLS	05/30/2025 17:40:00	15
250035692	MACARTHUR BLVD CONTRACT	BACKUP DISPATCHED CALLS	05/31/2025 01:25:00	30
	MACARTHUR BLVD CONTRACT	BACKUP DISPATCHED CALLS	05/26/2025 20:00:00	45
	SUPERIOR TWP	FOLLOW-UP	05/05/2025 11:10:00	130
			Sum:	**1,389**

Violations

Reporting Period: May

Violation Description	Violation Count
DROVE WHILE LICENSE SUSP/REV/DENIED	1
IMPROPER OVERTAKING AND PASSING	1
NO PROOF OF INSURANCE	1
REGISTRATION AND/OR PLATE EXPIRED CI	1
SPEEDING 01 - 05 MPH OVER	2
SPEEDING 11 - 15 MPH OVER	1
SPEEDING 16 - 20 MPH OVER	2
SPEEDING 21 - 25 MPH OVER	1
SPEEDING 26 - 30 MPH OVER	1
Sum:	**11**

Traffic Stops

Reporting Period: May

TS Reason For Contact	Activities Count
Equipment Vio	18
Other	16
Speed	49
Traffic Vio.	36
Weighmaster	1
	120

Utility Department Memorandum

To: Superior Township Board of Trustees
From: Mary Burton, Utility Director
Date June 16, 2025
Re: Utility Department Report

- **YCUA Meter Replacements:**
  Meter replacements are set to begin this Summer at Clark & Golfside, Huron & Clark, Dawn & Clark and at Geddes & Ridge - Y203. All meters are owned by YCUA and replacement will be at no cost to Superior Township. Specific dates will be provided when available.

- **Annual Lead & Copper Sampling:**
  The annual lead and copper sampling program will be completed in June for both distribution systems 1 & 2. A total of 25 households will participate in the State mandated sampling pool this year.

- **EPA UCMR 5 Sampling:**
  Superior Township will complete its second sampling with the EPA for PFAS (polyfluoroalkyl substances) on June 10th. All materials and sampling costs will be covered by the EPA.

- **Prospect Point West Low Pressure Update:**
  After working with Lombardo and receiving repeated low pressure complaints from 7477 Abigail Drive, we will be working with OHM to pinpoint any underlying issues that may need to be addressed.

- **Ongoing Preventative Maintenance:**
  Our crew continues to complete maintenance for
  - sewer checks
  - valve exercising
  - booster station checks
  - lift station checks
  - hydrants

- **Field Service Tech II:**
  We are receiving cover letters and resumes for the Field Service Tech II position.

MAY 2025 ASSESSING DEPARTMENT REPORT

TO: Superior Township Board of Trustees

FROM: Paula Calopisis, Assessor

SUBJECT: Assessing Department Activity Report for the June 16, 2025 Meeting
(not a complete list)

The assessor conducted the following business activities during the month of May:

- Scheduled classes for the assessing department to attend
- All 3 assessing employees attended a virtual class to obtain hours toward our mandatory state certification
- Calculated the Estimated Tax Revenues for 2026
- Exchanged e-mails with accountants regarding personal property questions
- Ran 8 top taxable value reports and sent them to the PFM Financial Advisors
- Compared our calculation reports to the county final reports to assure our numbers were accurate
- Compiled data and contacted other townships for information that was used to prepare spreadsheets estimating future taxes
- The 2025 computer database remained frozen until 4-30-2025. No value entries are allowed during that time. Entered and updated January through May information

The appraisers conducted the following business activities during the month of May:

- Assisted residents with assessing questions at the counter and on the phone
- Assisted with poverty exemption paperwork for two residents of the township
- Completed site visits and measurements for 19 final building inspections which included new construction
- Accepted and entered 65 property transfers, principal residence exemptions, and rescinds
- Assisted 3 veterans with exemption paperwork
- The 2025 computer database remained frozen until 4-30-2025. No value entries are allowed during that time. The computer entries from inspections of new homes and remodel projects that were completed January 1st through April 30th were entered in the new 2026 database during the month of May

MEMO

TO: Superior Charter Township Board of Trustees

FROM: Michelle Marin, Planning & Zoning Administrator

RE: Planning & Zoning Department Report

DATE: June 9, 2025

Below is a summary of the planning and zoning activities for the month of May 2025.

PROSPECT POINTE WEST

Prospect Pointe West is a four-phase single-family residential development project, on an ~67 acre parcel of land zoned R-4 an Urban Residential District. The development is located on the southwest corner of Geddes Road and Prospect Road, west of Hunters Creek Drive in the northeast quarter of Section 33. The applicant is proposing to develop Prospect Pointe West as a 157-unit site condominium.

The four (4) phases consist of the following number of units:

- Phase 1 – 39 units
- Phase 2 – 45 units
- Phase 3 – 26 units
- Phase 4 – 47 units

The proposed lot dimensions are 66' x 130' with a minimum lot size of 8,580 sf. The homes will range in size from 2,000 to 3,200 sf with sales prices starting in the $400,000s. The development has private roads with sidewalks on both sides and will be serviced by public sanitary sewer which will be designed as an extension of the existing Prospect Pointe development. Public water will also be extended from the existing subdivision. Each phase of the development is required to go through the Final Site Plan process.

The Final Site Plan for Prospect Pointe West Phase 1 (STPC #22-03) was approved by action of the Superior Township Planning Commission on April 26, 2023, and includes 39 single family lots. Building permits for individual homes are being issued and construction has commenced.

The Final Site Plan for Prospect Pointe West Phase 2 (STPC #24-01) was approved by action of the Superior Township Planning Commission on May 22, 2024, and includes 45 single family lots. The Development Agreement for Phase 2 has been recorded and a preconstruction meeting was held on September 10, 2024.

The Final Site Plan for Prospect Pointe West Phase 3 (STPC #25-01) was approved by the Planning Commission at the May 28th meeting. This phase includes 25 single family lots. Two approval conditions are remaining: the Soil Erosion and Sedimentation Control (SESC) permit and the revised Development Agreement that will

require approval by the Board of Trustees. The applicant is currently working on these remaining conditions of approval.

BROOKWOOD

Brookwood is a Master Planned Community on an ~84 acre parcel of land zoned Planned Community (PC) a Special District. The development is located on the east side of Leforge Road approximately 700 feet north of Clark Road in the southwest corner of Section 33. The applicant is proposing to develop Brookwood with 318 dwelling units divided into three (3) residential dwelling product types (i.e., stacked flats, duplex units, four-plex units, and attached townhomes).

The development is designed for renters and owners plus a section dedicated for people over 55 years of age. Stacked flats and duplexes are anticipated to rent from $1.50 - $2.50 per square foot. The townhomes will be for sale and priced per unit according to the market. The development will also include a clubhouse, amenity areas, paved parking areas, landscape improvement, and a continuous sidewalk network along private drives throughout the development and walking paths that connect amenities with various areas of the development. Existing public water and sanitary sewer mains will be extended to serve the development.

The Brookwood Superior Area Plan Amendment was approved at second reading by the Township Board on May 20, 2024.

The Brookwood Superior Preliminary Site Plan (STPC #23-05) was approved by action of the Superior Township Planning Commission on May 22, 2024, with the following conditions:

1) Address all items in the Township Engineers May 9, 2024, review.
2) Provide additional details on Natural Feature Plan including how the 25% slopes will be protected, and their integrity remain intact.
3) Provide a more detailed landscape plan that meets all landscape, screening, and woodland preservation requirements.
4) Provide lighting and photometric plan.
5) Provide a detailed narrative of the architectural concept for the site including materials details.

The Final Site Plan for Brookwood Estates (STPC #23-05) was approved by the Planning Commission at the May 28th meeting. The applicant is currently working on addressing the approval conditions that were identified in the Planners' and Engineers' reports.

GARRETT'S SPACE

Garrett's Space is proposed to be a residential center where young adults suffering from depression and anxiety are treated. The facility will include both in-patient and daily services, with a non-medical and non-institutional focus. Garrett's Space is proposed on seven (7) parcels that will be combined into one lot totaling approximately 76.0 acres. The property has historically been used as a single-family residence with an

address of 3900 Dixboro Road and is in Section 7 of the Township. The site includes significant natural resources including woodlands, steep slopes, a creek, floodplain, and wetlands.

The applicant proposes the following improvements:

1) Convert the existing home on the site to administrative offices
2) Construct a 10,100 square foot building to house 15 to 20 residents
3) Construct a 2,100 square foot building for recreational and therapy activities
4) Construction of a parking lot
5) Landscaping improvements
6) Create walking paths and lookouts through the site's natural features.
7) Expanding the sites well and sceptic system
8) Construct two (2) stormwater detention ponds

The applicant proposes a phased development:

- Phase 1: Use of the existing house for administrative offices and day programming. This phase does not include any overnight guests.
- Phase 2: Construction of the residential structure and creativity studio with parking areas, and utility and landscaping improvements. This phase includes expanded day programming and overnight residents.
- Phase 3: Additional ancillary elements, including the barn for gardening and therapeutic animals, and outdoor recreation and gathering spaces, will be constructed as funding allows.

Previous Township approvals are as follows:

- Property was rezoned from A-2 to Planned Community (PC) Special District via an Area Plan petition approved by the Township Board on July 17, 2023.

- The applicant recorded a Zoning and Land Use Agreement dated October 16, 2023, that limits uses, the number of residents and the number of employees.

- A Preliminary Site Plan (STPC 23-03) was approved by the Planning Commission with conditions on January 24, 2024.

- A Final Site Plan (STPC 23-03) was approved by the Planning Commission on September 25, 2024, with the following conditions:
  1) Obtain all outside agency approvals permits outlined in Township Engineer's memo dated 9/19/24.
  2) Combine existing seven (7) parcels into one parcel prior to receiving certificate of occupancy.
  3) Record conservation protection prior to certificate of occupancy.

- A Development Agreement was approved by the Township Board on October 21, 2024.

To date, the applicant has completed Final Site Plan conditions #1, #2, and #3:

1) OHM reviewed the Engineering Plans submittal (dated 12/20/24) and had no exceptions to the proposed development moving forward as shown on the plans as submitted.

2) The seven (7) parcels have been combined into one and a new parcel assigned (J -10-07-200-021). Furthermore, the Township Assessor has changed the zoning of this new parcel to PC.

3) Resolution No. 2025-13 to approve Garrett's Space Conservation Deed Restriction Agreement between Garrett's Space and the Township was approved by the Board of Trustees on March 17, 2025.

Building permits have been submitted and a preconstruction meeting was held on March 18, 2025. Preliminary site work has commenced. The approved Development Agreement requires the conservation area protection to be recorded prior to Certificate of Occupancy (CO) for the main residential structure to be newly constructed (Phase 2). A CO may be issued for the Phase 1 portion of the project if all building and fire codes and requirements are met for the change of use.

THE MEADOWS AT HAWTHORNE MILLS

The Meadows at Hawthorne Mills is a 215 unit single-family residential site condominium located on 71 acres of land located south of Geddes Road and east of Leforge Rd. The site includes private roads that provide two (2) access points to Geddes Road and has two (2) connection points with the adjacent Prospect Pointe West Development. In addition, there is a road stub for future development to the south. The proposed development will be served with public utilities. A sewer will connect from Leforge Road, and the Prospect Pointe Development and water will be looped throughout the development from Geddes Road. Stormwater management will be handled with four (4) proposed detention ponds located throughout the development.

The entire development received preliminary site plan approval on October 28, 2020. There are five (5) phases of development, and each phase required final site plan approval.

The final site plan for Phase 1 was approved by the Planning Commission with conditions on November 15, 2023. Phase 1 includes a total of 40 lots/units as well as construction of the roads and infrastructure items to directly serve those units, extension of a sanitary sewer from LeForge Road across the neighboring property to the west needed to service Phase 1, and mass grading of the entire site.

The final site plan for Phase 1 of the Meadows at Hawthorne Mill was set to expire and the applicant petitioned the Planning Commission to grant a one-year extension. On January 22, 2025, the Planning Commission granted an extension of the approved final site plan with the following conditions:

1. Provide a cost estimate for required woodland mitigation to be paid into Superior tree fund. Once a fund number is agreed upon with the Township, the applicant shall pay the amount to the Township.

2. All future homebuilders will be required to submit floor plans and elevations for review and approval by the Planning Commission.
3. Secure all required Washtenaw County Road Commission (WCRC) permits and right-of-way dedications to facilitate improvements at the intersection of Prospect and Geddes Rd as well as turn lane improvements for the private connection on Geddes Road.
4. Complete a Development Agreement and present to the Board of Trustees for approval prior to Phase 1 moving to the pre-construction phase of the development.

The Phase 1 final site plan extension will expire on November 15, 2025, unless conditions under Zoning Ordinance Section 10.08.C are met.

The applicant for the Meadows at Hawthorn Mills (Louis J. Eyde Family, LLC) is selling the property, possibly in two parts, to Lombardo and/or Pulte. Jared Kime of Atwell is working with Pulte to prepare necessary submissions including an amendment to the Phase 1 Final Site Plan. An application to amend the final site plan was received on March 13, 2025, and is under review. A summary of the changes proposed are as follows:

1. Phase 1 FSP revision
    a. Minor revisions to lot grading for Pulte standards
    b. Landscape revision and phasing of the tree impacts/mitigation calculations
    c. Reduction of mass grading to only phase 1 and the sanitary corridor going through future phases
    d. Would also include the necessary building elevations for PC review
2. Overall Engineering Plan update
    a. Raised road grades on south half of site to improve earthwork balance
    b. Associated lot grading revisions throughout site
    c. Some storm sewer modifications due to the lot changes in future phase areas
    d. Updated water main profiles due to new road elevations in future phase areas
    e. Overall landscape plan update with tree impacts/mitigation calculations

The Planning Commission has authority to determine whether a requested change is major or minor, in accordance with this Section 10.12.

Changes to the ownership may impact changes to the site layout, and as such the review of the project is currently on hold until ownership changes are verified.

Other outstanding items to be addressed by the applicant(s) prior to any final site plan approval:
1. Development Agreement – BOT approval
2. Intersection ROW dedication – BOT approval

CLAY HILL COMMUNITY FARM AND GARDEN

The Board of Trustees is being asked to issue a 1-year extension of the special district area plan approval for the Clay Hill community farm and garden at request of the applicant. The applicant indicated progress as well as the need to extend the approval to update wetland mapping and finalize permits with the County Road, Water, and Drain Commissions.

ZONING BOARD OF APPEALS

The following one (1) case was reviewed at the ZBA meeting on May 14, 2025:

1) **ZBA #25-02 – 7115 Plymouth-Ann Arbor Rd** -Motion by Member Markos-Vanno, supported by Member Greene to approve a variance from Section 3.101 (Dimensional Standards) to allow for a single family building addition to be constructed in the front yard setback. The motion carried unanimously.

No June ZBA meeting.

Per bylaws, the ZBA consists of seven (7) regular and two (2) alternates members appointed by the Township Board. One (1) of the members must be a member of the Township Planning Commission and one member may be a member of the Township Board. The remaining members must reside in the unincorporated areas of the Township and represent the population distribution and various interests present. Current ZBA members include:

- Thomas Brennan, (Chair & PC Member)
- Rachel Smith
- Dana Greene (BOT)
- Tanya Markos-Vanno
- Meghan Winslow
- Jack Gilbreath
- Vacant

One (1) ZBA position remains vacant, and the Township is accepting applications.

The Township now has regular scheduled ZBA meetings the 2nd Wednesday of the month; if there are no agenda items, the meeting are cancelled.

PLANNING COMMISSION

The June 25th Planning Commission meeting is canceled due to lack of agenda items.

Conditional Use Permit/Preliminary Site Plan - DTE Grenada Substation Expansion (STPC #25-02) is anticipated to be resubmitted and considered at the July or August Planning Commission Meeting.

The Planning Commission is also functioning as the Zoning Ordinance Rewrite Steering Committee. At the May meeting, the Planning Commission reviewed and discussed the proposed revisions to the following zoning ordinance articles:

- Article 15: Nonconformities
- Article 17: Amendments

Two additional draft articles are planned for Planning Commission review and discussion at the regular July meeting.

Per bylaws, the Planning Commission shall consist of seven (7) members serving three (3) year terms with eligibility for re-appointment. One member of the Township Board shall be appointed to the Planning Commission as an ex officio member and Township Board Representative, with full voting rights. The current Planning Commission is comprised of the following members:

- Jay Gardner, Chair (Term expires 2/28/2026)
- Robert Steele, Vice Chair (Term expires 2/28/2028)
- Thomas Brennan, Secretary (Term expires 2/28/2027)
- Patrick McGill (Term expires 2/28/2027)
- Brenda McKinney– Board Rep. (Term expires 11/7/2028)
- Nahid Sanii-Yahyai (Term expires 2/28/2026)
- Curt Wolf (Term expires 1/01/2028)

OTHER BUSINESS/NEWS

1) Michelle Marin of Carlisle Wortman Associates (CWA) began to serve as the Township Planning and Zoning Administrator in April. In May, Michelle reviewed 19 Certificates of Zoning Compliance and burn permits and responded to numerous phone calls and email inquiries from the general public. She participated in three 3 pre-application meetings at the Township Hall during office hours. Michelle also began ordinance enforcement in May and sent out 5 ordinance violation letters and emailed 2 warnings. Supported by Ben Carlisle, she also began the process of managing and/or attending the ZBA and Planning Commission meetings and responding to Board of Trustee inquiries.

2) Carlisle Wortman Associates staff also serve in the role as the Township Planner and review and manage projects that are paid from escrows including applicant inquiries and project coordination.

COMPARATIVE BALANCE SHEET FOR SUPERIOR TOWNSHIP
PREPARED BY: NANCY MASON, ACCOUNTING
PRE-AUDIT
Fund 101 GENERAL

GL Number	Description	PERIOD ENDED 04/30/2024	PERIOD ENDED 04/30/2025
*** Assets ***			
Cash			
101-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	501,301.81	605,083.39
101-000-001.002	HUNT 0768 CHK - GEDDES ROAD	12,330.99	12,520.41
101-000-001.003	HUNT 6873 HYB - FIRE INSURANCE WITHHOLD	9,657.32	9,657.32
101-000-001.004	COMERICA 9108 CHKG - CREDIT CARDS	7,988.22	5,106.58
101-000-001.005	COMERICA 5286 CHKG - ACCRUED ABSENCES	19,427.33	19,427.33
101-000-002.002	COMERICA 6074 J-FUND GEDDES ROAD	25,369.64	26,859.83
101-000-004.001	PETTY CASH	100.00	100.00
101-000-004.002	REGISTER DRAWER CASH	100.00	300.00
101-000-017.001	CHASE 5503 - GOVERNMENT T-BILLS	589,642.72	0.00
101-000-017.002	COMERICA - GOVERNMENT T-BILLS	117,606.17	0.00
Cash		1,283,524.20	679,054.86
Accounts Receivable			
101-000-020.001	A/R - TAXROLL REVENUE	21,636.22	28,186.43
101-000-040.001	A/R - CABLE FEES AT&T AND COMCAST	189,059.18	175,372.87
101-000-040.002	A/R - OTHER	390,184.49	228,352.14
101-000-078.001	A/R - STATE OF MICHIGAN	0.00	30,000.00
101-000-078.003	A/R - STATE OF MICHIGAN EVIP	45,822.00	45,697.00
Accounts Receivable		646,701.89	507,608.44
Other Assets			
101-000-056.000	A/R - ACCRUED INCOME	106.97	90.48
101-000-123.000	PRE-PAID EXPENSES MISC.	442.88	256.28
101-000-123.050	PREPAID INSURANCE	18,480.28	28,872.65
101-000-126.000	UNREALIZED GAINS/LOSSES	58,220.95	0.00
Other Assets		77,251.08	29,219.41
Due From Other Funds			
101-000-084.206	DUE FROM FIRE FUND	478.34	0.00
101-000-084.211	DUE FROM LEGAL DEFENSE FUND	90,538.00	0.00
101-000-084.249	DUE FROM BUILDING FUND	(354.66)	0.00
101-000-084.266	DUE FROM LAW FUND	5.37	0.00
101-000-084.508	DUE FROM PARK FUND	50.23	0.00
101-000-084.592	DUE FROM UTIL	467.52	959.88
101-000-084.703	DUE FROM TAX FUND-COLLECTED TAXES	57,848.11	0.00
101-000-084.704	DUE FROM PAYROLL FUND	4,937.79	4,937.79
Due From Other Funds		153,970.70	5,897.67
Total Assets		**2,161,447.87**	**1,221,780.38**
*** Liabilities ***			
Accounts Payable			
101-000-202.000	A/P - VENDORS	34,059.41	38,402.71
101-000-202.200	A/P - CREDIT CARD ACCOUNT	4,471.17	1,730.65
Accounts Payable		38,530.58	40,133.36
Liabilities-ST			
101-000-237.001	FIRE INSURANCE WITHHOLD PROGRAM	9,500.00	9,500.00
101-000-257.000	ACCURED WAGES PAYABLE	40,541.00	40,541.00
101-000-260.000	ACCRUED PTO	3,979.00	3,979.00
Liabilities-ST		54,020.00	54,020.00
Liabilities-LT (under 1 year)			
Liabilities-LT (under 1 year)		0.00	0.00
Liabilities-LT (over 1 year)			
101-000-360.001	DEFERRED REVENUE PILOT	891.04	0.00

GL Number	Description	PERIOD ENDED 04/30/2024	PERIOD ENDED 04/30/2025
*** Liabilities ***			
Liabilities-LT (over 1 year)		891.04	0.00
Due To Other Funds			
101-000-214.704	DUE TO PAYROLL FUND	11,213.30	0.00
Due To Other Funds		11,213.30	0.00
Total Liabilities		**104,654.92**	**94,153.36**
*** Fund Balance ***			
Unassigned			
101-000-390.000	FUND BALANCE - UNDESIGNATED	1,610,485.09	1,779,260.54
Unassigned		1,610,485.09	1,779,260.54
Assigned			
101-000-385.001	FUND BALANCE - GEDDES ROAD	220,612.68	38,966.28
101-000-385.002	FUND BALANCE - NM TRAILS MAINT.	30,659.02	30,193.74
101-000-385.003	FUND BALANCE - RIGHT OF WAY	18,195.35	26,915.76
101-000-385.004	FUND BALANCE - ACCRUED ABSENCES	61,042.29	71,733.11
101-000-385.005	FUND BALANCE - TREE PRESERVATION FUND	247,500.00	241,425.00
Assigned		578,009.34	409,233.89
Total Fund Balance		**2,188,494.43**	**2,188,494.43**
Beginning Fund Balance		**2,188,494.43**	**2,188,494.43**
Net of Revenues VS Expenditures - 2024			**(1,248,487.13)**
***2024 End FB/2025 Beg FB**		**940,007.30**	
Net of Revenues VS Expenditures - Current Year		**(131,701.48)**	**187,619.72**
Ending Fund Balance		**2,056,792.95**	**1,127,627.02**
Total Liabilities And Fund Balance		**2,161,447.87**	**1,221,780.38**

* Year Not Closed

COMPARATIVE BALANCE SHEET FOR SUPERIOR TOWNSHIP
PREPARED BY: NANCY MASON, ACCOUNTING
PRE-AUDIT
Fund 203 SIDE STREET MAINTENANCE

GL Number	Description	PERIOD ENDED 04/30/2024	PERIOD ENDED 04/30/2025
*** Assets ***			
Cash			
203-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	12,796.64	12,822.50
Cash		12,796.64	12,822.50
Accounts Receivable			
203-000-020.000	A/R - TAXROLL REVENUE	23,517.00	25,436.00
Accounts Receivable		23,517.00	25,436.00
Total Assets		**36,313.64**	**38,258.50**
*** Liabilities ***			
Accounts Payable			
Accounts Payable		0.00	0.00
Liabilities-LT (under 1 year)			
Liabilities-LT (under 1 year)		0.00	0.00
Total Liabilities		**0.00**	**0.00**
*** Fund Balance ***			
Unassigned			
203-000-390.000	FUND BALANCE - UNDESIGNATED	14,316.72	14,316.72
Unassigned		14,316.72	14,316.72
Total Fund Balance		**14,316.72**	**14,316.72**
Beginning Fund Balance		**14,316.72**	**14,316.72**
Net of Revenues VS Expenditures - 2024			**(1,494.22)**
***2024 End FB/2025 Beg FB**		**12,822.50**	
Net of Revenues VS Expenditures - Current Year		**21,996.92**	**25,436.00**
Ending Fund Balance		**36,313.64**	**38,258.50**
Total Liabilities And Fund Balance		**36,313.64**	**38,258.50**

* Year Not Closed

GL Number	Description	PERIOD ENDED 04/30/2024	PERIOD ENDED 04/30/2025
*** Assets ***			
Cash			
206-000-001.001	HUNT 6014 - DAILY OPERATING CHECKING	862,520.28	1,518,744.56
206-000-002.001	COMERICA 5587 J-FUND - ACCRUED ABSENCES	460,481.34	482,685.42
206-000-002.002	COMERICA 5588 J-FUND - DAILY OPERATING	642,876.86	673,876.20
206-000-009.000	MICHIGAN CLASS - 0003	0.00	918,171.06
206-000-017.001	HUNT 4740 - GOVERNMENT T-BILLS	346,290.44	2,624.45
206-000-017.002	COMERICA - GOVERNMENT T-BILLS	325,581.35	305,298.69
206-000-017.003	HUNT 5377 - GOVERNMENT T-BILLS	999,602.45	0.00
Cash		3,637,352.72	3,901,400.38
Accounts Receivable			
206-000-020.000	A/R - TAXROLL REVENUE	96,952.77	123,492.38
Accounts Receivable		96,952.77	123,492.38
Other Assets			
206-000-056.000	A/R - ACCRUED INCOME	4,652.46	3,894.69
206-000-123.000	PRE-PAID EXPENSES MISC.	598,953.79	802.50
206-000-123.050	PREPAID INSURANCE	47,802.01	58,233.53
206-000-126.000	UNREALIZED GAINS/LOSSES	34,517.95	44,432.88
Other Assets		685,926.21	107,363.60
Due From Other Funds			
206-000-084.101	DUE FROM GENERAL FUND	0.00	35.00
206-000-084.704	DUE FROM PAYROLL FUND	0.00	103.36
Due From Other Funds		0.00	138.36
Total Assets		**4,420,231.70**	**4,132,394.72**
*** Liabilities ***			
Accounts Payable			
206-000-202.000	A/P - VENDORS	17,114.44	7,954.63
Accounts Payable		17,114.44	7,954.63
Liabilities-ST			
206-000-257.000	ACCURED WAGES PAYABLE	58,806.00	58,806.00
206-000-260.000	ACCRUED PTO	43,841.00	43,841.00
Liabilities-ST		102,647.00	102,647.00
Liabilities-LT (under 1 year)			
Liabilities-LT (under 1 year)		0.00	0.00
Liabilities-LT (over 1 year)			
206-000-339.001	DEFERRED REVENUE PILOT	3,852.89	0.00
Liabilities-LT (over 1 year)		3,852.89	0.00
Due To Other Funds			
206-000-214.101	DUE TO GENERAL FUND	478.34	0.00
206-000-214.704	DUE TO PAYROLL FUND	24,252.69	0.00
Due To Other Funds		24,731.03	0.00
Total Liabilities		**148,345.36**	**110,601.63**
*** Fund Balance ***			

COMPARATIVE BALANCE SHEET FOR SUPERIOR TOWNSHIP
PREPARED BY: NANCY MASON, ACCOUNTING
PRE-AUDIT
Fund 206 FIRE OPERATING FUND

GL Number	Description	PERIOD ENDED 04/30/2024	PERIOD ENDED 04/30/2025
*** Fund Balance ***			
Unassigned			
206-000-390.000	FUND BALANCE - UNDESIGNATED	1,313,774.97	1,268,823.38
Unassigned		1,313,774.97	1,268,823.38
Assigned			
206-000-385.000	FUND BALANCE - BUILDING RESERVE	471,875.84	471,875.84
206-000-385.001	FUND BALANCE - TRUCK RESERVE	12,084.19	12,084.19
206-000-385.002	FUND BALANCE - ACCRUED ABSENCES	496,512.95	541,464.54
206-000-385.003	FUND BALANCE - BOND PAYMENT RESERVE	123,160.30	123,160.30
Assigned		1,103,633.28	1,148,584.87
Total Fund Balance		**2,417,408.25**	**2,417,408.25**
Beginning Fund Balance		**2,417,408.25**	**2,417,408.25**
Net of Revenues VS Expenditures - 2024			**(439,492.89)**
***2024 End FB/2025 Beg FB**		**1,977,915.36**	
Net of Revenues VS Expenditures - Current Year		**1,854,478.09**	**2,043,877.73**
Ending Fund Balance		**4,271,886.34**	**4,021,793.09**
Total Liabilities And Fund Balance		**4,420,231.70**	**4,132,394.72**

* Year Not Closed

COMPARATIVE BALANCE SHEET FOR SUPERIOR TOWNSHIP
PREPARED BY: NANCY MASON, ACCOUNTING
PRE-AUDIT
Fund 211 LEGAL DEFENSE FUND

GL Number	Description	PERIOD ENDED 04/30/2024	PERIOD ENDED 04/30/2025
*** Assets ***			
Cash			
211-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	3,172.25	176,288.98
211-000-017.001	CHASE 5503 - GOVERNMENT T-BILLS	253,887.56	0.00
Cash		257,059.81	176,288.98
Other Assets			
211-000-126.000	UNREALIZED GAINS/LOSSES	19,700.05	0.00
Other Assets		19,700.05	0.00
Total Assets		**276,759.86**	**176,288.98**
*** Liabilities ***			
Accounts Payable			
211-000-202.000	A/P - VENDORS	850.00	0.00
Accounts Payable		850.00	0.00
Other Liabilities			
Other Liabilities		0.00	0.00
Due To Other Funds			
211-000-214.101	DUE TO GENERAL FUND	90,538.00	0.00
Due To Other Funds		90,538.00	0.00
Total Liabilities		**91,388.00**	**0.00**
*** Fund Balance ***			
Unassigned			
211-000-390.000	FUND BALANCE - UNDESIGNATED	193,251.70	193,251.70
Unassigned		193,251.70	193,251.70
Total Fund Balance		**193,251.70**	**193,251.70**
Beginning Fund Balance		**193,251.70**	**193,251.70**
Net of Revenues VS Expenditures - 2024			**(15,712.72)**
***2024 End FB/2025 Beg FB**		**177,538.98**	
Net of Revenues VS Expenditures - Current Year		**(7,879.84)**	**(1,250.00)**
Ending Fund Balance		**185,371.86**	**176,288.98**
Total Liabilities And Fund Balance		**276,759.86**	**176,288.98**

* Year Not Closed

COMPARATIVE BALANCE SHEET FOR SUPERIOR TOWNSHIP
PREPARED BY: NANCY MASON, ACCOUNTING
PRE-AUDIT
Fund 219 STREET LIGHT FUND

GL Number	Description	PERIOD ENDED 04/30/2024	PERIOD ENDED 04/30/2025
*** Assets ***			
Cash			
219-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	91,259.99	1,598.59
Cash		91,259.99	1,598.59
Accounts Receivable			
219-000-020.000	A/R - TAXROLL REVENUE	0.00	94,150.63
Accounts Receivable		0.00	94,150.63
Other Assets			
Other Assets		0.00	0.00
Due From Other Funds			
Due From Other Funds		0.00	0.00
Total Assets		**91,259.99**	**95,749.22**
*** Liabilities ***			
Accounts Payable			
219-000-202.000	A/P - VENDORS	8,239.72	8,167.22
Accounts Payable		8,239.72	8,167.22
Liabilities-LT (under 1 year)			
Liabilities-LT (under 1 year)		0.00	0.00
Due To Other Funds			
Due To Other Funds		0.00	0.00
Total Liabilities		**8,239.72**	**8,167.22**
*** Fund Balance ***			
Unassigned			
219-000-390.000	FUND BALANCE - UNDESIGNATED	115,684.49	115,684.49
Unassigned		115,684.49	115,684.49
Total Fund Balance		**115,684.49**	**115,684.49**
Beginning Fund Balance		**115,684.49**	**115,684.49**
Net of Revenues VS Expenditures - 2024			**5,128.50**
***2024 End FB/2025 Beg FB**		**120,812.99**	
Net of Revenues VS Expenditures - Current Year		**(32,664.22)**	**(33,230.99)**
Ending Fund Balance		**83,020.27**	**87,582.00**
Total Liabilities And Fund Balance		**91,259.99**	**95,749.22**

* Year Not Closed

GL Number	Description	PERIOD ENDED 04/30/2024	PERIOD ENDED 04/30/2025
*** Assets ***			
Cash			
249-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	396,496.98	798,175.33
249-000-004.001	PETTY CASH	100.00	100.00
249-000-017.001	CHASE 5503 - GOVERNMENT T-BILLS	236,418.40	0.00
249-000-017.002	COMERICA - GOVERNMENT T-BILLS	140,618.65	131,876.30
Cash		773,634.03	930,151.63
Accounts Receivable			
Accounts Receivable		0.00	0.00
Other Assets			
249-000-123.050	PREPAID INSURANCE	663.98	752.18
249-000-126.000	UNREALIZED GAINS/LOSSES	33,254.63	19,210.29
Other Assets		33,918.61	19,962.47
Due From Other Funds			
Due From Other Funds		0.00	0.00
Total Assets		**807,552.64**	**950,114.10**
*** Liabilities ***			
Accounts Payable			
249-000-202.000	A/P - VENDORS	167.92	1,083.93
Accounts Payable		167.92	1,083.93
Liabilities-ST			
249-000-257.000	ACCURED WAGES PAYABLE	7,283.00	7,283.00
249-000-260.000	ACCRUED PTO	1,042.00	1,042.00
Liabilities-ST		8,325.00	8,325.00
Due To Other Funds			
249-000-214.101	DUE TO GENERAL FUND	(354.66)	0.00
249-000-214.704	DUE TO PAYROLL FUND	2,705.69	0.00
Due To Other Funds		2,351.03	0.00
Total Liabilities		**10,843.95**	**9,408.93**
*** Fund Balance ***			
Unassigned			
249-000-390.000	FUND BALANCE - UNDESIGNATED	765,212.01	763,066.31
Unassigned		765,212.01	763,066.31
Assigned			
249-000-385.000	FUND BALANCE - ACCRUED ABSENCES	6,570.32	8,716.02
Assigned		6,570.32	8,716.02
Total Fund Balance		**771,782.33**	**771,782.33**
Beginning Fund Balance		**771,782.33**	**771,782.33**
Net of Revenues VS Expenditures - 2024			**152,665.25**
***2024 End FB/2025 Beg FB**		**924,447.58**	

GL Number	Description	PERIOD ENDED 04/30/2024	PERIOD ENDED 04/30/2025
	Net of Revenues VS Expenditures - Current Year	**24,926.36**	**16,257.59**
	Ending Fund Balance	**796,708.69**	**940,705.17**
	Total Liabilities And Fund Balance	**807,552.64**	**950,114.10**

* Year Not Closed

GL Number	Description	PERIOD ENDED 04/30/2024	PERIOD ENDED 04/30/2025
*** Assets ***			
Cash			
266-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	1,067,812.81	3,298,879.65
266-000-009.000	MICHIGAN CLASS - 0001	0.00	2,006,752.20
266-000-017.001	CHASE 5503 - GOVERNMENT T-BILLS	3,145,051.06	0.00
266-000-017.002	COMERICA - GOVERNMENT T-BILLS	185,799.29	174,196.32
Cash		4,398,663.16	5,479,828.17
Accounts Receivable			
266-000-020.000	A/R - TAXROLL REVENUE	76,176.22	103,722.26
266-000-040.002	A/R - SYCAMORE REG PATROLS	25,090.88	128,654.24
266-000-040.003	A/R - DANBURY REG PATROLS	38,120.86	7,726.89
Accounts Receivable		139,387.96	240,103.39
Other Assets			
266-000-123.050	PREPAID INSURANCE	800.00	2,400.00
266-000-126.000	UNREALIZED GAINS/LOSSES	108,829.27	25,321.17
Other Assets		109,629.27	27,721.17
Due From Other Funds			
Due From Other Funds		0.00	0.00
Total Assets		**4,647,680.39**	**5,747,652.73**
*** Liabilities ***			
Accounts Payable			
266-000-202.000	A/P - VENDORS	3,372.76	3,232.89
Accounts Payable		3,372.76	3,232.89
Liabilities-ST			
Liabilities-ST		0.00	0.00
Liabilities-LT (over 1 year)			
266-000-339.001	DEFERRED REVENUE PILOT	3,027.31	0.00
Liabilities-LT (over 1 year)		3,027.31	0.00
Due To Other Funds			
266-000-214.101	DUE TO GENERAL FUND	5.37	0.00
Due To Other Funds		5.37	0.00
Total Liabilities		**6,405.44**	**3,232.89**
*** Fund Balance ***			
Unassigned			
266-000-390.000	FUND BALANCE - UNDESIGNATED	2,790,518.87	2,790,518.87
Unassigned		2,790,518.87	2,790,518.87
Total Fund Balance		**2,790,518.87**	**2,790,518.87**
Beginning Fund Balance		**2,790,518.87**	**2,790,518.87**
Net of Revenues VS Expenditures - 2024			**875,590.43**
***2024 End FB/2025 Beg FB**		**3,666,109.30**	

GL Number	Description	PERIOD ENDED 04/30/2024	PERIOD ENDED 04/30/2025
	Net of Revenues VS Expenditures - Current Year	**1,850,756.08**	**2,078,310.54**
	Ending Fund Balance	**4,641,274.95**	**5,744,419.84**
	Total Liabilities And Fund Balance	**4,647,680.39**	**5,747,652.73**

* Year Not Closed

COMPARATIVE BALANCE SHEET FOR SUPERIOR TOWNSHIP
PREPARED BY: NANCY MASON, ACCOUNTING
PRE-AUDIT
Fund 464 AMERICAN RESCUE PLAN ACT (ARPA)

GL Number	Description	PERIOD ENDED 04/30/2024	PERIOD ENDED 04/30/2025
*** Assets ***			
Cash			
464-000-001.001	HUNT 4758 CHK - OPERATING	313,415.35	830,901.34
464-000-003.002	HUNTINGTON 9243- CD	1,000,000.00	0.00
Cash		1,313,415.35	830,901.34
Accounts Receivable			
Accounts Receivable		0.00	0.00
Due From Other Funds			
Due From Other Funds		0.00	0.00
Total Assets		**1,313,415.35**	**830,901.34**
*** Liabilities ***			
Accounts Payable			
Accounts Payable		0.00	0.00
Liabilities-LT (over 1 year)			
464-000-339.000	DEFERRED REVENUE	1,321,703.02	781,449.66
Liabilities-LT (over 1 year)		1,321,703.02	781,449.66
Due To Other Funds			
Due To Other Funds		0.00	0.00
Total Liabilities		**1,321,703.02**	**781,449.66**
*** Fund Balance ***			
Unassigned			
464-000-390.000	FUND BALANCE - UNDESIGNATED	8,424.47	8,424.47
Unassigned		8,424.47	8,424.47
Assigned			
Assigned		0.00	0.00
Total Fund Balance		**8,424.47**	**8,424.47**
Beginning Fund Balance		**8,424.47**	**8,424.47**
Net of Revenues VS Expenditures - 2024			**54,919.95**
***2024 End FB/2025 Beg FB**		**63,344.42**	
Net of Revenues VS Expenditures - Current Year		**(16,712.14)**	**(13,892.74)**
Ending Fund Balance		**(8,287.67)**	**49,451.68**
Total Liabilities And Fund Balance		**1,313,415.35**	**830,901.34**

* Year Not Closed

COMPARATIVE BALANCE SHEET FOR SUPERIOR TOWNSHIP
PREPARED BY: NANCY MASON, ACCOUNTING
PRE-AUDIT
Fund 508 PARKS & RECREATION

GL Number	Description	PERIOD ENDED 04/30/2024	PERIOD ENDED 04/30/2025
*** Assets ***			
Cash			
508-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	396,740.97	398,537.19
508-000-017.001	CHASE 5503 - GOVERNMENT T-BILLS	67,933.75	0.00
508-000-017.002	COMERICA - GOVERNMENT T-BILLS	183,950.41	172,487.14
Cash		648,625.13	571,024.33
Accounts Receivable			
Accounts Receivable		0.00	0.00
Other Assets			
508-000-123.050	PREPAID INSURANCE	6,718.88	6,507.92
508-000-126.000	UNREALIZED GAINS/LOSSES	24,751.41	25,098.77
Other Assets		31,470.29	31,606.69
Due From Other Funds			
Due From Other Funds		0.00	0.00
Total Assets		**680,095.42**	**602,631.02**
*** Liabilities ***			
Accounts Payable			
508-000-202.000	A/P - VENDORS	5,994.70	447.37
Accounts Payable		5,994.70	447.37
Liabilities-ST			
508-000-257.000	ACCURED WAGES PAYABLE	7,881.00	7,881.00
508-000-260.000	ACCRUED PTO	325.00	325.00
Liabilities-ST		8,206.00	8,206.00
Liabilities-LT (under 1 year)			
Liabilities-LT (under 1 year)		0.00	0.00
Other Liabilities			
Other Liabilities		0.00	0.00
Due To Other Funds			
508-000-214.101	DUE TO GENERAL FUND	50.23	0.00
508-000-214.592	DUE TO UTILITY FUND	49.87	0.00
508-000-214.704	DUE TO PAYROLL FUND	2,196.48	0.00
Due To Other Funds		2,296.58	0.00
Total Liabilities		**16,497.28**	**8,653.37**
*** Fund Balance ***			
Unassigned			
508-000-390.000	FUND BALANCE - UNDESIGNATED	212,027.05	80,626.74
Unassigned		212,027.05	80,626.74
Assigned			
508-000-385.000	FUND BALANCE - BUILDING RESERVE	401,730.53	355,730.53
508-000-385.001	FUND BALANCE - ACCRUED ABSENCES	19,556.88	23,261.03
508-000-385.002	FUND BALANCE - SCHROETER	2,550.00	50.00

COMPARATIVE BALANCE SHEET FOR SUPERIOR TOWNSHIP
PREPARED BY: NANCY MASON, ACCOUNTING
PRE-AUDIT
Fund 508 PARKS & RECREATION

GL Number	Description	PERIOD ENDED 04/30/2024	PERIOD ENDED 04/30/2025
*** Fund Balance ***			
508-000-385.003	PARKS & PRESERVES IMPROVEMENT FUND	0.00	80,000.00
508-000-385.006	VEHICLE & LARGE EQUIPMENT REPLACEMENT	0.00	60,000.00
508-000-385.007	PROGRAM DEVELOPMENT FUND	0.00	20,000.00
508-000-385.008	EMERGENCY REPAIRS	0.00	16,196.16
Assigned		423,837.41	555,237.72
Restricted			
Restricted		0.00	0.00
Total Fund Balance		**635,864.46**	**635,864.46**
Beginning Fund Balance		**635,864.46**	**635,864.46**
Net of Revenues VS Expenditures - 2024			**(54,903.40)**
***2024 End FB/2025 Beg FB**		**580,961.06**	
Net of Revenues VS Expenditures - Current Year		**27,733.68**	**13,016.59**
Ending Fund Balance		**663,598.14**	**593,977.65**
Total Liabilities And Fund Balance		**680,095.42**	**602,631.02**

* Year Not Closed

GL Number	Description	PERIOD ENDED 04/30/2024	PERIOD ENDED 04/30/2025
*** Assets ***			
Cash			
701-000-001.001	CHASE 1161 - DAILY OPERATING CHECKING	461,842.30	0.00
701-000-001.002	DAILY CHECKING - CHASE	0.00	785,847.64
Cash		461,842.30	785,847.64
Accounts Receivable			
Accounts Receivable		0.00	0.00
Other Assets			
Other Assets		0.00	0.00
Due From Other Funds			
Due From Other Funds		0.00	0.00
Total Assets		**461,842.30**	**785,847.64**
*** Liabilities ***			
Accounts Payable			
701-000-202.000	A/P - VENDORS	11,907.00	18,577.75
Accounts Payable		11,907.00	18,577.75
Liabilities-ST			
701-000-283.035	DELINQUENT PERSONAL/MANUF PROP TAX	21,105.89	45,391.93
701-000-283.037	PARK PAVILLION SECURITY DEPOSIT	0.00	300.00
Liabilities-ST		21,105.89	45,691.93
Other Liabilities			
701-000-283.001	9220 FORD ROAD WETLAND ESCROW	675.00	675.00
701-000-283.002	CONSTRUCTION BONDS	8,000.00	8,000.00
701-000-283.003	DG RES.-WOODSIDE VILLAGE SURETY BOND	40,000.00	40,000.00
701-000-283.004	WOODSIDE VILLAGE	7,542.75	(465.00)
701-000-283.007	TEMPORARY OCCUPANCY	8,660.00	15,160.00
701-000-283.008	HYUNDAI SITE EXPANSION	28,066.50	19,611.75
701-000-283.010	SELECTIVE GROUP 2003 UNCLAIMED BOND	42,000.00	42,000.00
701-000-283.011	GLEN OAKS COOPERATIVE OFFICE ADDITION	(148.00)	0.00
701-000-283.012	HAWTHORNE MILL AREA PLAN	155.00	0.00
701-000-283.013	ARBOR HILLS ANIMAL CLINIC CUP	3,509.50	3,209.50
701-000-283.014	YPSI DISTRICT LIBRARY SUPERIOR BRANCH	1,859.00	1,619.00
701-000-283.015	PROSPECT PT WEST SITE PLAN PH1	24,100.75	(11,919.00)
701-000-283.018	HSHV SHED ADDITION	1,363.75	1,363.75
701-000-283.019	KINSLEY DEVELOPMENT	68,110.52	36,130.27
701-000-283.020	DIXBORO HOUSE RESTAURANT	1,578.00	1,578.00
701-000-283.021	CR DEVCO - PROSPECT & BERKSHIRE	7.50	7.50
701-000-283.022	HYUNDAI PARKING LOT 2021	7,605.00	7,605.00
701-000-283.023	BROMLEY PARK CONDOS	1,122.50	1,122.50
701-000-283.024	THE MEADOWS	19,390.25	13,722.25
701-000-283.025	AUTUMN WOODS ESCROW	1,788.92	1,788.92
701-000-283.026	HUMANE SOCIETY PARKING LOT	3,919.00	3,919.00
701-000-283.027	DG RES.(MCTAVISH) BROOKSIDE 3 TREE BOND	10,000.00	10,000.00
701-000-283.028	DG RES.(MCTAVISH) BROOKSIDE 3 UTIL. BOND	34,630.00	34,630.00
701-000-283.029	SJMH THE FARM AT ST JOES	(1,860.75)	0.00
701-000-283.031	TAX COLLECTION 2020	2,020.72	2,020.72
701-000-283.032	CLOVER GROUP	80.00	80.00
701-000-283.036	GARRETT'S SPACE	(737.50)	30,400.75
701-000-283.038	ARBOR HILLS PERFORMANCE BOND	15,000.00	15,000.00
701-000-283.039	5288 GEDDES RD WATER MAIN	12,845.75	(1,204.75)
701-000-283.041	BROOKWOOD	2,620.00	43,921.25
701-000-283.044	HURON DENTAL	40,270.25	21,287.50
701-000-283.045	PLYMOUTH & NAPIER REZONING	440.00	440.00
701-000-283.046	PPW PH 1 UTILITY REPAIR BOND	39,215.00	341,715.00

COMPARATIVE BALANCE SHEET FOR SUPERIOR TOWNSHIP
PREPARED BY: NANCY MASON, ACCOUNTING
PRE-AUDIT
Fund 701 TRUST AND AGENCY

GL Number	Description	PERIOD ENDED 04/30/2024	PERIOD ENDED 04/30/2025
*** Liabilities ***			
701-000-283.047	PROSPECT PTE WEST PH 2	5,000.00	5,615.50
701-000-283.048	DTE SUBSTATION	0.00	(1,053.75)
701-000-283.049	PPW PH 2 UTILITY REPAIR BOND	0.00	23,600.00
701-000-283.050	MAJESTIC OAKS - 2024	0.00	(140.00)
701-000-283.052	9101 CHERRY HILL LOT SPLIT	0.00	1,480.00
701-000-283.053	PROSPECT POINTE WEST PHASE 3	0.00	3,620.00
701-000-283.055	PULTE - THE MEADOWS	0.00	1,925.00
Other Liabilities		428,829.41	718,465.66
Due To Other Funds			
Due To Other Funds		0.00	0.00
Total Liabilities		**461,842.30**	**782,735.34**
*** Fund Balance ***			
Unassigned			
Unassigned		0.00	0.00
Total Fund Balance		**0.00**	**0.00**
Beginning Fund Balance		**0.00**	**0.00**
Net of Revenues VS Expenditures - 2024			**3,112.30**
***2024 End FB/2025 Beg FB**		**3,112.30**	
Net of Revenues VS Expenditures - Current Year		**0.00**	**0.00**
Ending Fund Balance		**0.00**	**3,112.30**
Total Liabilities And Fund Balance		**461,842.30**	**785,847.64**

* Year Not Closed

COMPARATIVE BALANCE SHEET FOR SUPERIOR TOWNSHIP
PREPARED BY: NANCY MASON, ACCOUNTING
PRE-AUDIT
Fund 704 PAYROLL FUND

GL Number	Description	PERIOD ENDED 04/30/2024	PERIOD ENDED 04/30/2025
*** Assets ***			
Cash			
704-000-007.000	HUNT 9485 CHECKING	24,670.94	81,048.69
Cash		24,670.94	81,048.69
Accounts Receivable			
Accounts Receivable		0.00	0.00
Other Assets			
Other Assets		0.00	0.00
Due From Other Funds			
704-000-085.101	DUE FROM GENERAL FUND	11,213.30	0.00
704-000-085.206	DUE FROM FIRE FUND	24,252.69	0.00
704-000-085.249	DUE FROM BUILDING FUND	2,705.69	0.00
704-000-085.508	DUE FROM PARK FUND	2,196.48	0.00
704-000-085.592	DUE FROM UTIL	10,893.07	0.00
Due From Other Funds		51,261.23	0.00
Total Assets		**75,932.17**	**81,048.69**
*** Liabilities ***			
Accounts Payable			
704-000-259.003	DUE TO HCSP NON-UNION - EMPLOYEE	3,616.88	3,790.02
704-000-259.004	DUE TO HCSP FIRE UNION - EMPLOYEE	1,641.04	1,403.39
704-000-259.005	DUE TO HCSP-NON-UNION-EMPLOYER	3,324.00	945.00
704-000-259.006	DUE TO HCSP - UNION - EMPLOYER	0.00	3,046.64
704-000-262.000	DUE TO JOHN HANCOCK-EMPLOYEE	1,311.46	1,259.77
704-000-262.001	DUE TO JOHN HANCOCK-EMPLOYER	2,622.92	2,519.54
704-000-262.002	DUE TO MERS #1 FIRE MERS-EMPLOYEE	6,278.99	7,288.89
704-000-262.003	DUE TO MERS#1 FIRE -EMPLOYER	23,336.81	28,244.27
704-000-262.004	DUE TO MERS#2-EMPLOYEE	6,884.77	6,575.05
704-000-262.005	DUE TO MERS#2-EMPLOYER	21,977.51	20,934.97
Accounts Payable		70,994.38	76,007.54
Liabilities-ST			
Liabilities-ST		0.00	0.00
Due To Other Funds			
704-000-214.101	DUE TO GENERAL FUND	4,937.79	4,937.79
704-000-214.206	DUE TO FIRE FUND	0.00	103.36
Due To Other Funds		4,937.79	5,041.15
Total Liabilities		**75,932.17**	**81,048.69**
Beginning Fund Balance		**0.00**	**0.00**
Net of Revenues VS Expenditures - 2024			**0.00**
***2024 End FB/2025 Beg FB**		**0.00**	
Net of Revenues VS Expenditures - Current Year		**0.00**	**0.00**
Ending Fund Balance		**0.00**	**0.00**
Total Liabilities And Fund Balance		**75,932.17**	**81,048.69**

* Year Not Closed

Superior Township Utility Department
Balance Sheet
PRE-AUDIT

	Apr 30, 25	Apr 30, 24
ASSETS		
Current Assets		
Checking/Savings		
100 · CASH - O&M		
101 · Checking - Chase 205000485529	972,553.23	966,165.44
104 · O&M Petty Cash	100.00	100.00
Total 100 · CASH - O&M	972,653.23	966,265.44
120 · CASH - CAPITAL RESERVE		
125 · CR Chkg. - Chase 639918234	1,197,546.66	1,436,527.93
1251 · CR Checking-Huntington Bank4855	1,800,693.58	96,246.87
1252 · CD - Huntington - CR		1,600,000.00
Total 120 · CASH - CAPITAL RESERVE	2,998,240.24	3,132,774.80
140 · CASH - DEBT SERVICE RESERVE		
147 · T Bills - Huntington Bank-5151	497,326.38	474,368.34
Total 140 · CASH - DEBT SERVICE RESER...	497,326.38	474,368.34
Total Checking/Savings	4,468,219.85	4,573,408.58
Accounts Receivable		
160 · A/R - Due From Other Funds		
160-GF · Due From General Fund	226.28	12.52
160-PR · Due From Parks & Rec.		49.87
Total 160 · A/R - Due From Other Funds	226.28	62.39
161 · A/R - Other Customers	139,696.19	134,277.90
162 · A/R - Water/Sewer Bills (UB)	1,063,458.34	821,117.34
Total Accounts Receivable	1,203,380.81	955,457.63
Other Current Assets		
163 · Res. for Bad Debts		3,426.96
164 · Undeposited Funds	6,748.37	5,337.65
166 · Prepaid Expenses	54,472.78	33,002.32
170 · Inventory - Meters & Parts	51,698.42	36,060.89
Total Other Current Assets	112,919.57	77,827.82
Total Current Assets	5,784,520.23	5,606,694.03

Superior Township Utility Department
Balance Sheet
PRE-AUDIT

	Apr 30, 25	Apr 30, 24
Fixed Assets		
174 · Buildings	3,434,386.74	3,434,386.74
175 · Acc. Dep. - Buildings	(1,961,403.10)	(1,889,021.74)
176 · Water & Sewer System	29,645,877.95	29,645,877.95
177 · Acc. Dep. - Water & Sewer Sys.	(11,165,097.11)	(10,781,247.75)
178 · Improvements & Equipment	294,591.76	294,591.76
179 · Acc. Dep - Imp. & Equipment	(148,208.19)	(140,995.55)
180 · Office Improvements	125,975.16	125,975.16
181 · Acc. Dep. - Office Improvements	(58,926.00)	(55,496.00)
182 · Office Furniture & Equipment	73,300.27	73,300.27
183 · Acc. Dep. - Off. Furn. & Equip.	(78,470.91)	(72,024.27)
184 · Vehicles	647,673.57	647,673.57
185 · Acc. Dep. - Vehicles	(566,955.74)	(541,728.70)
186 · Metering Program	45,919.87	45,919.87
187 · Acc. Dep. - Meter Program	(48,500.50)	(44,838.50)
188 · Land	210,462.50	210,462.50
190 · Const. in Progress	1,236,583.87	(36,875.97)
Total Fixed Assets	21,687,210.14	20,915,959.34
TOTAL ASSETS	27,471,730.37	26,522,653.37
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
200 · A/P - Due To Other Funds		
200-GF · Due To General Fund	931.10	430.67
200-PF · Due To Payroll Fund		10,893.07
Total 200 · A/P - Due To Other Funds	931.10	11,323.74
205 · A/P - Vendors	422,763.68	186,513.06
Total Accounts Payable	423,694.78	197,836.80
Other Current Liabilities		
219 · Contracts Payable		
224 · Michigan Finance Authority Bond	2,509,319.00	2,649,319.00
Total 219 · Contracts Payable	2,509,319.00	2,649,319.00
225 · Accrued Vacation & Sick Pay	145,981.05	117,008.16
226 · Accrued Wages		31,622.00
Total Other Current Liabilities	2,655,300.05	2,797,949.16
Total Current Liabilities	3,078,994.83	2,995,785.96
Total Liabilities	3,078,994.83	2,995,785.96

Superior Township Utility Department
Balance Sheet
PRE-AUDIT

	Apr 30, 25	Apr 30, 24
Equity		
390 · Retained Earnings	24,061,598.32	23,450,212.84
Net Income	331,137.22	76,654.57
Total Equity	24,392,735.54	23,526,867.41
TOTAL LIABILITIES & EQUITY	27,471,730.37	26,522,653.37

GENERAL BANK - APRIL 2025 RECONCILIATION

Fund Account	Description	Beginning Balance 04/01/2025	Total Debits	Total Credits	Ending Balance 04/30/2025
Fund 101 GENERAL					
001.001	CHASE 5503 - DAILY OPERATING CHECKING	$ 714,173.32	$ 797,538.13	$ 906,628.06	$ 605,083.39
Fund 203 SIDE STREET MAINTENANCE					
001.001	CHASE 5503 - DAILY OPERATING CHECKING	$ 12,822.50	$ -	$ -	$ 12,822.50
Fund 211 LEGAL DEFENSE FUND					
001.001	CHASE 5503 - DAILY OPERATING CHECKING	$ 176,288.98	$ -	$ -	$ 176,288.98
Fund 219 STREET LIGHT FUND					
001.001	CHASE 5503 - DAILY OPERATING CHECKING	$ 9,876.00	$ -	$ 8,277.41	$ 1,598.59
Fund 249 BUILDING					
001.001	CHASE 5503 - DAILY OPERATING CHECKING	$ 539,309.43	$ 286,776.24	$ 27,910.34	$ 798,175.33
Fund 266 LAW ENFORCEMENT FUND					
001.001	CHASE 5503 - DAILY OPERATING CHECKING	$ 2,008,883.72	$ 5,448,331.28	$ 4,158,335.35	$ 3,298,879.65
Fund 508 PARKS & RECREATION					
001.001	CHASE 5503 - DAILY OPERATING CHECKING	$ 326,245.22	$ 108,708.58	$ 36,416.61	$ 398,537.19
	TOTAL - ALL FUNDS	$ 3,787,599.17	$ 6,641,354.23	$ 5,137,567.77	$ 5,291,385.63

Bank Balance per statement	$5,296,371.92
Outstanding Checks	-$12,038.42
Deposits/CC in Transit	$5,762.13
Misc Items	$1,290.00
Total	**$5,291,385.63**

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Committee to Promote Superior Township

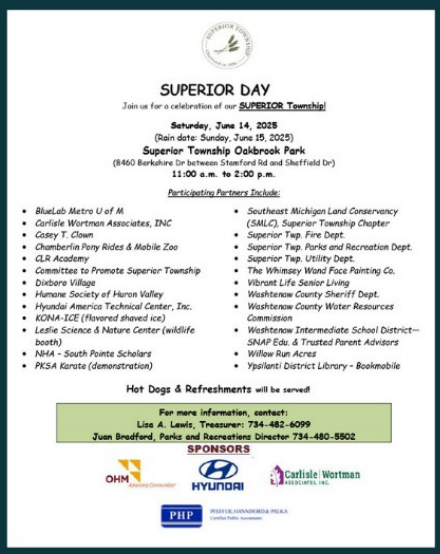
A Volunteer Committee

Fostering pride, unity and a sense of place among Superior Township residents

Est. 2008

C2PST June Highlights

- **C2PST at Superior Day:** The Committee to Promote Superior Township will have a presence at Superior Day on June 14 along with many other Township and community interests.
- **Giveaways:** With help from Treasurer Lewis and Parks & Rec Director Juan Bradford, new blue shopping bags were secured in time for the Dixboro Farmers' Market. For Superior Day, bracelets and bumper stickers will also be added. All items were donated at no cost to the Township.
- **Library Display:** The library display will be transitioning from promoting Superior Day to focusing on the Dixboro Farmers' Market.
- **Dixboro Farmers' Market Vendor Feature:** We launched a new social media feature spotlighting vendors at the Dixboro Farmers' Market—starting with our very own C2PST booth last week.



SUPERIOR DAY

Join us for a celebration of our SUPERIOR Township!

Saturday, June 14, 2025
(Rain date: Sunday, June 15, 2025)
Superior Township Oakbrook Park
(8460 Berkshire Dr between Stamford Rd and Sheffield Dr)
11:00 a.m. to 2:00 p.m.

Participating Partners Include:

- BlueLab Metro U of M
- Carlisle Wortman Associates, INC
- Casey T. Clown
- Chamberlin Pony Rides & Mobile Zoo
- CLR Academy
- Committee to Promote Superior Township
- Dixboro Village
- Humane Society of Huron Valley
- Hyundai America Technical Center, Inc.
- KONA-ICE (flavored shaved ice)
- Leslie Science & Nature Center (wildlife booth)
- NHA - South Pointe Scholars
- PKSA Karate (demonstration)
- Southeast Michigan Land Conservancy (SMLC), Superior Township Chapter
- Superior Twp. Fire Dept.
- Superior Twp. Parks and Recreation Dept.
- Superior Twp. Utility Dept.
- The Whimsey Wand Face Painting Co.
- Vibrant Life Senior Living
- Washtenaw County Sheriff Dept.
- Washtenaw County Water Resources Commission
- Washtenaw Intermediate School District—SNAP Edu. & Trusted Parent Advisors
- Willow Run Acres
- Ypsilanti District Library - Bookmobile

Hot Dogs & Refreshments will be served!

For more information, contact:
Lisa A. Lewis, Treasurer: 734-482-6099
Juan Bradford, Parks and Recreation Director 734-480-5502

SPONSORS





Vendor Spotlight!

DIXBORO FARMERS' MARKET

Committee to Promote Superior Township

The Committee to Promote Superior Township is in its second year at the Dixboro Farmers' Market, proudly representing the charm and community spirit of Superior Charter Township. Formed by residents who wanted to help others appreciate the unique character of the township, the committee shares free resources that highlight local events, businesses, and parks. At their booth, visitors can pick up shopping bags, magnets, directories, flyers, and even scan QR cards to stay connected through social media. A large township map and curated "Superior Places" display invite passersby to explore what makes the area special.

Market days are a chance for the team to engage with the community and share upcoming Parks & Rec events. One favorite memory includes watching a young girl happily dance to live Irish music, capturing the joyful, close-knit vibe of the market. When asked to describe the Dixboro community in one word, the committee simply said: "Village."

Special Thank you to our Working Committee

Brenda Baker, Margery Dosey, Katie Russo, Carole Hann, Nancy Caviston, Haneen Alaouie

Join our committee – just email us!
C2PST@superior-twp.org

Connect with us

Instagram
@superiorchartertownship

Facebook
@SuperiorCharterMI

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CHARTER TOWNSHIP OF SUPERIOR
WASHTENAW COUNTY, MICHIGAN

ORDINANCE NUMBER 195

AN ORDINANCE TO ADOPT THE 2021 INTERNATIONAL PROPERTY MAINTENANCE CODE AND TO REPEAL ORDINANCE NO. 191 ENTITLED ADOPTION OF THE 2015 PROPERTY MAINTENANCE CODE

FIRST READING: MAY 19, 2025
SECOND READING: JUNE 16, 2025

An Ordinance of the Charter Township of Superior adopting the 2021 edition of the International Property Maintenance Code, regulating and governing the conditions and maintenance of all property, buildings and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures unfit for human occupancy and repealing Ordinance Number 191 of the Charter Township of Superior and all other ordinances or parts of laws in conflict therewith.

The Board of Trustees of the Charter Township of Superior does hereby ordain as follows:

Section 1. Adoption of the 2021 International Property Maintenance Code.

That a certain document, a copy of which is on file in the office of the Clerk of the Charter Township of Superior, being marked and designated as the *International Property Maintenance Code, 2021* edition, as published by the International Code Council, be and is hereby adopted as the Property Maintenance Code of the Charter Township of Superior, in the State of Michigan for regulating and governing the conditions and maintenance of all property, essential to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures unfit for human occupancy and use, and the demolition of such existing structures as herein provided; and each and all of the regulations, provisions, penalties, conditions and terms of said Property Maintenance Code on file in the office of the Clerk are hereby referred to, adopted, and made a part hereof, as if fully set out in this legislation, with the additions, deletions and changes, if any, prescribed in Section 2 of this ordinance.

Section 2. Code Amendments.

The following sections are hereby revised:

A. **Section 101.1. Title.** Insert: Charter Township of Superior, Washtenaw County, State of Michigan.

B. **Section 103.1. Creation of agency.** Insert: Property Maintenance Department.

C. **Section 103.2. Appointment.** Delete in its entirety and replace with the following: The code official shall be the Building Official of the Charter Township of Superior and/or their designee(s) unless otherwise appointed by the Board of Trustees.

D. **Section 104.1. Fees.** Delete in its entirety and replace with the following:
The Board of Trustees may establish by resolution a schedule of fees for activities and services performed by the department in carrying out its responsibilities under this code. Such schedule may be amended from time to time. Fee schedules shall be published in the manner as required by law and except as otherwise provide by law, shall be effective on the day after publication.

E. **Section 105.3 Right of entry.** Delete in its entirety and replace with the following:

Where it is necessary to make an inspection to enforce the provisions of this code, or whenever the code official has reasonable cause to believe that there exists in a structure or upon a premises a condition in violation of this code, the code official is authorized to enter the structure or premises at reasonable times to inspect or perform the duties imposed by this code, provided that if such structure or premises is occupied the code official shall present credentials to the occupant and request entry. If such structure or premises is unoccupied, the code official shall first make a reasonable effort to locate the owner, owner's authorized agent or other person having charge or control of the structure or premises and request entry. If entry is refused, the code official shall have recourse to apply to the district court of jurisdiction to obtain an administrative search warrant to enter the premises to perform an inspection, or to seek other remedies provided by law to secure entry. If the structure or premises to be inspected is a rental dwelling unit occupied by a lessee, the code official shall act in accordance with MCLA 125.526 of the Housing Law of Michigan so as to ensure the lessee's rights to consent or refuse entry are protected.

F. **Section 109.3. Prosecution of violation.** Delete in its entirety and replace with the following:

Any person failing to comply with a notice of violation or order served in accordance with Section 111.4 shall be deemed guilty of a municipal civil infraction as determined by the Charter Township of Superior, and the violation shall be deemed a strict liability offense. If the notice of violation is not complied with, the code official shall institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful occupancy of the structure in violation of the provisions of this code or of the order or direction made pursuant thereto. Any action taken by Charter Township of Superior on such premises shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

G. **Section 110.4. Failure to comply.** Delete in its entirety and replace with the following:

Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be subject to prosecution and fines in accordance with Sec.109.3 and Sec. 109.4.

H. **Section 302.4. Weeds.** Delete in its entirety and replace with the following:
Premises and exterior property shall be maintained free from weeds or plant growth in accordance with the Charter Township of Superior Ordinance No.

179, Turf Grass, Weeds and Brush.

I. **Section 304.14. Insect screens.** Delete in its entirety and replace with the following: Every door, window and other outside opening required for *ventilation* of habitable rooms, food preparation areas, food service areas or any areas where products to be included or utilized in food for human consumption are processed, manufactured, packaged or stored shall be supplied with *approved* tightly fitting screens of minimum 16 mesh per inch (16 mesh per 25 mm), and every screen door used for insect control shall have a self-closing device in good working condition.

Exception: Screens shall not be required where other *approved* means, such as air curtains or insect repellent fans, are employed.

J. **Section 602.3. Heat supply.** Delete in its entirety and replace with the following:

Every *owner* and *operator* of any building who rents, leases or lets one or more *dwelling units* or *sleeping units* on terms, either expressed or implied, to furnish heat to the *occupants* thereof shall supply heat capable at all times to maintain a minimum temperature of 68°F (20°C) in all habitable rooms, *bathrooms* and *toilet rooms*.

Exceptions:
1. When the outdoor temperature is below the winter outdoor design temperature for the locality, maintenance of the minimum room temperature shall not be required provided that the heating system is operating at its full design capacity. The winter outdoor design temperature for the locality shall be as indicated in Appendix D of the *International Plumbing Code*.
2. In areas where the average monthly temperature is above 30°F (-1°C), a minimum temperature of 65°F (18°C) shall be maintained.

K. **Section 602.4. Occupiable work spaces.** Delete in its entirety and replace with the following:

Indoor occupiable work spaces shall be supplied with heat at all times capable to maintain a minimum temperature of 65°F (18°C) during the period the spaces are occupied.

Exceptions:
1. Processing, storage and operation areas that require cooling or special temperature conditions.
2. Areas in which persons are primarily engaged in vigorous physical activities.

Section 3. Adoption of Boarding Standards. Appendix A of the 2021 International Property Maintenance Code is hereby adopted as a means to provide minimum specifications for boarding a structure in order to result in consistent boarding quality and provide a reasonable means to eliminate having to approve numerous methods or materials for the boarding and securing of a structure. The Building Official of the Charter Township of Superior may authorize alternative methods that, in the official's opinion, meet or exceed the standards set forth in Appendix A.

Section 4. Repealer. That Ordinance Number 191 of the Charter Township of Superior

entitled Ordinance for the Adoption of the 2015 Property Maintenance Code Ordinance Number 191 and all other ordinances or parts of laws in conflict herewith are hereby repealed.

Section 5. Severability. That if any section, subsection, sentence, clause or phrase of this legislation is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The Charter Township of Superior Board of Trustees hereby declares that it would have passed this law, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional.

Sections 6. Preservation of Actions. That nothing in this legislation or in the Property Maintenance Code hereby adopted shall be construed to affect any suit or proceeding impending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance herby repealed as cited in Section 3 of this law; nor shall any just of legal right or remedy of any character be lost, impaired or affected by this legislation.

Section 7. Publication. That the Charter Township of Superior Clerk is hereby ordered and directed to cause this legislation to be published in the manner as required by law and except as otherwise provide by law, shall be effective on the day after final publication.

CHARTER TOWNSHIP OF SUPERIOR
WASHTENAW COUNTY, MICHIGAN

ORDINANCE NUMBER 196

AN ORDINANCE TO ADOPT RENTAL HOUSING CERTIFICATION ORDINANCE NO. 196 AND TO REPEAL ORDINANCE NO. 106 AS AMENDED BY ORDINANCE NO. 170 AND NO. 175 ENTITLED INSPECTIONS OF MULTIPLE DWELLINGS

FIRST READING: MAY 19, 2025
SECOND READING: JUNE 16, 2025

An Ordinance of the Charter Township of Superior to adopt Ordinance No. 196 entitled Rental Housing Certification to establish rules and regulations for the periodic and equitable registration, inspection, and periodic certification of all forms of rental housing including single-family, condominium, mobile home, two-family duplex, multifamily, and accessory dwelling unit style buildings and dwelling units; and in doing so, the Charter Township of Superior hereby repeals Ordinance No. 106 entitled Inspection of Multiple Dwellings effective on January 15, 1990 as amended by Ordinances No. 170 effective on January 22, 2008 and Ordinance No. 175 effective on October 6, 2008.

The Charter Township of Superior Board of Trustees does hereby ordain as follows:

Section 196.01 – Title. This Ordinance shall be known as the Rental Housing Certification Ordinance.

Section 196.02 – Purpose and Intent. The intent of the Rental Housing Certification Ordinance is to ensure that all rental properties within the Charter Township of Superior meet minimum standards of health, safety, and habitability. This ordinance represents a commitment to upholding established standards in rental housing and recognizing the importance of safe, clean, and well-maintained homes for all residents. By implementing this certification process, the Charter Township of Superior seeks to create a fair and equitable housing environment that benefits landlords, tenants, and the community as a whole. The purpose of this ordinance is multifaceted, encompassing the following objectives:

1) **Resident and Visitor Safety and Health**: To safeguard resident-tenants and transient visitors by ensuring that rental properties are free from hazards that could harm their health or safety. This includes adherence to property maintenance codes, and proper maintenance of electrical, plumbing, and heating systems to be verified through registration, inspection and biennial certification of eligible dwelling units.

2) **Housing Quality**: To maintain and improve the quality of all rental housing units through registration, periodic inspection, and periodic certification, and ensuring that properties are well- maintained and fit for occupancy.

3) **Neighborhood Stabilization**: To preserve the stable and attractive character of neighborhoods by preventing the deterioration of rental properties, which can negatively impact surrounding property values and community well-being.

4) **Rental Housing Stability**: To promote quality rental housing supply and price stability for resident- tenants by holding all landlords and property managers to the same property maintenance and inspection standards regardless of location, style, or funding source.

5) **Transparency and Accountability**: To establish clear standards, procedures, and penalties that are equitably enforced for landlords and property managers, promoting transparency and accountability in the rental housing market.

6) **Promote Public/Private Regulatory Harmony**: To promote harmony and eliminate conflict between Township ordinance requirements and private homeowner association (HOA/COA) regulations by requiring notification to a subject HOA/COA upon registration of rental housing units situated on private property that is regulated by private rules, by-laws or deed restrictions.

7) **Community Health**: To contribute to the overall health of the community by reducing incidences of substandard living conditions, which can lead to broader public health issues.

8) **Economic Vitality**: To support the local economy by fostering a stable rental market, encouraging property investment, and ensuring that all rental units are safe and habitable.

9) **Public Safety and Services**: To assist the Township with information for the provision of adequate police, fire, and emergency response protection; more equal and equitable real and personal property taxation; better efficiency and economy in furnishing public utility services; and more comprehensive and informed planning and zoning for uses of land and structures within Superior Township.

Section 196.03 – Definitions.

The following words, terms, and phrases used in this Ordinance shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Adult Foster Care Facility: Refer to Zoning Code Definitions Sec. 17.03.

Building Code**:** The provisions of the Michigan State Construction Code Act (act 230 of the public acts of 1972, as amended).

Building Official**:** The Building Official designated by the Superior Township Board of Trustees, or their authorized representatives, charged with the responsibility of enforcing this Ordinance.

Certificate of Rental Housing Compliance**:** A certificate issued by the Building Official indicating that the rental structure or rental unit identified on the certificate complies with all applicable provisions of this code on condition that the premises remain in safe, healthful and fit condition for occupancy. A certificate shall be valid for a period of twenty-four (24) months unless otherwise extended by the Building Official. A certificate may be immediately suspended or revoked if the Building Official determines that conditions exist which constitute a hazard to health or safety.

***Certificate of Compliance Incentive Bonus*:** An additional twelve (12) month period of time that a Certificate of Rental Housing Compliance is valid.

Clean and Check Certification: Written certification by a licensed mechanical contractor indicating that a fuel-fired furnace or a wood-burning fireplace is safe and properly functioning.

***Condominium Unit*:** Refer to Zoning Code Definitions Sec. 17.03.

Department: The Superior Township Building Department.

Dwelling: Refer to Zoning Code Definitions Sec. 17.03 inclusive of the following terms:

i) ***Apartment***
ii) ***Accessory Dwelling***
iii) ***Efficiency Apartment***
iv) ***Attached Dwelling***
v) ***Detached Dwelling***
vi) ***Manufactured Dwelling***
vii) ***Modular Dwelling***
viii) ***Multiple Family Building***
ix) ***Single-Family Dwelling***
x) ***Stacked Flats Building***
xi) ***Townhouse***
xii) ***Two-Family or Duplex Dwelling***

***Family*:** Refer to Zoning Code Definitions Sec. 17.03(73).

***Fee*:** A monetary fee determined from time to time by resolution of the Township Board of Trustees.

***Initial Phase-In Period*:** The period of time from the effective date of this article through completion of the first inspection cycle, a duration of approximately two (2) years, during which time all rental structures and rental units in existence on the effective date of this article shall be required to be inspected and issued a Certificate of Rental Housing Compliance. It shall be permissible for a tenant to continue to occupy an existing rental unit during the initial phase-in period prior to issuance of a Certificate of Rental Housing Compliance as long as the property owner has registered the unit as required by this code. Any order of the Building Official prohibiting occupancy of a unit shall override this provision.

***Lease*:** Any written or oral agreement that sets forth conditions concerning the use and occupancy of rental structures or rental units between an owner and tenant.

***Life/Safety Code Violation*:** Any physical condition or code violation that, in the opinion of the Building Official, poses a hazard, either imminent or looming, to the health and safety of occupants of a structure or the general public. Any *serious and imminent hazard* as defined in this ordinance and the Michigan House Law shall also constitute a

life/safety code violation.

Manufactured Housing Park: Refer to Zoning Code Definitions Sec. 17.03.

***Multifamily Accessory Facility*:** A mechanical room, boiler room, laundry room, storage area, pool, recreation facility, or other similar facility located within a multifamily structure or on the property of one or more multifamily structures.

Occupant Notice of Life/Safety Code Violation: A written notice delivered to the occupant of a rental unit informing the occupant of the existence of a life/safety code violation in accordance with the Housing of Law of Michigan MCL 125.532 as amended.

Owner: A person or entity with legal or possessory interest in a property, structure, or dwelling unit.

Person: Refer to Zoning Code Definitions Sec. 17.03.

Posting: A placard affixed to a rental structure or rental unit by the Department to notify the owner and occupants of the existence of ongoing unresolved violations of this ordinance and/or the Property Maintenance ordinance. A posting is intended to be an intermediate step between a Notice of Violation and a citation to appear in court issued to the owner of a non-compliant rental structure or unit.

***Rent*:** The consideration paid for the right to use and possess property, examples of which include, but are not limited to, the payment of money, the payment of property taxes, the payment of utility expenses, the exchange of goods or services, the performance of home improvements, the performance of routine maintenance, the occupancy of a dwelling to maintain its security, a form of employment compensation, the bartered or discounted exchange(s) of merchandise or services, labor, and the like.

Rental Housing Inspection Guidelines: The provisions of Ordinance No. 195 of the Code of Ordinances entitled Property Maintenance Code Ordinance.

***Rental Housing Registration*:** Acceptance of an official application form and fee submitted by an owner to the Department reporting ownership of a rental structure including all required information regarding said structure, all dwellings and accessory facilities contained within said structure and upon said premises and the designation of a Responsible Local Agent where applicable.

***Rental Structure*:** Any building that contains one or more rental units or one or more sleeping units that are occupied by non-owners regardless of whether one of the units is occupied by the owner. Adult foster care, senior housing, and transitional housing uses that are situated in residential neighborhoods or within multifamily buildings are considered to be rental structures and/or rental units for purposes of this article.

***Rental Unit*:** Any apartment, room, dwelling, or portion thereof or any condominium unit for which a person or group of persons pays rent directly or indirectly to the owner thereof, or which is otherwise occupied by a non-owner, for the purpose of a person to

reside therein. This definition includes dwellings situated in residential neighborhoods or within multifamily buildings that are used for adult foster care, senior housing, and transitional housing. This definition does not include: 1) owner-occupied single-family or duplex units in which the owner is assisting immediate family members in exchange for consideration; 2) hotels and motels licensed and inspected by the state, permitted bed and breakfast establishments, country-inn establishments, or any other similar facilities licensed and inspected by the State.

***Responsible Local Agent*:** An individual person, corporation, partnership, or other legal entity designated to represent the owner of a rental structure. The responsible local agent shall have a place of business or residence within one-hundred and fifty (150) miles of the Charter Township of Superior geographic boundaries. The responsible local agent shall be responsible for operating such premises in compliance with all the provisions of this Ordinance and shall be the sole point- of-contact with the Department to facilitate the administration of this Ordinance. The owner is, by default, the responsible local agent unless otherwise designated.

***Senior Housing*:** Refer to Zoning Code Definitions Sec. 17.03.

Serious and Imminent Hazard: A dangerous condition in a premises that could reasonably be expected to cause death or serious bodily harm to the occupants of the premises if that dangerous condition is not immediately corrected by the owner. If an inspector determines that a violation constitutes a serious and imminent hazard to the health or safety of the occupants, the enforcing agency shall notify the occupants in writing and shall notify the Michigan Department of Health and Human Services within 48 hours in compliance with MCL 125.532 of the Housing Law of Michigan.

***Temporary Certificate of Compliance*:** A certificate issued for a rental structure, unit, or accessory facility following an inspection, which is found to be in substantial compliance with this Ordinance and which, in the opinion of the building official, has no life/safety code violations. Such certificate shall state any remaining violations to be corrected and the date it expires at which time all remaining violations shall be corrected. A reasonable extension may be granted at the discretion of the building official. Failure by the owner to correct the violations within the specified time shall constitute a violation of this Ordinance.

***Tenant*:** The person or persons entitled to the use and occupancy of a rental unit or any portion thereof as permanent residency.

Section 196.04 – Registration of Rental Structures Required.

No person shall engage, or be engaged, in the operation, rental or leasing of a rental unit without first registering the rental structure and reporting all rental units and multifamily accessory facilities, if any, contained therein with the Department in the manner provided herein.

(a) **Existing Structures**: The owner of any existing rental structure(s) shall register each such structure with the Department within 60 days of the effective date of this Ordinance.
(b) **New Structures**: All newly constructed rental structures shall be registered prior to the

issuance of a certificate-of-occupancy by the Department.

(c) **Converted Structures**: Structures not subject to the provisions of this Ordinance on the effective date of this Ordinance that later become rental structures shall immediately be registered and comply with all other provisions of this Ordinance prior to occupancy.

The registration shall include a description of all rental units and multifamily accessory facilities, if any, within each structure and upon said premises as indicated on the registration form provided by the Department as follows:

1) Each single-family structure shall require one registration.
2) Condominiums and manufactured/mobile homes shall register as single-family structures.
3) Each two-family duplex structure shall require one registration.
4) Each multifamily structure shall require one registration, and every multifamily structure on a property shall require a separate registration.

The registration of one rental structure shall not relieve the owner from the necessity of registering all other rental structures that they/it owns in the Township.

Section 196.05 – Designation of a Responsible Local Agent.

The owner of a rental structure is, by default, the responsible local agent. An owner may designate another person or entity to be the responsible local agent. The responsible local agent shall be responsible for operating and providing the Department access to the rental structure and rental units. A tenant shall not be designated to function as the responsible local agent unless both the owner and the tenant have signed the appropriate Township form verifying their acceptance of responsibility.

All official notices and correspondence of the Township related to the administration of this Ordinance shall be issued to the responsible local agent, and any notice or correspondence so issued shall be deemed to have been issued to the owner.

Section 196.06 – Registration Forms.

(a) Application for registration shall be made on a form provided by the Department and filed with the Department and shall include the following information:
   1) The assigned parcel address of the property upon which the rental structure is located, the type of structure, the number of dwelling units contained within the structure, and whether an owner occupies any portion of the structure.
   2) For duplex, multifamily, and mobile/manufactured home structures, the registration shall include the street address or unit number assigned to each dwelling unit, a description of each dwelling unit, the number of separate exterior dwelling entrances, and a listing of all multifamily accessory facilities as specified on the form.
   3) The owner's name, address, phone number, and email address. No post office box shall be accepted as a legal address, however, may be used as a mailing address upon written request of the owner.
   4) If the owner is a corporation, the registration shall include the name of the corporation, the Michigan corporate entity number, the corporate mailing address,

phone number, and email address. Corporate registrations shall also include the name, address, phone number and email address of the resident agent responsible to receive legal service on behalf of the corporation.

5) The owner's signature or alternate method of conveying consent by a person or entity lawfully authorized to do so representing the owner or owner's estate.
6) If applicable, the designation of a responsible local agent, the agent's mailing address, phone
number, and email address.
7) The responsible local agent's signature (if applicable).
8) A statement indicating whether the rental structure being registered is situated on private property that is regulated by private HOA/COA rules, by-laws or deed restrictions, including
the name and contact information for the HOA/COA. The Department shall notify the HOA/COA of the registration in order to promote harmony and eliminate conflict between Township ordinance requirements and private homeowner association (HOA/COA) regulations. The Township shall not enforce HOA/COA regulations.
9) The applicable registration fees shall be submitted with the completed application form.

(b) For multifamily structures, the owner shall provide a site plan or drawing depicting details of the property including the location of all structures, parking areas, and accessory facilities on the site, and a complete layout of each building showing building addresses, dwelling unit numbers and floor plans.

Section 196.07 – Certificate of Rental Housing Compliance Required.

(a) The Department shall provide for the inspection of all rental structures, rental units, and multifamily accessory facilities pursuant to one (1) or more of the bases authorized pursuant to the Housing Law of Michigan MCLA 125.526 for the purpose of determining whether the structures, units, and facilities comply with all applicable provisions of this Ordinance. Those structures, units, and facilities that are determined to comply shall be issued a certificate of compliance.

1) **Single-Family**: Each single-family structure, whether attached or detached, shall require a certificate of compliance.
2) **Two-Family/Duplex**: Each two-family duplex structure shall require separate certificates of compliance for the exterior building/grounds and each separate interior dwelling unit.
3) **Multifamily**: Each multifamily structure, each multifamily accessory facility, and each multifamily dwelling unit shall require separate certificates of compliance, none of which may be unreasonably withheld pending issuance of any other within the same structure.
4) **HUD Multifamily Inspections**: The Building Official has sole discretion to accept an inspection report of individual multifamily structures and dwelling units conducted by the United States Department of Housing and Urban Development (HUD) under the real estate assessment center (REAC/NSPIRE) inspection process as a substitute for an inspection conducted by the Department as authorized pursuant to MCLA 125.526 of the Housing Law of Michigan. Such substitute inspection must have been completed within twelve (12) months of the required Township inspection, must include written verifiable proof that all cited deficiencies have been corrected, and must be deemed acceptable by the Building Official. Upon acceptance, individual

rental units shall be issued a certificate of compliance with no inspection fees.

(b) No person or entity, either the owner or the owner's responsible local agent, shall rent or lease a rental unit unless that owner or agent has first obtained certificates of compliance from the Department except during the limited period of time until the unit is first inspected during the initial phase-in period of this Ordinance. For new construction that occurs after the effective date of this Ordinance, the original certificate of occupancy shall serve as the certificate of compliance for a period of twenty-four (24) months, after which the owners of said units shall apply for a certificate of compliance renewal. Structures not subject to the provisions of this Ordinance on the effective date of this Ordinance that later become rental structures shall be registered, inspected, obtain a certificate of compliance, and comply with all other provisions of this Ordinance prior to occupancy of any dwelling unit.

Section 196.08 - Issuance of Certificate of Compliance.

(a) A certificate of compliance shall be issued for applicable structures, dwelling units and accessory facilities after all recorded code violations are corrected, verified as code compliant by reinspection, and after all fees have been paid in full.

(b) A certificate of compliance shall be issued on the condition that the subject structure, dwelling unit, or accessory facility remain in compliance with this Ordinance and all other applicable ordinances and laws. If, after certification, the Department determines that violations exist, the certificate may be temporarily suspended as to the affected areas or the full certificate may be revoked. The building official may order the premises vacated until the subject structure, unit, or accessory facility is brought into compliance, and may seek other remedies authorized by law.

Section 196.09 - Term and Renewal.

(a) ***Registration*** of a rental structure shall be valid for as long as ownership or designation of a responsible local agent remains unchanged.

(b) ***A Certificate of Rental Housing Compliance*** shall be valid for a period of 24 months and shall be renewed on a biennial basis. Such certificates shall be valid until the expiration date recorded on the certificate unless administratively extended, suspended, or revoked by the Department. The period of time the certificate is valid shall begin on the date of the first scheduled inspection and shall expire at midnight 24 months later. If an owner or agent cancels or fails to appear for a scheduled inspection, the resulting time delay shall not serve to extend the period of time the certificate is valid. The date of issuance and expiration shall be recorded on the certificate.

(c) ***Certificate Renewal:*** It is the duty of the owner or responsible local agent to arrange for the inspection necessary for the renewal of the certificate at least 60 days prior to its expiration date.

(d) ***Incentive Bonus***: Any owner or responsible local agent shall be afforded the opportunity to earn an *Incentive Bonus* that extends the period of time a certificate of compliance is valid from 24 months to 36 months. An additional twelve (12) months bonus time shall be granted when all of the following conditions are met:

1) There are no more than four (4) non-life/safety code violations recorded during the initial inspection;
2) All recorded code violations are corrected and verified no later than the first scheduled re- inspection date;
3) There are no outstanding fees, fines, or taxes owed to the Township for the subject

property; and

4) All required building/trade permits for work done within the structure were properly obtained.
5) For multifamily properties, the requirements listed in (1) through (4) above shall be met for a cumulative total of no less than seventy percent (70%) of all structures, units, and accessory facilities on the property.

(e) If an owner or responsible local agent fails to arrange for the inspection necessary to renew the certificate of compliance at least 60 days prior to its expiration, the Department shall schedule the inspection and send notification to the owner or responsible local agent pursuant to Section 196.13.

(f) The Department may, in the absence of any known life/safety code violations, administratively extend the expiration date of a certificate of compliance due to circumstances beyond the control of an owner or responsible local agent, including but not limited to, the Department's inability to perform an inspection in a timely manner. No penalty shall be imposed upon the owner or responsible local agent under such circumstances.

Section 196.10 - Transfer of Ownership or Responsible Local Agent.

(a) A certificate of compliance shall be transferable when the ownership of a rental structure changes provided that all certificates of compliance required for the subject property are valid at the time of transfer.

(b) It shall be the duty of the new owner to immediately register the property with the Department consistent with Section 106.4 and pay a fee established by the Township.

(c) It shall be unlawful for the owner of any rental structure or rental unit, who has received a Notice of Violation of any code or ordinance of the Township for that property, including zoning violations, building code violations, violations of rental inspection guidelines, fire code, or nuisance code violations, to transfer, convey, sell, including by land contract, ownership and/or interest in any way to another, unless such owner shall have first furnished to the grantee, vendee, or transferee a copy of any Notice of Violation and shall have furnished to the Department with a signed and notarized statement from the grantee, vendee, or transferee acknowledging receipt of such Notice of Violation and acknowledging legal responsibility for correction of the violation(s).

(d) An owner may at any time designate a new responsible local agent to replace the responsible local agent on file with the Department by submitting a form provided by the Department and paying a fee established by the Township. The Transfer of Ownership or Responsible Local Agent form shall include all applicable identifying information and signatures as required on the registration form.

Section 196.11 - Initial Inspections.

(a) The Department shall schedule initial inspections, at its discretion, of rental structures, units, and accessory facilities that are subject to provisions of this article to determine whether the structures and units qualify for a certificate of compliance. The owner or responsible local agent of the property shall receive no less than 30 days' prior notice of the Department's intent to inspect; the owner may voluntarily waive the notice period and consent to an inspection at an earlier date.

(b) The owner shall notify the tenant of the Department's request to inspect their unit, shall make a good- faith effort to obtain the tenant's consent for an inspection, and, if the owner obtains

the tenant's consent for an inspection, shall arrange for the inspection by the Department. The owner shall provide to the tenant a minimum of 72 hours' written notice of the Department's intent to inspect the unit.

(c) The owner shall comply with provisions of the Housing Law of Michigan.

(d) Inspection fees established by the Township shall be paid in full by the owner or responsible local agent prior to the date of inspection. An owner's failure to collect inspection fees in advance from tenants shall not be recognized as a valid reason to delay scheduled inspections. Inspections shall not be performed, and additional fees shall be incurred, when fees are not paid by the owner prior to the date of inspection resulting in missed inspections.

(e) Scheduled inspections that are canceled less than 72 hours prior to the inspection date may incur additional fees as established by the Township to reschedule the inspection.

(f) In the event an inspector is unable to perform a scheduled inspection due to the inability to access a structure or dwelling unit or because the owner or responsible local agent failed to show up at the appointed time or failed to pay inspection fees prior to the date of inspection, additional fees shall be incurred as established by the Township.

(g) After the initial phase-in period, all rental structures, units, and accessory facilities that are subject to provisions of this Ordinance shall be required to be inspected at not less than 24-month intervals nor more than 36-month intervals unless adjusted by the Department.

(h) The Department shall inspect rental structures, units, or accessory facilities pursuant to any of the following circumstances:

1) Upon receipt of a new rental registration application for a structure that was not previously registered.
2) Upon receipt of any certificate of compliance renewal request for any structure, unit, or accessory facility that has been previously certified.
3) Upon receipt of a complaint from an owner or tenant that a structure, unit, or accessory facility is in violation of the property maintenance code or any other ordinance or code of Superior Township, or is in violation of Michigan's Housing Law, being MCLA 125.401 et seq. of the Michigan Compiled Laws.
4) Upon receipt of a report or referral from a law enforcement agency, a fire prevention agency, a public agency or department, or any individual indicating that the premises may be in violation of this Ordinance. The request shall be based on the personal knowledge of the person making the report.
5) If a survey of the premises gives the Building Official probable cause to believe that the premises is in violation of this Ordinance.
6) Upon receipt of information that a rental structure is not registered with the Department as required by this Ordinance.

(i) If consent to enter a rental dwelling unit requiring inspection is refused by the tenant, the Building Official and/or their designee shall have recourse to the remedies provided by law to secure entry, including but not limited to obtaining an administrative search warrant to perform the required inspection. Inspections shall be limited to only the areas necessary to ascertain compliance with applicable ordinances, codes, and state law. Every reasonable effort shall be made to obtain consent to voluntarily enter the premises for the purpose of conducting a property maintenance inspection.

(j)

Section 196.12 - Reinspections Required; Presumptions.

(a) ***Reinspections required.*** An owner or responsible local agent who receives written notice of a code violation(s), shall correct the code violation(s) within the period of time specified in the

Notice of Violations and shall consent to a reinspection to verify compliance.

(b) ***Failure to Correct/Posting***. Failure to correct a code violation within the specified period of time constitutes a nuisance per se and may result in the rental structure or rental unit being posted for non-compliance with this Ordinance and/or any other applicable codes or regulations.

(c) ***Failure to have property timely reinspected***. Following inspection and Notice of Violations, should the owner or the owner's responsible local agent fail to facilitate a reinspection prior to the date specified for correction of the violations or by any extended date granted by the Department, it shall be presumed that any violations in the Notice of Violations that have not been previously reinspected
and approved have not been corrected and the owner or responsible local agent shall be responsible for failing to repair those violations as if they had not been corrected.

(d) ***Inability to conduct reinspection***. Should the Department be unable to gain entry to a rental structure or rental unit for a scheduled reinspection then it shall be presumed that any violations in the Notice of Violations that have not been previously reinspected and approved have not been corrected and the owner or responsible local agent shall be responsible for failing to repair those violations as if they had not been corrected.

Section 196.13 - Notice of Intent to Inspect.

If the owner fails to register a rental structure, the Department will send notice by First Class mail to the owner at the mailing address of record with the Township Assessor's Office to register the subject structure. Owners shall have 14 days from the date of mailing to submit the completed registration forms and fees, and to schedule an inspection appointment. In the event an owner fails to comply, the Department may issue a citation for renting without a certificate of compliance and schedule a formal hearing before the presiding judge in the district court of authority.

Section 196.14 - Inspection Guidelines And Property Maintenance Standards.

The rental housing inspection guidelines shall be the provisions of Ordinance No. 195 of the Code of Ordinances entitled Property Maintenance Ordinance.

Section 196.15 - Notices and Orders

(a) Official notices and orders issued pursuant to this article, including but not limited to inspection scheduling notices, inspection reports, notices of code violations, and invoices, shall be served upon the owner or designated responsible local agent by First Class mail to the address reported on the registration form, in person, or by email to the email address reported on the registration form upon written consent of the owner or responsible local agent.

(b) Whenever the Building Official or their designee determines that there has been a violation of any section of this Ordinance, a Notice of Violation shall be issued to the Responsible Local Agent containing details of the alleged violation and order for correction of the violation as provided for in the Property Maintenance Ordinance, Ordinance No. 195, of the Code of Ordinances.

(c) Whenever a Notice of Violation has been issued for any code violation that, in the Building Official's opinion constitutes a serious and imminent hazard to the health and safety of the

occupants of a dwelling, the Department shall also provide a written copy of the Notice of Violation to the occupants of the dwelling and to the Michigan Department of Health and Human Services in accordance with State Housing Law MCL 125.

Section 196.16 - Appeal Process

(a) Appeal of Applicability of the Ordinance.

1) If the owner or responsible local agent disagrees with the written opinion of the Building Official or their designee as to whether the subject rental structure, unit, accessory facility, or exterior building/grounds is subject to provisions of this Ordinance, the owner or responsible local agent may appeal to the Township Board of Trustees.
2) Any owner or responsible local agent requesting such an appeal shall file a written request therefor to the Building Department within ten (10) days after the date of the written opinion
of the Building Official. The appeal shall be made in writing and mailed or hand delivered to the Building Department.
3) As soon as practical, the Township Board of Trustees shall fix a time, date and place for a hearing and provide notice of the same to the owner or responsible local agent ten (10) days before the scheduled hearing date.
4) The Township Board of Trustees shall hear evidence and testimony by Township Departments and other concerned individuals regarding the appeal. The owner or responsible local agent, and/or their representatives, shall be allowed to present evidence and testimony at the hearing on the issues that are the subject of the appeal. After the hearing, the Township Board of Trustees shall decide by Resolution whether the subject structure or dwelling shall be regulated pursuant to provisions of this Ordinance. The decision of the Township Board of Trustees shall be final and shall be binding on the owner, responsible local agent, tenant, and the Township.
5) The owner may appeal the final decision of the Township Board of Trustees to the Washtenaw County Circuit Court within 21 days of the date of the final decision.

(b) Appeal of Notice of Violation of the Property Maintenance Code.

1) If the owner or responsible local agent disagrees with the opinion of the Building Official or their designee as to the existence of an alleged violation of the Property Maintenance Ordinance, or the period of time that will be reasonably required to correct the alleged violation as set forth in the Notice of Violation, the owner or responsible local agent may appeal as provided for in the Property Maintenance Ordinance, Ordinance No. 195, of the Code of Ordinances.

Section 196.17 - Fees.

(a) Reasonable fees to receive and process registrations, to schedule and perform inspections, to post notices, to invoice and collect fees, to issue certificates of compliance, to investigate tenant complaints, and for other miscellaneous requirements to administer this Ordinance shall be established by resolution adopted by the Township Board of Trustees and shall be placed on file and made available to the public by the Township Clerk's Office.

(b) Reasonable fees will be charged when an inspector is unable to conduct a scheduled inspection because the person responsible for facilitating access was not present to do so, when the inspector is effectively locked out of the area to be inspected, when fees have not

been paid prior to the date of an inspection and the inspector is unable to proceed, and when an administrative search warrant is necessary to facilitate an inspection. Such fees shall be established by resolution adopted by the Township Board of Trustees and shall be placed on file and made available to the public by the Township Clerk's Office.

Section 196.18 - Right to Examine Certificate of Rental Housing Compliance; Certification Registry.

(a) The owner or responsible local agent shall provide a copy of a valid certificate of compliance to the tenant or prospective tenant upon request.
(b) The Building Department shall maintain a registry of all rental structures and rental units that have been granted certificates of compliance or have had a certificate of compliance denied, suspended, or revoked. Such registry shall be made available for public inspection or posted on the Township website.

Section 196.19 - Harassment.

(a) Any owner or responsible local agent who harasses or threatens a tenant or person who pays rent with loss of occupancy as a result of filing a valid complaint shall be responsible for a municipal civil infraction.
(b) Any tenant or person who pays rent who shall maliciously or frivolously cause an inspection to be made for the purpose of harassing any individual, owner or responsible local agent, corporation, or governmental agency when no violation is present shall be responsible for a municipal civil infraction.
(c) The Building Official and/or their designee shall not be harassed, stalked, threatened, hindered, assaulted, or otherwise interfered with in the performance of their duties. Notwithstanding any other section in this Ordinance, a violation of this subsection shall be a municipal civil infraction.

Section 196.20 - Penalties.

(a) Any violation of this Ordinance is a nuisance per se and the Township can file suit to abate the nuisance if necessary, in addition to civil fines and penalties.
(b) Any violation of this Ordinance shall be punishable as a municipal civil infraction. A separate offense shall be deemed committed each day during or on which a violation or noncompliance occurs or continues.
(c) The civil fines shall be as follows:
    1) First offense: $300 plus costs and other sanctions for each offense.
    2) Repeat offense within a 24-month period: $500 plus costs and other sanctions for each offense.

Section 196.21 - Repealer. That the Charter Township of Superior Ordinance No. 106 entitled Inspection of Multiple Dwellings effective on January 15, 1990 as amended by Ordinances No. 170 effective on January 22, 2008 and Ordinance No. 175 effective on October 6, 2008 is hereby repealed in its entirety and all other ordinances or parts of laws in conflict herewith are hereby repealed.

Section 196.22 - Severability. That if any section, subsection, sentence, clause or phrase of this

legislation is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The Charter Township of Superior Board of Trustees hereby declares that it would have passed this law, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional.

Section 196.23 - Preservation of Actions. That nothing in this legislation shall be construed to affect any suit or proceeding impending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance herby repealed as cited in Section 196.21 of this law; nor shall any just of legal right or remedy of any character be lost, impaired or affected by this legislation.

Section 196.24 - Publication. That the Charter Township of Superior Clerk is hereby ordered and directed to cause this legislation to be published in the manner as required by law and except as otherwise provide by law, shall be effective on the day after final publication.

CHARTER TOWNSHIP OF SUPERIOR
WASHTENAW COUNTY, MICHIGAN

ORDINANCE NUMBER 197

ORDINANCE FOR MODIFICATION OF THE URBAN SERVICE DISTRICT BOUNDARY

FIRST READING: MAY 19, 2025
SECOND READING: JUNE 16, 2025

1. Purpose.

a. The Township has a finite capacity of water and sewer services which it purchases from the Ypsilanti Community Utilities Authority for a large majority of the Urban Service District and from Ann Arbor Charter Township for a small area at the west edge of the Township along Geddes Road. The Urban Service District boundary was arrived at by considering such factors as population growth, zoning, land use policy, topography and capacity of the water and sanitary systems. The Urban Service District boundary was established to allocate available capacity based on governmental agreements and planned uses as set forth in the Township Master Plan.

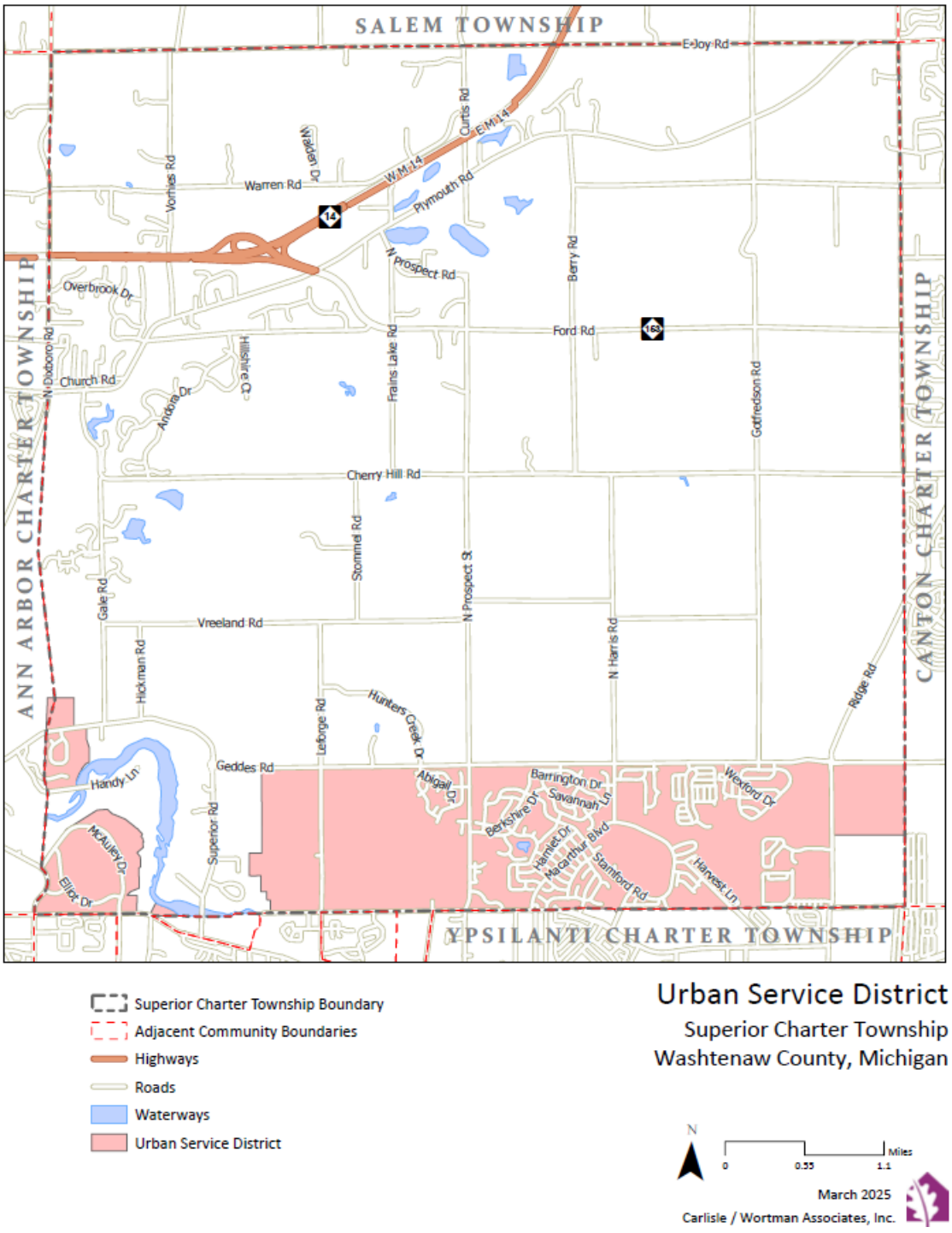
b. The Township Board recognizes that a change in the Urban Service District boundary would effectively alter or critically impact land use planning, township character, and natural resource preservation in the Township. Consequently, as a matter of policy, it is the objective of the Township Board that the Urban Service District boundary shall remain consistent with, and shall promote the objectives contained in, the Township Master Plan recommended by the Township Planning Commission and approved by the Township Board.

c. Due to the available system capacity, financial capability, township preservation policies, and land use planning, absent extraordinary circumstances the Urban Service District boundary shall not be expanded beyond its current boundaries in the foreseeable future. Accordingly, modifications, if any, made to the district boundary should defer to areas determined to be of relatively higher priority considering the types and intensities of land use, the concentrations of population, the nature of soils and water tables in relation to the ability to support on-site sanitary sewage disposal systems, and the long-range planning which has been done in the Township.

d. The purpose of this Ordinance is to establish a procedure and standards for the review and consideration of modifications to Urban Service District boundary within the Charter Township of Superior by the Township Board.

2. Urban Service District Boundary

a. Official Urban Service District Boundary:



3. Application for Modification.

a. An application and fees for a proposed modification to the Urban Service District boundary shall be submitted on a form provided by the Township to the Township Supervisor or Deputy Supervisor.

b. The Township Supervisor or Deputy Supervisor shall review the application for completeness and, if complete, send the application to the appropriate staff and consultants for review and comment.

c. Upon completion of review and the submission of comments by staff and consultants, the Deputy Supervisor shall prepare a report for the Township Board regarding the request for modification to the Urban Service District boundary.

4. Review Procedure.

a. The Township Board shall conduct a public hearing on whether the proposed boundary modification should be made. Notice of the public hearing shall be given in the same manner as a public hearing required for the adoption of the Township's Master Plan.

b. Following the public hearing, and any further review determined to be necessary or appropriate by the Township Board, including further review by Township staff and/or consultants, the Township Board shall determine whether the district boundary should be modified, and shall make findings consistent with the Standards set forth in Section 5 of this Ordinance.

5. Standards and Criteria

The Township Board shall consider the following standards and criteria in determining whether to adopt an Ordinance modifying the district boundary line:

a. The proposed modification to the Urban Service District boundary is consistent with the Master Plan. If the current boundary is in material conflict with the Master Plan, such conflict is due to one of the following:
   1. A change in Township policy since the Master Plan was adopted.
   2. A change in conditions since the Master Plan was adopted.
   3. An error in the Master Plan.

b. A change in land use intensity permitted by expanded sewer and/or water service shall not unreasonably impact the ability to provide commensurate services and facilities, including, without limitation, police service, fire service, emergency medical service, school facilities, park facilities, transportation infrastructure, utility service and the like.

c. A proposed modification shall not negatively impact upon the ability to provide for sewer, water and other services and facilities to other areas within the Township

which are within the established Urban Service District boundary.

d. A proposed modification shall not have the effect of altering the character of any area of the Township as such area exists at the time of the request, unless said alteration is contemplated in the Master Plan, and the timing for such alteration is determined to be appropriate.

e. A proposed modification shall not create or result in a capital expenditure for the Township including but not limited to system upgrades, capacity improvements or increase such as pump/booster stations or water/wastewater storage facilities, whether, within the system and design and construction of infrastructure related to the proposed modification. Any and all of such improvements will be at the expense of the applicant and be required to follow industry standards and the requirements of the YCUA as to system capacity factors of safety.

6. Fees

a. The applicant requesting the Urban Service District boundary line modification shall be responsible for all costs and expenses of the Township's review. However, if the Township determines to undertake a review on a broader area basis, the Township may, at its discretion, require the applicant to only pay that portion of the costs and expenses of the review related to the applicant's request.

b. Payment shall be made by escrowing in advance, with the Township, the amount estimated by the Township Supervisor to be required for the review. If the actual costs and expenses are greater than the estimate, additional escrow shall be required, and if the actual costs and expenses are less than the estimate, all excess amounts shall be returned to the person or entity posting the escrow.

CHARTER TOWNSHIP OF SUPERIOR
WASHTENAW COUNTY, MICHIGAN

RESOLUTION TO APPROVE PROFESSIONAL SERVICE AGREEMENT WITH JCM MEDIA GROUP FOR WEBSITE SUPPORT AND PROJECT SERVICES

RESOLUTION NUMBER: 2025-30

DATE: MAY 19, 2025

WHEREAS, Superior Township recognizes the importance of maintaining and improving its public-facing digital platforms to ensure accessibility, functionality, and effective communication with its residents; and

WHEREAS, JCM Media Group has submitted a proposal to provide professional website services and technical support, including WordPress training, updates, ADA compliance improvements, and general maintenance support; and

WHEREAS, the engagement will commence on **June 1, 2025**, and conclude on **September 1, 2025**, with an option to renew ongoing support at a discounted rate thereafter; and

WHEREAS, the total value of services proposed is **$8,225.00**, and JCM Media Group has extended two 10% discounts totaling **$1,646.00**—one for a three-month commitment and one in recognition of Superior Township's non-profit status—bringing the **final estimated cost to $6,579.00**; and

WHEREAS, the scope of work and schedule of rates include:

Service	Hours	Cost
WordPress Training (2 dedicated hours)	2	$350.00
WordPress, Plugin, and Hosting Updates	2	$350.00
ADA Compliance Updates & WCAG Testing	20	$3,500.00
Updates Punch List & Staff Collaboration	8	$1,400.00
General As-Needed Support (5 hrs/month)	15	$2,625.00

NOW, THEREFORE, BE IT RESOLVED, that the Superior Township Board hereby approves the engagement of **JCM Media Group** under the direction of the Clerks Office, for the term beginning **June 1, 2025**, and ending **September 1, 2025**, with the option to renew, and authorizes the necessary expenditure of **$6,579.00** for the described services.

CHARTER TOWNSHIP OF SUPERIOR
3040 North Prospect Road Ypsilanti, MI 48198
Telephone (734) 482-6099 Fax (734) 482-3842
Please submit one completed form per agenda item.

TO:	Superior Township Board of Trustees
FROM:	Angela Robinson
DATE SUBMITTED:	May 7, 2025
BOARD MEETING DATE:	May 19, 2025
ITEM TITLE:	Approval of Professional Service Agreement with JCM Media Group

DESCRIPTION OF ITEM/RESOLUTION:

Approval of a service agreement between Superior Township and JCM Media Group for website project and support services from June 1, 2025, to September 1, 2025. JCM built the township website in 2016. After the site was built, the township opted out of a routine support agreement as the staff had been trained during the launching phase of the website. Over the last few years, JCM has been receiving increased support requests and has recommended this arrangement to update the website. Services include WordPress training, website and plugin updates, ADA compliance enhancements, collaboration on content updates, and general as-needed technical support. The agreement includes a three-month commitment and non-profit discount, with a final estimated cost of $6,579.00.

REQUESTED BOARD ACTION:

Approve the agreement of JCM Media Group to provide website project and support services for Superior Township from June 1, 2025, through September 1, 2025, at a discounted total cost of $6,579.00, with an option to renew support services thereafter.

BACKGROUND/JUSTIFICATION:

Superior Township's website requires ongoing maintenance, accessibility improvements, and staff support to meet modern standards for usability, compliance, and communication. JCM Media Group has been selected for their expertise in WordPress, ADA compliance, and municipal web support. This agreement ensures critical updates, training, and issue resolution are handled efficiently, with discounted pricing extended due to the Township's non-profit status and commitment to a three-month service term.

IMPACT ON TOWNSHIP BUDGET (if any):

The total cost of $6,579.00 will be allocated from the Township's IT support budget. This expense is planned and within budgeted limits for website maintenance and accessibility upgrades. The applied discounts help reduce overall costs while maintaining essential digital service standards.

TOWNSHIP DEPARTMENTS OR OUTSIDE AGENCIES INVOLVED:

The Township Clerk's Office will oversee the engagement. JCM Media Group is the selected outside vendor providing the contracted services.

DEADLINES OR URGENCY (if applicable):

The agreement is scheduled to begin on June 1, 2025. Timely approval is needed to ensure uninterrupted website support and to initiate ADA compliance updates and staff training as planned. Delays could impact website functionality, accessibility compliance, and staff readiness.

SUPPORTING DOCUMENTS ATTACHED:

5 pages.

CONTACT PERSON FOR QUESTIONS:

Name: Angela Robinson

Title: Clerk

Phone:

Email: arobinson@superior-twp.org

Please attach this form with all supporting documents in the same email and CC the following individuals: arobinson@superior-twp.org, cbenitez@superior-twp.org, krankin@superior-twp.org, edy@superior-twp.org

Statement of Work

Client name	Superior Township
Client's administrator	Angela Robinson
Engagement type	Project + Support
Begin date	June 1, 2025
End date	Sept 1, 2025 – with option to renew support at discounted rate

Schedule of Rates

JCM Media Group's hourly rate is $175/hr for all services rendered.

Product/Service	Hours	Cost
WordPress Training (2 dedicated hours, further training as part of as-needed support)	2	$350.00
WordPress, Plugin, and Hosting Updates with bug testing and fixes	2	$350.00
ADA compliance updates and testing against key WCAG standards	20	$3500.00
Updates punch list, collaboration with staff	8	$1400.00
General as-needed support for issues as they arise (5 hrs/month)	15	$2625.00
SUBTOTAL		**$8,225.00**
Three-month commitment discount (10%)		-$823.00
Non-profit organization discount (10%)		-$823.00
FINAL ESTIMATE		**$6,579.00**

Payment Terms

Monthly, Net-30 — Three equal payments of $2193

Acceptance and Authorization

The terms and conditions of the attached **Professional Services Agreement** apply in full to the services and products provided under this Statement of Work.

Company		Company	JCM Media Group
Name		Name	Jeff Travilla
Title		Title	Account Manager
Signature		Signature	
Date		Date	June 1, 2025

PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement ("Agreement") is entered into as of June 1, 2025 ("Effective Date"), by and between JCM Media Group ("JCM"), and Superior Township ("Client").

1. Services

1.1 Statements of Work. The Statement of Work – as defined by this document in the sections labeled "Scope," "Investment," and "Assumptions & Limitations" – outlines JCM's best current understanding of Client's expressed needs and the estimated Time and Materials required to deliver work that satisfies those needs. Client agrees that this included Statement of Work is an estimate and that final Time and Materials may differ from this estimate. Additional services outside or above the Statement of Work shall be treated as a scope expansion and rendered upon written or verbal request. JCM will make reasonable effort to notify Client verbally or in writing if a request or alteration exceeds the estimated Scope. Client agrees to be solely responsible for the impact of any and all requests that exceed the estimated scope and budget outlined within the Statement of Work.

1.2 Performance of Services. JCM Media Group shall, to the best of its ability, render the services set forth in the Statement of Work in a timely and professional manner consistent with generally accepted industry standards. Client shall provide in a timely and professional manner, and at no cost to JCM Media Group, assistance, cooperation, complete and accurate information and data, equipment, computer and telecommunications facilities, programs, files, documentation, a suitable work environment, and other resources requested by JCM Media Group to enable it to perform the Services (collectively, "Assistance"). JCM Media Group shall not be liable for any deficiency in performing the Services if such deficiency results from Client's failure to provide full Assistance as required hereunder. Assistance includes, but is not limited to, designating a project manager to interface with JCM Media Group during the course of the Services and communicating with the JCM project manager in a timely manner to provide information and materials to assist in the accurate development of the work.

1.3 Support Policy. Client agrees that all requests for support, outside of the proposed project scope herein, and unless and until a separate support agreement is executed, will be billed for Time and Materials and bound by the terms and conditions of JCM's then-current general support policies which are subject to change without notice. Client must ask for an estimate in writing if it wishes to be notified of estimated costs prior to JCM engaging in the work required to satisfy the support request.

1.4 Ownership of Work Product. As used herein, the term "Work Product" means all materials, software, tools, data, inventions, works of authorship and other innovations of any kind. With the exception of open source code that is required to retain its open source designation, ownership of Work Product is immediately transferred to Client upon final payment, which signifies approval and completion.

2 Compensation

2.1 Payment Terms. Unless otherwise indicated herein, all Services will be performed on a Time-and-Materials basis and billed at JCM Media Group's then-current fees. Accordingly, Client shall pay JCM Media Group for all time spent performing the Services, plus the cost of any materials, taxes, travel, lodging, communications, shipping charges and out-of-pocket expenses incurred by JCM Media Group in connection with providing the Services.

2.2 Net-30. Invoices shall be bound by Net-30 terms from the date sent to Client.

2.3 Late Payment. Invoices past due shall be subject to a 2% late fee per month.

3 Termination

3.1 Term. This Agreement shall commence on the Effective Date and shall continue until terminated. Completion of a Statement of Work, or any other engagement, does not automatically terminate this agreement. This agreement will remain in effect during periods of non-work and will apply to any future support, consulting, or other ancillary work requests.

3.2 Termination With or Without Cause. Either party may terminate this Agreement at any time, in its sole discretion and for any reason or for no reason, upon thirty (30) days prior written notice to the other party. The period of notice does not construe any obligation of additional work or additional payment except as related to Termination Balance, as defined in Section 3.3. Termination Rights. Termination of any Statement of Work shall not be considered notice of termination of this Agreement unless specifically stated in the notice. Termination of this Agreement shall automatically terminate all Statements of Work.

3.3 Termination Rights. Upon notice of Termination, both parties will be responsible to provide applicable cures to achieve "Termination Balance" prior to the Date of Termination. Termination Balance will be considered achieved when the Time and Materials of delivered work is equal to the amount of total payment received. At the end of the period of Notice, if Termination Balance has not been achieved due to Time and Materials delivered exceeding the sum of total payments received, any outstanding balance owed by Client will be considered uncured damages and subject to late fees (Section 2.3) and all other legal mechanisms of restitution.

3.4 Effect of Termination. Sections 3, 4, 5 and 6, shall survive the termination of this Agreement. Termination of this Agreement by either party shall not act as a waiver of any breach of this Agreement and shall not act as a release of either party from any liability for breach of such party's obligations under this Agreement. Neither party shall be liable to the other for damages of any kind solely as a result of terminating this Agreement in accordance with its terms, and termination of this Agreement by a party shall be without prejudice to any other right or remedy of such party under this Agreement or applicable law.

4 Limitation of Liability

JCM Media Group will deliver materials fit for the agreed upon purpose but makes no warranties, either express or implied, as to any matter whatsoever, including, without limitation, the condition of the services or any work product or deliverables developed hereunder, and JCM Media Group expressly disclaims all warranties of merchantability, non-infringement of third-party rights and title, and all

warranties that may arise from course of dealing, course of performance or usage of trade. To the extent permitted by applicable law, in no event will either party be liable under any legal theory for any special, indirect, consequential, exemplary or incidental damages, however caused, arising out of or relating to this Agreement, even if such party has been advised of the possibility of such damages. Neither party's liability to the other party under this Agreement shall exceed the total amounts paid or payable by Client under this Agreement.

5 Confidentiality

5.1 Confidential Information. By virtue of this Agreement, the parties may have access to information that is confidential to one another ("Confidential Information"). For purposes of this Agreement, Confidential Information of a party means information, ideas, materials or other subject matter of such party, whether disclosed orally, in writing or otherwise, that is provided under circumstances reasonably indicating that it is confidential or proprietary. Confidential Information includes, without limitation, the terms and conditions of this Agreement; all business plans, technical information or data, product ideas, methodologies, calculation algorithms and analytical routines; and all personnel, client, contracts and financial information or materials disclosed or otherwise provided by such party ("Disclosing Party") to the other party ("Receiving Party"). Confidential Information does not include that which (a) is already in Client's possession at the time of disclosure to Client, (b) is or becomes part of public knowledge other than as a result of any action or inaction of the Client, (c) is obtained by Client from an unrelated third party without a duty of confidentiality, or (d) is independently developed by Client.

5.2 Restrictions on Use. The Receiving Party shall not use Confidential Information of the Disclosing Party for any purpose other than in furtherance of this Agreement and the activities described herein. The Receiving Party shall not disclose Confidential Information of the Disclosing Party to any third parties except as otherwise permitted hereunder. The Receiving Party may disclose Confidential Information of the Disclosing Party only to those employees or consultants who have a need to know such Confidential Information and who are bound to retain the confidentiality thereof under provisions (including, without limitation, provisions relating to nonuse and nondisclosure) no less restrictive than those required by the Receiving Party for its own Confidential Information. The Receiving Party shall maintain Confidential Information of the Disclosing Party with at least the same degree of care it uses to protect its own proprietary information of a similar nature or sensitivity, but no less than reasonable care under the circumstances. Each party shall advise the other party in writing of any misappropriation or misuse of Confidential Information of the other party of which the notifying party becomes aware.

5.3 Exclusions. Notwithstanding the foregoing, this Agreement shall not prevent the Receiving Party from disclosing Confidential Information of the Disclosing Party to the extent required by a judicial order, FOIA request, or other legal obligation.

5.4 Equitable Relief. The Receiving Party acknowledges that the Disclosing Party considers its Confidential Information to contain trade secrets of the Disclosing Party and that any unauthorized use or disclosure of such information would cause the Disclosing Party irreparable harm for which its remedies at law would be inadequate. Accordingly, each party (as the Receiving Party) acknowledges and agrees that the Disclosing Party will be entitled, in addition to any other

remedies available to it at law or in equity, to the issuance of injunctive relief, without bond, enjoining any breach or threatened breach of the Receiving Party's obligations hereunder with respect to the Confidential Information of the Disclosing Party, and such further relief as any court of competent jurisdiction may deem just and proper.

5.5 Return of Materials. Upon termination of this Agreement, the Receiving Party will immediately return to the Disclosing Party all Confidential Information of the Disclosing Party embodied in tangible (including electronic) form or destroy all such Confidential Information and certify in writing to the Disclosing Party that all such Confidential Information has been destroyed.

6 General Provisions

6.1 Governing Law. This Agreement is to be construed in accordance with and governed by the internal laws of the State of Michigan, without regard to or application of provisions relating to choice of law.

6.2 Severability. If any provision of this Agreement is unenforceable, then such provision will be enforced to the maximum extent possible under applicable law so as to effect the intent of the parties and the other provisions of this Agreement will continue in full force and effect.

6.3 Counterparts. This Agreement may be executed in counterparts.

6.4 Entire Agreement; Amendment; Waiver. This Agreement (including any Statements of Work) constitutes the entire agreement between the parties with respect to the subject matter hereof. No modification of or amendment or waiver to this Agreement will be effective unless in writing and signed by each of the parties.

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CHARTER TOWNSHIP OF SUPERIOR
WASHTENAW COUNTY, MICHIGAN

RESOLUTION TO APPROVE AN EXTENSION TO THE SPECIAL DISTRICT AREA PLAN FOR WILLOW RUN ACRES — CLAY HILL COMMUNITY FARM & GARDEN

RESOLUTION NUMBER: 2025-35

DATE: JUNE 16, 2025

WHEREAS, on August 21, 2023, Willow Run Acres received approval from Superior Charter Township for the Clay Hill Community Farm & Garden project through the Special District Area Plan (STPC 23-04), resulting in the rezoning of three (3) parcels; and

WHEREAS, since the approval, significant progress has been made in developing the site; and

WHEREAS, although the Special District Area Plan is valid for a period of two (2) years under Section 7.107A of the Zoning Ordinance, Willow Run Acres, at the recommendation of the partnered engineers with Engineers Without Borders, has requested a 365-day extension as permitted under Section 7.107D; and

WHEREAS, the requested extension is to allow for the incorporation of updated wetland mapping into final planning efforts and to ensure adequate coordination and final approvals with road, water, and drain commissions;

NOW, THEREFORE, BE IT RESOLVED that the Superior Charter Township Board of Trustees hereby approves a *one year* extension to the Special District Area Plan for the Clay Hill Community Farm & Garden project (STPC 23-04), as requested by Willow Run Acres, in alignment with Section 7.107D of the Zoning Ordinance.

BE IT FURTHER RESOLVED that this extension shall expire one year from the original expiration date of the approved Area Plan, unless otherwise extended or modified by the Township Board.

CHARTER TOWNSHIP OF SUPERIOR
3040 North Prospect Road Ypsilanti, MI 48198
Telephone (734) 482-6099 Fax (734) 482-3842
Please submit one completed form per agenda item.

TO:	Superior Township Board of Trustees
FROM:	Michelle Marin, P&Z
DATE SUBMITTED:	June 2, 2025
BOARD MEETING DATE:	June 16, 2025

ITEM TITLE: Clay Hill Community Farm & Garden - Special District Area Plan Extension

DESCRIPTION OF ITEM/RESOLUTION:

Willow Run Acres is requesting a 1 year extension of the approved Area Plan that is set to expire on August 21, 2025.

REQUESTED BOARD ACTION:

Approval of a 365 day extension of the Area Plan Approval, such that the approved Area Plan's expiration date be amended to August 21, 2026.

BACKGROUND/JUSTIFICATION:

See applicant letter attached. Section 7.107(D) of the zoning ordinance permits a 365-day extension of the approved Area Plan, provided that the approved Area Plan remains in conformance with the intent and eligibility requirements of the zoning ordinance, which we believe it does. The Township Board may refer the request to the Planning Commission for a recommendation within a time specific by the Board, prior to taking action on the request.

IMPACT ON TOWNSHIP BUDGET (if any):

None.

TOWNSHIP DEPARTMENTS OR OUTSIDE AGENCIES INVOLVED:

None.

DEADLINES OR URGENCY (if applicable):

Action must be taken prior to expiration date (August 21, 2025).

SUPPORTING DOCUMENTS ATTACHED:

Applicant letter requesting extension (1 page).

CONTACT PERSON FOR QUESTIONS:

Name: Michelle Marin

Title: Planning & Zoning Administrator

Phone: 734-482-6099 x119

Email: planning @superior-twp.org

Please attach this form with all supporting documents in the same email and CC the following individuals: arobinson@superior-twp.org, cbenitez@superior-twp.org, krankin@superior-twp.org, edy@superior-twp.org

To Superior Township Board of Trustees,

On August 21, 2023 Willow Run Acres received approval for the Clay Hill Community Farm & Garden project via the Special District Area Plan (STPC 23-04) resulting in the rezoning of three (3) parcels.

Over the last two years with this approval; the following list is a snapshot to present a small picture of all the work going into this site.

- The one (1) acre parcel of land on Harris has been cleared of trees and debris where the “Orchard” has been installed.
    - 120 fruit trees installed
    - 4,000 vegetables have been planted.
    - 700 flowers have been planted
    - 800 linear feet of fencing have been installed, w/ posts and solar lighting.
        - For deer and debris deterrent.
- 17 Raised beds for community rental have been installed.
- 11 honey bee hives have been installed.
- Grant funding has been utilized to prepare a community mural as a backdrop to the soon to be installed solar picnic tables. (Funding approved)
- Partnership and grant funds secured with University of Michigan’s engineering students (MDesign - BlueLab)
    - Weather station has been installed to measure rainfall
    - Autonomous irrigation to be installed in conjunction with rainfall measuring to minimize water waste (funding approved).
- Agreements with the USDA have been made to fund an on-site composting station and hoop house (funding approved).

Though the Area Plan is valid for two (2) years (Section 7.107A), Willow Run Acres requests an extension to the Area Plan (Section 7.107D) for 365 days. This request is coming at the recommendation of the partnered engineers through Engineers Without Borders. This is being requested by them to ensure the a) updated wetland mapping is taken into consideration for planning, and b) finalization of Site Plan through the necessary road, water, and drain commissions have been properly addressed with these updates.

Thank you for your time and willingness to extend this for another 365 days,

- T. Collins
  VariousConsultantsLLC@gmail.com
  269-348-0892

CHARTER TOWNSHIP OF SUPERIOR
WASHTENAW COUNTY, MICHIGAN

RESOLUTION TO APPROVE 2025 LOCAL ROAD PROGRAM AGREEMENT WITH WASHTENAW COUNTY ROAD COMMISSION

RESOLUTION NUMBER: 2025-36

DATE: JUNE 16, 2025

WHEREAS, Superior Charter Township seeks to support improvements to Cherry Hill Road from the end of pavement to Frains Lake Road, including drainage improvements, heavy brushing, surface shaping, and application of 6" of 23A Limestone; and

WHEREAS, the Washtenaw County Road Commission (WCRC) will oversee and complete the improvements in accordance with its standards; and

WHEREAS, the total estimated cost of the project is $305,000.00, with WCRC contributing $126,552.00 in local matching funds, and the remaining $178,448.00 to be paid by Superior Township;

NOW, THEREFORE, BE IT RESOLVED, that the Superior Charter Township Board approves the 2025 Agreement with the Washtenaw County Road Commission and authorizes the Township Supervisor and Clerk to execute the agreement and take all necessary actions to fulfill its terms.

CHARTER TOWNSHIP OF SUPERIOR
3040 North Prospect Road Ypsilanti, MI 48198
Telephone (734) 482-6099 Fax (734) 482-3842
Please submit one completed form for each agenda item

TO:	Superior Township Board of Trustees
FROM:	Emily Dabish Yahkind
DATE SUBMITTED:	6/4/25
BOARD MEETING DATE:	6/16/25
ITEM TITLE:	WCRC Contract

DESCRIPTION OF ITEM/RESOLUTION:
Provide a clear/concise summary of the item being presented.

Resolution to approve Cherry Hills Rd. improvements

REQUESTED BOARD ACTION:
Specify the action you are asking the Board to take (e.g. approval, adoption, review, authorization).

Approval

BACKGROUND/JUSTIFICATION:
Provide relevant history, previous board actions, community input, or project developments.

Yearly road improvements - 250k currently allocated

IMPACT ON TOWNSHIP BUDGET (if applicable):

Item comes out of General Fund

TOWNSHIP DEPARTMENTS OR OUTSIDE AGENCIES INVOLVED:
List any departments or external entities responsible for or impacted by this item.

Supervisor's Office

DEADLINES OR URGENCY (if applicable):
Include any timelines, deadlines or reasons for urgency.

Requesting June decision

SUPPORTING DOCUMENTS ATTACHED:
Include number of attachments and a brief title of each file.

1

CONTACT PERSON FOR QUESTIONS:

Name: Emily Dabish Yahkind

Title: Supervisor

Phone:

Email: edy@superior-twp.org

Please attach this form with all supporting documents in the same email and CC the following: arobinson@superior-twp.org, cbenitez@superior-twp.org, krankin@superior-twp.org, edy@superior-twp.org

2025 SUPERIOR TOWNSHIP AGREEMENT

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

WHEREAS, Superior Township desires that certain improvements be made upon the local roads in the Township of Superior, 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, Superior 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.

Cherry Hill End of Pavement to Frains Lake Road
Work to include drainage improvements, heavy brushing, shaping the existing surface, and the application of 6" of 23A Limestone (C.I.P.) (approximately 6,500 tons) with associated dust control and project restoration.

Estimated total project cost:	$	305,000.00

AGREEMENT SUMMARY

2025 LOCAL ROAD PROGRAM		
Cherry Hill End of Pavement to Frains Lake Road	$	305,000.00
Subtotal	$	305,000.00
Less WCRC 2025 Local Matching Funds	$	126,552.00
ESTIMATED AMOUNT TO BE PAID BY SUPERIOR TOWNSHIP UNDER THIS AGREEMENT DURING 2025:	$	178,448.00

SUPERIOR TOWNSHIP:

Emily Dabish-Yahkind, Supervisor	Angela Robinson, Clerk

WASHTENAW COUNTY ROAD COMMISSION:

Barbara Ryan Fuller, Chair	Matthew MacDonell, Managing Director

CHARTER TOWNSHIP OF SUPERIOR
WASHTENAW COUNTY, MICHIGAN

RESOLUTION TO ADOPT A SCHEDULE OF MUNICIPAL FEES FOR THE ADMINISTRATION OF THE RENTAL HOUSING CERTIFICATION ORDINANCE NO. 196

RESOLUTION NUMBER: 2025-37

DATE: JUNE 16, 2025

WHEREAS, the Charter Township of Superior has adopted Ordinance No. 196 entitled the Rental Housing Certification ordinance; and,

WHEREAS, the Rental Housing Certification ordinance establishes requirements for owners of all forms of rental housing to register their properties, consent to biennial inspections of their properties, and obtain certification of property maintenance code compliance of their properties in order to lawfully occupy such dwellings; and,

WHEREAS, Ordinance Section 196.17 provides for the Township to charge reasonable fees to receive and process registrations, to schedule and perform inspections, to post notices, to invoice and collect fees, to issue certificates of compliance, to investigate tenant complaints, and for other miscellaneous requirements to administer this ordinance; and,

WHEREAS, the Township has entered into an agreement with Carlisle Wortman Associates, Inc. to administer all aspects of the Rental Housing Certification ordinance pursuant to a schedule of contractual service fees;

NOW, THEREFORE, BE IT RESOLVED that the Charter Township of Superior Board of Trustees hereby adopts the enclosed schedule of fees for the administration of the Rental Housing Certification ordinance to cover contractual costs and Township overhead costs for the administration of the Rental Housing Certification program, a copy of which shall be placed on file and made available to the public by the Township Clerk's Office.

SUPERIOR TOWNSHIP
RENTAL HOUSING CERTIFICATION FEE SCHEDULE

REGISTRATION FEES ***(one-time fee per ownership)***		
SINGLE FAMILY HOUSES	$80	Single family & owner-occupied duplex
DUPLEX 2-FAMILY HOUSES	$110	Duplex structure with two rental units
MULTIFAMILY BUILDINGS	$135	Per building with 3 or more units each

INSPECTION FEES		
SINGLE FAMILY		
Inspection	$135	Interior & Exterior
DUPLEX / 2-FAMILY		
Inspection	$75	Exterior Bldg & Grounds
	$75	Interior per Dwelling Unit
MULTIFAMILY		
Inspection	$140	Each Bldg Exterior & Grounds
	$80	Each Dwelling Unit
	$80	Each Accessory Facility (mechanical, laundry, boiler, pool/recreation, storage, office, etc)
ALL STRUCTURES		
Re-Inspection	$65	Each Compliance Verification Visit
Administrative Records Check	$25	Verify Receipt/Process Required Documents
Property Posting	$55	Non-Compliance Notice Posted on Property
Owner/Agent Transfer	$35	Per Structure
Late Cancellation (< 72 hrs notice)	$25	*(one per cycle at no cost)
Inspection No Show/Lock Out	®	Equal to Scheduled Inspection Fee
Complaint Response/Inspection	$80	Billed to Tenant If No Code Violation(s) Verified
	$80	Billed to Owner if Code Violation(s) Verified
Failure to Register Penalty	$140	Per Structure + Required Inspection Fees
Administrative Inspection Warrant	$300	Per Dwelling Unit + Required Inspection Fees

Updated June 16, 2025

CHARTER TOWNSHIP OF SUPERIOR
3040 North Prospect Road Ypsilanti, MI 48198
Telephone (734) 482-6099 Fax (734) 482-3842
Please submit one completed form for each agenda item

TO:	Superior Township Board of Trustees
FROM:	Emily Dabish Yahkind
DATE SUBMITTED:	6/4/25
BOARD MEETING DATE:	6/15/25
ITEM TITLE:	Fee Update for Rental Inspection Program

DESCRIPTION OF ITEM/RESOLUTION:
Provide a clear/concise summary of the item being presented.

Update to create revenue neutral rental inspection program

REQUESTED BOARD ACTION:
Specify the action you are asking the Board to take (e.g. approval, adoption, review, authorization).

Adoption of fee schedule

BACKGROUND/JUSTIFICATION:
Provide relevant history, previous board actions, community input, or project developments.

Associated with rental inpsection program -- neccessary for budget neutrality.

IMPACT ON TOWNSHIP BUDGET (if applicable):

none

TOWNSHIP DEPARTMENTS OR OUTSIDE AGENCIES INVOLVED:
List any departments or external entities responsible for or impacted by this item.

Supervisor's Office

DEADLINES OR URGENCY (if applicable):
Include any timelines, deadlines or reasons for urgency.

Request for June Adoption

SUPPORTING DOCUMENTS ATTACHED:
Include number of attachments and a brief title of each file.

1

CONTACT PERSON FOR QUESTIONS:

Name: Emily Dabish Yahkind; Mary Burton

Title: Supervisor

Phone:

Email: edy@superior-twp.org

Please attach this form with all supporting documents in the same email and CC the following: arobinson@superior-twp.org, cbenitez@superior-twp.org, krankin@superior-twp.org, edy@superior-twp.org

CHARTER TOWNSHIP OF SUPERIOR
WASHTENAW COUNTY, MICHIGAN

RESOLUTION DECLARING JULY 2025 AS PARKS & RECREATION MONTH IN THE CHARTER TOWNSHIP OF SUPERIOR

RESOLUTION NUMBER: 2025-38

DATE: JUNE 16, 2025

WHEREAS, parks and recreation is an integral part of communities throughout this country, including the Charter Township of Superior; and

WHEREAS, parks and recreation promotes health and wellness, improving the physical and mental health of people who live near parks; and

WHEREAS, parks and recreation promotes time spent in nature, which positively impacts mental health by increasing cognitive performance and well-being, and alleviating illnesses such as depression, attention deficit disorders, and Alzheimers; and

WHEREAS, parks and recreation encourages physical activities by providing space for play, walking & hiking trails, picnic, outdoor fitness, and many other activities designed to promote active lifestyles; and

WHEREAS, nationally, parks and recreation is a leading provider of healthy meals, nutrition services and education; and

WHEREAS, park and recreation programming and education activities, such as out of-school time programming, youth activities, and environmental education, are critical to childhood development; and

WHEREAS, parks and recreation increases a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

WHEREAS, parks and recreation is fundamental to the environmental well-being of our community; and

WHEREAS, parks and recreation is an essential and adaptable infrastructure that makes our communities resilient in the face of natural disasters and climate change; and

WHEREAS, our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and

WHEREAS, the U.S. House of Representatives has designated July as Parks and Recreation Month; and

WHEREAS, the Charter Township of Superior recognizes the benefits derived from parks and recreation resources.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees that July 2025 is recognized as Park and Recreation Month in the Charter Township of Superior.

CHARTER TOWNSHIP OF SUPERIOR

3040 North Prospect Road Ypsilanti, MI 48198
Telephone (734) 482-6099 Fax (734) 482-3842

Please submit one completed form per agenda item.

TO: Superior Township Board of Trustees

FROM: Juan Bradford, Parks & Recre

DATE SUBMITTED: June 9, 2025

BOARD MEETING DATE: June 16, 2025

ITEM TITLE: Resolution to Proclaim July 2025 as Parks & Recreation Month In Superior Township

DESCRIPTION OF ITEM/RESOLUTION:

Resolution to Proclaim July 2025 as Parks & Recreation Month In Superior Township

REQUESTED BOARD ACTION:

Adoption of Resolution

BACKGROUND/JUSTIFICATION:

Continue to show that the Carter Township of Superior supports parks and recreation as a vital part of our community.

IMPACT ON TOWNSHIP BUDGET (if any):

$0

TOWNSHIP DEPARTMENTS OR OUTSIDE AGENCIES INVOLVED:

N/A

DEADLINES OR URGENCY (if applicable):

N/A

SUPPORTING DOCUMENTS ATTACHED:

Resolution Attached

CONTACT PERSON FOR QUESTIONS:

Name: Juan Bradford

Title: Parks & Recreation Director

Phone: (734) 480-5502 ext.500

Email: jbradford@superior-twp.org

Please attach this form with all supporting documents in the same email and CC the following individuals: arobinson@superior-twp.org, cbenitez@superior-twp.org, krankin@superior-twp.org, edy@superior-twp.org

CHARTER TOWNSHIP OF SUPERIOR
WASHTENAW COUNTY, MI

RESOLUTION TO ASSIGN PAYROLL BACK UP DUTIES TO THE CLERK'S ADMINISTRATIVE ASSISTANT AND APPROVE A PAY ADJUSTMENT

RESOLUTION NUMBER: 2025-39

DATE: JUNE 16, 2025

WHEREAS, the Charter Township of Superior recognizes the critical importance of the Office/Accounting Administrator in ensuring the effective operation of the Township payroll functions; and

WHEREAS, a review of the position has identified a significant operational risk due to the absence of a designated backup for the Office/Accounting Administrator, in the areas of payroll during periods of absence, leave, vacation or turnover; and

WHEREAS, this risk can be effectively mitigated by integrating payroll backup responsibilities into the Clerk's Administrative Assistant position; and

WHEREAS, Ms. Kristina Rankin, currently serving as the Administrative Assistant to the Clerk, brings 25 years of court administrative experience and holds a bachelor's degree, with demonstrated excellence in document management, account reconciliation, compliance, confidentiality, and administrative operations; and

WHEREAS, since beginning formal payroll training on June 13, 2025, Ms. Rankin has exhibited a high level of competence and professionalism, including exceptional organizational skills, sound judgment, and reliable execution of payroll-related responsibilities; and

WHEREAS, the addition of these complex and sensitive payroll duties significantly expands the scope and accountability of Ms. Rankin's current role and warrants equitable compensation that reflects the increased responsibilities; and

WHEREAS, a compensation hourly wage adjustment to $35.00 as appropriate and justified, an increase from her previous $32.00; and

WHEREAS, the Board affirms the importance of retaining high-performing personnel whose contributions directly support the Township's operational stability and service delivery.

NOW, THEREFORE, BE IT RESOLVED, that the Charter Township of Superior Board of Trustees hereby:

1. **Formally** assign payroll backup responsibilities to the Clerk's Administrative Assistant position to ensure continuity in payroll functions.

2. **Approves an hourly wage increase** to $35.00 for Ms. Kristina Rankin, effective immediately and retroactive to June 13, 2025, in recognition of her expanded role.
3. **Confirms** that this compensation adjustment shall take effect upon the formal lifting of the Township's hiring moratorium, with retroactive pay applied from June 13, 2025.
4. **Declares** this resolution effective immediately upon adoption to address the Township's urgent operational needs and safeguard critical administrative functions.

CHARTER TOWNSHIP OF SUPERIOR
3040 North Prospect Road Ypsilanti, MI 48198
Telephone (734) 482-6099 Fax (734) 482-3842
Please submit one completed form per agenda item.

TO:	Superior Township Board of Trustees
FROM:	Angela Robinson
DATE SUBMITTED:	June 11, 2025
BOARD MEETING DATE:	June 16, 2025
ITEM TITLE:	RES. TO ASSIGN PAYROLL BACK UP DUTIES/PAY ADJ.TO CLERK'S ADM.

DESCRIPTION OF ITEM/RESOLUTION:

The Clerk's Administrative Assistant, now with expanded responsibilities, serves as the designated backup for the Office/Accounting Administrator in managing payroll functions for the Charter Township of Superior. This role ensures operational continuity during absences or staffing changes and includes handling sensitive and complex payroll duties. The position requires strong administrative, organizational, and compliance skills, with a high degree of confidentiality and accuracy. Due to the added responsibilities, the position includes an adjusted hourly wage to reflect the increased scope and accountability.

REQUESTED BOARD ACTION:

The Board of Trustees is requested to formally approve the assignment of payroll backup responsibilities to the Clerk's Administrative Assistant position and authorize an hourly wage increase for Ms. Kristina Rankin from $32.00 to $35.00. This increase is to be applied retroactively to June 13, 2025, in recognition of her expanded duties. The adjustment is to take effect immediately upon the lifting of the Township's hiring moratorium, with retroactive pay applied. The resolution aims to ensure continuity in payroll operations and retain high-performing personnel essential to Township functions.

BACKGROUND/JUSTIFICATION:

The Township lacks a designated payroll backup, posing operational risk during staff absence. Payroll duties added to the Clerk's Administrative Assistant role would ensure continuity. A consistent wage increase from $32.00 to $35.00 per hour fairly reflects the expanded responsibilities and critical nature of the role.

IMPACT ON TOWNSHIP BUDGET (if any):

$5,830.00 annual increase in wage for the Clerk Assistant

TOWNSHIP DEPARTMENTS OR OUTSIDE AGENCIES INVOLVED:

Clerk's Office – The Clerk's Office oversees administrative functions and now assumes shared responsibility for payroll continuity through the Clerk's Administrative Assistant. Accounting/Finance Department – Manages payroll operations. The identified lack of a designated payroll backup within this department prompted the reassignment of responsibilities to ensure operational continuity. Processing the wage adjustment, updating job descriptions, and ensuring compliance with compensation policies. Township Board of Trustees – The Board is responsible for reviewing and approving the proposed changes, including the formal reassignment of duties and the wage increase.

DEADLINES OR URGENCY (if applicable):

There is a need to address a critical operational gap, ensure payroll reliability without interruption and support personnel retention and performance.

SUPPORTING DOCUMENTS ATTACHED:

2

CONTACT PERSON FOR QUESTIONS:

Name: Angela Robinson/Nancy Mason

Title: Clerk

Phone: 734-896-3589

Email: arobinson@superior-twp.org

Please attach this form with all supporting documents in the same email and CC the following individuals: arobinson@superior-twp.org, cbenitez@superior-twp.org, krankin@superior-twp.org, edy@superior-twp.org

🔍 Role Evaluation: Additional Duties

Existing Role
Kristina Rankin, the Clerk Administrative Assistant, is currently compensated at $32.00 per hour in a role that encompasses administrative coordination, scheduling, communications, and document management—duties that demand considerable responsibility and discretion.

Added Payroll Support Tasks

- **Entering payroll data** (technical/accuracy-dependent)
- **Printing payroll checks** (security-sensitive)
- Requires:
  - High attention to detail
  - Basic familiarity with payroll systems (e.g., BS&A, ADP)
  - Confidentiality and trustworthiness

Though the added duties are **streamlined**, they introduce **financial accountability** and **risk exposure**, particularly due to the sensitivity of payroll information and the potential for legal or financial consequences of errors.

💰 Pay Justification Analysis

Here's a breakdown of how the compensation might be adjusted for these added duties:

Factor	Impact
Base Administrative Pay	$32.00/hr (already above regional average)
Added Payroll Support Value	+$1.50–$2.00/hr
Comparable Pay (Admin + light payroll)	$33.50–$35.00/hr
Full Payroll Role Benchmark	$35.00–$37.00/hr

✅ Recommended Adjustment

A **pay adjustment** to **$35.00/hour** is reasonable and justifiable based on:

- The added technical and sensitive nature of payroll tasks
- The requirement for system access, accuracy, and discretion
- Market comparisons in Southeast Michigan for **admin roles with limited payroll duties**

If the payroll duties expand in the future (e.g., compliance, reporting, auditing), further adjustment would then be appropriate.

CHARTER TOWNSHIP OF SUPERIOR
WASHTENAW COUNTY, MICHIGAN

RESOLUTION TO APPROVE UPDATED UTILITY FEES

RESOLUTION NUMBER: 2025-40

DATE: JUNE 16, 2025

WHEREAS, the Superior Township Utility Department has reviewed and updated its fee structure to ensure continued maintenance and operation of the township's water and sewer systems; and

WHEREAS, the updated fee schedule reflects current costs associated with meter installations, customer service requests, billing, construction support, and miscellaneous utility services; and

WHEREAS, the updated fees are necessary to support departmental operations and are consistent with the Township's goal of providing reliable and equitable utility services;

NOW, THEREFORE, BE IT RESOLVED that the Superior Charter Township Board hereby approves the 2025 Updated Utility Fee List as presented by the Utility Department, effective immediately upon adoption of this resolution.

CHARTER TOWNSHIP OF SUPERIOR
3040 North Prospect Road Ypsilanti, MI 48198
Telephone (734) 482-6099 Fax (734) 482-3842
Please submit one completed form for each agenda item

TO: Superior Township Board of Trustees

FROM: Emily Dabish Yahkind

DATE SUBMITTED: 6/4/25

BOARD MEETING DATE: 6/15/25

ITEM TITLE: Utility Fees Update

DESCRIPTION OF ITEM/RESOLUTION:
Provide a clear/concise summary of the item being presented.

Resolution to approve updated fees related to services in the Utility Department.

REQUESTED BOARD ACTION:
Specify the action you are asking the Board to take (e.g. approval, adoption, review, authorization).

Adoption of fees.

BACKGROUND/JUSTIFICATION:
Provide relevant history, previous board actions, community input, or project developments.

Significantly outdated fees. Community comps will be provided.

IMPACT ON TOWNSHIP BUDGET (if applicable):

Positive

TOWNSHIP DEPARTMENTS OR OUTSIDE AGENCIES INVOLVED:
List any departments or external entities responsible for or impacted by this item.

Utilities Department and Supervisor's Office

DEADLINES OR URGENCY (if applicable):
Include any timelines, deadlines or reasons for urgency.

Request for June Adoption

SUPPORTING DOCUMENTS ATTACHED:
Include number of attachments and a brief title of each file.

2

CONTACT PERSON FOR QUESTIONS:

Name: Emily Dabish Yahkind; Mary Burton

Title: Supervisor

Phone:

Email: edy@superior-twp.org

Please attach this form with all supporting documents in the same email and CC the following: arobinson@superior-twp.org, cbenitez@superior-twp.org, krankin@superior-twp.org, edy@superior-twp.org

Superior Township Utility Department
2025 Updated Customer Fee List

Meter Related Fees

New Meter

¾" House Meter	$350.00
¾" Sprinkler Meter	$300.00
1" House Meter	$425.00
1" Sprinkler Meter	$400.00
1 ½ Meter	$990.00
2" Meter	Township cost +10% mark-up

Frozen/Replacement Meter

¾"	$300.00
1"	$400.00
Backwards Meter	$25.00
Meter Test/Calibration	$100.00
Meter Installation Fee	$30.00
Endpoint	$180.00

Customer Related Requests

Final Bill	$20.00
Turn On	$35.00
Turn Off	$35.00
Turn On non-compliance	$75.00
Missed Appointment	$75.00
Call out/after-hours	$150.00
Call out (Holiday)	$200.00

Billing Related Fees

New Customer	$10.00
NSF/Returned item	$50.00
Tag (Red only)	$10.00

Construction Related Fees

New Construction	$75.00
"Not Ready"	$75.00

Miscellaneous Fees

Hydrant Flush	$75.00
Hydrant Winterization	$125.00

CHARTER TOWNSHIP OF SUPERIOR
3040 North Prospect Road Ypsilanti, MI 48198
Telephone (734) 482-6099 Fax (734) 482-3842
Please submit one completed form per agenda item.

TO:	Superior Township Board of Trustees
FROM:	Nancy Mason
DATE SUBMITTED:	06/04/2025
BOARD MEETING DATE:	06/16//1966
ITEM TITLE:	Comcast - two year contract

DESCRIPTION OF ITEM/RESOLUTION:

New two year contract with Comcast

REQUESTED BOARD ACTION:

Approval of contract

BACKGROUND/JUSTIFICATION:

N/A

IMPACT ON TOWNSHIP BUDGET (if any):

None - there will be a savings with new contract of approximately $2k month for phone & internet services for all township buildings.

TOWNSHIP DEPARTMENTS OR OUTSIDE AGENCIES INVOLVED:

N/A

DEADLINES OR URGENCY (if applicable):

Pricing is good only till 6/30/2025

SUPPORTING DOCUMENTS ATTACHED:

Excel spreadsheet showing cost savings & copies of contracts.

CONTACT PERSON FOR QUESTIONS:

Name: Nancy Mason

Title: Office/Accounting Administrator

Phone: 734-896-3523

Email: nancymason@superior-twp.org

Please attach this form with all supporting documents in the same email and CC the following individuals: arobinson@superior-twp.org, cbenitez@superior-twp.org, krankin@superior-twp.org, edy@superior-twp.org

Comcast - new two year contract

Internet	Current	New Rate	Savings
Station #1	$ 385.03	$ 159.95	$ 225.08
Station #2	$ 417.47	$ 352.10	$ 65.37
Utility - Admin	$ 385.20	$ 164.90	$ 220.30
Utility - Maintenance	$ 385.03	$ 164.90	$ 220.13
Townhall	$ 211.58	$ 134.95	$ 76.63
Booster Station	$ 452.30	$ 179.90	$ 272.40
	$ 2,236.61	$ 1,156.70	$ 1,079.91

Telephone	Current	New Rate	Savings
Station #1	$ 630.08	$ 342.00	$ 288.08
Station #2	$ 387.23	$ 210.40	$ 176.83
Utility - Admin	$ 336.11	$ 179.50	$ 156.61
Utility - Maintenance	$ 456.55	$ 244.30	$ 212.25
Townhall	$ 852.40	$ 466.55	$ 385.85
	$ 2,662.37	$ 1,442.75	$ 1,219.62

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name: Superior Township Fire Department **Order #** 42394652

Service Location:		**Billing Location:**	
Address 1	7999 Ford Rd	Address 1	7999 FORD RD
Address 2	.	Address 2	.
City	Ypsilanti	City	Ypsilanti
State	MI	State	MI
Zip	48198	Zip	48198
Primary Contact Name	Emily Dabish Yahkind	Billing Contact Name	Emily Dabish Yahkind
Primary Contact Phone	(734) 482-6099	Billing Contact Phone	(734) 482-6099
Primary Contact Email	edy@superior-twp.org	Billing Contact Email	edy@superior-twp.org
		Tax Exempt	No
Service Term	24 Months	**Promo Code:**	
Package Code:	$110Data_MOB_SE_PerformancePkg_2yr		

Package & Promotion Details
Data, Voice, SecurityEdge Package for discounted rate of $110 for months 1-24, increasing to then regular rate in month 25. Equipment, installation, taxes and applicable fees, including Broadcast TV Fee, Regional Sports Fee, regulatory recovery fee and other charges extra and subject to change. Package includes Business Internet Performance (download speed up to 500 Mbps), 1 Mobility Line, and SecurityEdge. 2 year term agreement required. Additional Mobility Lines can be added at discounted rate of $25 each for months 1-24, increasing to regular rate in month 25. Additional $10 monthly discount with enrollment in both paperless billing and automatic payments with bank account via https://business.comcast.com/myaccount within 30 days of service installation. If either paperless billing or automatic payment service is cancelled, or automatic payment method is changed to credit or debit card, the monthly service charge automatically increases by $10.00. $20 mobile discount limited to customers with Comcast Business Internet Standard service or higher who activate new Comcast Business Mobile service with minimum one Mobile Unlimited line. Mobile discount applied to Comcast Business Internet bill for 12 months. Limit one discount per account. Mobile Unlimited lines must be activated within 90 days of Internet installation to qualify for the mobile discount. After 12 months, or if any of the required services are cancelled or downgraded, the mobile discount will be removed. Comcast Business Internet must be installed by 6/28/2025 to qualify for the mobile discount.

Customer Initials

Package	Services Included	Qty	Package Monthly Service Charge[1]	Package Non-Recurring Charge[2]
Data, Voice, SecurityEdge Package			$ 110.00	$ 0.00

Equipment and Additional Service(s)	Qty	Additional Monthly Service Charge[1]	Additional Non-Recurring Charge[2]
Equipment Fee			
Package Equipment Fee	1	$ 24.95	
Equipment Sub Total		**$ 24.95**	
Business Voice			
Mobility Lines	1	$ 25.00	
Business Voice Sub Total		**$ 25.00**	
Additional Fees			
Standard Installation Fee / Change of Service Fee	1		$ 29.95
Total Additional Charge		**$ 49.95**	**$ 29.95**

	Monthly Service Charge[1]	Non-Recurring Charge[2]
Total Charge for Service Order	**$ 159.95**	**$ 29.95**

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name: Superior Township Fire Department **Order #** 42394652

[1] Charges identified in the Service Order Agreement are exclusive of maintenance and repair charges, and applicable federal, state, and local taxes, fees, surcharges and recoupments (however designated).
[2] Non-Recurring Charges in the Service Order Agreement reflect activation and installation fees for this order. This excludes any custom installation fees.

General Special Instructions

AGREEMENT

1. This Comcast Business Service Order Agreement ("Agreement") sets forth the terms and conditions under which Comcast Cable Communications Management, LLC and its operating affiliates ("Comcast") will provide the Services to the above-named customer ("Customer"). This Agreement consists of this document (this "SOA"), the Business Services Customer Terms and Conditions (the "Terms and Conditions"), and any jointly executed amendments ("Amendments") entered under the Agreement. In the event of inconsistency among these documents, the order of precedence will be as follows: (1) Amendments, (2) Terms and Conditions, and (3) this SOA. This Agreement shall commence and become a legally binding agreement upon Customer's execution of the SOA. The Agreement shall terminate as set forth in the Terms and Conditions. The Terms and Conditions are located at https://business.comcast.com/terms-conditions-smb. Capitalized terms not otherwise defined in this SOA shall have the meaning ascribed to them in the Terms and Conditions. Use of the Services is also subject to the then-current Acceptable Use Policy for High-Speed Internet Services (the "AUP") located at https://business.comcast.com/customer-notifications/acceptable-use-policy (or any successor URL), and the then-current Privacy Statement (the "Privacy Policy") located at https://business.comcast.com/privacy-statement (or any successor URL), both of which Comcast may update from time to time.

2. Each Comcast Business Service ("Service") carries a thirty (30) day money back guarantee. If within the first thirty (30) days following installation of a new Service, Customer is not completely satisfied, Customer may cancel the Service and Comcast will issue a refund for the monthly recurring charge paid for the first thirty (30) days of Service, excluding any custom installation fees, voice usage charges, fees, taxes, surcharges and optional service fees. Customer will be charged for any non-refundable fees and other charges. In order to be eligible for the refund, Customer must cancel the new Service within thirty (30) days of installation and return any Comcast-provided equipment in good working order. In no event shall the refund exceed $500.00. If Customer uses the Service in the first thirty (30) days, Customer will be refunded its subscription fees, but charged the applicable one-time fee. For the avoidance of doubt, this money back guarantee does not apply to renewals of an existing Service.

3.To complete a Voice order, Customer must execute a Comcast Letter or Authorization ("LOA") and submit it to Comcast, or Comcast's third party order entry integrator, as directed by Comcast.

4. New telephone numbers are subject to change prior to the install. Customers should not print their new number on stationery or cards until after the install is complete.

5. Modifications: All modifications to the Agreement, if any, must be captured in a written Amendment, executed by an authorized Comcast Vice President and the Customer. All other attempts to modify the Agreement shall be void and non-binding on Comcast. Customer by signing below, agrees and accepts the Terms and Conditions of this Agreement.

6. Once your service appointment is scheduled, you must provide Comcast with 24-hours' notice if you need to cancel. If you fail to cancel at least 24 hours before your scheduled appointment and miss your appointment, a missed appointment fee will apply unless otherwise prohibited.

7. IF CUSTOMER IS SUBSCRIBING TO COMCAST'S BUSINESS DIGITAL VOICE SERVICE, CUSTOMER, BY SIGNING BELOW, ACKNOWLEDGES RECEIPT AND UNDERSTANDING OF THE FOLLOWING 911 NOTICE:

911 Notice

911 Email Notification- If 911 is dialed using the Voice Service, Comcast will send a notification to the Customer designated email address, unless the Customer has opted out of receiving such notifications. Each notification will include the telephone number from which 911 was dialed, location information, and the time the call was placed. After installation of the Voice Service, Customer may change the designated email address and/or decision to receive notifications by calling Comcast at 1-888-824-8104.

Your Comcast voice service ("Voice Service") may have the following 911 limitations:

• For 911 calls to be properly directed to emergency services using the Voice Service, Customer must provide the correct address information ("Registered Service Location") for each telephone number used by Customer. The Registered Service Location may also include information such as floor and office number.

• If the Voice Service or any Voice Service device is moved to a different location without Customer providing an updated Registered Service Location, 911 calls may be directed to the wrong emergency authority, may transmit the wrong address, and/or the Voice Service (including 911) may fail altogether. Customer's use of a telephone number not associated with its geographic location, or a failure to allot sufficient time for a Registered Service Location change to be processed, may increase these risks.

• If a Registered Service Location is deemed to be in an area that is not supported for 911 calls, Customer 911 calls will be sent to an emergency call center where a trained agent will ask for the caller's name, telephone number, and location, and then will contact the local emergency authority.

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name: Superior Township Fire Department **Order #** 42394652

• The Voice Service uses electrical power in the Customer's premises. If there is an electrical power outage, 911 calling may be interrupted if back-up power is not installed, fails, or is exhausted. Voice Services that rely on a broadband connection may also be interrupted if the broadband service fails.

• Calls using the Voice Service, including calls to 911, may not be completed if there is a problem with network facilities, including network congestion, network equipment, and/or power failure, a broadband connection failure, or another technical problem.

Registered Service Location Updates- The Registered Service Location will be provided to Public Safety Answering Points to assist in responding to a 911 call. Customer may update or otherwise customize the Registered Service Location by:

• Calling Comcast at 1-888-824-8104

BY SIGNING BELOW, CUSTOMER ACKNOWLEDGES THAT IT HAS READ AND UNDERSTANDS THE FOREGOING 911 NOTICE AND THE 911 LIMITATIONS OF THE VOICE SERVICE.

CUSTOMER SIGNATURE
By signing below, Customer agrees and accepts the Terms and Conditions of this Agreement. General Terms and Conditions can be found at http://business.comcast.com/terms-conditions/index.aspx
Signature
Name
Title
Date

FOR COMCAST USE ONLY	
Sales Representative	Matt Champine
Sales Representative Code	
Sales Manager Name	Karl Ots
Sales Manager Approval	
Division	Central

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name: Superior Township Fire Department **Order #** 42394652

BUSINESS VOICE CONFIGURATION DETAILS

Directory Listing Details	
Directory Listing (Published, Non-Published, Unlisted)	Published
Directory Listing Phone Number	7344841997
Directory Listing Display Name	Superior Township Fire
DA/DL Header Text Information	FIRE DEPARTMENTS
DA/DL Header Code Information	102231
Standard Industry Code	9224

Additional Voice Details	
Caller ID (Yes/No)	No
Caller ID Display Name(max 15 char.)	Superior Townsh
International Dialing (Yes/No)	No
Call Blocking (Yes/No)	No
Auto Attendant (Yes/No)	No

Hunt Group Configuration Details	
Hunt Group Features Requested	No
Hunt Group 1 Configuration Type	
Hunt Group 2 Configuration Type	
Hunt Group 1 Pilot Number	
Hunt Group 2 Pilot Number	

Phone #	Type	HG1 Seq	HG2 Seq	Voicemail
7344841997	Mobility Lines	None	None	No

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name: Superior Township Fire Department **Order #** 42394652

Toll Free Phone #	Calling Origination Area	Associated TN

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name: SUPERIOR FIRE DEPT TWO **Order #** 42394530

Service Location:		**Billing Location:**	
Address 1	8795 MACARTHUR BLVD	Address 1	8795 MACARTHUR BLVD
Address 2		Address 2	
City	YPSILANTI	City	YPSILANTI
State	MI	State	MI
Zip	48198	Zip	48198
Primary Contact Name	Emily Dabish Yahkind	Billing Contact Name	Emily Dabish Yahkind
Primary Contact Phone	(734) 482-6099	Billing Contact Phone	(734) 482-6099
Primary Contact Email	edy@superior-twp.org	Billing Contact Email	edy@superior-twp.org
		Tax Exempt	Yes
Service Term	24 Months	**Promo Code:**	
Package Code:	$110Data_MOB_SE_PerformancePkg_2yr		

Package & Promotion Details

Data, Voice, SecurityEdge Package for discounted rate of $110 for months 1-24, increasing to then regular rate in month 25. Equipment, installation, taxes and applicable fees, including Broadcast TV Fee, Regional Sports Fee, regulatory recovery fee and other charges extra and subject to change. Package includes Business Internet Performance (download speed up to 500 Mbps), 1 Mobility Line, and SecurityEdge. 2 year term agreement required. Additional Mobility Lines can be added at discounted rate of $25 each for months 1-24, increasing to regular rate in month 25. Additional $10 monthly discount with enrollment in both paperless billing and automatic payments with bank account via https://business.comcast.com/myaccount within 30 days of service installation. If either paperless billing or automatic payment service is cancelled, or automatic payment method is changed to credit or debit card, the monthly service charge automatically increases by $10.00. $20 mobile discount limited to customers with Comcast Business Internet Standard service or higher who activate new Comcast Business Mobile service with minimum one Mobile Unlimited line. Mobile discount applied to Comcast Business Internet bill for 12 months. Limit one discount per account. Mobile Unlimited lines must be activated within 90 days of Internet installation to qualify for the mobile discount. After 12 months, or if any of the required services are cancelled or downgraded, the mobile discount will be removed. Comcast Business Internet must be installed by 6/28/2025 to qualify for the mobile discount.

Customer Initials

Package	Services Included	Qty	Package Monthly Service Charge[1]	Package Non-Recurring Charge[2]
Data, Voice, SecurityEdge Package	Business Internet Performance (download speeds up to 500 Mbps)	1	$ 110.00	$ 0.00
	SecurityEdge	1		
	Mobility Lines	1		

Equipment and Additional Service(s)	Qty		Additional Monthly Service Charge[1]	Additional Non-Recurring Charge[2]
Business Internet Additional Services				
Static IP -1	1		$ 29.95	
Business Internet & Add Svc Sub Total			**$ 29.95**	
Equipment Fee				
Package Equipment Fee	1		$ 24.95	
Equipment Sub Total			**$ 24.95**	
Business Video				
TV Standard	1		$ 114.95	
Equipment - TV Box + Remote (STB)	1		$ 11.95	
Broadcast TV Fee		Up To	$ 42.05	

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name: SUPERIOR FIRE DEPT TWO **Order #** 42394530

Equipment and Additional Service(s)	Qty	Additional Monthly Service Charge[1]	Additional Non-Recurring Charge[2]
Regional Sports Fee		Up To $ 18.25	
Business Video Sub Total		**Up To $ 187.20**	
Additional Fees			
Standard Installation Fee / Change of Service Fee	1		$ 29.95
Total Additional Charge		**$ 242.10**	**$ 29.95**

	Monthly Service Charge[1]	Non-Recurring Charge[2]
Total Charge for Service Order	**Up To $ 352.10**	**$ 29.95**

[1] Charges identified in the Service Order Agreement are exclusive of maintenance and repair charges, and applicable federal, state, and local taxes, fees, surcharges and recoupments (however designated).
[2] Non-Recurring Charges in the Service Order Agreement reflect activation and installation fees for this order. This excludes any custom installation fees.

General Special Instructions

AGREEMENT

1. This Comcast Business Service Order Agreement ("Agreement") sets forth the terms and conditions under which Comcast Cable Communications Management, LLC and its operating affiliates ("Comcast") will provide the Services to the above-named customer ("Customer"). This Agreement consists of this document (this "SOA"), the Business Services Customer Terms and Conditions (the "Terms and Conditions"), and any jointly executed amendments ("Amendments") entered under the Agreement. In the event of inconsistency among these documents, the order of precedence will be as follows: (1) Amendments, (2) Terms and Conditions, and (3) this SOA. This Agreement shall commence and become a legally binding agreement upon Customer's execution of the SOA. The Agreement shall terminate as set forth in the Terms and Conditions. The Terms and Conditions are located at https://business.comcast.com/terms-conditions-smb. Capitalized terms not otherwise defined in this SOA shall have the meaning ascribed to them in the Terms and Conditions. Use of the Services is also subject to the then-current Acceptable Use Policy for High-Speed Internet Services (the "AUP") located at https://business.comcast.com/customer-notifications/acceptable-use-policy (or any successor URL), and the then-current Privacy Statement (the "Privacy Policy") located at https://business.comcast.com/privacy-statement (or any successor URL), both of which Comcast may update from time to time.

2. Each Comcast Business Service ("Service") carries a thirty (30) day money back guarantee. If within the first thirty (30) days following installation of a new Service, Customer is not completely satisfied, Customer may cancel the Service and Comcast will issue a refund for the monthly recurring charge paid for the first thirty (30) days of Service, excluding any custom installation fees, voice usage charges, fees, taxes, surcharges and optional service fees. Customer will be charged for any non-refundable fees and other charges. In order to be eligible for the refund, Customer must cancel the new Service within thirty (30) days of installation and return any Comcast-provided equipment in good working order. In no event shall the refund exceed $500.00. If Customer uses the Service in the first thirty (30) days, Customer will be refunded its subscription fees, but charged the applicable one-time fee. For the avoidance of doubt, this money back guarantee does not apply to renewals of an existing Service.

3.To complete a Voice order, Customer must execute a Comcast Letter or Authorization ("LOA") and submit it to Comcast, or Comcast's third party order entry integrator, as directed by Comcast.

4. New telephone numbers are subject to change prior to the install. Customers should not print their new number on stationery or cards until after the install is complete.

5. Modifications: All modifications to the Agreement, if any, must be captured in a written Amendment, executed by an authorized Comcast Vice President and the Customer. All other attempts to modify the Agreement shall be void and non-binding on Comcast. Customer by signing below, agrees and accepts the Terms and Conditions of this Agreement.

6. Once your service appointment is scheduled, you must provide Comcast with 24-hours' notice if you need to cancel. If you fail to cancel at least 24 hours before your scheduled appointment and miss your appointment, a missed appointment fee will apply unless otherwise prohibited.

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name: SUPERIOR FIRE DEPT TWO **Order #** 42394530

7. IF CUSTOMER IS SUBSCRIBING TO COMCAST'S BUSINESS DIGITAL VOICE SERVICE, CUSTOMER, BY SIGNING BELOW, ACKNOWLEDGES RECEIPT AND UNDERSTANDING OF THE FOLLOWING 911 NOTICE:

911 Notice

911 Email Notification- If 911 is dialed using the Voice Service, Comcast will send a notification to the Customer designated email address, unless the Customer has opted out of receiving such notifications. Each notification will include the telephone number from which 911 was dialed, location information, and the time the call was placed. After installation of the Voice Service, Customer may change the designated email address and/or decision to receive notifications by calling Comcast at 1-888-824-8104.

Your Comcast voice service ("Voice Service") may have the following 911 limitations:

• For 911 calls to be properly directed to emergency services using the Voice Service, Customer must provide the correct address information ("Registered Service Location") for each telephone number used by Customer. The Registered Service Location may also include information such as floor and office number.

• If the Voice Service or any Voice Service device is moved to a different location without Customer providing an updated Registered Service Location, 911 calls may be directed to the wrong emergency authority, may transmit the wrong address, and/or the Voice Service (including 911) may fail altogether. Customer's use of a telephone number not associated with its geographic location, or a failure to allot sufficient time for a Registered Service Location change to be processed, may increase these risks.

• If a Registered Service Location is deemed to be in an area that is not supported for 911 calls, Customer 911 calls will be sent to an emergency call center where a trained agent will ask for the caller's name, telephone number, and location, and then will contact the local emergency authority.

• The Voice Service uses electrical power in the Customer's premises. If there is an electrical power outage, 911 calling may be interrupted if back-up power is not installed, fails, or is exhausted. Voice Services that rely on a broadband connection may also be interrupted if the broadband service fails.

• Calls using the Voice Service, including calls to 911, may not be completed if there is a problem with network facilities, including network congestion, network equipment, and/or power failure, a broadband connection failure, or another technical problem.

Registered Service Location Updates- The Registered Service Location will be provided to Public Safety Answering Points to assist in responding to a 911 call. Customer may update or otherwise customize the Registered Service Location by:

• Calling Comcast at 1-888-824-8104

BY SIGNING BELOW, CUSTOMER ACKNOWLEDGES THAT IT HAS READ AND UNDERSTANDS THE FOREGOING 911 NOTICE AND THE 911 LIMITATIONS OF THE VOICE SERVICE.

CUSTOMER SIGNATURE
By signing below, Customer agrees and accepts the Terms and Conditions of this Agreement. General Terms and Conditions can be found at http://business.comcast.com/terms-conditions/index.aspx
Signature
Name
Title
Date

FOR COMCAST USE ONLY	
Sales Representative	Matt Champine
Sales Representative Code	
Sales Manager Name	Karl Ots
Sales Manager Approval	
Division	Central

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name: SUPERIOR FIRE DEPT TWO **Order #** 42394530

BUSINESS INTERNET CONFIGURATION DETAILS

Transfer Existing Comcast.net	No	**Equipment**	Comcast Owned
Number of Static Ips	1	**Business Web**	No

BUSINESS VIDEO CONFIGURATION DETAILS

Outlet Details	Location	Outlet Type
Outlet 1 - Primary	Outlet - 1	TV Box + Remote (STB)

Service Location Occupancy*

* Occupancy required for public view

Additional Comments

OUTLETS 9 & UP	QUANTITY
TV Box + Remote	0

BUSINESS VOICE CONFIGURATION DETAILS

Directory Listing Details	
Directory Listing (Published, Non-Published, Unlisted)	Published
Directory Listing Phone Number	7344831228
Directory Listing Display Name	Superior Fire Dept # two
DA/DL Header Text Information	OFFICE BUILDINGS & PARKS
DA/DL Header Code Information	103620
Standard Industry Code	6531

Additional Voice Details	
Caller ID (Yes/No)	No
Caller ID Display Name(max 15 char.)	Superior Fire
International Dialing (Yes/No)	No
Call Blocking (Yes/No)	No
Auto Attendant (Yes/No)	No

Hunt Group Configuration Details	
Hunt Group Features Requested	No
Hunt Group 1 Configuration Type	
Hunt Group 2 Configuration Type	
Hunt Group 1 Pilot Number	
Hunt Group 2 Pilot Number	

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name: SUPERIOR FIRE DEPT TWO **Order #** 42394530

Phone #	Type	HG1 Seq	HG2 Seq	Voicemail
7344831228	Mobility Lines	None	None	No

COMCAST BUSINESS SERVICE ORDER

Company Name: Superior Township **Order #** 42242319

Service Location:		**Billing Location:**	
Address 1	575 E CLARK RD	Address 1	575 E CLARK RD
Address 2		Address 2	
City	YPSILANTI	City	YPSILANTI
State	MI	State	MI
Zip	48198	Zip	48198
Primary Contact Name	Nancy Mason	Billing Contact Name	Nancy Mason
Primary Contact Phone	(734) 482-6099	Billing Contact Phone	(734) 482-6099
Primary Contact Email	nancymason@superior-twp.org	Billing Contact Email	nancymason@superior-twp.org
		Tax Exempt	No
Service Term	24 Months	**Promo Code:**	
Package Code:	$110Data_MOB_SE_PerformancePkg_2yr		

Package & Promotion Details

Data, Voice, SecurityEdge Package for discounted rate of $110 for months 1-24, increasing to then regular rate in month 25. Equipment, installation, taxes and applicable fees, including Broadcast TV Fee, Regional Sports Fee, regulatory recovery fee and other charges extra and subject to change. Package includes Business Internet Performance (download speed up to 500 Mbps), 1 Mobility Line, and SecurityEdge. 2 year term agreement required. Additional Mobility Lines can be added at discounted rate of $25 each for months 1-24, increasing to regular rate in month 25. Additional $10 monthly discount with enrollment in both paperless billing and automatic payments with bank account via https://business.comcast.com/myaccount within 30 days of service installation. If either paperless billing or automatic payment service is cancelled, or automatic payment method is changed to credit or debit card, the monthly service charge automatically increases by $10.00. $20 mobile discount limited to customers with Comcast Business Internet Standard service or higher who activate new Comcast Business Mobile service with minimum one Mobile Unlimited line. Mobile discount applied to Comcast Business Internet bill for 12 months. Limit one discount per account. Mobile Unlimited lines must be activated within 90 days of Internet installation to qualify for the mobile discount. After 12 months, or if any of the required services are cancelled or downgraded, the mobile discount will be removed. Comcast Business Internet must be installed by 6/28/2025 to qualify for the mobile discount.

Customer Initials

Package	Services Included	Qty	Package Monthly Service Charge[1]	Package Non-Recurring Charge[2]
Data, Voice, SecurityEdge Package	Business Internet Performance (download speeds up to 500 Mbps)	1	$ 110.00	$ 0.00
	SecurityEdge	1		
	Mobility Lines	1		

Equipment and Additional Service(s)	Qty	Additional Monthly Service Charge[1]	Additional Non-Recurring Charge[2]
Business Internet Additional Services			
Static IP -1	1	$ 29.95	
Business Internet & Add Svc Sub Total		**$ 29.95**	
Equipment Fee			
Package Equipment Fee	1	$ 24.95	
Equipment Sub Total		**$ 24.95**	
Additional Fees			
Standard Installation Fee / Change of Service Fee	1		$ 29.95
Total Additional Charge		**$ 54.90**	**$ 29.95**

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name: Superior Township **Order #** 42242319

	Monthly Service Charge[1]	Non-Recurring Charge[2]
Total Charge for Service Order	**$ 164.90**	**$ 29.95**

[1] Charges identified in the Service Order Agreement are exclusive of maintenance and repair charges, and applicable federal, state, and local taxes, fees, surcharges and recoupments (however designated).
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6. Once your service appointment is scheduled, you must provide Comcast with 24-hours' notice if you need to cancel. If you fail to cancel at least 24 hours before your scheduled appointment and miss your appointment, a missed appointment fee will apply unless otherwise prohibited.

7. IF CUSTOMER IS SUBSCRIBING TO COMCAST'S BUSINESS DIGITAL VOICE SERVICE, CUSTOMER, BY SIGNING BELOW, ACKNOWLEDGES RECEIPT AND UNDERSTANDING OF THE FOLLOWING 911 NOTICE:

911 Notice

911 Email Notification- If 911 is dialed using the Voice Service, Comcast will send a notification to the Customer designated email address, unless the Customer has opted out of receiving such notifications. Each notification will include the telephone number from which 911 was dialed, location information, and the time the call was placed. After installation of the Voice Service, Customer may change the designated email address and/or decision to receive notifications by calling Comcast at 1-888-824-8104.

Your Comcast voice service ("Voice Service") may have the following 911 limitations:

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COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name: Superior Township **Order #** 42242319

• If the Voice Service or any Voice Service device is moved to a different location without Customer providing an updated Registered Service Location, 911 calls may be directed to the wrong emergency authority, may transmit the wrong address, and/or the Voice Service (including 911) may fail altogether. Customer's use of a telephone number not associated with its geographic location, or a failure to allot sufficient time for a Registered Service Location change to be processed, may increase these risks.

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BY SIGNING BELOW, CUSTOMER ACKNOWLEDGES THAT IT HAS READ AND UNDERSTANDS THE FOREGOING 911 NOTICE AND THE 911 LIMITATIONS OF THE VOICE SERVICE.

CUSTOMER SIGNATURE
By signing below, Customer agrees and accepts the Terms and Conditions of this Agreement. General Terms and Conditions can be found at http://business.comcast.com/terms-conditions/index.aspx
Signature
Name
Title
Date

FOR COMCAST USE ONLY	
Sales Representative	Matt Champine
Sales Representative Code	
Sales Manager Name	Karl Ots
Sales Manager Approval	
Division	Central

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name: Superior Township **Order #** 42242319

BUSINESS INTERNET CONFIGURATION DETAILS

Transfer Existing Comcast.net	No	**Equipment**	Comcast Owned
Number of Static Ips	1	**Business Web**	No

BUSINESS VOICE CONFIGURATION DETAILS

Directory Listing Details	
Directory Listing (Published, Non-Published, Unlisted)	Published
Directory Listing Phone Number	7344844883
Directory Listing Display Name	SUPERIOR
DA/DL Header Text Information	UTILITY COMPANIES
DA/DL Header Code Information	105480
Standard Industry Code	4939

Additional Voice Details	
Caller ID (Yes/No)	No
Caller ID Display Name(max 15 char.)	SUPERIOR
International Dialing (Yes/No)	No
Call Blocking (Yes/No)	No
Auto Attendant (Yes/No)	No

Hunt Group Configuration Details	
Hunt Group Features Requested	No
Hunt Group 1 Configuration Type	
Hunt Group 2 Configuration Type	
Hunt Group 1 Pilot Number	
Hunt Group 2 Pilot Number	

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name: Superior Township **Order #** 42242319

Phone #	Type	HG1 Seq	HG2 Seq	Voicemail
7344844883	Mobility Lines	None	None	No

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name: UTILITY DEPT MA **Order #** 42394609

Service Location:		**Billing Location:**	
Address 1	9699 MACARTHUR BLVD	Address 1	3040 N PROSPECT RD
Address 2		Address 2	
City	YPSILANTI	City	Superior Twp.
State	MI	State	MI
Zip	48198	Zip	48198
Primary Contact Name	Emily Dabish Yahkind	Billing Contact Name	Emily Dabish Yahkind
Primary Contact Phone	(734) 482-6099	Billing Contact Phone	(734) 482-6099
Primary Contact Email	edy@superior-twp.org	Billing Contact Email	edy@superior-twp.org
		Tax Exempt	No
Service Term	24 Months	**Promo Code:**	
Package Code:	$110Data_MOB_SE_PerformancePkg_2yr		

Package & Promotion Details

Data, Voice, SecurityEdge Package for discounted rate of $110 for months 1-24, increasing to then regular rate in month 25. Equipment, installation, taxes and applicable fees, including Broadcast TV Fee, Regional Sports Fee, regulatory recovery fee and other charges extra and subject to change. Package includes Business Internet Performance (download speed up to 500 Mbps), 1 Mobility Line, and SecurityEdge. 2 year term agreement required. Additional Mobility Lines can be added at discounted rate of $25 each for months 1-24, increasing to regular rate in month 25. Additional $10 monthly discount with enrollment in both paperless billing and automatic payments with bank account via https://business.comcast.com/myaccount within 30 days of service installation. If either paperless billing or automatic payment service is cancelled, or automatic payment method is changed to credit or debit card, the monthly service charge automatically increases by $10.00. $20 mobile discount limited to customers with Comcast Business Internet Standard service or higher who activate new Comcast Business Mobile service with minimum one Mobile Unlimited line. Mobile discount applied to Comcast Business Internet bill for 12 months. Limit one discount per account. Mobile Unlimited lines must be activated within 90 days of Internet installation to qualify for the mobile discount. After 12 months, or if any of the required services are cancelled or downgraded, the mobile discount will be removed. Comcast Business Internet must be installed by 6/28/2025 to qualify for the mobile discount.

Customer Initials

Package	Services Included	Qty	Package Monthly Service Charge[1]	Package Non-Recurring Charge[2]
Data, Voice, SecurityEdge Package	Business Internet Performance (download speeds up to 500 Mbps)	1	$ 110.00	$ 0.00
	SecurityEdge	1		
	Mobility Lines	1		

Equipment and Additional Service(s)	Qty	Additional Monthly Service Charge[1]	Additional Non-Recurring Charge[2]
Business Internet Additional Services			
Static IP -1	1	$ 29.95	
Business Internet & Add Svc Sub Total		**$ 29.95**	
Equipment Fee			
Package Equipment Fee	1	$ 24.95	
Equipment Sub Total		**$ 24.95**	
Additional Fees			
Standard Installation Fee / Change of Service Fee	1		$ 29.95
Total Additional Charge		**$ 54.90**	**$ 29.95**

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name: UTILITY DEPT MA **Order #** 42394609

	Monthly Service Charge[1]	Non-Recurring Charge[2]
Total Charge for Service Order	**$ 164.90**	**$ 29.95**

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COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name: UTILITY DEPT MA **Order #** 42394609

• If the Voice Service or any Voice Service device is moved to a different location without Customer providing an updated Registered Service Location, 911 calls may be directed to the wrong emergency authority, may transmit the wrong address, and/or the Voice Service (including 911) may fail altogether. Customer's use of a telephone number not associated with its geographic location, or a failure to allot sufficient time for a Registered Service Location change to be processed, may increase these risks.

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CUSTOMER SIGNATURE
By signing below, Customer agrees and accepts the Terms and Conditions of this Agreement. General Terms and Conditions can be found at http://business.comcast.com/terms-conditions/index.aspx
Signature
Name
Title
Date

FOR COMCAST USE ONLY	
Sales Representative	Matt Champine
Sales Representative Code	
Sales Manager Name	Karl Ots
Sales Manager Approval	
Division	Central

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name: UTILITY DEPT MA **Order #** 42394609

BUSINESS INTERNET CONFIGURATION DETAILS

Transfer Existing Comcast.net	No	**Equipment**	Comcast Owned
Number of Static Ips	1	**Business Web**	No

BUSINESS VOICE CONFIGURATION DETAILS

Directory Listing Details	
Directory Listing (Published, Non-Published, Unlisted)	Published
Directory Listing Phone Number	7343902563
Directory Listing Display Name	UTILITY DEPT MA
DA/DL Header Text Information	UTILITY MANAGEMENT
DA/DL Header Code Information	105482
Standard Industry Code	8999

Additional Voice Details	
Caller ID (Yes/No)	No
Caller ID Display Name(max 15 char.)	UTILITY DEPT MA
International Dialing (Yes/No)	No
Call Blocking (Yes/No)	No
Auto Attendant (Yes/No)	No

Hunt Group Configuration Details	
Hunt Group Features Requested	No
Hunt Group 1 Configuration Type	
Hunt Group 2 Configuration Type	
Hunt Group 1 Pilot Number	
Hunt Group 2 Pilot Number	

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name: UTILITY DEPT MA **Order #** 42394609

Phone #	Type	HG1 Seq	HG2 Seq	Voicemail
7343902563	Mobility Lines	None	None	No

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name: Towship Hall **Order #** 42394879

Service Location:		**Billing Location:**	
Address 1	3040 N PROSPECT RD	Address 1	3040 N PROSPECT RD
Address 2		Address 2	.
City	YPSILANTI	City	YPSILANTI
State	MI	State	MI
Zip	48198	Zip	48198
Primary Contact Name	Emily Dabish Yahkind	Billing Contact Name	Emily Dabish Yahkind
Primary Contact Phone	(734) 482-6099	Billing Contact Phone	(734) 482-6099
Primary Contact Email	edy@superior-twp.org	Billing Contact Email	edy@superior-twp.org
		Tax Exempt	Yes
Service Term	24 Months	**Promo Code:**	
Package Code:	$110Data_MOB_SE_PerformancePkg_2yr		

Package & Promotion Details

Data, Voice, SecurityEdge Package for discounted rate of $110 for months 1-24, increasing to then regular rate in month 25. Equipment, installation, taxes and applicable fees, including Broadcast TV Fee, Regional Sports Fee, regulatory recovery fee and other charges extra and subject to change. Package includes Business Internet Performance (download speed up to 500 Mbps), 1 Mobility Line, and SecurityEdge. 2 year term agreement required. Additional Mobility Lines can be added at discounted rate of $25 each for months 1-24, increasing to regular rate in month 25. Additional $10 monthly discount with enrollment in both paperless billing and automatic payments with bank account via https://business.comcast.com/myaccount within 30 days of service installation. If either paperless billing or automatic payment service is cancelled, or automatic payment method is changed to credit or debit card, the monthly service charge automatically increases by $10.00. $20 mobile discount limited to customers with Comcast Business Internet Standard service or higher who activate new Comcast Business Mobile service with minimum one Mobile Unlimited line. Mobile discount applied to Comcast Business Internet bill for 12 months. Limit one discount per account. Mobile Unlimited lines must be activated within 90 days of Internet installation to qualify for the mobile discount. After 12 months, or if any of the required services are cancelled or downgraded, the mobile discount will be removed. Comcast Business Internet must be installed by 6/28/2025 to qualify for the mobile discount.

Customer Initials

Package	Services Included	Qty	Package Monthly Service Charge[1]	Package Non-Recurring Charge[2]
Data, Voice, SecurityEdge Package	Business Internet Performance (download speeds up to 500 Mbps)	1	$ 110.00	$ 0.00
	SecurityEdge	1		
	Mobility Lines	1		

Equipment and Additional Service(s)	Qty	Additional Monthly Service Charge[1]	Additional Non-Recurring Charge[2]
Business Internet Additional Services			
Connection Pro Service	1		
Equipment - Connection Pro	1		
Equipment Fee			
Package Equipment Fee	1	$ 24.95	
Equipment Sub Total		**$ 24.95**	
Additional Fees			
Standard Installation Fee / Change of Service Fee	1		$ 69.95
Total Additional Charge		**$ 24.95**	**$ 69.95**

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name: Towship Hall **Order #** 42394879

	Monthly Service Charge[1]	Non-Recurring Charge[2]
Total Charge for Service Order	**$ 134.95**	**$ 69.95**

[1] Charges identified in the Service Order Agreement are exclusive of maintenance and repair charges, and applicable federal, state, and local taxes, fees, surcharges and recoupments (however designated).
[2] Non-Recurring Charges in the Service Order Agreement reflect activation and installation fees for this order. This excludes any custom installation fees.

General Special Instructions

AGREEMENT

1. This Comcast Business Service Order Agreement ("Agreement") sets forth the terms and conditions under which Comcast Cable Communications Management, LLC and its operating affiliates ("Comcast") will provide the Services to the above-named customer ("Customer"). This Agreement consists of this document (this "SOA"), the Business Services Customer Terms and Conditions (the "Terms and Conditions"), and any jointly executed amendments ("Amendments") entered under the Agreement. In the event of inconsistency among these documents, the order of precedence will be as follows: (1) Amendments, (2) Terms and Conditions, and (3) this SOA. This Agreement shall commence and become a legally binding agreement upon Customer's execution of the SOA. The Agreement shall terminate as set forth in the Terms and Conditions. The Terms and Conditions are located at https://business.comcast.com/terms-conditions-smb. Capitalized terms not otherwise defined in this SOA shall have the meaning ascribed to them in the Terms and Conditions. Use of the Services is also subject to the then-current Acceptable Use Policy for High-Speed Internet Services (the "AUP") located at https://business.comcast.com/customer-notifications/acceptable-use-policy (or any successor URL), and the then-current Privacy Statement (the "Privacy Policy") located at https://business.comcast.com/privacy-statement (or any successor URL), both of which Comcast may update from time to time.

2. Each Comcast Business Service ("Service") carries a thirty (30) day money back guarantee. If within the first thirty (30) days following installation of a new Service, Customer is not completely satisfied, Customer may cancel the Service and Comcast will issue a refund for the monthly recurring charge paid for the first thirty (30) days of Service, excluding any custom installation fees, voice usage charges, fees, taxes, surcharges and optional service fees. Customer will be charged for any non-refundable fees and other charges. In order to be eligible for the refund, Customer must cancel the new Service within thirty (30) days of installation and return any Comcast-provided equipment in good working order. In no event shall the refund exceed $500.00. If Customer uses the Service in the first thirty (30) days, Customer will be refunded its subscription fees, but charged the applicable one-time fee. For the avoidance of doubt, this money back guarantee does not apply to renewals of an existing Service.

3.To complete a Voice order, Customer must execute a Comcast Letter or Authorization ("LOA") and submit it to Comcast, or Comcast's third party order entry integrator, as directed by Comcast.

4. New telephone numbers are subject to change prior to the install. Customers should not print their new number on stationery or cards until after the install is complete.

5. Modifications: All modifications to the Agreement, if any, must be captured in a written Amendment, executed by an authorized Comcast Vice President and the Customer. All other attempts to modify the Agreement shall be void and non-binding on Comcast. Customer by signing below, agrees and accepts the Terms and Conditions of this Agreement.

6. Once your service appointment is scheduled, you must provide Comcast with 24-hours' notice if you need to cancel. If you fail to cancel at least 24 hours before your scheduled appointment and miss your appointment, a missed appointment fee will apply unless otherwise prohibited.

7. IF CUSTOMER IS SUBSCRIBING TO COMCAST'S BUSINESS DIGITAL VOICE SERVICE, CUSTOMER, BY SIGNING BELOW, ACKNOWLEDGES RECEIPT AND UNDERSTANDING OF THE FOLLOWING 911 NOTICE:

911 Notice

911 Email Notification- If 911 is dialed using the Voice Service, Comcast will send a notification to the Customer designated email address, unless the Customer has opted out of receiving such notifications. Each notification will include the telephone number from which 911 was dialed, location information, and the time the call was placed. After installation of the Voice Service, Customer may change the designated email address and/or decision to receive notifications by calling Comcast at 1-888-824-8104.

Your Comcast voice service ("Voice Service") may have the following 911 limitations:

• For 911 calls to be properly directed to emergency services using the Voice Service, Customer must provide the correct address information ("Registered Service Location") for each telephone number used by Customer. The Registered Service Location may also include information such as floor and office number.

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name: Towship Hall **Order #** 42394879

• If the Voice Service or any Voice Service device is moved to a different location without Customer providing an updated Registered Service Location, 911 calls may be directed to the wrong emergency authority, may transmit the wrong address, and/or the Voice Service (including 911) may fail altogether. Customer's use of a telephone number not associated with its geographic location, or a failure to allot sufficient time for a Registered Service Location change to be processed, may increase these risks.

• If a Registered Service Location is deemed to be in an area that is not supported for 911 calls, Customer 911 calls will be sent to an emergency call center where a trained agent will ask for the caller's name, telephone number, and location, and then will contact the local emergency authority.

• The Voice Service uses electrical power in the Customer's premises. If there is an electrical power outage, 911 calling may be interrupted if back-up power is not installed, fails, or is exhausted. Voice Services that rely on a broadband connection may also be interrupted if the broadband service fails.

• Calls using the Voice Service, including calls to 911, may not be completed if there is a problem with network facilities, including network congestion, network equipment, and/or power failure, a broadband connection failure, or another technical problem.

Registered Service Location Updates- The Registered Service Location will be provided to Public Safety Answering Points to assist in responding to a 911 call. Customer may update or otherwise customize the Registered Service Location by:

• Calling Comcast at 1-888-824-8104

BY SIGNING BELOW, CUSTOMER ACKNOWLEDGES THAT IT HAS READ AND UNDERSTANDS THE FOREGOING 911 NOTICE AND THE 911 LIMITATIONS OF THE VOICE SERVICE.

CUSTOMER SIGNATURE
By signing below, Customer agrees and accepts the Terms and Conditions of this Agreement. General Terms and Conditions can be found at http://business.comcast.com/terms-conditions/index.aspx
Signature
Name
Title
Date

FOR COMCAST USE ONLY	
Sales Representative	Matt Champine
Sales Representative Code	
Sales Manager Name	Karl Ots
Sales Manager Approval	
Division	Central

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name: Towship Hall **Order #** 42394879

BUSINESS INTERNET CONFIGURATION DETAILS

Transfer Existing Comcast.net	No	**Equipment**	Comcast Owned
Number of Static Ips	0	**Business Web**	No

BUSINESS VOICE CONFIGURATION DETAILS

Directory Listing Details	
Directory Listing (Published, Non-Published, Unlisted)	Published
Directory Listing Phone Number	7344823842
Directory Listing Display Name	Towship Hall
DA/DL Header Text Information	GOVERNMENT OFFICES
DA/DL Header Code Information	102562
Standard Industry Code	9121

Additional Voice Details	
Caller ID (Yes/No)	No
Caller ID Display Name(max 15 char.)	Towship Hall
International Dialing (Yes/No)	No
Call Blocking (Yes/No)	No
Auto Attendant (Yes/No)	No

Hunt Group Configuration Details	
Hunt Group Features Requested	No
Hunt Group 1 Configuration Type	
Hunt Group 2 Configuration Type	
Hunt Group 1 Pilot Number	
Hunt Group 2 Pilot Number	

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name: Towship Hall **Order #** 42394879

Phone #	Type	HG1 Seq	HG2 Seq	Voicemail
7344823842	Mobility Lines	None	None	No

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name: Superior Township Clark Booster Station **Order #** 42395177

Service Location:		**Billing Location:**	
Address 1	810 W CLARK RD	Address 1	575 E CLARK RD
Address 2		Address 2	
City	YPSILANTI	City	YPSILANTI
State	MI	State	MI
Zip	48198	Zip	48198
Primary Contact Name	Emily Dabish Yahkind	Billing Contact Name	Emily Dabish Yahkind
Primary Contact Phone	(734) 482-6099	Billing Contact Phone	(734) 482-6099
Primary Contact Email	edy@superior-twp.org	Billing Contact Email	edy@superior-twp.org
		Tax Exempt	Yes
Service Term	24 Months	**Promo Code:**	
Package Code:	$110Data_MOB_SE_PerformancePkg_2yr		

Package & Promotion Details

Data, Voice, SecurityEdge Package for discounted rate of $110 for months 1-24, increasing to then regular rate in month 25. Equipment, installation, taxes and applicable fees, including Broadcast TV Fee, Regional Sports Fee, regulatory recovery fee and other charges extra and subject to change. Package includes Business Internet Performance (download speed up to 500 Mbps), 1 Mobility Line, and SecurityEdge. 2 year term agreement required. Additional Mobility Lines can be added at discounted rate of $25 each for months 1-24, increasing to regular rate in month 25. Additional $10 monthly discount with enrollment in both paperless billing and automatic payments with bank account via https://business.comcast.com/myaccount within 30 days of service installation. If either paperless billing or automatic payment service is cancelled, or automatic payment method is changed to credit or debit card, the monthly service charge automatically increases by $10.00. $20 mobile discount limited to customers with Comcast Business Internet Standard service or higher who activate new Comcast Business Mobile service with minimum one Mobile Unlimited line. Mobile discount applied to Comcast Business Internet bill for 12 months. Limit one discount per account. Mobile Unlimited lines must be activated within 90 days of Internet installation to qualify for the mobile discount. After 12 months, or if any of the required services are cancelled or downgraded, the mobile discount will be removed. Comcast Business Internet must be installed by 6/28/2025 to qualify for the mobile discount.

Customer Initials

Package	Services Included	Qty	Package Monthly Service Charge[1]	Package Non-Recurring Charge[2]
Data, Voice, SecurityEdge Package	Business Internet Performance (download speeds up to 500 Mbps)	1	$ 110.00	$ 0.00
	SecurityEdge	1		
	Mobility Lines	1		

Equipment and Additional Service(s)	Qty	Additional Monthly Service Charge[1]	Additional Non-Recurring Charge[2]
Business Internet Additional Services			
Connection Pro Service	1	$ 29.95	
Equipment - Connection Pro	1	$ 15.00	
Business Internet & Add Svc Sub Total		**$ 44.95**	
Equipment Fee			
Package Equipment Fee	1	$ 24.95	
Equipment Sub Total		**$ 24.95**	

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name: Superior Township Clark Booster Station **Order #** 42395177

Additional Fees			
Standard Installation Fee / Change of Service Fee	1		$ 29.95
Total Additional Charge		**$ 69.90**	**$ 29.95**

	Monthly Service Charge[1]	Non-Recurring Charge[2]
Total Charge for Service Order	**$ 179.90**	**$ 29.95**

[1] Charges identified in the Service Order Agreement are exclusive of maintenance and repair charges, and applicable federal, state, and local taxes, fees, surcharges and recoupments (however designated).
[2] Non-Recurring Charges in the Service Order Agreement reflect activation and installation fees for this order. This excludes any custom installation fees.

General Special Instructions

AGREEMENT

1. This Comcast Business Service Order Agreement ("Agreement") sets forth the terms and conditions under which Comcast Cable Communications Management, LLC and its operating affiliates ("Comcast") will provide the Services to the above-named customer ("Customer"). This Agreement consists of this document (this "SOA"), the Business Services Customer Terms and Conditions (the "Terms and Conditions"), and any jointly executed amendments ("Amendments") entered under the Agreement. In the event of inconsistency among these documents, the order of precedence will be as follows: (1) Amendments, (2) Terms and Conditions, and (3) this SOA. This Agreement shall commence and become a legally binding agreement upon Customer's execution of the SOA. The Agreement shall terminate as set forth in the Terms and Conditions. The Terms and Conditions are located at https://business.comcast.com/terms-conditions-smb. Capitalized terms not otherwise defined in this SOA shall have the meaning ascribed to them in the Terms and Conditions. Use of the Services is also subject to the then-current Acceptable Use Policy for High-Speed Internet Services (the "AUP") located at https://business.comcast.com/customer-notifications/acceptable-use-policy (or any successor URL), and the then-current Privacy Statement (the "Privacy Policy") located at https://business.comcast.com/privacy-statement (or any successor URL), both of which Comcast may update from time to time.

2. Each Comcast Business Service ("Service") carries a thirty (30) day money back guarantee. If within the first thirty (30) days following installation of a new Service, Customer is not completely satisfied, Customer may cancel the Service and Comcast will issue a refund for the monthly recurring charge paid for the first thirty (30) days of Service, excluding any custom installation fees, voice usage charges, fees, taxes, surcharges and optional service fees. Customer will be charged for any non-refundable fees and other charges. In order to be eligible for the refund, Customer must cancel the new Service within thirty (30) days of installation and return any Comcast-provided equipment in good working order. In no event shall the refund exceed $500.00. If Customer uses the Service in the first thirty (30) days, Customer will be refunded its subscription fees, but charged the applicable one-time fee. For the avoidance of doubt, this money back guarantee does not apply to renewals of an existing Service.

3.To complete a Voice order, Customer must execute a Comcast Letter or Authorization ("LOA") and submit it to Comcast, or Comcast's third party order entry integrator, as directed by Comcast.

4. New telephone numbers are subject to change prior to the install. Customers should not print their new number on stationery or cards until after the install is complete.

5. Modifications: All modifications to the Agreement, if any, must be captured in a written Amendment, executed by an authorized Comcast Vice President and the Customer. All other attempts to modify the Agreement shall be void and non-binding on Comcast. Customer by signing below, agrees and accepts the Terms and Conditions of this Agreement.

6. Once your service appointment is scheduled, you must provide Comcast with 24-hours' notice if you need to cancel. If you fail to cancel at least 24 hours before your scheduled appointment and miss your appointment, a missed appointment fee will apply unless otherwise prohibited.

7. IF CUSTOMER IS SUBSCRIBING TO COMCAST'S BUSINESS DIGITAL VOICE SERVICE, CUSTOMER, BY SIGNING BELOW, ACKNOWLEDGES RECEIPT AND UNDERSTANDING OF THE FOLLOWING 911 NOTICE:

911 Notice

911 Email Notification- If 911 is dialed using the Voice Service, Comcast will send a notification to the Customer designated email address, unless the Customer has opted out of receiving such notifications. Each notification will include the telephone number from which 911 was dialed, location information, and the time the call was placed. After installation of the Voice Service, Customer may change the designated email address and/or decision to receive notifications by calling Comcast at 1-888-824-8104.

Your Comcast voice service ("Voice Service") may have the following 911 limitations:

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name: Superior Township Clark Booster Station **Order #** 42395177

• For 911 calls to be properly directed to emergency services using the Voice Service, Customer must provide the correct address information ("Registered Service Location") for each telephone number used by Customer. The Registered Service Location may also include information such as floor and office number.

• If the Voice Service or any Voice Service device is moved to a different location without Customer providing an updated Registered Service Location, 911 calls may be directed to the wrong emergency authority, may transmit the wrong address, and/or the Voice Service (including 911) may fail altogether. Customer's use of a telephone number not associated with its geographic location, or a failure to allot sufficient time for a Registered Service Location change to be processed, may increase these risks.

• If a Registered Service Location is deemed to be in an area that is not supported for 911 calls, Customer 911 calls will be sent to an emergency call center where a trained agent will ask for the caller's name, telephone number, and location, and then will contact the local emergency authority.

• The Voice Service uses electrical power in the Customer's premises. If there is an electrical power outage, 911 calling may be interrupted if back-up power is not installed, fails, or is exhausted. Voice Services that rely on a broadband connection may also be interrupted if the broadband service fails.

• Calls using the Voice Service, including calls to 911, may not be completed if there is a problem with network facilities, including network congestion, network equipment, and/or power failure, a broadband connection failure, or another technical problem.

Registered Service Location Updates- The Registered Service Location will be provided to Public Safety Answering Points to assist in responding to a 911 call. Customer may update or otherwise customize the Registered Service Location by:

- Calling Comcast at 1-888-824-8104

BY SIGNING BELOW, CUSTOMER ACKNOWLEDGES THAT IT HAS READ AND UNDERSTANDS THE FOREGOING 911 NOTICE AND THE 911 LIMITATIONS OF THE VOICE SERVICE.

CUSTOMER SIGNATURE
By signing below, Customer agrees and accepts the Terms and Conditions of this Agreement. General Terms and Conditions can be found at http://business.comcast.com/terms-conditions/index.aspx
Signature
Name
Title
Date

FOR COMCAST USE ONLY	
Sales Representative	Matt Champine
Sales Representative Code	
Sales Manager Name	Karl Ots
Sales Manager Approval	
Division	Central

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name: Superior Township Clark Booster Station **Order #** 42395177

BUSINESS INTERNET CONFIGURATION DETAILS

Transfer Existing Comcast.net	No	**Equipment**	Comcast Owned
Number of Static Ips	0	**Business Web**	No

BUSINESS VOICE CONFIGURATION DETAILS

Directory Listing Details	
Directory Listing (Published, Non-Published, Unlisted)	Published
Directory Listing Phone Number	7344840647
Directory Listing Display Name	Superior Township Clark
DA/DL Header Text Information	NONE
DA/DL Header Code Information	900000
Standard Industry Code	0000

Additional Voice Details	
Caller ID (Yes/No)	Yes
Caller ID Display Name(max 15 char.)	Superior Townsh
International Dialing (Yes/No)	No
Call Blocking (Yes/No)	No
Auto Attendant (Yes/No)	No

Hunt Group Configuration Details	
Hunt Group Features Requested	No
Hunt Group 1 Configuration Type	
Hunt Group 2 Configuration Type	
Hunt Group 1 Pilot Number	
Hunt Group 2 Pilot Number	

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name: Superior Township Clark Booster Station **Order #** 42395177

Phone #	Type	HG1 Seq	HG2 Seq	Voicemail
7344840647	Mobility Lines	None	None	No

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name: Superior Township Clark Booster Station **Order #** 42395177

LETTER OF AGENCY

Please print or type the following **All blank spaces must be completed.**

Billing Name **Superior Township Clark Booster Station**

Billing Address: **575 E CLARK RD**

City: **YPSILANTI** State: **MI** Zip: **48198**

If Company is switching its current phone number(s) to Comcast, please print the telephone number(s) and the name(s) of Company's current local and long distance phone service providers in the spaces below.

Area code(s) and telephone number(s) Company wants switched to Comcast (you may also insert a number range, e.g., 215-555-0000 thru 215-555-9999):

Telephone Number	Current Local Provider
7344840647	ATT

Telephone Number	Current Local Provider

Please read the following information:

The undersigned is an authorized representative of the Company. Company chooses Comcast for all its landline calling needs across town, across the country, and worldwide for the telephone number(s) listed above (if applicable). Company understands that Comcast will take the place of its current landline phone service provider(s) for local, local toll, and long distance services. Company understands that, for each of these services, it may designate only one provider per service for any one telephone number. Company also understands that the service provided by Comcast includes all distances, which means that Company may only designate one provider for all of its calling needs for any one telephone number.

The undersigned signature on this form authorizes Comcast to act as Company's agent in making the changes from Company's current service provider(s), and to switch Company's telephone number(s), listed above (if applicable), to Comcast. Company understands that its current service provider(s) may charge a fee to switch its service to Comcast and that Company may consult that provider as to whether a fee will apply.

Please sign here:

Authorized Representative's Signature: _____ Date: _____

Authorized Representative's Name (Print): _____

Authorized Representative's Title _____

COMCAST BUSINESS

SERVICE ORDER AGREEMENT – BUSINESS VOICEEDGE SERVICES

CUSTOMER INFORMATION

Account Name:	Superior Township	Email:	edy@superior-twp.org
Primary Contact:	Emily Dabish Yahkind	Address1:	3040 North Prospect
Title:	Township Supervisor	Address2:	
Phone:	734-482-6099	City:	Ypsilanti
Cell:	734-480-2060	State:	MI
Fax:	734-482-3842	Zip Code:	48198

SUMMARY OF CHARGES

Service Term(Months): 24

Site Name	Monthly Recurring Charges	Standard Installation Charges	One-time Charges
Town Hall 1	$466.55	$0.00	$0.00
Maintenance 2	$244.30	$0.00	$0.00
Fire Department Main 3	$342.00	$0.00	$0.00
Fire Station Two 4	$210.40	$0.00	$0.00
Utilities 5	$179.50	$0.00	$0.00
SUMMARY OF TOTAL CHARGES*	**$1,442.75**	**$0.00**	**$0.00**

*** Applicable federal, state and local taxes and fees may apply; usage fees not included. For Specific information, see service location detail pages, attached hereto and incorporated here in reference. Additional orders (adding or deleting seats) may change the "per seat" pricing.**

GENERAL COMMENTS

AGREEMENT privacy-statement (or any successor URL), both of which Comcast may update from time to

1.This Comcast Business Service Order Agreement sets forth the terms and conditions under which Comcast Cable Communications Management, LLC and its operating affiliates (""Comcast"") will provide the Business VoiceEdge™ Services (""Services"") to Customer. This Comcast Business Class Service Order Agreement consists of this document (""SOA""), the standard Comcast Business Customer Terms and Conditions (""Terms and Conditions"") located at http://business.comcast.com/terms-conditions-smb (or any successor URL), and any other Service Order sentered under this SOA, collectively referred to as the "Agreement". In the event of inconsistency among these documents, precedence will be as follows: (1) Terms and Conditions, (2) this SOA, and (3) any other Service Orders entered under this SOA. The Agreement shall terminate as set forth in the Terms and Conditions. All capitalized terms not defined in this SOA shall reflect the definitions given to them in the Terms and conditions. Use of the Services is also subject to the Business Acceptable Use Policy located at http://business.comcast.com/customer-notifications/acceptable-use-policy (or any successor URL), and the Business Privacy Policy located at http://business.comcast.com/customer-notifications/customer-privacy-statement (or any successor URL), both of which Comcast may update from time to time and become effective upon posting.

2. The Service carries a 60 day money back guarantee. If within the first (60) sixty days following Business VoiceEdge Service activation Customer is not completely satisfied, Customer may cancel such service and Comcast will issue a refund for service charges actually paid by Customer, custom installation, usage charges, and optional service fees and taxes excluded. In order to be eligible for the refund, Customer must cancel Business VoiceEdge Service within sixty days of activation and return any Comcast-provided equipment in good working order. In no event shall the refund exceed $500.00.

3. By purchasing Comcast voice services, you are giving Comcast Business permission to request a copy of the Customer Service Record(s) from your existing carrier(s). Customer Service Records include the telephone numbers listed on the account(s) and may also include information related to services provided by such carrier(s).

4. Customer must execute a Comcast Letter or Authorization (""LOA"") and submit it to Comcast, or Comcast's third party order entry integrator, as directed by Comcast.

5. New telephone numbers are subject to change prior to the install. Customers should not print their new number on stationery or cards until after the installation is complete.

6. Notwithstanding the notice provision in the Business Services Customer Terms and Conditions, all legal notices will be sent to the Primary Contact listed above and/or to the Primary Contact identified on the SOA for each Service location as applicable.

7. Modifications: All modifications to the Agreement, if any, must be captured in a written Amendment, executed by an authorized Comcast Senior Vice President and the Customer. All other attempts to modify the Agreement shall be void and non-binding on Comcast. Customer by signing below, agrees and accepts the terms and conditions of this Agreement.

8. IF CUSTOMER IS SUBSCRIBING TO COMCAST'S BUSINESS DIGITAL VOICE SERVICE, CUSTOMER ACKNOWLEDGES RECEIPT AND UNDERSTANDING OF THE FOLLOWING 911 NOTICE:

E911 ACKNOWLEDGEMENT
Your Comcast Business Voice Services set forth in this Service Order (the "Voice Services") have the following 911 limitations:

• In order for 911 calls to be properly directed to emergency services using the Voice Services, Customer must provide and maintain the correct service address information ("Registered Service Location") for each telephone number and extension used by Customer. The Registered Service Location should also include information such as floor and office number as appropriate.

• If the Voice Services are moved to, or used in, a different location without Customer providing an updated Registered Service Location, 911 calls may be directed to the wrong emergency authority, may transmit the wrong address, and/or the Voice Services (including 911) may fail altogether. Customer's use of a telephone number not associated with its geographic location, or a failure to allot sufficient time for a Registered Service Location change to be processed, may increase these risks.

• Customer is solely responsible for programming its telephone system to map each telephone number and extension to the correct location, and for updating the telephone system as necessary to reflect moves or additions of stations.

• Customer 911 calls may be sent to an emergency call center where an agent will ask for the caller's name, telephone number, and location, and then will contact the local emergency authority.

• The Voice Services use electrical power in the Customer's premises. If there is an electrical power outage, 911 calling may be interrupted if back-up power is not installed, fails, or is exhausted. Voice Services that rely on a broadband connection may also be interrupted if the broadband service fails.

• Calls using the Voice Services, including calls to 911, may not be completed if there is a problem with network facilities, including network congestion, network equipment and/or power failure, a broadband connection failure, or another technical problem.

• Failure by Customer to make updates to the Registered Service Location, including updates to restore service address to the original Registered Service Location, or failure to allot sufficient time for the Service Location update provisioning to complete may result in emergency services being dispatched to the incorrect Service Location.

• Customers should call Comcast at 1-800-391-3000 if they have any questions or need to update the Registered Service Location in the E911 system.

BY SIGNING BELOW, CUSTOMER ACKNOWLEDGES THAT IT HAS READ AND UNDERSTANDS THE FOREGOING 911 NOTICE AND THE 911 LIMITATIONS OF THE VOICE SERVICES.

CUSTOMER USE ONLY	COMCAST USE ONLY (by Authorized representative)		
Signature:	**Signature:**	Sales Rep:	Michelle Evans
Name:	Name:	Sales Rep Email:	michelle_evans@cable.comcast.com
Title:	Title:	Region:	Heartland Region
Date:	Date:	Division:	Central Division

SERVICE LOCATION DETAIL

Customer Information

Location Name:	Town Hall 1	Business Phone:	734-482-6099
Company Name:	Superior Township	Cell Phone:	734-480-2060
Contact Name:	Emily Dabish Yahkind	Fax Number:	734-482-3842
Address1:	3040 N Prospect Rd	Email:	edy@superior-twp.org
Address2:		Site Type:	Dedicated
City:	Ypsilanti	Emergency 911 Information:	3040 N Prospect RD Ypsilanti, MI 48198
State:	MI		
Zip:	48198		

Billing Information

Date Of Quote:	5/22/2025	Service Term:	24
	The terms set forth in this agreement are valid for 30 days from Date of Quote		
Billing Contact	Emily Dabish Yahkind	Zip:	48198
Address1:	3040 N Prospect Rd	Phone:	734-482-6099
Address2:		Fax:	734-482-3842
City:	Ypsilanti	Email:	edy@superior-twp.org
State:	MI		

Voice Selection

Voice Selections	Quantity	Unit Price(MRC)	Unit Price(NRC)	Total MRC	Total NRC
Unified Communication Seats	20	$19.95	$0.00	$399.00	$0.00
Call Queue Agent per UC Seat Subscribed	1	$9.95	$0.00	$9.95	$0.00

Equipment Selection

Equipment Selections	Quantity	Unit Price(MRC)	Unit Price(NRC)	Total MRC	Total NRC
Voice Gateway	1	$14.95	$0.00	$14.95	$0.00
Polycom Soundstation 6000	3	$6.95	$0.00	$20.85	$0.00
Polycom VVX 411 HD	2	$5.95	$0.00	$11.90	$0.00
Polycom VVX 311 HD	15	$0.00	$0.00	$0.00	$0.00
Polycom VVX Color Expansion Module	2	$4.95	$0.00	$9.90	$0.00

Summary Of Charges

Aggregate Monthly Recurring Charges

Monthly Recurring Charges:	**$466.55**
Promotional Discount:	
Promotion Option:	**CEN_$19.95BVE20+Seats_$0Phone**
Promotion Description:	

Unified Communication Seats provided for discounted rate of $19.95 each, increasing to then regular rate at end of original term. Entry Level Polycom Phone MRC waived for length of original contract term, increasing to then regular rate at end of term. Minimum Business Internet Performance or Ethernet required. OTT sites are eligible if main site meets minimum Business Internet Performance/Ethernet requirement. Minimum 20 seats required. Minimum 2 year term required with Business Internet. 3 or 5 year term required with Ethernet. Equipment, installation, taxes and fees, including Broadcast TV Fee, Regional Sports Fee, regulatory recovery fee and other applicable charges extra and subject

Total Business VoiceEdge Monthly Recurring Charge*:	**$466.55**

*Applicable federal, state and local taxes & fees may apply; usage fee not included. Additional orders (adding or deleting seats) may change the "per seat" pricing

Business VoiceEdge Standard Installation Charges

Customer Training:	**First Onsite Training**	**No Charge**
Total One-time Charges:		**$0.00**
Site Installation Charges:		**$0.00**

Total Business VoiceEdge Standard Installation Charges:	**$0.00**

COMCAST BUSINESS

SERVICE ORDER AGREEMENT – BUSINESS VOICEEDGE SERVICES

Customer Information

Location Name:	Maintenance 2	Business Phone:	(734) 390-2560
Company Name:	Superior Township	Cell Phone:	734-216-9367
Contact Name:	Emily Dabish Yahkind	Fax Number:	
Address1:	9699 MacArthur Blvd	Email:	edy@superior-twp.org
Address2:		Site Type:	Dedicated
City:	Ypsilanti	Emergency 911 Information:	9699 MacArthur BLVD Ypsilanti, MI 48198
State:	MI		
Zip:	48198		

Billing Information

Date Of Quote:	5/22/2025	Service Term:	24
	The terms set forth in this agreement are valid for 30 days from Date of Quote		
Billing Contact	Emily Dabish Yahkind	Zip:	48198
Address1:	9699 MacArthur Blvd	Phone:	(734) 390-2560
Address2:		Fax:	
City:	Ypsilanti	Email:	edy@superior-twp.org
State:	MI		

Voice Selection

Voice Selections	Quantity	Unit Price(MRC)	Unit Price(NRC)	Total MRC	Total NRC
Unified Communication Seats	11	$19.95	$0.00	$219.45	$0.00

Equipment Selection

Equipment Selections	Quantity	Unit Price(MRC)	Unit Price(NRC)	Total MRC	Total NRC
Voice Gateway	1	$14.95	$0.00	$14.95	$0.00
Polycom VVX 311 HD	9	$0.00	$0.00	$0.00	$0.00
AudioCodes MP-114 ATA	2	$4.95	$0.00	$9.90	$0.00

Summary Of Charges

Aggregate Monthly Recurring Charges

Monthly Recurring Charges:	**$244.30**
Promotional Discount:	
Promotion Option:	**CEN_$19.95BVE20+Seats_$0Phone**
Promotion Description:	

Unified Communication Seats provided for discounted rate of $19.95 each, increasing to then regular rate at end of original term. Entry Level Polycom Phone MRC waived for length of original contract term, increasing to then regular rate at end of term. Minimum Business Internet Performance or Ethernet required. OTT sites are eligible if main site meets minimum Business Internet Performance/Ethernet requirement. Minimum 20 seats required. Minimum 2 year term required with Business Internet. 3 or 5 year term required with Ethernet. Equipment, installation, taxes and fees, including Broadcast TV Fee, Regional Sports Fee, regulatory recovery fee and other applicable charges extra and subject

Total Business VoiceEdge Monthly Recurring Charge*:	**$244.30**

*Applicable federal, state and local taxes & fees may apply; usage fee not included. Additional orders (adding or deleting seats) may change the "per seat" pricing

Business VoiceEdge Standard Installation Charges

Customer Training:	**Online**	**No Charge**
Total One-time Charges:		**$0.00**
Site Installation Charges:		**$0.00**
Total Business VoiceEdge Standard Installation Charges:		**$0.00**

COMCAST BUSINESS

SERVICE ORDER AGREEMENT – BUSINESS VOICEEDGE SERVICES

Customer Information

Location Name:	Fire Department Main 3	Business Phone:	734-484-1996
Company Name:	Superior Township	Cell Phone:	734-564-4675
Contact Name:	Emily Dabish Yahkind	Fax Number:	(734) 484-1997
Address1:	7999 Ford Rd	Email:	edy@superior-twp.org
Address2:		Site Type:	Dedicated
City:	Ypsilanti	Emergency 911 Information:	7999 Ford RD Ypsilanti, MI 48198
State:	MI		
Zip:	48198		

Billing Information

Date Of Quote:	5/22/2025	Service Term:	24
	The terms set forth in this agreement are valid for 30 days from Date of Quote		
Billing Contact	Emily Dabish Yahkind	Zip:	48198
Address1:	7999 Ford Rd	Phone:	734-484-1996
Address2:		Fax:	(734) 484-1997
City:	Ypsilanti	Email:	edy@superior-twp.org
State:	MI		

Voice Selection

Voice Selections	Quantity	Unit Price(MRC)	Unit Price(NRC)	Total MRC	Total NRC
Unified Communication Seats	15	$19.95	$0.00	$299.25	$0.00

Equipment Selection

Equipment Selections	Quantity	Unit Price(MRC)	Unit Price(NRC)	Total MRC	Total NRC
Voice Gateway	1	$14.95	$0.00	$14.95	$0.00
Polycom Soundstation 6000	1	$6.95	$0.00	$6.95	$0.00
Polycom VVX 311 HD	12	$0.00	$0.00	$0.00	$0.00
AudioCodes MP-114 ATA	1	$4.95	$0.00	$4.95	$0.00
Poly VVX 350	1	$4.95	$0.00	$4.95	$0.00
ALGO 8180 Loud Ringer	1	$10.95	$0.00	$10.95	$0.00

Summary Of Charges

Aggregate Monthly Recurring Charges

Monthly Recurring Charges:	**$342.00**
Promotional Discount:	
Promotion Option:	**CEN_$19.95BVE20+Seats_$0Phone**
Promotion Description:	

Unified Communication Seats provided for discounted rate of $19.95 each, increasing to then regular rate at end of original term. Entry Level Polycom Phone MRC waived for length of original contract term, increasing to then regular rate at end of term. Minimum Business Internet Performance or Ethernet required. OTT sites are eligible if main site meets minimum Business Internet Performance/Ethernet requirement. Minimum 20 seats required. Minimum 2 year term required with Business Internet. 3 or 5 year term required with Ethernet. Equipment, installation, taxes and fees, including Broadcast TV Fee, Regional Sports Fee, regulatory recovery fee and other applicable charges extra and subject

Total Business VoiceEdge Monthly Recurring Charge*:	**$342.00**

*Applicable federal, state and local taxes & fees may apply; usage fee not included. Additional orders (adding or deleting seats) may change the "per seat" pricing

Business VoiceEdge Standard Installation Charges

Customer Training:	**Online**	**No Charge**
Total One-time Charges:		**$0.00**

Site Installation Charges:	**$0.00**
Total Business VoiceEdge Standard Installation Charges:	**$0.00**

COMCAST BUSINESS

SERVICE ORDER AGREEMENT – BUSINESS VOICEEDGE SERVICES

Customer Information

Location Name:	Fire Station Two 4	Business Phone:	734-483-1880
Company Name:	Superior Township	Cell Phone:	734-564-4675
Contact Name:	Emily Dabish Yahkind	Fax Number:	734-484-4883
Address1:	8795 MacArthur Blvd	Email:	edy@superior-twp.org
Address2:		Site Type:	Dedicated
City:	Ypsilanti	Emergency 911 Information:	8795 MacArthur BLVD Ypsilanti, MI 48198
State:	MI		
Zip:	48198		

Billing Information

Date Of Quote:	5/22/2025	Service Term:	24
	The terms set forth in this agreement are valid for 30 days from Date of Quote		
Billing Contact	Emily Dabish Yahkind	Zip:	48198
Address1:	8795 MacArthur Blvd	Phone:	734-483-1880
Address2:		Fax:	734-484-4883
City:	Ypsilanti	Email:	edy@superior-twp.org
State:	MI		

Voice Selection

Voice Selections	Quantity	Unit Price(MRC)	Unit Price(NRC)	Total MRC	Total NRC
Unified Communication Seats	9	$19.95	$0.00	$179.55	$0.00

Equipment Selection

Equipment Selections	Quantity	Unit Price(MRC)	Unit Price(NRC)	Total MRC	Total NRC
Voice Gateway	1	$14.95	$0.00	$14.95	$0.00
Polycom VVX 311 HD	8	$0.00	$0.00	$0.00	$0.00
AudioCodes MP-114 ATA	1	$4.95	$0.00	$4.95	$0.00
ALGO 8180 Loud Ringer	1	$10.95	$0.00	$10.95	$0.00

Summary Of Charges

Aggregate Monthly Recurring Charges

Monthly Recurring Charges:	**$210.40**
Promotional Discount:	
Promotion Option:	**CEN_$19.95BVE20+Seats_$0Phone**
Promotion Description:	

Unified Communication Seats provided for discounted rate of $19.95 each, increasing to then regular rate at end of original term. Entry Level Polycom Phone MRC waived for length of original contract term, increasing to then regular rate at end of term. Minimum Business Internet Performance or Ethernet required. OTT sites are eligible if main site meets minimum Business Internet Performance/Ethernet requirement. Minimum 20 seats required. Minimum 2 year term required with Business Internet. 3 or 5 year term required with Ethernet. Equipment, installation, taxes and fees, including Broadcast TV Fee, Regional Sports Fee, regulatory recovery fee and other applicable charges extra and subject

Total Business VoiceEdge Monthly Recurring Charge*:	**$210.40**

*Applicable federal, state and local taxes & fees may apply; usage fee not included. Additional orders (adding or deleting seats) may change the "per seat" pricing

Business VoiceEdge Standard Installation Charges

Customer Training:	**Online**	**No Charge**
Total One-time Charges:		**$0.00**
Site Installation Charges:		**$0.00**
Total Business VoiceEdge Standard Installation Charges:		**$0.00**

COMCAST BUSINESS

SERVICE ORDER AGREEMENT – BUSINESS VOICEEDGE SERVICES

Customer Information

Location Name:	Utilities 5	Business Phone:	734-480-5500
Company Name:	Superior Township	Cell Phone:	
Contact Name:	Emily Dabish Yahkind	Fax Number:	
Address1:	575 E Clark Rd	Email:	edy@superior-twp.org
Address2:		Site Type:	Dedicated
City:	Ypsilanti	Emergency 911 Information:	575 E Clark RD Ypsilanti, MI 48198
State:	MI		
Zip:	48198		

Billing Information

Date Of Quote:	5/22/2025	Service Term:	24

The terms set forth in this agreement are valid for 30 days from Date of Quote

Billing Contact	Emily Dabish Yahkind	Zip:	48198
Address1:	575 E Clark Rd	Phone:	734-480-5500
Address2:		Fax:	
City:	Ypsilanti	Email:	edy@superior-twp.org
State:	MI		

Voice Selection

Voice Selections	Quantity	Unit Price(MRC)	Unit Price(NRC)	Total MRC	Total NRC
Unified Communication Seats	8	$19.95	$0.00	$159.60	$0.00

Equipment Selection

Equipment Selections	Quantity	Unit Price(MRC)	Unit Price(NRC)	Total MRC	Total NRC
Voice Gateway	1	$14.95	$0.00	$14.95	$0.00
Polycom VVX 311 HD	7	$0.00	$0.00	$0.00	$0.00
AudioCodes MP-114 ATA	1	$4.95	$0.00	$4.95	$0.00

Summary Of Charges

Aggregate Monthly Recurring Charges

Monthly Recurring Charges:	**$179.50**
Promotional Discount:	
Promotion Option:	**CEN_$19.95BVE20+Seats_$0Phone**
Promotion Description:	

Unified Communication Seats provided for discounted rate of $19.95 each, increasing to then regular rate at end of original term. Entry Level Polycom Phone MRC waived for length of original contract term, increasing to then regular rate at end of term. Minimum Business Internet Performance or Ethernet required. OTT sites are eligible if main site meets minimum Business Internet Performance/Ethernet requirement. Minimum 20 seats required. Minimum 2 year term required with Business Internet. 3 or 5 year term required with Ethernet. Equipment, installation, taxes and fees, including Broadcast TV Fee, Regional Sports Fee, regulatory recovery fee and other applicable charges extra and subject

Total Business VoiceEdge Monthly Recurring Charge*:	**$179.50**

*Applicable federal, state and local taxes & fees may apply; usage fee not included. Additional orders (adding or deleting seats) may change the "per seat" pricing

Business VoiceEdge Standard Installation Charges

Customer Training:	**Online**	**No Charge**
Total One-time Charges:		**$0.00**
Site Installation Charges:		**$0.00**
Total Business VoiceEdge Standard Installation Charges:		**$0.00**

CHARTER TOWNSHIP OF SUPERIOR
3040 North Prospect Road Ypsilanti, MI 48198
Telephone (734) 482-6099 Fax (734) 482-3842
Please submit one completed form per agenda item.

TO:	Superior Township Board of Trustees
FROM:	Nancy Mason
DATE SUBMITTED:	06/05/2025
BOARD MEETING DATE:	06/16/1966
ITEM TITLE:	New postage/mailer contract

DESCRIPTION OF ITEM/RESOLUTION:

Our current postage/folding machine is outdated and needs to be updated. Our current contract expires in September. With us renewing now we can receive the new equipment now. In trying to keep costs down, I opted for one step down on the postage machine. The only difference from our current machine is that it would run a little slower when running a bunch of envelopes at one time. The cost of the lease would be the same.

REQUESTED BOARD ACTION:

Approval of contract

BACKGROUND/JUSTIFICATION:

N/A

IMPACT ON TOWNSHIP BUDGET (if any):

None - cost will be exactly the same

TOWNSHIP DEPARTMENTS OR OUTSIDE AGENCIES INVOLVED:

N/A

DEADLINES OR URGENCY (if applicable):

Pricing is good only until 6/30/2025

SUPPORTING DOCUMENTS ATTACHED:

Contract

CONTACT PERSON FOR QUESTIONS:

Name: Nancy Mason

Title: Office/Accounting Administrator

Phone: 734-896-3523

Email: nancymason@superior-twp.org

Please attach this form with all supporting documents in the same email and CC the following individuals: arobinson@superior-twp.org, cbenitez@superior-twp.org, krankin@superior-twp.org, edy@superior-twp.org

Customer

Organization	Superior Charter Township			
DBA				
Address	3040 N Prospect Rd			
City State Zip	Ypsilanti		MI	48198-9426
Phone	(734) 482-6099	**Fax**		

Purchase Order - Lease

NASPO/ValuePoint Contract #: CTR058809

and / or

State Participating Addendum (PA) #:

Vendor

Company Name	Quadient Leasing USA Inc. FEDERAL ID# 94-2984524			
Attention	Government Sales DUNS# 150836872			
Address	478 Wheelers Farms Rd			
City State Zip	Milford		CT	06461
Phone	(866) 448-0045	**Fax**	(203) 301-2600	

Ship To

Organization	Superior Charter Township		
Attention	Nancy Mason		
Address	3040 N Prospect Rd		
City State Zip	Ypsilanti	MI	48198-9426
Phone	(734) 482-6099	**Email**	nancymason@superior-twp.org

P.O. Number	P.O. Date	Requisitioner	Shipped Via	F.O.B. Point	Terms
			Ground	Destination	Quarterly Invoicing

QTY	Unit	Description	Unit Price	Total
60	Months	Lease Payment	$351.30	$21,078.00

Lease payment specified above for products listed below includes, as applicable, reduced price equipment maintenance to reflect first year free, meter rental, meter resets, postal rate changes, software license/support/subscription fees, delivery, installation, and operator training.

Products

QTY	Product ID	Description
1	DS40I	DS40i Folder Inserter
1	IX5AF	iX-5 Series Base w/ Autofeeder, Sealer, Catch Tray & Ink Cartridge
1	IXWP10	IX Series 10 lb Weighing Platform
1	ICMFP-1	Desktop Solution - Power Conditioning Line Filter
1	IXDW10	IX Series 5/7/7PRO Base 10lb. Differential Weighing
1	ESP01N	15 AMP Power Conditioning line filter. 4 standard outlets, plus 1 “corded” outlet
1	WP10STDN	10lb Scale Stand for IXWP10, ISWP10 & INWP10

1) **Order is governed under the terms and conditions of the NASPO/ValuePoint Master Price Agreement Contract Number CTR058809. Enter this order in accordance with the prices, terms, delivery method, and specifications listed above. This order is governed in accordance with the prices, terms, delivery method, and specifications listed above, and acknowledges that you have received, read, and agree to all applicable terms and conditions (version Government-Equipment-Lease-Terms-USPS-Direct-V11-2023), which are also available at https://quadientterms.com/Government-Equipment -Lease - Terms - USPS - Direct - V6 - 2023.**

2) **Payments will be sent to:**
Quadient Leasing USA, Inc.
Dept 3682
PO Box 123682
Dallas TX 75312-3682

3) **Send all correspondence to;**
Quadient Leasing USA, Inc.
478 Wheelers Farms Rd
Milford CT 06461
Phone: 203-301-3400
Fax: 203-301-2600

Authorized by Date

Nancy Mason Office/Accounting Administrator

Print Name Title

MAILING EQUIPMENT, SUPPLIES AND MAINTENANCE

Led by the **State of Arizona**

Master Agreement #: **CTR058809**

Contractor: **QUADIENT, INC.**

Participating Entity: **Superior Charter Township**

This Participating Addendum is entered into by Contractor and Participating Entity (collectively, the "Parties").

Scope and Participation:

1. Scope:

   ☒ This Participating Addendum includes the entire scope of the products and services available through the Master Agreement referenced above.

   ☐ This Participating Addendum includes the entire scope of the products and services available through the Master Agreement referenced above, except the following:

Any scope exclusions specified herein apply only to this Participating Addendum and shall not amend or affect other participating addendums or the Master Agreement itself.

2. Participation: This Participating Addendum covers participation of Participating Entity in the above-referenced Master Agreement between the State of Arizona and Contractor for Mailing Equipment, Supplies and Maintenance. This Participating Addendum may be used by all state agencies, institutions of higher education, cities, counties, districts, and other political subdivisions of the state, and nonprofit organizations within the state if authorized herein and by law. Issues of interpretation and eligibility for participation are solely within the authority of the State Chief Procurement Official.

3. Term:

   ☒ This Participating Addendum shall become effective as of the date of the last signature below and shall terminate upon the expiration or termination of the Master Agreement, as amended, unless the Participating Addendum is terminated sooner in accordance with the terms set forth herein.

   ☐ This Participating Addendum shall become effective as of the date of the last signature below and shall terminate on [date], unless terminated sooner or otherwise amended in accordance with the terms set forth herein. Notwithstanding the previous, in no event shall the term of the Participating Addendum exceed the term of the Master Agreement, as amended.

4. Primary Contacts: The following (or their named successors) are the primary contact individuals for this Participating Addendum:

MAILING EQUIPMENT, SUPPLIES AND MAINTENANCE

Led by the **State of Arizona**

CONTRACTOR: Quadient, Inc.

Name:	Larry Waters
Address:	478 Wheelers Farm Rd, Milford, CT 06461
Telephone:	281-216-4596
Fax:	
Email:	l.waters@quadient.com

PARTICIPATING ENTITY:

Name:	**SUPERIOR CHARTER TOWNSHIP**
Address:	3040 N Prospect Rd YPSILANTI, MI 48198-9426
Telephone:	(734) 482-3842
Fax:	
Email:	nancymason@superior-twp.org

Participating Entity Modifications and Additions to the Master Agreement

☒ This Participating Addendum incorporates all terms and conditions of the Master Agreement as applied to the Participating Entity and Contractor.

☐ This Participating Addendum incorporates all terms and conditions of the Master Agreement as applied to the Participating Entity and Contractor, **subject to the following limitations, modifications, and additions:**

Any limitations, modifications, or additions specified herein apply only to the agreement and relationship between Participating Entity and Contractor and shall not amend or affect other participating addendums or the Master Agreement itself.

5. Subcontractors: All contractors, dealers, and resellers authorized to provide sales and service support in Participating Entity's state, as shown on Contractor's NASPO ValuePoint-specific webpage, may provide sales and service support to users of this Participating Addendum. Participation of Contractor's contractors, dealers, and resellers will be in accordance with the terms and conditions set forth in the Master Agreement.

6. Orders: Any order placed by Participating Entity or a Purchasing Entity for a product or service offered through this Participating Addendum shall be deemed to be a sale under, and subject to the pricing and other terms and conditions of, the Master Agreement unless the parties to the order agree in writing that another contract or agreement applies to the order.

MAILING EQUIPMENT, SUPPLIES AND MAINTENANCE
Led by the **State of Arizona**

IN WITNESS WHEREOF, the Parties have executed this Participating Addendum.

PARTICIPATING ENTITY	**CONTRACTOR**
Signature:	Signature:
Name: Nancy Mason	Name:
Title: Office/Accounting Administrator	Title:
Date:	Date:

For questions regarding NASPO ValuePoint Participating Addendums, please contact the Cooperative Contract Coordinator team at info@naspovaluepoint.org.

Fully executed NASPO ValuePoint Participating Addendums must be submitted via email in PDF format to pa@naspovaluepoint.org.

quadient Leasing

Why Wait Program Agreement

The Quadient Leasing Why Wait program entitles you to upgrade your Quadient equipment up to 12 months prior to the end of the term of your Current Lease. Your new lease term will automatically commence and billing will begin after your Current Lease has reached the end of its current term. The transition from your Current Lease to the New Lease will be seamless.

By electing to participate in this program, you agree to the following:

- You agree to continue making payments on lease number N20101106 through the end of its Initial Term or, if applicable, the current Renewal Term.
- The term of the new lease, being signed concurrently with this agreement, ("New Lease") will commence when the Current Lease reaches the end of its Initial Term or, if applicable, the current Renewal Term.
- The Products that are subject to the Current Lease will be replaced with the Products identified in the New Lease for the remainder of the Current Lease's Initial Term or, if applicable, the current Renewal Term.
- If a subscription to the Impress Platform is included on the New Lease, then any associated Usage Fees will be in addition to the payments on the Current Lease and the New Lease.
- The replaced products from the Current Lease must be returned to us within thirty (30) days of the effective date of this agreement.

Company: Superior Charter Township

Signature: _____

Name (printed): Nancy Mason

Title: Office/Accounting Administrator

Date: _____

Company: Quadient Leasing USA Inc.

Signature : _____

Name (printed): _____

Title: _____

Date: _____

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SUPERIOR TOWNSHIP GOVERNMENT FUNDS

BILLS FOR PAYMENT REPORT

As of June 16, 2025

FUND	VENDOR NAME	INVOICE NUMBER	INVOICE DATE	DESCRIPTION		AMOUNT
101 - General	MTA	2025	06/01/2025	2025 Dues	$	7,764.14
101 - General	Ypsilanti Meals on Wheels	1313	06/09/2025	2025 annual contribution	$	10,000.00
					$	**17,764.14**
206 - Fire	B & B Fire Division	1371	05/30/2025	Batteries, lettering & stripping of E11-1	**$**	**17,318.25**
592-Utility	Doan Construction	3008951	05/23/2025	Concrete work for pump station	**$**	**32,000.00**
				GRAND TOTAL ALL FUNDS	**$**	**84,846.53**

MICHIGAN TOWNSHIPS ASSOCIATION

PO Box 80078
Lansing, MI 48908-0078
www.michigantownships.org

Due Date: 7/1/2025

Township ID: 45494

ATTN: Angela Robinson

County: Washtenaw Co.

Bill To:

Superior Chtr. Twp.
3040 N Prospect Rd
Ypsilanti, MI 48198-9426

IMPORTANT
Please make a photocopy of this page and send it with your check.

Annual Dues

1. Your annual dues payment for 07/01/2025 to 06/30/2026 is:	$7,538.00
2. Your Legal Defense Fund contribution for the year is (optional):	$226.14
Your dues and LDF total:	$7,764.14

Choose Your MTA Online Learning Subscription (optional)

All members of your township team, including volunteers, will have access to the courses included in the package you choose. See the enclosed flyer and the back of this page for more details.

Select one

☐	*Premium Pass (all courses included)*	*$ 1,900*
☐	*Plus*	*$ 1,000*
☐	*Essentials*	*$ 750*

Enter the selected package price here: $

Total the green and gold boxes above and enter the amount enclosed: $

Notes:
1. Make a photocopy of this page and send it with your check.
2. Your dues were calculated using method 4 as described below.
3. MTA's EIN number is: 38-1536994. IRS Disclosure: MTA dues payments are not deductible as a charitable contribution for federal income tax purposes.
4. Questions regarding this invoice can be sent to service@michigantownships.org or call us at (517) 321-6467.

Explanation of Dues Determination
1. Minimum dues of $199 per year
2. The standard dues formula method, which is calculated for townships with less than $290 million in taxable value as:
- 2024 Taxable Value (TV) x $15.05 per million, PLUS
- 2024 state shared revenues and city, village and township revenue sharing (CVTRS) x $1.7376 per thousand
3. Level 3 method caps dues at $7,318 for townships with TV of $290-599 million
4. Level 4 method caps dues at $7,538 for townships with TV of $600-999 million
5. Level 5 method caps dues at $8,521 for townships with TV greater than $1 billion
6. Standard dues formula results are capped to a year-on-year increase of 10%

Thank you very much for supporting strong township government!

Every member of your township team (yes everyone!) can have affordable access to targeted training—led by township experts—when and where it works best for them. Our online learning center features a wide variety of township topics and our annual subscription packages offer substantial cost savings. Details appear on the enclosed flyer. Visit https://www.michigantownships.org/learning/mta-online/ for a full list of what's included in each package.

Key Advantages of an MTA Online subscription

- Continued development for elected and appointed officials, deputies, and volunteers—even new joiners whenever (and wherever!) they choose
- An economical way to include those who may not have otherwise gone to classes
- Convenience of access to the courses 24 / 7 plus the ability to pause, rewind and rewatch over again (and again!)

The **Premium Pass Level** includes free access to our live monthly webinar series, *Now You Know*, featuring a new topic every month AND our *Township Governance Academy* courses. Now everyone can make significant (and affordable) progress towards distinctive township career achievement.

MICHIGAN TOWNSHIPS ASSOCIATION

May 16, 2025

Dear MTA-member township boards,

Every day, township officials across the state diligently administer a broad spectrum of quality essential local government services, making decisions to respond to your community's needs and wants. This is the essence of "local democracy," but it faces ongoing threats from legislative actions aimed at weakening township authority, cutting local revenue, and increasing responsibilities through added legal requirements.

With the active support of our member townships, the Michigan Townships Association is fighting for laws empowering township government and working to blunt the erosion of local control. We speak with lawmakers, testify in committees and keep members informed on legislative efforts so you can tell your stories that help lawmakers understand how their actions impact you and your township.

MTA is also Michigan's recognized leading source for knowledge and information to govern and manage your township wisely and effectively. From our monthly magazine, *Township Focus*, to our *Township Insights* weekly legislative enewsletter, and our 700-page website, we keep our members informed on legislative changes, trends, news and methods to serve your township, your residents, your region and your state. Our conferences and workshops offer deep-dive insights and conversations on key topics—as well as a chance to connect with your community of township peers. And the one-on-one conversations and advice offered by our Member Information Services Department is something that you simply cannot get anywhere else.

MTA knows and values townships like no one else, and it is our privilege to work every day to ensure the continued success of each Michigan community. Townships come in all shapes, sizes, populations and make-ups, but they share a common cause to serve Michigan's residents and businesses. MTA shares that cause with you.

MTA looks forward to your board's continued support of our efforts on your behalf. With all of the challenges collectively facing townships, the need for a strong MTA should be more evident than ever. Please return the annual dues payment as your steadfastness for the form of government chosen by more than five million Michigan residents. Your township also has the opportunity to contribute to MTA's Legal Defense Fund, allowing us to support and participate in critical court cases with statewide impact to townships, as well as subscribe to MTA Online, giving your entire township team access to valuable on-demand online education on a wide variety of topics and issues. Should you have any questions about MTA's programs or services, please do not hesitate to reach out.

On behalf of our Board of Directors and staff, thank you for being a valued part of the MTA community and for supporting strong township government in Michigan. We look forward to continuing to serve you!

Sincerely,

Harold Koviak
2025 MTA President

Jill Smith
MTA Director of Administration and Finance



One subscription provides online learning for your entire township

MICHIGAN TOWNSHIPS ASSOCIATION

MTA's Online Learning Center is home to a wide variety of recorded webinars designed with township officials in mind. From assessing to zoning, you're sure to find something for ***every*** member of your township team, at every stage in their public service career.

Our annual subscription packages allow you to unlock the savings in this extensive library. One subscription gives everyone on your township team (yes everyone!) access to all of the courses included in that package with no additional "per person" fees.

Three different levels allow you to choose which webinar package is the best fit your township:

The Essentials level includes 27 webinars that cover the basics—what we consider essential topics—designed for all board members and required knowledge for all townships.

The Plus level offers access to 47 webinars that take you beyond the essentials, digging into planning and zoning topics, cemeteries and more. Your entire board, planning commissioners and zoning administrators can watch together (or separately) at no additional cost.

Upgrade to Premium Pass and get more than 100 webinars! We'll throw in FREE access to our live monthly webinar series, ***Now You Know*** (featuring a new topic every month) AND our Township Governance Academy courses.

For a full list of what's included in each package, visit www.michigantownships.org/learning/mta-online/

MTA Online Subscriptions

Eliminate per person fees with MTA's annual subscription options. Everyone in your township can watch (and learn) together, on their own OR both!

Package rates are:

Essentials Package: $750
Plus Package: $1,000
Premium Package: $1,900

To continue your subscription or begin subscribing today, simply check the box next to the package of your choice on the enclosed statement.

If your township is already a subscriber, thank you! MTA continually adds new classes to keep packages relevant and enhance the value. This renewal cycle boasts 9 hours of new content to the Essentials package, 13 hours to the Plus package and 45 hours to Premium Pass! We hope you will consider renewing or perhaps even upgrading if you're not already at the Premium Pass learning level.

Not yet a subscriber? What are you waiting for? Now is the perfect time to try it!

Individual webinars more your speed? Browse our online classrooms at https://learn.michigantownships.org

Ypsilanti Meals On Wheels
1110 W. Cross St.
Ypsilanti, MI 48197 US
+17345473202
kelly@ymow.org

INVOICE

BILL TO
Superior Township
Attn: Lynette Findley
3040 N. Prospect
Ypsilanti, MI 48198

SHIP TO
Superior Township
Attn: Lynette Findley
3040 N. Prospect
Ypsilanti, MI 48198

INVOICE # 1313
DATE 05/21/2025
DUE DATE 06/20/2025
TERMS Net 30

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Municipal Contribution ST	Superior Twp. annual contribution 2025	1	10,000.00	10,000.00

Thank you for supporting Ypsilanti Meals on Wheels and the clients we serve in our community.

BALANCE DUE **$10,000.00**

Helping Families Care for the People They Love

Invoice information for Superior Township

Submitted by Ypsilanti Meals on Wheels | June 2025

Ms. C, 83, is medically homebound and lives alone in a modest home in Superior Township. Her daughter works full time and can't visit every day. But Ms. C and her daughter know that every mid-day, one of our drivers arrives with two nutritious meals, a smile, and a few moments of connection. That visit is often Ms. C's only contact with another person. For Ms. C—and dozens like her in Superior Township—Ypsilanti Meals on Wheels (YMOW) is a lifeline.

At YMOW, we care for those who once cared for us. The older adults we serve are veterans, educators, caregivers, and neighbors who helped build this community. Now, many face their later years homebound, isolated, and living on extremely limited incomes.

A Critical Service for Superior Township Residents

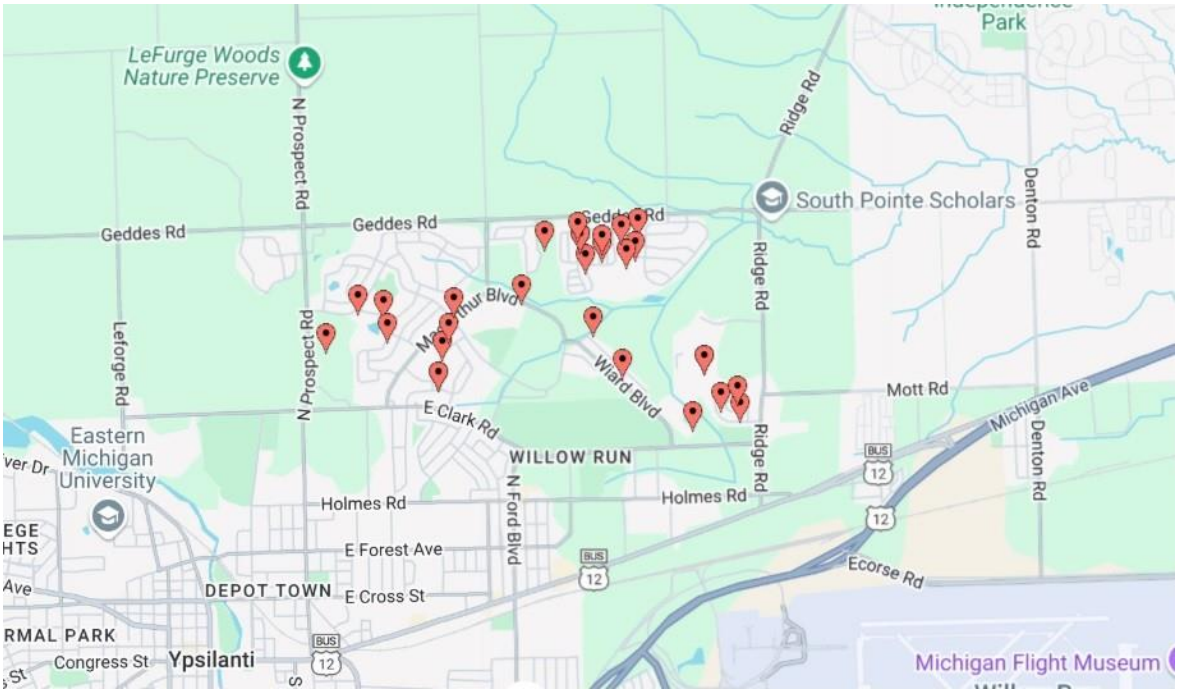
YMOW is on track to deliver **10,000 meals** to **37 older residents in Superior Township in 2025**. These neighbors live in single-family homes, mobile home parks, and modest apartments across the township's geographic footprint. Many lack reliable transportation, nearby services, or local family support.

Superior Township is home to a significant and growing population of older adults. According to compiled data, over **20% of township residents are 60 or older**, and the number is rising. For these residents—especially those who are medically homebound—YMOW provides essential nutrition, wellness checks, and human connection.

The demographics of the seniors we serve in Superior Township reflect both vulnerability and diversity:

- **55% are Black**
- Clients are **evenly split between men and women**
- **Slightly less than half live alone**
- The **median monthly income is $1,300**
- The **vast majority are between ages 60 and 84**, with **10% over the age of 84**
- **One-third of current Superior Township clients are new to YMOW since January 2025**

Because of the township's rural and semi-rural layout, congregate meal or drop-in senior center models are often inaccessible. YMOW's home-delivered meals and wellness visits bring essential care directly to residents' doorsteps—preventing isolation, hospitalization, and premature institutionalization. Please see below a map of the one and two person households we are supporting:



The Bigger Picture: Families Under Strain

Many of our clients are supported by family members who are working full-time, caring for children, and trying to balance it all. These caregivers are part of the **ALICE population—Asset Limited, Income Constrained, Employed**—and they rely on YMOW to help keep their loved ones safe, nourished, and not forgotten.

In May 2025 alone, YMOW delivered over **12,000 meals throughout our service area**. Every delivery includes a wellness check, early detection of medical concerns, and connection to additional resources like case management, home safety supports, and personal care items.

Why Your Support Matters

Every year since **2022**, Superior Township has generously provided **$10,000 annually** in support of our work. We understand this may have been part of an informal or handshake agreement—and we are deeply grateful. We now respectfully request this support continue—

YPSILANTI MealsonWheels

and if the conversation is welcome, increase—in response to the growing need and proven impact in your community.

A Smart, Local Investment

YMOW is a **trusted, fiscally responsible partner**. Our administrative costs are low, and we are committed to maximizing every dollar. For every **$1** raised for our home-delivered meal program, we leverage **$2 in donated goods and services**—including food, packaging, supplies, and volunteer labor.

Only 23% of our $2.3 million annual budget comes from federal and county funding. We fundraise the remaining **77%** annually through grants, donors, and local partnerships—like the one we value with Superior Township.

Local support through **direct investment or invoice-based contracts** differs from competitive public grants, which are often narrow, inflexible, and awarded to larger regions. With township support, we ensure **local dollars directly serve local residents**—with measurable results and real-time impact.

Our costs are **$20 per day**, and YMOW provides:

- Two nutritious meals
- A wellness check and friendly visit
- Access to safety net supports and follow-up care

Let's Keep Building Together

Your continued support ensures the township's most vulnerable older adults are not left behind—and families have peace of mind knowing their loved ones are cared for each day. We would be honored to meet with the Board and Township Leadership, share more detail, or host a visit so you can see this work in action.

Thank you for your partnership in building a compassionate, age-friendly Superior Township.

Barbara Niess-May, MPA, MSW

President/CEO
Ypsilanti Meals on Wheels
Barbara@ymow.org | (734) 255-2324
www.ymow.org

YPSILANTI Meals on Wheels

SUPERIOR TOWNSHIP FIRE DEPARTMENT

MEMO

To: Nancy Mason

CC:

From: Fire Chief Vic Chevrette

Date: 11 June 2025

Re: B&B Fire Division invoice

Nancy,

The additional invoice for B&B Fire Division was for additional repairs to fire Engine 11-1 while it was in Grand Rapids. Charges were for the following that were not included/denied in the insurance claim.

1. Rear Stripping (Chevron) on the back of the truck was replaced with new stripping.
2. Lettering on the top area of the truck on both sides of the truck.
3. Four truck batteries, due to expired and dead batteries.
4. Replace exterior warning lights on both sides of the truck and rear. Severe corrosion was found on the light fixers when painting the truck.

Respectfully

Victor G. Chevrette, Fire Chief

B&B Fire Division
922 WEST RIVER CENTER DRIVE NE
COMSTOCK PARK, MI 49321
616-551-0642
Facility ID# F165380

6/9/2025 1:22:27 PM EDT | **Invoice #1371** |

Superior Township Fire Department **Phone: 734-564-4675**
7999 Ford Road

Vehicle : 2012 kovatch kovatch
VIN : 1K9AF4285CN058276
Fleet #/Driver :
Created : 1/21/2025 12:48:14 PM EST
Invoiced : 5/30/2025 1:20:58 PM EDT

Service Writer : BD
Tag/State : 053X855/MI
Color : Red-White
Odometer In : 1
Odometer Out : 1

Truck would not start. **Qty: 1** **Price: $491.82**

Qty	Code/Tech*	Reference	Description
	RH*	LABOR	Had to replace batteries, would not hold a charge.
	Batteries would not stay charged. Checked batteries and were bad. Removed and replaced all 3 batteries with new.		
3	BAT	31-925S	Batteries

Paint work **Qty: 1** **Price: $1,963.88**

Qty	Code/Tech*	Reference	Description
	RS, JW, MH*	LABOR	SEALS/SHEVRON/DOORS
	Installed Chevron on rear of truck and ladder rack, Installed new door seals on all doors. Adjusted all doors to operate correctly, Checked all lights to make sure operate correctly.		
1	-	RUBBER SEAL 100 FEET	RUBBER SEAL
10	-	92825A134	NUTHREADED SPACER
28.5	-	V98 LIME	Lime Chevron
28.5	-	V98 RED	Red Chevron

Parts

Qty	Code	Reference	Description	Condition	Unit Price	Price
1	-	SUBLETSERVICE			$14,042.55	$14,042.55
1	-	SUBLETSERVICE	Letting truck and strip		$800.00	$800.00

Labor	.....	$1,320.00
Parts	$31,220.80 less discount: $15,242.55	$15,978.25
Shop Supplies	.....	$20.00
Total		**$17,318.25**
PAYMENT		**$0.00**
BALANCE DUE		**$17,318.25**

Technician Code	Certification #
JW	
MH	
RS	
RH	

Approvals

Date & Time	Total Amount	Authorized By	Method	Employee

B&B Fire Division
922 WEST RIVER CENTER DRIVE NE
COMSTOCK PARK, MI 49321
616-551-0642
Facility ID# F165380

Superior Township Fire Department **Vehicle: 2012 kovatch kovatch**

YOU ARE ENTITLED BY LAW TO THE RETURN OF ALL PARTS REPLACED, EXCEPT THOSE WHICH ARE TOO HEAVY OR LARGE, AND THOSE REQUIRED TO BE SENT BACK TO THE MANUFACTURER OR DISTRIBUTOR BECAUSE OF WARRANTY WORK OR AN EXCHANGE AGREEMENT. YOU ARE ENTITLED TO INSPECT THE PARTS WHICH CANNOT BE RETURNED TO YOU. CERTIFICATION: All repairs and parts listed were furnished in compliance with Michigan Auto Repair Act (P.A.300) All parts are new unless otherwise stated.
ALL REPAIRS PROPERLY COMPLETED. Company Authorized Representative

X_____

I hereby authorize the repair work herein set forth to be done along with the necessary material and agree that you are not responsible for loss or damage to vehicle or articles left in vehicle in case of fire, theft or any other cause beyond your control. I hereby grant you and/or your employees permission to operate the vehicle herein described on streets, highways or elsewhere for the purpose of testing and/or Inspection. An express garagekeeper's lien is hereby acknowledged on above vehicle to secure the amount or repairs thereto. All Vehicles left over 72 hrs. after repairs are completed or B&B Fire Divsion reserves WILL INCUR A $35.00 PER DAY STORAGE FEE.

Customer Signature _____

Memorandum

To: Superior Township Board of Trustees
From: Mary Burton, Utility Director
Date: June 16, 2025
Re: Concrete Pavement for Clark Lift Station

Background

The original site plans for the Clark Lift Station included gravel instead of concrete for the driveway and adjacent area. This was done to keep costs down for the state funded loan. The gravel was to serve as a temporary option with plans to change it later to concrete. Concrete would offset long term maintenance costs of gravel and improve/preserve the property.

The Utility Department received quotes in March from Doan Construction to pour concrete and complete the driveway at a reasonable price. During the same time, there were several other concrete jobs being done in the township including the Ford Rd. Fire Station. The total cost for concrete is $32,000 for the lift station. As of April 30, 2025, the balance in the Utility Capital Reserve account was $2,998,240.00 which was sufficient to cover improvement costs.

Recommended Action

It was recommended the gravel be replaced with concrete by Doan Construction at a cost of $32,000 to the Utility Department and be approved by the Board of Trustees.

O&M Accts. Payable Voucher

Vendor Name	Date
Doan Construction Inc.	5 | 23 | 25
Address	
Invoice No.	
3008951	
Purchase Order No.	

Amount Due
$32,000.00

Terms	Bill Due
	| |

Memo

Concrete for lift station

Account	Suff	Amount		CL.
		.		O
		.		O
		.		O
		.		O

Created:	
Approved:	Mary Burton

Check Should Be: ◇ Mailed

Customer ID: 1572

REQUEST FOR PAYMENT

From: DOAN CONSTRUCTION CO., INC.
3670 CARPENTER RD.
YPSILANTI, MI 48197

To: Superior Township
3040 North Prospect Road
Ypsilanti, MI 48198

Invoice: 3008951
Draw: 25509-00004
Invoice date: 5/23/2025
Period ending date: 5/23/2025

Contract For:

Total completed		$36,729.00
Less previous requests	$0.00	
Current request for payment		$36,729.00
Current amount due		**$36,729.00**

Project: 25-509
Superior Township 2025 Misc

Customer PO#:

Architect:

Scope:

I hereby certify that the work performed and the materials supplied to date, as shown on the above represent the actual value of the accomplishment under the terms of the Contract (and all authorized changes thereof) between the undersigned and the Superior Township relating to the above referenced project. I also certify that the contractor has paid all amounts previously billed and paid by the owner.

CONTRACTOR: DOAN CONSTRUCTION CO., INC.

By: _____

Date: 5-28-2025

State Of Michigan County Of Oakland

Subscribed and sworn to before me this 28 day of May 2025

Notary Public _____

My commission expires: 10/28/2027

REQUEST FOR PAYMENT DETAIL

Project: 25-509 / Superior Township 2025 Misc Invoice: 3008951 Draw: 25509-00004 Period Ending Date: 5/23/2025

		CONTRACTED				CURRENT		TOTAL TO DATE		
Item ID	Description	Unit of Measure	Bid Quantity	Unit Price	Amount	Quantity	Amount	Quantity	Amount	Units to Finish
1-140	R&R Concrete Approach, 6 in	Sft	110.00	14.75	1,622.50	110.00	1,622.50	110.00	1,622.50	
1-141	R&R Sidewalk Ramp	Sft	210.00	13.65	2,866.50	210.00	2,866.50	210.00	2,866.50	
1-142	Detectable Warning Surface	Ft	8.00	60.00	480.00	8.00	480.00	8.00	480.00	
1-143	Prep/Pour 8 inch Conc Pavt	Sft	2,000.00	16.00	32,000.00	2,000.00	32,000.00	2,000.00	32,000.00	
1-145	Damaged Irrigation Credit	Dlr		1.00	0.00	-240.00	-240.00	-240.00	-240.00	240.00
Totals					36,969.00		36,729.00		36,729.00	

Bid Proposal

3670 Carpenter Road, Ypsilanti, MI 48197
tel (734) 971 4678. fax (734) 971 4415

Customer: **General Contractors**
Project: **Superior Township Concrete Repairs**
Location: **Superior Twp, MI**

Date: 4/1/2025

Item of Work	Unit Price	Quantity	Amount
908 NOTTINGHAM DRIVE			
&R Concrte Approach, 6 inch, Nonreinf	$14.75	110 Sft	**$1,622.50**
TILITY MAINTENANCE FACILITY			
&R Sidewalk Ramp	$13.65	210 Sft	$2,866.50
etectable Warning Surface, ADA	$60.00	8 Ft	$480.00
ubtotal			**$3,346.50**
UMP STATION			
rep and Pour 8 inch Concrete Pavement	$16.00	2000 Sft	**$32,000.00**
		Total	**$36,969.00**

ove prices are based on completion of work within : 1 mobilization, any additional will be billed on a Time & Material basis.

LL PRICES SUBJECT TO CHANGE AFTER 30 DAYS.

ie following standard exclusions apply unless noted: ***QA/QC Testing***, Permits, Layout, Barricades, Removals, Excavation, Backfill, bgrade Preparation, ***Lane Ties***, Sand Cushion, Final Pointing of Castings, Final Sawing and Joint Sealing and Winter Protection.

bgrade must be (+-)0.10'. Castings must be (+-)0.10'.

CCEPTANCE OF ESTIMATE: The above prices, specifications and conditions are satisfactory and are hereby ccepted. You are authorized to do the work on a **unit price basis** unless otherwise noted. Please sign and fax back after review.

ATE: **SIGNATURE:**

JOB BENCHMARK #202
SET COTTON SPINDLE IN N FACE UTIL POLE
S SIDE CLARK RD AT E EDGE OF DRIVE
TO FIELD EXTENDED, 1ST POLE W OF N RIVER ST SIGN
ELEV 755.30

TRAVERSE POINT #102
N 278145.55
E 13328307.54 ELEV 751.56

CLARK ROAD
(R.O.W. VARIES)

GRAPHIC SCALE: 1 inch = 20 feet
0 10 20 40 60

N

SECURITY FENCE LIMIT AROUND PUMP STATION BUILDING AND WET WELL

HIGHLIGHTED AREA IS CONCRETE PAVING ADDED BY UTILITIES DEPT AFTER COMPLETION OF THE CONTRACT WITH STANTE EXCAVATING FOR THE SRF LOAN.

PROP TEMPORARY CONSTRUCTION EASEMENT LIMIT
PROP PERMANENT EASEMENT LIMIT
REMOVE INTERIOR DROP AFTER BYPASS OF FLOW IS COMPLETE AND BULKHEAD EX SEWER
REMOVE AND REPLACE 4 INCHES OF 22A SEE PAVEMENT CROSS SECTION, SHEET C2
FENCE SEE DETAIL ON SHEET C7
PROP 18" SANITARY SEWER
PROP 12" SANITARY SEWER
PUMP STATION FF 745.00
BOLLARD (TYP.)
GRAVEL
CONCRETE
SWING GATE SEE DETAIL ON SHEET C7
40' TEMP ESMT
EX PVC CLEANOUT UNDER OLD CASTING; INSTALL EJ 1564 CASTING W/ COVER LABELED "CLEANOUT"
BULKHEAD EXIST PIPE
12" DIA END SECTION INV E 747.80
12" CULVERT
12" END SECTION INV W 748.24
ASPHALT
TP# 102
BM# 202
6' CHAIN LINK FENCE
J-10-33-400-029 WASHTENAW COUNTY PARKS 325 E CLARK RD. YPSILANTI, MI 48198
WETLAND BOUNDARY
TRENCH SHORING
EXISTING DEWATERING CASING
MONITORING WELL
BURIED AT&T
U.G. AT&T CONDUIT
O.H. COMCAST, ELEC
U.G. ELEC
GAS
R.O.W.

Know what's below. Call before you dig.

OHM
ARCHITECTS ENGINEERS PLANNERS
34000 Plymouth Road
Livonia, MI 48150
P (734) 522-6711 | F (734) 522-6427
OHM-ADVISORS.COM

REVISIONS:
04/20/2023 EGLE DRAFT SUBMITTAL
05/19/2023 BID SET

DATE 12/09/19
PROJ NUMBER 0140-23-0040
ENG EG
PROJ MGR AK
CADD —
COUNTY WASHTENAW
CITY/VILLAGE/TOWNSHIP SUPERIOR
SCALE H: 1"=20' V: N/A
HORIZ DATUM NAD83
VERT DATUM NAVD88

SUPERIOR CHARTER TOWNSHIP
CLARK ROAD SANITARY SEWER, SRF PROJECT #6695-01
SITE PLAN & UTILITIES

SHEET C6

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DRAWING PATH: P:\0126_0165\0140230\040_Clark_Rd_Open_Cut_Sanitary\Sewer\Drawings\Civil\Plans_Const\1900505STE.dwg May 19, 2023 - 2:03pm















SUPERIOR TOWNSHIP
Record of Disbursements

Date: June 16, 2025

*Contains all checks written since last report for the following funds:

General Bank - includes all checks written from the following funds:

101 - General Fund
203 - Side Street Maintenance Fund
211 - Legal Defense Fund
219 - Streetlight Fund
249 - Building Fund
266 - Law Fund
508 - Park Fund

206 - Fire Fund
592 - Utility Dept.
701 - Trust & Agency Fund

Total amount for all disbursements - $ 957,438.57

Note: Some of these checks were presented to the board for approval. All others are either pre-approved or under $3,000.00 for Government Funds and $5,000 for Utility Dept.

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank FIRE FIRE FUND					
Check Type: Paper Check					
05/20/2025	FIRE	27896			V
			Void Reason: NEW FORMAT OF CHECKS STARTING AT 27900 CANT RUN TOGETHER		
05/20/2025	FIRE	27897			V
			Void Reason: NEW FORMAT OF CHECKS STARTING AT 27900 CANT RUN TOGETHER		
05/20/2025	FIRE	27898			V
			Void Reason: NEW FORMAT OF CHECKS STARTING AT 27900 CANT RUN TOGETHER		
05/20/2025	FIRE	27899			V
			Void Reason: NEW FORMAT OF CHECKS STARTING AT 27900 CANT RUN TOGETHER		
05/20/2025	FIRE	27900	ANN ARBOR CLEANING SUPPLY	BUILDING SUPPLIES	354.84
05/20/2025	FIRE	27901	AUTO VALUE YPSILANTI	OIL-DRI	160.80
05/20/2025	FIRE	27902	CANON FINANCIAL SERVICES INC.	LEASE ON COPY MACHINE - COPY USAGE	202.14
05/20/2025	FIRE	27903	CANTRELL'S CARPET CLEANING, LLC	CLEANING OF CARPETS & FURNITURE AT STATI	968.00
				CLEANING OF CARPETS & FURNITURE AT STATI	848.00
					1,816.00
05/20/2025	FIRE	27904	COMCAST	INTERNET - STATION #2 -JUNE 25	417.47
				ADD'L OUTLET STATION #1 -MAY 25	10.53
					428.00
05/20/2025	FIRE	27905	CORRIGAN OIL COMPANY	224 GALLONS DIESEL FUEL	605.92
05/20/2025	FIRE	27906	CSI EMERENCY APPARATUS	FIRE HOSE	1,206.52
05/20/2025	FIRE	27907	DAN KIMBALL	SMAFC MEMBERSHIP & DUES	65.00
05/20/2025	FIRE	27908	DELTA DENTAL	DENTAL INSURANCE - JUNE 2025	1,096.06
05/20/2025	FIRE	27909	DTE ENERGY	ELECTRIC & GAS - STATION #2- APRIL 25	872.20
05/20/2025	FIRE	27910	EMERGENT HEALTH PARTNERS	2025 - MAY	3,486.50
05/20/2025	FIRE	27911	GRAINGER	POW MIA FLAGS	249.25
05/20/2025	FIRE	27912	LINDE GAS & EQUIPMENT, INC	OXYGEN CYLINDER RENTAL	94.86
05/20/2025	FIRE	27913	MACQUEEN EMERGENCY	GLOVES	283.10
05/20/2025	FIRE	27914	MEDMUTUAL LIFE	LIFE INSURANCE - JUNE 2025	136.20
05/20/2025	FIRE	27915	MOBILE COMMUNICATION SERVICES INC.	RADIO REPAIR - CHIEF VEHICLE	263.33
05/20/2025	FIRE	27916	NFPA	NFPA MEMBERSHIP 2025 - KIMBALL	225.00
05/20/2025	FIRE	27917	PHILIP W. DICKINSON	HEALTH INSURANCE REIMBURSEMENT JUNE 202	325.30
05/20/2025	FIRE	27918	SUPERIOR TOWNSHIP CREDIT CARD ACCT	MI ASSOCIATION OF FIRE CHIEF MEETING	120.00
				RESTAURANT DEPOT - WATER	60.72
				CHARGES WERE NOT CHARGED TO CR CARD	(67.00)
					113.72
05/20/2025	FIRE	27919	SUPERIOR TWP PAYROLL FUND	HSA FEES - MAY 2025	51.00
05/20/2025	FIRE	27920	SUPERIOR TWP UTILITY DEPARTMENT	WATER -STATION #2	88.11
05/20/2025	FIRE	27921	THE SWEATSHOP	EMBRODERY OF BADGES	100.00
05/20/2025	FIRE	27922	VERIZON WIRELESS	CELL PHONES -APRIL 2025	521.24
05/20/2025	FIRE	27923	VSP INSURANCE CO	VISION INSURANCE - JUN 2025	240.79
05/20/2025	FIRE	27924	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER 5/22/25 PAY	71,678.17
05/28/2025	FIRE	27925	ANN ARBOR TOWNSHIP FIRE DEPARTMENT	19 BAGS FLOOR DRY FOR ACCIDENT SCENE	142.31
05/28/2025	FIRE	27926	AUTO VALUE YPSILANTI	OIL	59.64
05/28/2025	FIRE	27927	COMCAST	INTERNET SERVICES - ST #1 -JUNE 2025	385.03
05/28/2025	FIRE	27928	CORRIGAN OIL COMPANY	179.10 GALLONS DIESEL	471.10
05/28/2025	FIRE	27929	DTE ENERGY	ELECTRIC @ STATION #1 -MAY 2025	865.44
				GAS - STATION #1 -MAY 2025	160.35

Check Date	Bank	Check	Vendor Name	Description	Amount
					1,025.79
05/28/2025	FIRE	27930	HOME DEPOT CREDIT SERVICES	KITCHEN SUPPLIES	41.38
05/28/2025	FIRE	27931	RUSSELL GIRBACH	EMS CE TRAINING	300.00
05/28/2025	FIRE	27932	STAPLES	BINDERS	74.86
05/28/2025	FIRE	27933	SUPERIOR TWP PAYROLL FUND	PENSION/HCSP - MAY 2025	30,230.35
05/28/2025	FIRE	27934	TRUGREEN PROCESSING CENTER	STATION #1 - LAWN TREATMENT	217.14
06/03/2025	FIRE	27935	AMERICAN AQUA, INC.	WATER SOFTNER SUPPLIES	386.14
06/03/2025	FIRE	27936	CONWAY SHIELD, INC.	(2) HELMETS	875.00
06/03/2025	FIRE	27937	CUMMINS SALES AND SERVICE	TRUCK REPAIR	15,050.69
06/03/2025	FIRE	27938	DAN KIMBALL	REIMBURSEMENT FOR RIGGER CABLE	28.61
06/03/2025	FIRE	27939	DTE ENERGY	ELECTRIC & GAS - STATION #2- MAY 2025	602.77
06/03/2025	FIRE	27940	GABBYS BP	REFILL FUEL CANS	32.11
06/03/2025	FIRE	27941	GRAINGER	CONTAINMENT POOL	696.66
06/03/2025	FIRE	27942	INTERNATIONAL CODE COUNCIL, INC.	ICC MEMBERSHIP - KIMBALL	170.00
06/03/2025	FIRE	27943	LAMAURICE H GARDNER, PSY.D.	EMPLOYEE SERVICES	200.00
06/03/2025	FIRE	27944	LINDE GAS & EQUIPMENT, INC	OXYGEN CYLINDER RENTAL	100.75
06/03/2025	FIRE	27945	MOBILE COMMUNICATION SERVICES INC.	ENGINE 2 HEADSET WORK	300.00
06/03/2025	FIRE	27946	OHM ADVISORS	ENGINEERING SERVICES - ST #1 ROOF	1,590.50
06/03/2025	FIRE	27947	PRIORITY ONE EMERGENCY	UNIFORM PANTS - CHIEF	233.97
06/03/2025	FIRE	27948	SHAUN BACH	MILEAGE REIMBURSEMENT 5/19-5/22	194.60
06/03/2025	FIRE	27949	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER 6/5/25 PAYROLL	66,294.98
06/03/2025	FIRE	27950	TIMOTHY WINTERS	HEALTH INSURANCE REIMBURSEMENT - JUNE 20	334.91
06/10/2025	FIRE	27951	BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	1,230.16
06/10/2025	FIRE	27952	COMCAST	TELEPHONES - JUNE 2025	1,017.31
06/10/2025	FIRE	27953	CORRIGAN OIL COMPANY	377.60 GALLONS DIESEL FUEL	971.89
06/10/2025	FIRE	27954	FIREWRENCH OF MICHIGAN	TANKER #1 REPAIR	489.90
				ENGINE #2 REPAIR	686.75
				ENGINE #2 REPAIR	904.85
				ENGINE #2 REPAIR	3,644.87
				ENGINE #2 REPAIR	3,452.90
					9,179.27
06/10/2025	FIRE	27955	FITNESS THINGS, INC.	REPAIR OF EXERCISE EQUIPMENT	267.00
06/10/2025	FIRE	27956	SUPERIOR TWP PAYROLL FUND	HSA FEES - JUNE 2025	51.00
06/10/2025	FIRE	27957	TAZ NETWORKS, INC	NETWORK FLAT FEE -JUNE 2025	1,648.38
06/10/2025	FIRE	27958	THE SWEATSHOP	HATS - CHIEF	40.00
06/10/2025	FIRE	27959	VERIZON WIRELESS	CELL PHONES -MAY 2025	521.49
06/10/2025	FIRE	27960	WEX BANK	FUEL - MAY	566.31
				Total Paper Check:	220,196.15

FIRE TOTALS:

Total of 65 Checks:	220,196.15
Less 4 Void Checks:	0.00
Total of 61 Disbursements:	220,196.15

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank GENL GENERAL BANK					
Check Type: Paper Check					
05/20/2025	GENL	49542	BILL BALMES	CELL PHONE STIPEND - MAY 25	50.00
05/20/2025	GENL	49543	BRIAN CLARK	MILEAGE REIMBURSEMENT MARCH B OF R	20.30
05/20/2025	GENL	49544	CANON FINANCIAL SERVICES INC.	LEASE ON (2) COPY MACHINES & COPIES	579.71
05/20/2025	GENL	49545	DARRELL THOMAS	DUMP TICKET REIMBURSEMENT	50.00
05/20/2025	GENL	49546	DELTA DENTAL	DENTAL INSURANCE - JUNE 2025	843.48
05/20/2025	GENL	49547	DOG WASTE DEPOT	DOG WASTE STATIONS FOR OAKBROOK/SCHROETE	735.94
05/20/2025	GENL	49548	DONETTA MAZYCK	DUMP TICKET REIMBURSEMENT	22.00
05/20/2025	GENL	49549	FASTSIGNS	NAME PLATE - R WILLIAMS	94.53
05/20/2025	GENL	49550	GENE BUTMAN FORD SALES, INC.	2025 FORD F-250	45,855.80
05/20/2025	GENL	49551	IRMA GOLDEN	BOARD OF REVIEW DEC 24	4.82
05/20/2025	GENL	49552	JALEEN WILSON	TRASH PICK-UP MACARTHUR/WIARD/ROW	204.00
05/20/2025	GENL	49553	JEFFREY DILLON	DUMP TICKET REIMBURSEMENT	44.00
05/20/2025	GENL	49554	KRISTINA CARR-RANKIN	CELL PHONE STIPEND - MAY 25	50.00
05/20/2025	GENL	49555	LANDIS SMITH	CELL PHONE STIPEND - JULY 24	50.57
				REIMBURSEMENT FOR FUEL FOR TRUCK	16.32
					66.89
05/20/2025	GENL	49556	LISA LEWIS	MILEAGE REIMBURSEMENT 4/10-5/14/25	170.40
				CELL PHONE STIPEND - MAY 25	50.00
					220.40
05/20/2025	GENL	49557	MEDMUTUAL LIFE	LIFE INSURANCE - JUNE 2025	192.96
05/20/2025	GENL	49558	MICHELLE ARKENS	DUMP TICKET REIMBURSEMENT	44.00
05/20/2025	GENL	49559	NANCY MASON	CELL PHONE STIPEND - MAY 25	50.00
05/20/2025	GENL	49560	PAULA CALOPISIS	CELL PHONE STIPEND - MAY 25	50.00
05/20/2025	GENL	49561	QUADIENT FINANCE USA, INC.	POSTAGE REFILL FOR MACHINE	500.00
05/20/2025	GENL	49562	ROBERT ACTON	37-MECH/PLUMB INSPECTIONS 5/3-16/25	1,850.00
05/20/2025	GENL	49563	ROBERT BUTLER	2025 CONTRACT - #2	1,766.67
05/20/2025	GENL	49564	ROBERT MURRAY III	CANCELLATION OF PERMIT - 8851 PLYMOUTH-A	60.00
05/20/2025	GENL	49565	SUPERIOR TOWNSHIP CREDIT CARD ACCT	QUICKBOOKS - MAY 2025	338.00
				ICHAT /TOPPS (1099 PROCESSING)	20.40
					358.40
05/20/2025	GENL	49566	SUPERIOR TWP PAYROLL FUND	HSA FEES - MAY 2025	17.00
05/20/2025	GENL	49567	TRUGREEN PROCESSING CENTER	LAWN SERVICE	157.76
05/20/2025	GENL	49568	VSP INSURANCE CO	VISION INSURANCE - JUNE 2025	214.17
05/20/2025	GENL	49569	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER 5/22/25 PAYROLL	58,861.71
05/28/2025	GENL	49570	BELFOR USA GROUP	EMERGENCY SERVICES FOR OLD TOWN HALL FLO	742.01
05/28/2025	GENL	49571	BS&A SOFTWARE	DELINQUENT PERSONAL PROPERTY & ANNUAL SE	6,298.00
05/28/2025	GENL	49572	CARLISLE WORTMAN ASSOCIATES	PLANNING SERVICES	1,705.00
				IN HOUSE PLANNER (APRIL)	6,300.00
				2020 MASTER PLAN	260.00
				PREPARE SUMMARY OF FUNDING FOR TRAIL PLA	70.00
				PLANNING SERVICES - APRIL	5,242.50
				TIMBER CREEK PRE-APPLICATION	120.00
				5766 GEDDES ROAD - ZBA	202.50
					13,900.00
05/28/2025	GENL	49573	CASTLEBERRY & LUCAS	LEGAL SERVICES - APRIL 2025	2,260.00
05/28/2025	GENL	49574	CINTAS CORPORATION - 300	RUG SERVICE MONTH OF MAY 2025	344.96

Check Date	Bank	Check	Vendor Name	Description	Amount
05/28/2025	GENL	49575	CUMMINS SALES AND SERVICE	REPAIR OF GENERATOR AT TOWN HALL	1,122.53
05/28/2025	GENL	49576	DWG PLUMBING	OVERPAYMENT OF PERMIT 1515 RIDGE RD #64	105.00
05/28/2025	GENL	49577	HERB WILES	DUMP TICKET REIMBURSEMENT	28.00
05/28/2025	GENL	49578	JALEEN WILSON	TRASH PICK-UP MACARTHUR/WIARD/ROW	204.00
05/28/2025	GENL	49579	JONATHAN LEWIS	DUMP TICKET REIMBURSEMENT	50.00
05/28/2025	GENL	49580	SAM'S CLUB/SYNCHRONY BANK	KITE & ROCKET DAY/CLEAN UP DAY	427.14
05/28/2025	GENL	49581	STAPLES	OFFICE SUPPLIES	127.49
05/28/2025	GENL	49582	SUPERIOR TOWNSHIP CREDIT CARD ACCT	ZOOM -MAY 2025	79.98
				SMARTSHEET -MAY	24.00
				2025 MIDEAL REGISTRATION	230.00
				STAMP FOR CLERK'S OFFICE	36.95
				ADOBE - MONTHLY SCRIPT -MAY 25	167.93
					538.86
05/28/2025	GENL	49583	SUPERIOR TWP PAYROLL FUND	PENSION /HCSP - MAY 2025	15,616.28
05/28/2025	GENL	49584	TAZ NETWORKS, INC	PRINTER ISSUES - NEW EMPLOYEE SET UP	700.50
05/28/2025	GENL	49585	TERMINIX EHRLICH	PEST CONTROL -MAY 2025	134.62
06/03/2025	GENL	49586	A-PARKWAY SERVICES	PORTAJOHN @ BIRD WATCHING CLASS	130.00
				POPRTAJOHN @ FIREMAN'S PARK JUNE	130.00
					260.00
06/03/2025	GENL	49587	AMAZON CAPITAL SERVICES	TRASH BUCKET HOLDERS FOR MOWERS	260.00
06/03/2025	GENL	49588	ANN ARBOR AREA TRANSPORTATION AUTH.	2025 -MAY	10,128.92
06/03/2025	GENL	49589	COMCAST	INTERNET MAY 2025	211.58
06/03/2025	GENL	49590	DANIEL SMOKE	DUMP TICKET REIMBURSEMENT	48.00
06/03/2025	GENL	49591	DELUXE	DEPOSIT TICKETS - TAX FUND	212.17
06/03/2025	GENL	49592	FEDEX	OVERNIGHT MAIL	30.70
06/03/2025	GENL	49593	FRANK SITEK	DUMP TICKET REIMBURSEMENT	36.00
06/03/2025	GENL	49594	HOME DEPOT CREDIT SERVICES	SHOP SUPPLIES/DECK BOARDS FOR CHNP	278.71
06/03/2025	GENL	49595	JALEEN WILSON	TRASH PICK-UP MACARTHUR/WIARD/ROW	204.00
06/03/2025	GENL	49596	KEVIN WINSTON	DUMP TICKET REIMBURSEMENT	46.00
06/03/2025	GENL	49597	MICHAEL SOLOMON	BIRD WATCHING PROGRAM	300.00
06/03/2025	GENL	49598	ROBERT BUTLER	2025 CONTRACT -3	1,766.67
06/03/2025	GENL	49599	STANDARD PRINTING	NAME BADGES	81.50
06/03/2025	GENL	49600	SUPERIOR TOWNSHIP CREDIT CARD ACCT	DEPOSIT - CHAMBERLIN PONY - SUPERIOR DAY	160.00
				TRAINING - WILLIAMS	99.00
				HOST MONSTER - YEARLY CHARGE	215.88
					474.88
06/03/2025	GENL	49601	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER -6/5/25 PAY	67,145.98
06/03/2025	GENL	49602	SUPERIOR TWP UTILITY DEPARTMENT	CELL PHONE - JUAN MAY	49.93
06/03/2025	GENL	49603	TAZ NETWORKS, INC	LAPTOP ISSUES	588.00
				UPDATE EMAIL	37.50
					625.50
06/03/2025	GENL	49604	THE REINHALT-THOMAS CORPORATION	DISPOSAL OF TIRES FROM CLEAN UP DAY	42.00
06/03/2025	GENL	49605	YPSILANTI ACE HARDWARE	KEYS	7.77
06/04/2025	GENL	49606	JAMES RATLIFF	10-ELECTRICAL INSPECTIONS 5/21/2025	500.00
06/04/2025	GENL	49607	ROBERT ACTON	21-MECH/PLUMB INSPECTIONS 5/17-5/30/25	1,050.00
06/10/2025	GENL	49608	A & N ELECTRIC, INC.	OVERPAYMENT OF PERMIT - 2192 WILTSHIRE D	15.00
06/10/2025	GENL	49609	ANN ARBOR HANDS ON MUSEUM	PARTICIPATION IN SUPERIOR DAYS	475.00
06/10/2025	GENL	49610	BRIAN JOES ELECTRICAL SERVICES	OVERPAYMENT OF PERMIT - 1706 STEPHENS DR	10.00
06/10/2025	GENL	49611	CHAMBERLIN PONY RIDES	PARTICIPATION IN SUPERIOR DAYS	1,025.00
06/10/2025	GENL	49612	COMCAST	TELEPHONES - JUNE 2025	852.40

Check Date	Bank	Check	Vendor Name	Description	Amount	
06/10/2025	GENL	49613	CONKLIN LANDSCAPING, INC	MOWING AT TOWNHALL - MAY	2,226.00	
				PROSPECT ROAD MOW & TRIM - MAY	945.00	
				GEDDES & RIDGE ROUNDABOUT - MAY	80.00	
				SUPERIOR & RIDGE ROUNDABOUT - MAY	340.00	
					3,591.00	
06/10/2025	GENL	49614	CULLIGAN OF ANN ARBOR/DETROIT	WATER SOFTNER SUPPLIES	300.39	
06/10/2025	GENL	49615	DTE ENERGY	SIREN @ 1989 PROSPECT -- MAY 25	24.37	
				DIXBORO VILLAGE GREEN ELECTRIC -MAY	29.49	
				GEN/LAW SPLIT/OLD TOWN HALL ELEC -MAY	913.48	
				ELECTRIC - PARKS BARN - MAY 25	24.26	
				OLD TOWN HALL GAS - MAY 25	62.98	
				GEN/LAW SPLIT/GENERATOR-GAS -MAY 2025	151.89	
				APT "1" GAS - MAY 2025	83.71	
					1,290.18	
06/10/2025	GENL	49616	VOID			V
			Void Reason: Created From Check Run Process			
06/10/2025	GENL	49617	DTE ENERGY	STREETLIGHTS -MAY 2025	8,042.51	
06/10/2025	GENL	49618	FREEDOM FOREVER MICHIGAN LLC	CANCEL 2 PERMITS - 9890 HIGH MEADOW DR	266.00	
06/10/2025	GENL	49619	GMAR MLS	2025 QUARTERLY MLS DUES	99.00	
06/10/2025	GENL	49620	JALEEN WILSON	TRASH PICK-UP MACARTHUR/WIARD/ROW	187.00	
06/10/2025	GENL	49621	JAMEEL S WILLIAMS	LEGAL SERVICES - MAY 2025	2,875.00	
06/10/2025	GENL	49622	KONA ICE	PARTICIPATION IN SUPERIOR DAYS 2025	750.00	
06/10/2025	GENL	49623	MLIVE MEDIA GROUP	NEWSPAPER POSTINGS - MAY	592.22	
06/10/2025	GENL	49624	SMILE TIME EVENTS	PARTICIPATION IN SUPERIOR DAYS	335.00	
06/10/2025	GENL	49625	SUPERIOR TOWNSHIP CREDIT CARD ACCT	ICC - CODE BOOKS	526.50	
				ADOBE - MONTHLY SCRIPT -JUNE 25	167.93	
					694.43	
06/10/2025	GENL	49626	SUPERIOR TWP FIRE FUND	REAL PROPERTY TAX REIMBURSEMENTS	35.00	
06/10/2025	GENL	49627	SUPERIOR TWP PAYROLL FUND	HSA FEES - JUNE 2025	21.25	
06/10/2025	GENL	49628	TAZ NETWORKS, INC	NETWORK FLAT FEE -JUNE 2025	2,960.00	
06/10/2025	GENL	49629	THE WHIMSEY WAND	PARTICIPATION IN SUPERIOR DAYS	325.00	
06/10/2025	GENL	49630	WENDY FINCHER	DUMP TICKET REIMBURSEMENT	12.00	
06/10/2025	GENL	49631	WEX BANK	FUEL - MAY 2025	434.54	
06/10/2025	GENL	49632	WEX BANK	FUEL- MAY 2025	71.89	
06/10/2025	GENL	49633	WEX BANK	FUEL- MAY 2025	90.01	
				Total Paper Check:	264,674.06	

GENL TOTALS:

Total of 92 Checks:	264,674.06
Less 1 Void Checks:	0.00
Total of 91 Disbursements:	264,674.06

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank TRUST TRUST & AGENCY					
Check Type: Paper Check					
05/20/2025	TRUST	1102	DG RESIDENTIAL SALES, LLC	FINAL SETTLEMENT	108,430.00
05/20/2025	TRUST	1103	SUPERIOR TWP GENERAL FUND	TRAILER FEES - MARCH 2025	229.00
05/20/2025	TRUST	1104	WASHTENAW COUNTY TREASURER	TRAILER FEES - MARCH 2025	1,145.00
06/03/2025	TRUST	1105	CARLISLE WORTMAN ASSOCIATES	PLANNING SERVICES	140.00
				PLANNING SERVICES	165.00
					305.00
06/03/2025	TRUST	1106	JOHN HUGHES	SECURITY DEPOSIT REFUND FOR OAKBROOK PAR	100.00
06/03/2025	TRUST	1107	OHM ADVISORS	ENGINEERING SERVICES	312.00
				ENGINEERING SERVICES	5,103.50
				ENGINEERING SERVICES	2,355.75
				ENGINEERING SERVICES	533.25
				ENGINEERING SERVICES	284.25
					8,588.75
06/03/2025	TRUST	1108	SUPERIOR TWP GENERAL FUND	TRAILER FEES - MAY 2025	229.00
06/03/2025	TRUST	1109	WASHTENAW COUNTY TREASURER	TRAILER FEES - MAY 2025 -1	1,145.00
06/10/2025	TRUST	1110	PABLO GARCIE SALGADO	SECURITY DEPOSIT REFUND FOR OAKBROOK PAR	100.00
				Total Paper Check:	120,271.75

TRUST TOTALS:

Total of 9 Checks:	120,271.75
Less 0 Void Checks:	0.00
Total of 9 Disbursements:	120,271.75

Superior Township Utility Department
Check Register
May 20 through June 16, 2025

Date	Num	Name	Memo	Amount
100 · CASH - O&M				
101 · Checking - Chase 205000485529				
05/20/25	15728	Delta Dental Plan of Michigan	Dental Insurance - June 2025	(1,008.60)
05/20/25	15729	DTE	Gas/Elec - April 25	(1,416.95)
05/20/25	15730	Jack Doheny Companies, Inc.	Emergency vactor truck repair	(25,876.07)
05/20/25	15731	Lucas Irrigation & Landscape	Lawn Restorations from 2025 water main b...	(1,250.00)
05/20/25	15732	MedMutual Life	Life Insurance - June 25	(79.45)
05/20/25	15733	Professional Building Mainten...	Building cleaning - May	(1,042.00)
05/20/25	15734	Quadient Leasing USA, Inc.	Folder Lease	(992.31)
05/20/25	15735	Quality Heating & Cooling, Inc.	Furnace Repair - AB	(149.00)
05/20/25	15736	Superior Township Credit Car...	Adobe/Quickbooks monthy fees	(380.38)
05/20/25	15737	Superior Twp. Payroll Fund	HSA Fees - May	(12.75)
05/20/25	15738	Tokio Marine HCC	Insurance deductible- utility salter gate st...	(5,000.00)
05/20/25	15739	TruGreen	Lawn Service	(158.83)
05/20/25	15740	UIS	Lift station communication failure emergen...	(507.50)
05/20/25	15741	Vision Service Plan	Vision Insurance - June 25	(170.61)
05/20/25	15742	Washtenaw County Road Com...	Stamford Rd. Sanitary Sewer Repair	(407.30)
05/20/25	15743	Ypsilanti Comm. Utilities Autho...	W/S Purch. - Apr25	(197,180.42)
05/20/25	15744	Superior Twp. Payroll Fund	Payroll 5/22/25	(29,514.57)
05/28/25	15745	Amazon Capital Services, Inc.	Coffee, mouse pad, desk calendar	(85.41)
05/28/25	15746	Auto Value Ypsilanti	motor oil, filters, grease for service trucks	(352.71)
05/28/25	15747	Comcast	Internet - Maint. Fac. - May	(385.03)
05/28/25	15748	Core & Main	Repair clamps for water main breaks	(1,236.93)
05/28/25	15749	DTE	Gas/Electric May	(1,886.49)
05/28/25	15750	Home Depot	(6) 2x4's	(44.65)
05/28/25	15751	Howlett Lock & Door, Inc.	Master Pad Locks for MF and the Station G...	(203.08)
05/28/25	15752	Paragon Laboratories	Water samples	(345.00)
05/28/25	15753	Superior Twp. Payroll Fund	Pension - HCPS - May 2025	(8,450.08)
05/28/25	15754	Todd's Services, Inc. (TSI)	Spk system start up and repairs	(465.00)
05/28/25	15755	TruGreen	Lawn Service	(129.06)
05/28/25	15756	Verizon	Cell Phones - May25	(524.79)
05/28/25	15757	Ypsilanti Comm. Utilities Autho...	Water - Adm. Bldg. - Mar+Apr25	(103.04)
05/28/25	15758	Ypsilanti Ace Hardware	Air compressor fittings -MB	(20.56)
05/28/25	15759	OHM Engineering Advisors	General Assistance	(4,494.00)
06/03/25	15760	Badger Meter	Monthly Services - May25	(3,259.56)
06/03/25	15761	Comcast	Internet & Phone - LeForge Booster Sta - Ma...	(448.17)
06/03/25	15762	Doan Construction Inc.	Removed and replaced driveway approach a...	(1,917.50)

Superior Township Utility Department
Check Register
May 20 through June 16, 2025

Date	Num	Name	Memo	Amount
06/03/25	15763	Duke's Root Control, Inc.	Root foaming	(9,688.36)
06/03/25	15764	MRWA	Operator Expo	(430.00)
06/03/25	15765	Quadient	Postage Meter Refills	(2,854.00)
06/03/25	15766	SiteOne Landscape Supply	Grass seed for lawn repairs	(126.40)
06/03/25	15767	Superior Township Credit Car...	Bafco Inc- Training Rob & Ray	(300.00)
06/03/25	15768	Superior Twp. Payroll Fund	Payroll 6/5/2025	(29,748.55)
06/03/25	15769	Todd's Services, Inc. (TSI)	Sprinkler System Repair -MF	(510.00)
06/03/25	15770	Weingartz	New weed whip and trimming chain	(313.30)
06/10/25	15771	Amazon Capital Services, Inc.	Office Supplies	(373.06)
06/10/25	15772	Cintas Corporation	First aid cabinet restock -MF	(85.50)
06/10/25	15773	Comcast	Internet Adm. Bldg. - May	(385.03)
06/10/25	15774	Comcast - phones	Phones admin/maint -May	(792.66)
06/10/25	15775	DTE	Gas/Elec - May 25	(1,950.92)
06/10/25	15776	Ingersoll Rand	Semi-Annual Bill for Planned CARE Agreem...	(1,226.48)
06/10/25	15777	Millennium Business Systems	copier lease	(452.44)
06/10/25	15778	Superior Township Credit Car...	Credit Card- Repair of Mower Trailer @ D.R....	(1,551.00)
06/10/25	15779	Superior Twp. Util. Dept. Capit...	Transfer from O&M to CAP RSV an EFT Pym...	(8,200.00)
06/10/25	15780	Superior Twp. Payroll Fund	HSA Fees -June	(12.75)
06/10/25	15781	Taz Networks Inc.	New computer/Flat Fee June	(2,416.35)
06/10/25	15782	Wex Bank	Fuel - May	(475.54)
06/10/25	15783	Ypsilanti Comm. Utilities Autho...	W/S Purch. - AR Properties - May25	(235.58)
Total 101 · Checking - Chase 205000485529				(351,625.72)
Total 100 · CASH - O&M				(351,625.72)
120 · CASH - CAPITAL RESERVE				
125 · CR Chkg. - Chase 639918234				
05/20/25	1259	Washtenaw County Road Com...	Stamford Water Main Installation	(620.89)
05/20/25	1260	Washtenaw County Soil Erosion	Soil erosion inspection for Stamford Rd. P...	(50.00)
Total 125 · CR Chkg. - Chase 639918234				(670.89)
Total 120 · CASH - CAPITAL RESERVE				(670.89)
TOTAL				(352,296.61)