

**CHARTER TOWNSHIP OF SUPERIOR
REGULAR BOARD MEETING
SUPERIOR CHARTER TOWNSHIP HALL
3040 N. PROSPECT RD., SUPERIOR TOWNSHIP, MI 48198
JULY 21, 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. OHM Overview Presentation of Superior Township Water Master Plan and Capital Improvements Plan (CIP)
 - B. Washtenaw County Road Commission Presentation – Adam Lape, Director of Operations
 - C. Plante Moran Proposal for Accounting Services Presentation
8. CONSENT AGENDA
 - A. APPROVAL OF MINUTES
 1. June 16, 2025, Regular Meeting
 - B. REPORTS
 1. Supervisor Report
 2. Departmental Reports: Building Department, Fire Department, Sheriff's Report, Utility Department, Assessing Department, Planning and Zoning Department
 3. Accounting Report
 4. Monthly Financial Reports, May 2025
 - C. COMMUNICATIONS
 1. Committee to Promote Superior Township (C2PST)
 2. Irma Golden Emails Regarding 2025 Road Program Agreement
 3. Dave Phillips Letter
 4. SEMCOG Planning Assistance Grant Denial
 5. Trinity Health Job Fair
 6. Parks & Recreation Commission Resolution 2025-02
9. ITEMS REMOVED FROM THE CONSENT AGENDA
10. UNFINISHED BUSINESS
11. NEW BUSINESS
 - A. Resolution 2025-40, Resolution to Amend the Rates, Fees, and Charges Related to Water Services Provided by Superior Township's Utility Department
 - B. Resolution 2025-41, Resolution to Approve Change Order NO. 2 for the

Stamford Road Water Main Replacement Project

- C. Resolution 2025-42, Resolution to Approve the Hiring of Two Full-Time Firefighters
- D. Resolution 2025-43, Resolution to Approve Service Agreement with The Woodhill Group
- E. Resolution 2025-44, Resolution to Approve SBA Easement Agreement
- F. Resolution 2025-45, Resolution to Approve and Grant DTE Electric Company Overhead Easement
- G. Motion to Approve Willow Run Acres Transient and Amusement Enterprises Activity Permit Application

12. DISCUSSION

- A. Road Improvement Strategy
- B. HR Role Profile and Hiring Recommendation
- C. Update Regarding Lighting on Harris Road and Geddes Ridge
- D. Job Analysis

13. BILLS FOR PAYMENT AND RECORD OF DISBURSEMENTS

- A. Approve Payment of The Huron River Watershed Council Annual Dues
- B. Approve Payment of SEMCOG Annual Dues

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](mailto:arobinson@superior-twp.org)

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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: OHM Advisors

DATE SUBMITTED: 7/9/25

BOARD MEETING DATE: 7/21/25

ITEM TITLE: Overview of Superior Twp. Water Master Plan and Capital Improvements

DESCRIPTION OF ITEM/RESOLUTION:

Provide a clear/concise summary of the item being presented.

A presentation to the Board providing an overview of the most recent Water Master Plan, Water Capital Improvements Plan (CIP) and next anticipated capital project (Ridge Road Water Main)

REQUESTED BOARD ACTION:

Specify the action you are asking the Board to take (e.g. approval, adoption, review, authorization).

No action being requested

BACKGROUND/JUSTIFICATION:

Provide relevant history, previous board actions, community input, or project developments.

The Superior Township Water System Master Plan was completed in December, 2022. This presentation will provide information and background on this key guidance plan, particularly for the officials newly elected last November.

IMPACT ON TOWNSHIP BUDGET (if applicable):

TOWNSHIP DEPARTMENTS OR OUTSIDE AGENCIES INVOLVED:

List any departments or external entities responsible for or impacted by this item.

Utility Department, OHM Advisors (Township Engineer)

DEADLINES OR URGENCY (if applicable):

Include any timelines, deadlines or reasons for urgency.

SUPPORTING DOCUMENTS ATTACHED:

Include number of attachments and a brief title of each file.

PowerPoint presentation being completed and will be submitted by 7/14/25.

CONTACT PERSON FOR QUESTIONS:

Name: George Tsakoff

Title: Principal (OHM Advisors)

Phone: 734-466-4439

Email: george.tsakoff@ohm-advisors.com

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



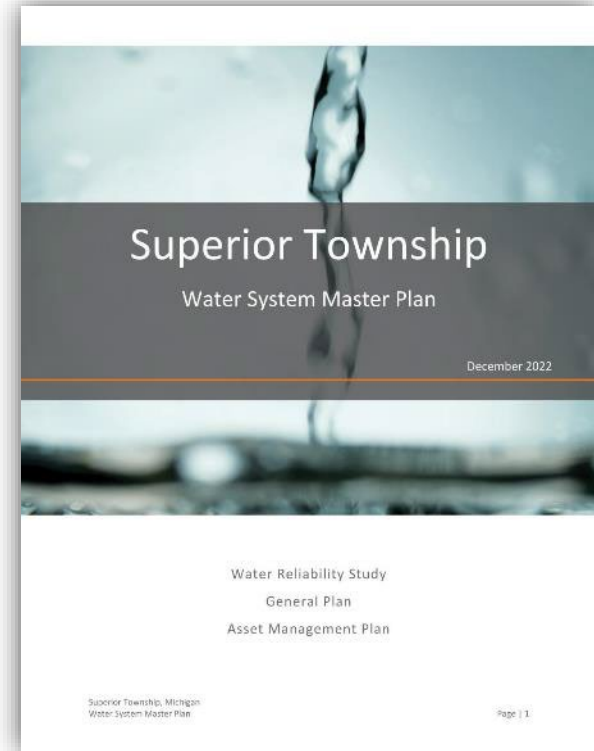
George Tsakoff
Chris Elenbaas

Superior Township Water System Overview

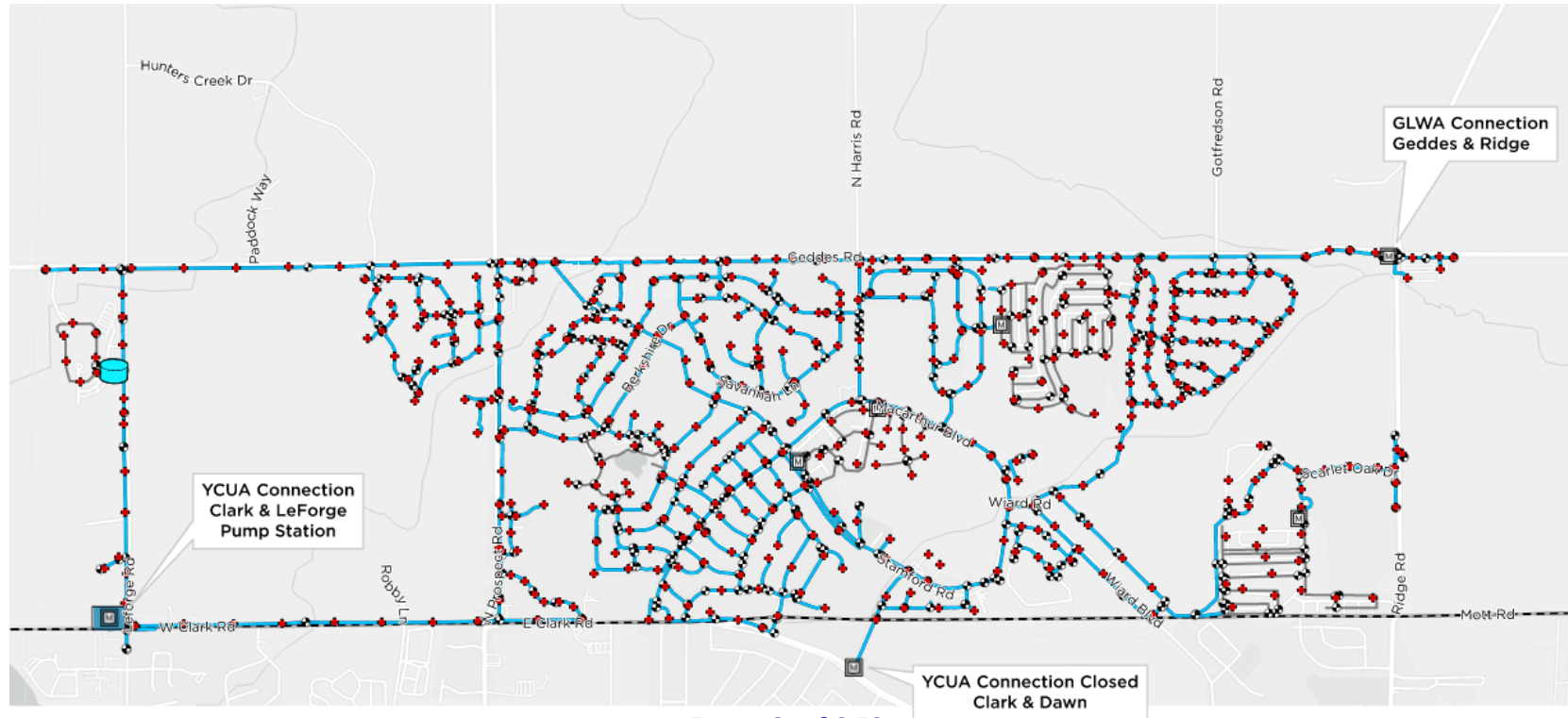


2022 Water System Master Plan

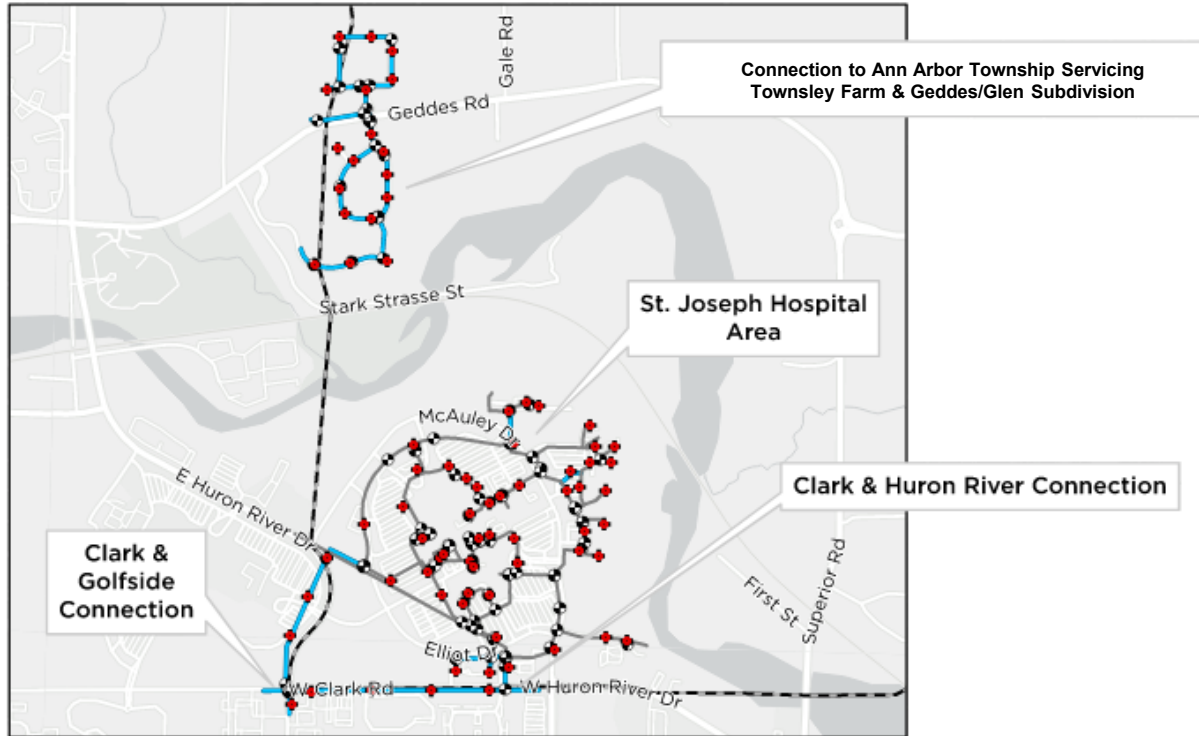
- Updated Existing Water System Information
- Developed new 5-year and 20-year demand projections
- Performed Hydraulic Modeling of System
- Asset Management / Risk Analysis
- Target Level of Service
- Capital Improvement Planning for 5-year and 20-year planning horizons
- Required to update every 5 years for EGLE



Primary Water Service District



Western Service Area



Water Use

Superior Township Existing Water Usage

Superior Township	Average Day (MGD)	Max Day (MGD)	Maximum Day Peaking Factor	Peak Hour (MGD)	Peak Hour Peaking Factor
Existing Water Usage*	0.62	1.5 (7/26/2020)	2.42	2.25 (7/27/2020 @ 5 AM)	3.63

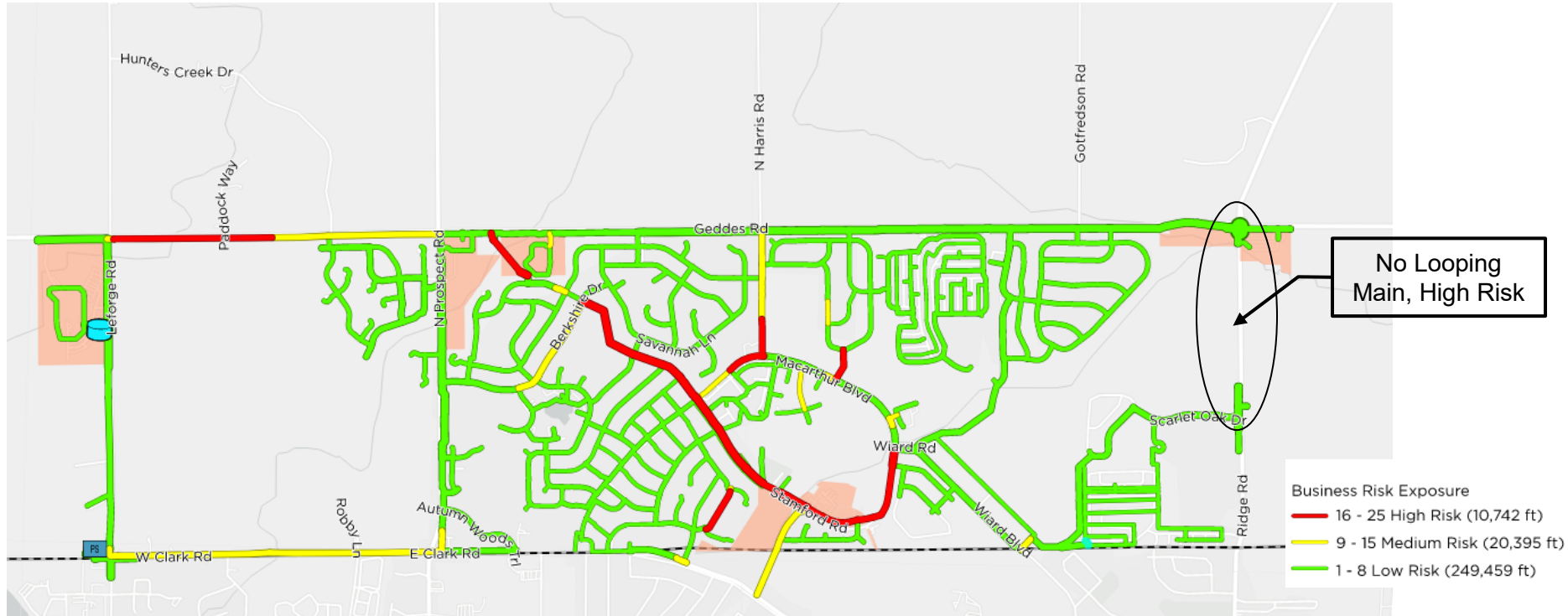
*The three years prior to the project initiation year of 2022 were analyzed (2019-2021)

Superior Township Projected Water Demand

Demand Year	Water Service Population	Average Day Demand (MGD)	Maximum Day Demand (MGD)	Peak Hour Demand (MGD)
Current (2022)	6,765	0.62	1.5	2.25
2028	7,155	0.66	1.6	2.4
2045	8,648	0.8	2	2.9

*No intent to expand water service district

Overall Risk



Key Takeaways

Overall in Good Condition

- Asset Management is Key
- Minimal infrastructure needs for 20-year outlook

Aging Water Mains Need Replacement

- Stamford 1940's Asbestos Cement Pipe
- High Risk Locations near Residences
- Numerous Recent Breaks

System Operations

- Optimize pressures in NW during higher demands
- Coordinate with Township staff to modify operations at the Clark/Leforge Pump Station
- Ridge Road Redundancy

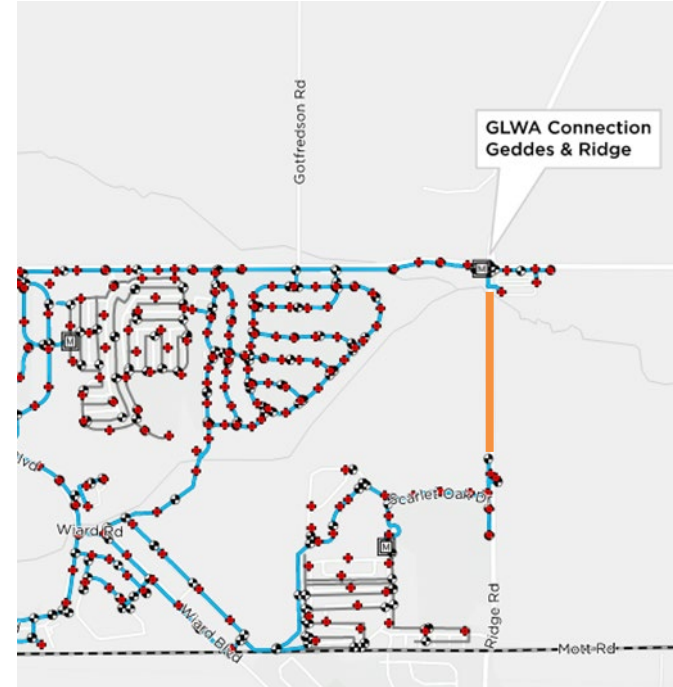
Capital Improvement Plan

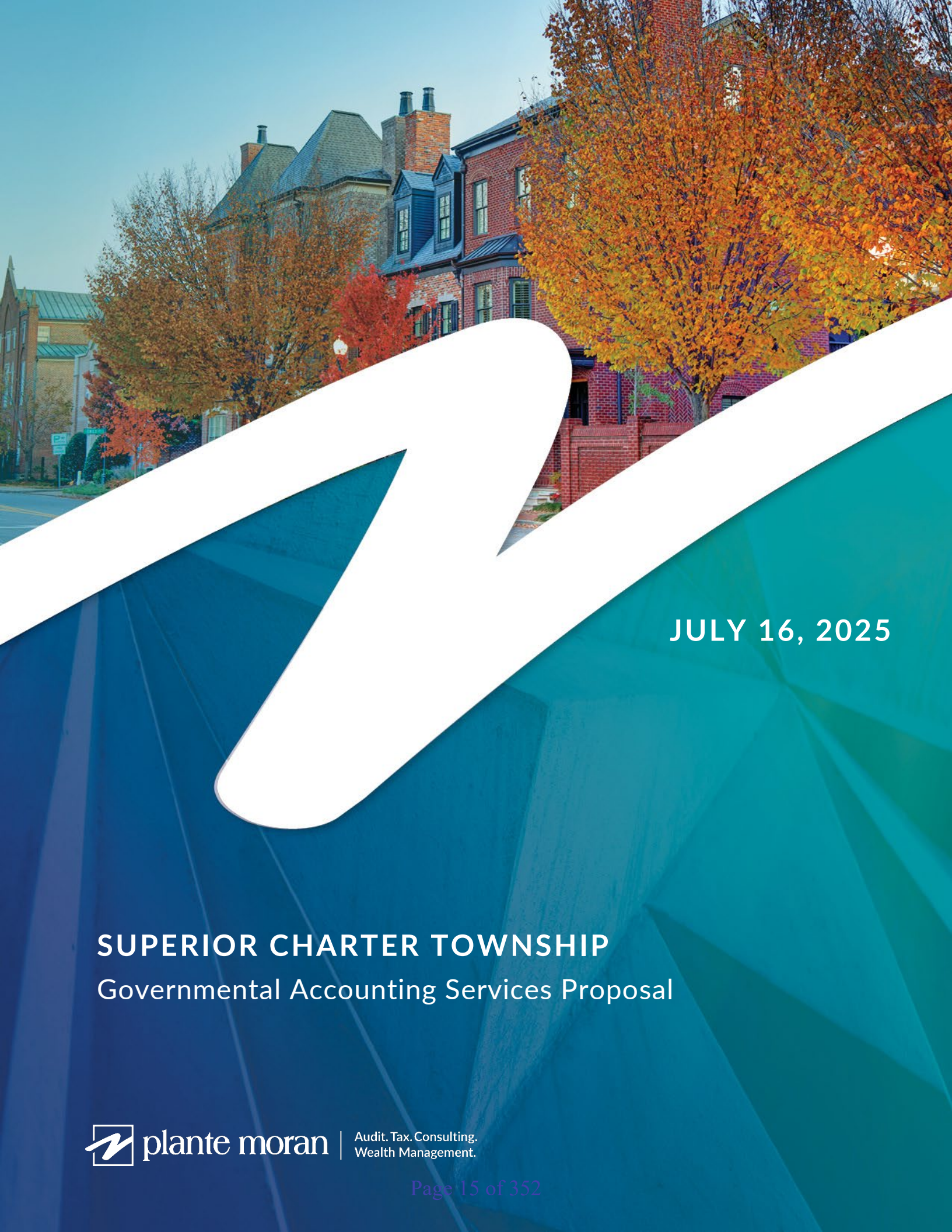
Proj. #	Project Description	Existing Dia. (in)	Proposed Dia. (in)	Length (ft)	Estimated Cost	Timeline
4	Replace 2,700' of 16" water main on Stamford Rd from MacArthur Blvd to Berkshire Dr	16"	16"	2,700	\$1,800,000	5-Year
2	Replace 1,350' of 8" and 12" water main along MacArthur Blvd, from Stanford Rd to Harris Rd	8" - 12"	12"	1,350	\$700,000	5-Year
3	Replace 2,660' of 6" and 12" water main on Harvest Ln from Bazley Blvd to McIntosh Rd, including McIntosh Rd	6" & 12"	8" & 12"	2,660	\$1,200,000	5-Year
4	Replace 5,050' of 12" and 16" water main on Stamford Rd from MacArthur Blvd to Wiard Rd	12" - 16"	16"	5,050	\$3,400,000	5-Year
5	Install 2,400' of 16" water main on Ridge Rd between Geddes Rd and Scarlet Oak Dr	N/A	16"	2,400	\$1,600,000	5-Year

*Project No. 1 Partially Completed in 2025. Estimated costs are 2022 dollars.

Ridge Road Water Main

- 2,400 feet of 16" Water Main
- Eliminate high-risk dead-end area
- Hundreds of residences at risk of losing water service during a break
- Improves overall redundancy of entire water system





JULY 16, 2025

SUPERIOR CHARTER TOWNSHIP
Governmental Accounting Services Proposal

July 16, 2025

Supervisor Emily Dabish Yahkind
Superior Charter Township
3040 North Prospect
Superior Township, MI 48198

Dear Supervisor Dabish Yahkind,

Thank you for the opportunity to submit our proposal for governmental accounting services to Superior Charter Township ("Superior Township").

Our understanding is that the Township has a vacant controller position and a very capable accountant who could benefit from additional support and on-the-job training to grow into the role. We aim to coach her, assist in her development, and provide guidance on areas where she needs improvement, while also taking direction from her on accounting tasks she should forgo as she transitions into her new position.

Our **Plante Moran Government Accounting Professionals (PMGAP)** team offers a full menu of outsourced accounting service options designed to reduce the burden on you while ensuring all your accounting needs are met.

Here's what you can expect from our outsourced accounting solution:

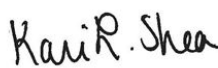
- **Our team is the largest and most experienced collection of government accounting professionals in the State of Michigan, bar none.** Our team of CPAs and former government finance directors and accountants has the experience to serve Superior Township at the highest level from day one. We invite you to reach out to our references on page 15 to learn more.
- **Our services are scalable.** Whether you need an immediate interim solution, or long-term outsourced accounting support, we can help with any of Superior Township's financial needs. Please see page 4 for more information on the breadth and depth of outsourced accounting services we offer.
- **Our services come with no minimum time or financial commitment.** The Township retains full control over the scope and frequency of our work. We only provide services as requested, ensuring you pay solely for what you use – making this the most cost-effective solution available.

We'll be here to advise you, and with the resources of the entire firm at our disposal, we'll bring the governmental experience that you need.

Sincerely,



Brian J. Camiller, CPA
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248-223-3840
brian.camiller@plantemoran.com



Kari L. Shea, CPA
Partner
248-223-3287
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Firm overview

We are the 15th largest certified public accounting and management consulting firm in the nation. With **a history spanning 100 years**, our firm provides clients with financial, human capital, operations improvement, strategic planning, technology selection and implementation, and family wealth management services.

Fast facts



1924

Year founded



3,900+

Staff



400+

Partners



25

Offices worldwide



50

States with clients



150+

Countries where
we've served clients



45+

Services available



25+

Industries served

Our people are our most valuable differentiator.

Plante Moran's founders had a vision: **"to create a people firm disguised as an accounting firm."**

In other words, our professional expertise is just one part of who we are. Our character is what sets us apart and allows us to build meaningful relationships with our clients and colleagues.

As we move into the future — and continue to use artificial intelligence, data analytics, and other technologies to empower our client service model in new ways — we'll hold steadfast to that philosophy.



We're more than the sum of our expertise. It's how we work collaboratively — with each other and with our clients — that sets us apart. Learn more by watching our video series "The Whole Person Comes to Work" at plantemoran.com/celebrate.

How we serve the public sector

Many consulting firms specialize in one service or industry — when other needs arise outside of that area, you'll likely have to engage another firm. **With Plante Moran, you'll experience something different:** complete access to a deep bench of experts in a broad range of capabilities, both specific to the public sector and across a diverse range of adjacent industries. We'll always connect you to the right specialist and serve you as one unified team. Our services include:

SOFTWARE ADVISORY

- Needs assessment and options analysis
- Independent product/integrator selection assistance
- Contract negotiations guidance and statement of work development
- Includes ERP, FIN, HCM, EAM, CIS, land management, etc.

DATA GOVERNANCE & ANALYTICS

- Analytics advisory services
- Data management/data warehouse services
- Data governance/data quality/business intelligence
- Generative AI workshop and strategy

INTERNAL CONTROLS & RISK ADVISORY

- Internal audit program development and execution
- Segregation of duties analysis and conflict resolution
- Standard operating procedure development

BUSINESS PROCESS IMPROVEMENT

- Current- and future-state process mapping
- Best-practice recommendations and decision support
- Future state visioning



With consulting capabilities designed for the public sector,

*Plante Moran is
one firm with all
bases covered.*

ORGANIZATIONAL CHANGE MANAGEMENT

- Communication and training support
- Change agent network support
- Change impact assessments
- Project readiness reviews
- Post-go-live support planning

SOFTWARE IMPLEMENTATION ASSISTANCE

- Project management assistance
- Subject matter expertise on best practices
- Quality assurance/independent verification and validation (IV&V)

OUTSOURCED ACCOUNTING

- Controllershship, including bank reconciliation and month-end close
- Budget development
- Audit preparation and facilitation

CHART OF ACCOUNTS SUPPORT

- Align existing chart of accounts to standardized reporting and business processes
- Set the new chart of accounts as the foundation for a new ERP system implementation

CYBERSECURITY

- Outsourced fractional virtual CISO
- Cyber compliance and risk assessments
- Penetration testing and threat intelligence
- IT audits

TECHNOLOGY STRATEGY & EXECUTION

- Organization-wide technology assessments
- Technology strategic planning, including transformation with AI and emerging technology
- Project management and execution of technical projects

Governmental accounting solutions and expertise

To stay focused on your organization's mission, you need solid financial management with a dependable accounting function — a resource you might not have in-house. That's where **Plante Moran Government Accounting Professionals (PMGAP)** comes in. We have over 20 years of experience providing tailored finance and accounting services to governmental and not-for-profit organizations.



We'll begin our partnership by identifying your distinct accounting needs, such as bank reconciliations, month-end close, audit preparation, budget creation, analysis, and finance department leadership. Our accounting consultants will quickly become a seamless extension of your key functional areas, providing expertise and day-to-day accounting services in a supporting role or as a complete outsourcing option.

Profile of PMGAP

35+

CPAs, former finance directors, and former government auditors, **including two partners**, serving...

130+

active governmental and not-for-profit clients with...

25+

outsourced financial and accounting service offerings

Representative list of clients:

- State of Michigan
- City of Detroit, MI
- City of Wayne, MI
- City of Belleville, MI
- Scio Township, MI
- City of Ferndale, MI
- City of Pleasant Ridge, MI
- City of Howell, MI
- City of Dearborn Heights, MI
- Village of Dundee, MI
- City of Milan, MI
- Plymouth District Library, MI

Your organization gains:

- **Expertise:** Our team members have an average of 18 years of experience and possess numerous certifications (such as CPA, MSA, MBA, and CFE).
- **Flexible accounting platforms:** You can use your accounting system or one of our platforms.
- **Collective power of the firm** – You receive direct access to the entirety of the firm's resources, including technical, industry, and consulting expertise.
- **Greater focus and productivity:** We'll give your team more time to focus on what matters most.
- **Freedom from hiring, training, and retaining staff:** You can contract or expand resources as needed. For some clients, having our support can eliminate expenses like office space, hardware, or software.
- **Real-time access to information:** Cloud-based access to current information improves your decision-making and offers an accurate, holistic picture of all financials.

Click the thumbnail to the right to hear from partners Brian Camiller and Kari Shea about how PMGAP can "fill the gap" for your accounting department.



Trouble staffing your accounting & finance department?

Find out how [we can help.](#)



The ABCs of PMGAP

We can perform or assist with any of the below activities to appropriately scale our services to Superior Township:



Audit preparation

- Perform annual year-end close of accounting records
- Audit workpaper preparation
- Audit process facilitation
- External compliance reporting
- Deficit elimination plan creation
- Conformance with GAAP and GASB standards



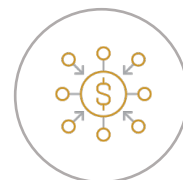
Budget

- Historical budget analysis
- Community education
- Budget process facilitation
- Budget renovation
- Budget document creation
- Budget monitoring and periodic internal reporting
- Budget amendment creation



Controllershship

- Preparation of monthly bank reconciliations
- Monthly accounting reconciliations
- Perform month-end close of accounting records



How we can help

- **Accounting support** – Our experienced team will meet your accounting needs with a variety of services and staffing roles, including accountant, analyst, controller, and finance director.
- **Financial transformation** – We work with you to review current processes, risks, and internal controls, and then provide suggestions for effective and efficient improvements.
- **Financial planning and analysis** – We develop tools you can leverage for long-term value, including forecasting, budgeting, cash flow projections, and reporting function development.
- **Cloud-based systems** – Our accounting consultants use cloud-based systems, so you always have access to accurate, real-time information. These systems include online bill pay to ensure your vendors are paid timely.
- **Special projects** – The extensive knowledge of our team is available to help you successfully navigate unique and unforeseen needs as they arise.
- **Communication** – We present financial information (monthly reports, budgets, audit results, etc.) to Boards/Councils, Committees, management, and other users as needed.

Other services we provide

- Business process evaluation and transformation
- Bank reconciliations
- Overall general ledger oversight
- Cash flow analysis and management
- Financial forecasting
- Chart of accounts redesign
- Utility rate setting
- Budget creation and amendments
- Audit preparation
- Financial reporting support, including presentations
- Accounts payable/receivable
- Strategic planning
- Other special projects

CFO and controller services

Our CFO and controller services are designed to support your organization with accounting oversight to help you better understand the financial side of your organization and keep financial operations moving forward. We'll evaluate the effectiveness of your financial operations and help you establish better internal controls. With our assistance, you can optimize revenues, reduce and contain costs, and implement a plan for your future. With PMGAP as your partner, you can rest assured knowing an experienced CPA is looking out for your organization's best interests.

We understand that many municipalities are partially funded by government grants that demand specific reporting requirements. We can help implement procedures designed to keep your books accurate and up to date, allowing for timely grant reimbursement requests and continuity of funding.

Financial reporting

We know that accurate monthly financial reporting is an area that many local units of government struggle with and is often highly desired (or required) by Boards and Councils. We will provide a monthly financial reporting package that includes the following:

- Balance sheet as of month end for each fund
- Budget-to-actual year-to-date for each fund
- Bank reconciliations
- Bank statements
- Outstanding checklists
- Other information requested by management

While this packet will be beneficial to your stakeholders, we know you also want to be aware of the activity we post each month. In addition to this reporting package, we'll provide a monthly summary of all manual journal entries we posted for your review.

Sample ongoing service plan

On a monthly basis, unless otherwise noted, we would perform the following as part of our service plan:

- Process source documentation from management, banks, and other stakeholders to record the receipts and disbursement activity.
- Prepare the bank reconciliations and reconcile the bank statements to the general ledger. The completed reconciliations will be presented to management for review and approval.
- Provide budget-to-actual reports to management for review and approval.
- Attend Board meetings to discuss financial matters, as required.
- Provide assistance with budgets, projections, cash-flow forecasts, etc. as needed.
- Assist in closing the accounting records and compile the necessary schedules and support for the audit at year end.

Accountant of record services

Staying current on the latest accounting standards and GASB pronouncements can be difficult for accounting departments of all sizes. New and complex scenarios can come up at any time, and Superior Township needs to know how to handle them in an accurate and timely manner. We can fill the gaps in your accounting department with experts who are dedicated to working with public sector clients like Superior Township.

We'll provide you with on-demand access to accounting professionals with the expertise and critical guidance when you need it most.

How we'll work with Superior Township

1

Clients hire us via an open-ended engagement letter at mutually agreed-upon hourly rates.

2

PMGAP stands ready to serve as a "resident expert," prepared to do the job whenever needed.

3

When an issue or challenge arises, there's no need to issue an RFP for that specific project. PMGAP can step in to provide the necessary accounting support.

There's no requirement to engage our services within a particular time frame, and there's no minimum fee — it's simply an hourly rate. Our services can scale up or down over time to fit your situation.

Some services frequently requested by our clients include:

- Expert help on new GASB pronouncements, including implementation assistance
- Assistance with internal controls where there are gaps
- Assistance with technical issues, grants, budget process, etc.
- Interim support during vacations or leaves of absence
- Audit preparation, guidance, support, and controllership
- Third-party conversation assistance

Budget assistance and analysis

We understand that budgeting can be a cumbersome and time-consuming process. Annually, we develop, implement, and monitor the budgets for dozens of governmental entities. We work closely with executives, city managers, mayors, councils, boards, and department heads to develop budgets that conform to Michigan's legal requirements.

The Uniform Budgeting and Accounting Act requires all local units of government in Michigan to adopt balanced budgets, establish responsibilities, and define the procedures for the preparation, adoption, and maintenance of the budget. It also requires them to disclose certain information about their budget process.

Our team will manage this process from beginning to end, incorporating each of these elements:

- **Historical budget analysis:** This should be the starting point for the budget every year. Past performance provides valuable information for determining the budget process moving forward.
- **Budget document creation:** We will own the budget documentation from commencement to adoption, as well as handle editing and updating responsibilities throughout.
- **Industry knowledge:** We participate in many governmental organizations and are current on regional and legislative happenings that may impact your budget. We use this knowledge to improve the accuracy of your budgetary assumptions.
- **Current-year projection:** Successful budgeting for the future is dependent on your ability to forecast the current fiscal year. These projections act as a financial starting point for next year's budget.
- **Budget process facilitation:** We will meet with all department heads and any other stakeholders to gather their input for the budget and reconcile inconsistencies across departments.
- **Budget balancing:** We'll bring revenue-enhancing and cost-reducing strategies to help you balance your budget and bridge any gaps.
- **Budget renovation:** We'll offer suggestions for improving your organizational and financial reporting structure, as well as streamlining the budget document.
- **Consensus building:** We can educate your team, Board, and members of the community on emerging financial issues and build consensus for potentially difficult decisions. Throughout the year, we'll present budget amendments and explain their origin or necessity.
- **Budget monitoring and periodic internal reporting:** Our team will monitor the budget-to-actual results and provide periodic internal reporting to department heads, management, and the governing body.
- **Budget amendment creation:** All amendments will be prepared by our team in a Board appropriate format and presented to the governing body and public.

Example workplan

We have developed an efficient and effective methodology for budgetary consulting services. In summary, we will:

- Meet with Superior Township's management to identify the timeline and milestones of the project. Working backwards from the anticipated adoption of the budget, we will create a workplan that completes all tasks and deliverables on time.
- Evaluate the existing state of Superior Township's budget documentation and the quality and thoroughness of previously prepared workpapers. To this end, we will:
 - ◆ Verify accuracy, completeness, and reasonableness.
 - ◆ Obtain historical data and assess trend data used to develop the budget.
 - ◆ Review forecasting methods for reasonableness.
 - ◆ Analyze all Superior Township funds, drilling down to the cost center and account level detail.
 - ◆ Assess the assumptions used for health and welfare cost projections (with assistance from our affiliate, Plante Moran Group Benefit Advisors, as needed and as agreed upon by Superior Township) and compare Superior Township's estimates against those of the overall national healthcare industry.
 - ◆ Work with your assessor to calculate property tax revenue while accounting for the Board of Review, tax tribunal, and other changes.
 - ◆ Suggest revenue-enhancing and cost-reduction or containment strategies.
 - ◆ Evaluate the use of contingency appropriations and estimations of reserves.
- Review the budget balances to ensure they comply with any outside requirements like statutory projections, Superior Township's administration priorities and objectives, debt service schedules, and capital plans.
- Execute the planned services outlined on page 11.
- Summarize our findings, observations, and recommendations in writing and present them to management. All workpaper support for our services will be stored on our secure Sharepoint Site (our centralized cloud-based data-sharing platform), to which you and your team will have instant, on-demand access.
- Remain onsite or be available remotely during budget meetings and the approval process to respond to questions and requests from Superior Township officials. Our involvement does not end until Superior Township has fully approved the budget.
- Meet with your team for an exit conference upon completion of the above steps. We will share any insight acquired about your operations and potential areas for improvement.

Support during financial statement audits

One of our primary services, and that which we provide most often, is preparatory support for financial statement audits. Our team is comprised of experienced government accounting professionals — including CPAs and former government finance directors — who excel at identifying opportunities, recognizing problems, and formulating solutions. We'll work with you to preemptively address your financial risks and steer clear of obstacles that could affect your audit.

Our services are flexible and can include any of the following activities:

- Draft financial statements and disclosures
- Prepare necessary schedules and workpapers
- Prepare necessary year-end journal entries to close the fiscal year
- Provide support throughout the external audit process, including compiling sample requests and fielding auditor questions
- Draft financial statements and management's discussion and analysis of financial condition and results of operations
- Assist management with the preparation of financial statements
- Verify U.S. generally accepted accounting principles (GAAP) are implemented
- Work directly with your external auditors to alleviate burdens on your staff
- Prepare required year-end reports due after audit completion
- Close the fiscal year within the accounting software and prevent disruptions in your activity cycle

Example workplan

We have developed an efficient and effective methodology for closing the books, preparing audit workpapers, creating financial statements, and navigating our clients through the audit process. In summary, we will:

- Meet with Superior Township's management to agree upon the timeline and milestones of the project. Working backwards from the anticipated start of audit fieldwork, we will create a workplan that completes all tasks and deliverables on time.
- Evaluate the existing state of Superior Township's trial balance and the quality and thoroughness of the previously prepared workpapers. We will obtain and incorporate any journal entries created by previous auditors into our plan. We will also evaluate and address any control deficiencies identified in prior-year audits so that they may be eliminated from future comments.
- Assess the applicability of new GASB pronouncements and their effect on the current year's financial statements. We will also determine Superior Township's single audit requirement, if any.

- Tailor our audit preparedness checklist to Superior Township’s specific needs and circumstances. This will serve as our roadmap for preparing the various schedules and journal entries during the project. This document will also serve as our “progress report” to you and will be available on demand. The document will be structured using categories that mirror your financial statements, such as cash, accounts receivable, accounts payable, property tax revenue, employee compensation, etc.
- Execute the developed plan. Our staff will work with you and your team to create the workpapers and propose the journal entries necessary to close the year. Our work will be stored on our secure Client Collaboration Center (our centralized cloud-based data-sharing platform), to which you and your team will have instant, on-demand access. As desired, we may also grant access to your auditors so they can track our progress in anticipation of fieldwork.
- Remain on-site or be available remotely during fieldwork to respond to questions and requests from the auditors.
- Continue to work with your team and auditors following the completion of fieldwork and until the basic financial statements or Annual Comprehensive Financial Report (ACFR) is issued and published. At your discretion, we will also help you prepare any other year-end compliance reporting for the State of Michigan, the federal government, and any other stakeholders.
- Meet with your team for an exit conference upon audit completion. We will share any useful, actionable insights we have acquired into your operations and potential areas for improvement.

Project workplan



		Measurable objectives	Deliverables/ milestones	Actions
0	Phase 0 Project initiation/ management	Manage the defined project through to successful completion within budget and on schedule while meeting project goals and objectives	Project organizational structure: project plan, project collaboration environment, meeting agendas	- Define overall project objective - Develop project organizational structure; define roles and responsibilities - Develop high-level project plan - Establish project collaboration environment (SharePoint) - Schedule periodic project status meetings
1	Phase 1 Discovery <i>Investigate, analyze, and question</i>	Knowledge of current accounting practices and financial management environment	Interview schedule; PBC (prepared by client) list of documents	- Client interviews - Understand client structure, roles, and processes - Identify deficiencies and areas for improvement - Document gathering and review - Develop detailed project plan
2	Phase 2 Triage <i>Prioritize and stop the pain</i>	Accounting is correct and current; client has achieved legal compliance with applicable laws and regulations; revenue collection has been maximized; client current financial obligations have been met	Bank reconciliations; final trial balance; audit workpapers; new budget document; budget amendments; external reports	- Implement and execute detailed project plan - Correct accounting errors and omissions - Perform compliance-related tasks - Review business operations and make current - Further define deficiencies and areas for improvement
3	Phase 3 Transformation <i>Redesign, rebuild, and reclaim</i>	Accounting/ business processes have been improved to target level of accuracy and efficiency	Written "as is" and "to be" process narratives; utility rate model	- Develop "as is" and "to be" process narratives - Educate client management and staff on best practices - Implement proposed changes to processes
4	Phase 4 Project maintenance <i>Continuation of your new normal</i>	Plante Moran continues on-site or remote support and maintains current and accurate accounting records	Same as "Triage," but current instead of catchup	- Continue to execute new accounting processes - Maintain compliance status
5	Phase 5 Transition <i>Regain accounting self-sufficiency</i>	Superior Township regains self-sufficiency for accounting function	Transition plan; written project success summary; exit interview	- Develop and implement exit strategy for Plante Moran - Debrief with client prior to departure of Plante Moran - Provide report of project successes to management

Our team in action

Our greatest asset is our people — not just their knowledge, but also their integrity and commitment to our clients, staff, and communities. Our philosophy for staffing your engagement is simple: find the best people with the most relevant experience and balance the team with complementary ways of thinking.



Brian Camiller, CPA

Partner

248-223-3840 | brian.camiller@plantemoran.com

Experience: Through my leadership role in Plante Moran Government Accounting Professionals (PMGAP), I provide permanent and temporary accounting assistance to all types of government entities. Whether we act as a group's finance director, budget director, or bookkeeper, our aim is always to restore financial stability to a troubled environment. Our government clients — including cities, counties, townships, villages, authorities, and libraries — appreciate that we deliver solutions on time and under budget.

I've spoken to numerous municipal groups across the country covering topics such as budget preparation, new GASB pronouncements, and ways to develop the next generation of leaders in your organization. I'm a member of the AICPA, MICPA, Michigan Government Finance Officers Association, Colorado Government Finance Officers Association, Colorado Library Association, and the Michigan Municipal Treasurers Association. I received my accounting degree from Michigan State University.

Fun fact: I consider myself a pop culture aficionado, with specialties in television and films of the 1980s, Marvel comics, and the history of the professional wrestling industry.



Kari Shea, CPA

Partner

248-223-3287 | kari.shea@plantemoran.com

Experience: As a partner in Plante Moran Government Accounting Professionals (PMGAP), I provide permanent and temporary accounting assistance for all types of governmental entities. I chose public accounting as a career because of its emphasis on client service. I have a strong passion for serving public sector entities and I deeply care about their mission and success. It is rewarding to help clients with their monthly accounting, budgeting, audit preparation, long-term planning, and much more.

I'm a member of the AICPA, the MICPA, and the Colorado Government Finance Officers Association. I'm also a board member of the Michigan Government Finance Officers Association where I participate on the professional development committee. I have presented at various organizations across the country on a variety of topics including budget development, capital asset management, audit readiness, and year-end financial reporting. I earned a B.B.A. in accounting and finance and an M.S. in accounting from the University of Michigan–Dearborn.

Fun fact: My husband and our two boys love to travel — especially to the beach. Spending time with my family is always a priority, and I look forward to planning our trips and getaways each year.



Melanie Crowther, CPA

Senior Manager

248-223-3859 | melanie.crowther@plantemoran.com

I primarily serve our public sector clients in an accounting service capacity, with a specialty in federal awards (grants) compliance. With my specialty in federal awards compliance, I have been involved in a variety of the firm's internal trainings and initiatives on Uniform Grant Guidance and single audits. I have presented at Plante Moran-sponsored client trainings and webinars on Uniform Grant Guidance, single audits, and newly issued accounting pronouncements, and at conferences held by other Government associations in Colorado and New York.

I am a member of the AICPA, Michigan Association of CPAs, Michigan Governmental Finance Officers Association, and Colorado Governmental Finance Officers Association. I am licensed as a CPA in the state of Michigan.

Fun fact: I was born in England and moved to the United States as a teenager. I enjoy traveling and returning to visit family and friends in Gloucester.

Accounting Consultant – The majority of our work for Superior Township will be performed by an accounting consultant or senior accounting consultant. The specific consultant(s) identified to work with the Township will be determined based on our internal capacity and availability at the time we are engaged by the Township, as well as the technical requirements for the specific tasks. Our consultants' experience serving government averages over 18+ years.

Testimonials: What our clients have to say



Like many government organizations, we have a lean staffing model. Juggling filing deadlines and keeping up with ever-increasing treasury requirements can be challenging.

Plante Moran helped us improve our accounting functions, redesign internal processes, and develop policy and procedure documentation to ensure we're meeting all requirements.

They provided easy-to-follow examples and education so our staff can be more self-sufficient in our accounting practices impacting overall efficiencies. This has resulted in us being able to more fully utilize our accounting software to work for us."

— **Teresa (Tere) Onica, Former Clerk/Treasurer, Village of Oxford**



Plante Moran is the gold standard when it comes to governmental accounting. I appreciate their expertise — they know their stuff. They're big enough to have deep expertise in a lot of areas without being cumbersome to work with. **Good customer service is increasingly rare these days, and Plante Moran is the exception — they treat us as valued clients.** When we have questions, they follow up with us with timely answers. I can think of three people that I can call with questions that will get back to me by the end of the day. Their expertise bundled together with exceptional customer service is what makes Plante Moran unique..

— **Laura Mancini, Director of Library Services, Northville District Library**



We hired Plante Moran to provide consistency in our finance and accounting functions during a period of transition.

They provide training, time-saving tips, and valuable benchmarks, which have helped ease my transition to the finance director role. Their service is outstanding. They're extremely knowledgeable, reliable, and always available to jump on a call to answer our questions. We view them as a trusted advisor and an extension of our team.

They scale their services to our needs, helping with year-end filings, bank reconciliations, chart of accounts conversion, pooled cash analysis, and budget amendments. They make sure all our deadlines are met and that we're ready for the audit.

— **Alyssa Miller, Finance Director, City of Howell**

Client references

Please feel free to contact the individuals below to learn more about how we serve and treat our clients. Additional references can be provided upon request.

Beaver Creek Township

Grayling, MI
Kim VanNuck
Township Supervisor
989-275-8878
supervisor@beavercreektownship.com

Services provided:

- Ongoing financial accounting support
- Budget development
- Audit preparation
- Bank reconciliations
- Annual filings

Oscoda Township

Oscoda, MI
Heather Tait
Township Clerk
989-739-3211 ext 220
clerk@oscodatownshipmi.gov

Services provided:

- Ongoing financial accounting support
- Budget development
- Audit preparation
- Bank reconciliations
- Annual filings

City of New Baltimore

New Baltimore, MI
Marcia Shinska
City Clerk
586-725-2151
mshinska@cityofnewbaltimore.org

Services provided:

- Ongoing financial accounting support
- Budget development
- Audit preparation
- Bank reconciliations
- Annual filings

PMGAP University

With the local government finance environment constantly changing, and more private sector executives moving into the roles of finance directors or similar leadership positions in the public sector, it's critical that individuals and institutions alike have support during this significant transition period.

Our local government finance education program provides guidance, resources, and mentoring to new government finance professionals to promote their long-term success.

Topics we address



Basic government accounting principles



Budgeting best practices



Annual financial reporting



Modified/full accrual accounting (GAAP)



Year-end close and audit preparation



Legislative topics



Key GASB standards



Single audit and grants

Who will benefit?

Because of our long history serving governmental units of all shapes and sizes, we clearly recognize the complexity and nuances of working in local government finance. Governmental accounting can be complicated, as it differs significantly from accounting work in the private sector. Even experienced private sector accountants can struggle to make the transition. This educational program is designed for both new and experienced finance professionals who have recently entered the public sector.

How is the program structured?

This program will teach fundamental concepts (including technical accounting, project management, and industry knowledge) for those in a government finance role, in both virtual and hybrid training formats. Because there are areas of assistance that may be unique to you and your organization, our program includes optional one-on-one mentoring with an accounting consultant hand-picked for you (at hourly rates).

	TRAINING SESSIONS	MENTORING
WHAT'S INCLUDED	Virtual trainings via Microsoft Teams, with a hybrid model (in-person option) offered for 4+ sessions	One-on-one coaching with a PMGAP consultant
TIME	3-6 hours	TBD
FREQUENCY	8 sessions per year	Set by client
MONTHS OFFERED	Jan., Feb., April, May, July, Aug., Oct., Nov.	Year-round

Additional details on PMGAP University



TRAINING SESSIONS

- The virtual and hybrid training sessions are designed to cover specific topics that will help you gain deeper knowledge of local government accounting from your office.
- Each training will be moderated to provide an opportunity for questions and engagement with other program participants.
- Topics include:
 - Budget best practices
 - Legislative updates and public acts
 - BS&A utilization
 - Year-end close
 - How to prepare year-end state reports
 - Audit preparation



MENTORING*

- Take the skills learned from the webinars and live training sessions and implement them at your organization with one-on-one mentoring sessions.
- The mentoring program allows you the time to work directly with a PMGAP consultant to determine next steps based on your specific needs.
- Topics and assistance could include:
 - Report preparation training
 - Specific questions on your accounting processes
 - Preparation and development of budget work aides
 - Organizing the data and schedules needed for annual audit

*Mentoring assistance is offered at our professionals' hourly rates.

“ The training I received from PMGAP U was not just an investment in my skills, but a journey of growth and empowerment.

It inspired me to reach new heights and ignited a passion for excellence that I carry with me every day in local government.”

Maria Farris, Finance Director, City of Romulus

July 16, 2025

Supervisor Emily Dabish Yahkind
Superior Charter Township
3040 North Prospect
Superior Township, MI 48198

Dear Supervisor Dabish Yahkind:

Thank you for your selection of Plante & Moran, PLLC ("PM") to assist you. This letter and the accompanying Professional Services Agreement, which is hereby incorporated as part of this engagement letter, confirms our understanding of the nature, limitations, and terms of the services PM will provide to Superior Charter Township ("Client").

Scope of Services

We will provide temporary financial assistance at your discretion. Our work product will be in the form of preparing and reviewing financial schedules and analysis created under the direction and supervision of Clerk Angela Robinson. Our consulting services **may be provided** to assist you with such activities and tasks as:

- Enhance the Township's use of BS&A software, including the Utility Billing (UB) module
- Maintain general ledger accounting
- Prepare or review monthly bank reconciliations
- Prepare monthly financial reporting package for the Board
- Annual budget development
- Monthly budget monitoring
- Quarterly budget amendments, as necessary
- Annual year-end close of accounting records
- Annual audit preparation and facilitation
- Utility rate setting
- Implementation of new GASB pronouncements such as GASB 101 *Compensated Absences*
- Presentations to the Board as requested
- Other accounting related tasks and services as requested by the Township

In addition, a primary focus of our services on this engagement will be to teach, coach, and support the Township's current accounting department. As part of the training process, Plante Moran will work with the accounting department to develop a monthly task and reporting checklist to use as a tool to assist with reoccurring tasks. The monthly checklist will require approval by management at the Charter Township after its completion.

It should be noted that at no time during this engagement will we be responsible for making investment decisions, signing checks, making bank transfers, initiating ACH or wire transfers, or handling cash in any way. We will not be responsible for processing payroll, remitting payroll taxes, or filing payroll tax forms. These responsibilities remain with the Client or other external parties.

We expect our work will be performed both remotely and in person. Remote meetings and presentations will be conducted using Microsoft Teams or another video conferencing platform. For procedures that are necessary to be performed onsite, we will work with you to schedule that work based on and subject to applicable legal requirements and/or guidance regarding worksite safety conditions. While working remotely, we will rely on the Superior Charter Township to provide any electronic documents we require, and remote access to the general ledger and other electronic systems.

Remote access to the General Ledger and other systems is a key component of our service model. The time required to gain access can vary greatly between clients, but the primary driver of that time is the cooperation of your technology staff or vendor. Time incurred by our staff will be billed to Superior Charter Township at the same hourly rates listed below.

Fees and Payment Terms

The fee for our services, subject to the terms and conditions of the accompanying Professional Services Agreement, will be based on the actual time that staff expend and will be billed at the following discounted hourly rates:

Accounting Consultant	\$165
Senior Accounting Consultant	\$185
Manager	\$250
Partner	\$400

The majority of our work will be performed by either a Consultant or Senior Consultant. We strive to be as efficient as possible and delegate work to the most cost-effective member of our team.

We also offer a blended rate per hour of \$195 for every member of our team, regardless of title or role, which prevents the burden of selecting the most economical expert for each situation.

The rates listed above will increase by CPI on July 1, 2026 and annually thereafter should you continue to utilize this service. We reserve the right to make additional changes to our hourly rates given prevailing market conditions; however, you will be notified before incurring time at the new adjusted rate.

Any other projects or consulting services in addition to the ones noted above may be requested by Client management. Fees for those additional services will be negotiated and included in a separate engagement letter.

As you probably realize, our primary cost is salaries that are paid currently. Accordingly, our invoices, which will be rendered as services are provided are due when received. In the event an invoice is not paid timely, a late charge in the amount of 1.25 percent per month will be added, beginning 30 days after the date of the invoice. Our invoices are generally sent from plantemoran@myworkday.com. Please ensure that the appropriate parties have added plantemoran@myworkday.com to their safe senders listing to facilitate proper delivery of our invoices. In the event you are unable to accept electronic delivery of our invoices, please notify a member of the engagement team as soon as possible.

For your convenience, payments can be made via domestic wire or ACH to the following account:

Domestic Wire

Bank of America
100 West 33rd Street
New York, NY 10001
Account No. 9890996003
Routing/ABA No. 026009593
Account Name: Plante & Moran, PLLC
Account Address: 3000 Town Center
Suite 100
Southfield, MI 48075

ACH

Bank of America
1401 Elm Street 2nd Floor
Dallas TX 75202
Account No. 9890996003
Routing/ABA No. 071000039
Account Name: Plante & Moran, PLLC
Account Address: 3000 Town Center
Suite 100
Southfield, MI 48075

If you are in agreement with our understanding of this engagement, as set forth in this engagement letter and the accompanying Professional Services Agreement, please sign the enclosed copy of this letter and return it to us with the accompanying Professional Services Agreement.

Thank you for the opportunity to serve you.

Very truly yours,

Plante & Moran, PLLC



Brian J. Camiller
Partner

Agreed and Accepted

We accept this engagement letter and the accompanying Professional Services Agreement (collectively "Agreement"), which set forth the entire agreement between Superior Charter Township and Plante & Moran, PLLC with respect to the services specified in the Scope of Services section of this engagement letter.

Superior Charter Township

Emily Dabish Yahkind

Date

Title

Professional Services Agreement – Temporary Finance Assistance Addendum to Plante & Moran, PLLC Engagement Letter

The terms of this Professional Services Agreement are incorporated into the accompanying engagement letter, (collectively, the Professional Services Agreement and the accompanying engagement letter are referred to herein as “Agreement”) for temporary finance assistance services dated July 16, 2025 between Plante & Moran, PLLC (referred to herein and in such letter as “PM”) and Superior Charter Township (referred to as “Client”). Any work performed in connection with the engagement before the date of this letter will also be governed by the terms and conditions of this Agreement.

1. **Management Responsibilities** – The temporary finance services PM will provide are advisory in nature. While providing these services, PM will have no authority or responsibility for any management decisions or management functions. Further, Client acknowledges that Client is solely responsible for all such management decisions and management functions. Client will also be responsible for evaluating the adequacy and results of the services PM will provide and accepting responsibility for the results of those services. Client has designated Clerk Angela Robinson to oversee the services PM will provide.

Client is responsible for the design, implementation, and maintenance of internal controls, including monitoring ongoing activities in connection with our engagement.

PM accepts no responsibility as a responsible party for the payment of taxes of any nature, including, but not limited to income, withholding, sales, excess of other taxes assessed at the Federal, State or local levels that may be owed or otherwise arise.

Client represents and warrants that any and all information that it transmits, or otherwise makes available, to PM will be done so in full compliance with all applicable federal, state, local, and foreign privacy and data protection laws, as well as all other applicable regulations and directives, as may be amended from time to time (collectively, “Data Privacy Laws”). Client shall not disclose personal data of data subjects (“Personal Data”) who are entitled to certain rights and protections afforded by Data Privacy Laws to PM without prior notification to PM. Client shall make reasonable efforts to limit the disclosure of Personal Data to PM to the minimum necessary to accomplish the intended purpose of the disclosure to PM.

2. **Review and Supervision** – Client understands and acknowledges that all PM staff assigned to this project are working solely at Client’s direction and agree that all work performed will be subject to the same supervision, review, and approval practices that Client undertakes with its own staff. It is understood that, in accordance with the terms of this Agreement, the work of PM staff assigned to this project will not be reviewed by any other person at PM. Client is solely responsible for supervision, review and approval of the work performed, including review and approval of any journal entries prepared by PM staff prior to posting.
3. **Nature and Limitations of Services** – PM’s project activities will be based on information and records provided by Client. PM will rely on such underlying information and records and PM’s project activities will not include audit or verification of the information and records provided to PM in connection with PM’s project activities.

The project activities PM will perform will not constitute an examination or audit of any Client financial statements or any other items, including Client’s internal controls. If Client requires financial statements or other financial information for third-party use, or if Client requires tax preparation or consulting services, a separate engagement letter will be required. Accordingly, Client agrees not to associate or make reference to PM in connection with any financial statements or other financial information of Client. In addition, PM’s engagement is not designed and cannot be relied upon to disclose errors, fraud or illegal acts that may exist. However, PM will inform Client of any such matters that come to PM’s attention.

In performing services under this agreement, PM will not provide any advice with respect to municipal financial products or the issuance of municipal securities, nor will it act as a municipal advisor as defined by 15 U.S.C. § 78o-4. To the extent Client requires services from a municipal advisor in connection with this engagement, Client represents that it will engage and rely on the advice of an independent registered municipal advisor. Client affirms its understanding that PM is not a registered municipal advisor and that it therefore is not subject to the fiduciary duties imposed on such advisors under federal law.

4. **Project Deliverables** – At the conclusion of PM’s project activities and periodically as the project progresses, PM will review the results of the project work with Client and provide Client with any observations related to PM’s services that PM believes warrant Client’s attention. PM also will provide Client with copies of analyses, tax filings, or other materials that PM may develop in the course of this engagement upon Client’s request. PM will not issue a written report as a result of this engagement and Client agrees that the nature and extent of the work product that PM will provide, as outlined in this Agreement, are sufficient for Client’s purposes.
5. **Confidentiality, Ownership, and Retention of Workpapers** – During the course of this engagement, PM and PM staff may have access to Client’s confidential, proprietary information, including, but not limited to, information regarding general ledger balances, financial transactions, trade secrets, business methods, plans, or projects. PM acknowledges that such information, regardless of its form, is confidential and proprietary to Client. PM will comply with all applicable ethical standards, laws, and regulations as to the retention, protection, use and distribution of such confidential client

Professional Services Agreement – Temporary Finance Assistance

information. Except to the extent set forth herein, PM will not disclose such information to any third party without the prior written consent of Client.

In the interest of facilitating PM's services to Client, PM may communicate or exchange data by internet, e-mail, facsimile transmission, or other electronic methods. While PM will use its best efforts to keep such communications and transmissions secure in accordance with PM's obligations under applicable laws and professional standards, Client recognizes and accepts that PM has no control over the unauthorized interception of these communications or transmissions once they have been sent, and consents to PM's use of these electronic devices during this engagement.

Because the work performed under this Agreement is subject solely to Client's review and supervision, we do not expect that we will need to retain detailed workpapers supporting our work. Workpapers and documentation created will be provided to the Client to maintain as part of Client's accounting records. If, however, we conclude to retain copies of such workpapers or documentation, such workpapers retained in the course of this engagement are and shall remain the property of PM. PM will maintain the confidentiality of all such workpapers as long as they remain in PM's possession.

Both Client and PM acknowledge, however, that PM may be required to make its workpapers available to regulatory authorities or by court order or subpoena in a legal, administrative, arbitration, or similar proceeding in which PM is not a party. Disclosure of confidential information in accordance with requirements of regulatory authorities or pursuant to court order or subpoena shall not constitute a breach of the provisions of this Agreement. In the event that a request for any confidential information or workpapers covered by this Agreement is made by regulatory authorities or pursuant to a court order or subpoena, PM agrees to inform Client in a timely manner of such request and to cooperate with Client should Client attempt, at Client's cost, to limit such access. This provision will survive the termination of this Agreement. PM's efforts in complying with such requests will be deemed billable to Client as a separate engagement. PM shall be entitled to compensation for its time and reasonable reimbursement of its expenses (including legal fees) in complying with the request.

PM reserves the right to destroy, and it is understood that PM will destroy, workpapers created in the course of this engagement in accordance with PM's record retention and destruction policies, which are designed to meet all relevant regulatory requirements for retention of workpapers. PM has no obligation to maintain workpapers other than for its own purposes or to meet those regulatory requirements.

6. **Data Access Management and Consent** – PM has operations both in and outside the United States and may, from time to time and at its reasonable discretion, use third-party service providers both in and outside the United States in support of its operations and the services for Client (individually and collectively "Third-Party Provider(s)"). Third-Party Providers may include, for example and without limitation, PM's international affiliates that support PM's domestic operations, cloud service providers that support PM's infrastructure in general, or independent contractors that serve to supplement a particular engagement team's services for specific engagements. In such circumstances, PM will be solely responsible for the provision of any services by such Third-Party Providers and, where such Third-Party Providers' services involve the accessing or processing of Client data, PM will require Third-Party Providers to maintain the confidentiality of any such data and not use such data for any purpose unrelated to assisting with PM's services for Client. In turn, Client, by its duly authorized signature on the accompanying engagement letter, consents to PM disclosing or otherwise allowing access to Client's data to such Third-Party Providers for such purposes. Client further acknowledges that, from time to time, PM representatives may have occasion to access Client data from outside the United States, for example and without limitation, when such PM representative(s) reside in or travel to another country. In such instances, PM agrees to use data access and storage protocols designed to reasonably safeguard data and Client consents to PM accessing Client data from outside of the United States under such circumstances.
7. **Fee Quotes** – In any circumstance where PM has provided estimated fees, fixed fees, or not-to-exceed fees ("Fee Quotes"), these Fee Quotes are based on responsibilities under the scope of services. PM's services frequently depend upon the availability and cooperation of those Client personnel relevant to PM's project activities and providing needed information to PM in a timely and orderly manner. In the event that undisclosed or unforeseeable facts regarding these matters causes the actual work required for this engagement to vary from PM's estimates, the estimated fees will be adjusted for the additional time PM incurs as a result.

In any circumstance where PM's work is rescheduled due to Client's failure to provide information or assistance necessary for the engagement, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadline related to the completion of the work. Because rescheduling work imposes additional costs on PM, in any circumstance where PM has provided estimated fees, those estimated fees may be adjusted for additional time PM incurs as a result of rescheduling its work.

PM will use best efforts to advise Client in the event any circumstances occur which would require PM's work to be rescheduled. However, it is acknowledged that the exact impact on the Fee Quotes may not be determinable until the conclusion of the engagement. Such fee adjustments will be determined in accordance with the Fee Adjustments provision of this Agreement.

8. **Payment Terms** – PM invoices for professional services are due upon receipt unless otherwise specified in this engagement letter. In the event any of PM's invoices are not paid in accordance with the terms of this Agreement, PM may elect, at PM's sole discretion, to suspend work until PM receives payment in full for all amounts due or terminate this engagement. In the event that work is suspended, for nonpayment or other reasons, and subsequently resumed, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadlines related to the

Professional Services Agreement – Temporary Finance Assistance

completion of PM's services upon resumption of PM's work, whether imposed by agreement or by law. Client agrees that in the event that work is suspended, for non-payment or other reasons, PM shall not be liable for any damages that occur as a result of PM ceasing to render services.

9. **Fee Adjustments** – Any fee adjustments for reasons described in this Agreement will be determined based on the actual time expended by PM staff at PM's current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred and included as an adjustment to PM's invoices related to this engagement. Client acknowledges and agrees that payment for all such fee adjustments will be made in accordance with the payment terms provided in this Agreement.
10. **Beneficial Ownership Reporting** – Beginning January 1, 2024, the Corporate Transparency Act ("CTA") requires certain companies to provide specified information related to beneficial ownership to FinCEN, a bureau of the United States Department of Treasury. Failure to comply with the beneficial ownership reporting requirements established by the CTA may be punishable by civil fines and criminal penalties.

PM's services shall not consist of the provision of advice regarding the CTA and its beneficial ownership reporting requirements or any similar reporting requirements, or the preparation and/or the submission of beneficial ownership reports. PM recommends that any Client requiring such services should contact Client's legal counsel.

11. **Conditions of PM Visit to Client Facilities** – Client agrees that some or all of PM's services may be provided remotely. In order to facilitate the provision of services remotely, Client agrees to provide documentation and other information reasonably required by PM for PM's performance of the engaged services electronically to the extent possible throughout the course of the engagement. In the event in-person visits to Client's facility(ies) are requested by Client or otherwise determined by PM to be necessary for the performance of the engaged services, Client agrees, upon PM's request, to provide to PM Client's policies and procedures that Client has implemented relating to workplace safety and the prevention of the transmission of disease at its facility(ies). In addition, Client affirms that it is in compliance with applicable Centers for Disease Control and Prevention and OSHA guidance pertaining to the prevention of the transmission of disease (collectively, "Applicable Preventative Guidance") and agrees that it shall continue to comply with Applicable Preventative Guidance throughout any in-person visits by PM to Client's facility(ies). Notwithstanding the foregoing, PM reserves the right to suspend or refrain from any in-person visit by PM to Client's facility(ies) or impose further conditions on any such in-person visit if and as PM deems necessary. Client agrees and acknowledges that any determination by PM to visit Client's facility(ies) is not and shall not be construed to be or relied on by Client as a determination by PM of Client's compliance with Applicable Preventative Guidance.
12. **Exclusion of Certain Damages** – Except to the extent finally determined to have resulted from PM's gross negligence or willful misconduct, Client agrees to limit the liability of PM or any of PM's officers, directors, partners, members, managers, employees, affiliated, parent or subsidiary entities, and approved third party service providers (collectively, "PM Persons") for any and all claims, losses, costs, and damages of any nature which arise from the PM Persons' provision of services so that the total aggregate liability of PM and/or the PM Persons to Client shall not exceed the total fees paid by Client to PM for the specific services provided in connection with this Agreement. Client and PM agree that these limitations on PM's maximum liability are reasonable in view of, among other things, the scope of the services PM is to provide, Client's responsibility for the management functions associated with PM's consulting services, and the fees PM is to receive under this engagement. In no event shall PM be liable for any claim, whether a claim be in tort, contract, or otherwise, for any consequential, indirect, lost profit, punitive, exemplary, or other special damages. PM and Client agree that these limitations apply to any and all liabilities or causes of action against PM, however alleged or arising, unless to the extent otherwise prohibited by law. This provision shall survive the termination of this engagement.

In the event this Agreement expressly identifies multiple phases of services, the total aggregate liability of PM to Client shall be limited to no more than the total amount of fees paid by Client for the particular phase of services alleged to have given rise to any such liability.

13. **Receipt of Legal Process** – In the event PM is required to respond to a subpoena, court order, or other legal process (in a matter involving Client but not PM) for the production of documents and/or testimony relative to information PM obtained and/or prepared during the course of this engagement, Client agrees to compensate PM for the affected PM staff's time at such staff's current hourly rates, and to reimburse PM for all of PM's out-of-pocket costs incurred associated with PM's response unless otherwise reimbursed by a third party.
14. **Termination of Engagement** – This engagement may be terminated by either party upon written notice. Upon notification of termination of this engagement, PM will cease providing services under the engagement. Client shall compensate PM for all time expended and reimburse PM for all out-of-pocket expenditures incurred by PM through the date of termination of this engagement.
15. **Entire Agreement** – This Agreement is contractual in nature and includes all of the relevant terms that will govern the engagement for which it has been prepared. The terms of this Agreement supersede any prior oral or written representations or commitments by or between the parties regarding the subject matter hereof. Any material changes or additions to the terms set forth in this Agreement will only become effective if evidenced by a written amendment to this Agreement, signed by all of the parties.
16. **Severability** – If any provision of this Agreement (in whole or part) is held to be invalid or otherwise unenforceable, the other provisions shall remain in full force and effect.

Professional Services Agreement – Temporary Finance Assistance

17. **Defense, Indemnification, and Hold Harmless** – As a condition of PM's willingness to perform the services provided for in the engagement letter, Client agrees to defend, indemnify and hold PM and the PM Persons harmless against any claims by third parties for losses, claims, damages, or liabilities, to which PM or the PM Persons may become subject in connection with or related to the services performed in the engagement, unless a court having jurisdiction shall have determined in a final judgment that such loss, claim, damage, or liability resulted primarily from the willful misconduct or gross negligence of PM, or one of the PM Persons. This defense, indemnity and hold harmless obligation includes the obligation to reimburse PM and/or the PM Persons for any legal or other expenses incurred by PM or the PM Persons, as incurred, in connection with investigating or defending any such losses, claims, damages, or liabilities
18. **Conflicts of Interest** – PM's engagement acceptance procedures include a check as to whether any conflicts of interest exist that would prevent acceptance of this engagement. No such conflicts have been identified. Client understands and acknowledges that PM may be engaged to provide professional services, now or in the future, unrelated to this engagement to parties whose interests may not be consistent with interests of Client.
19. **Force Majeure** – Neither party shall be deemed to be in breach of this Agreement as a result of any delays or nonperformance directly or indirectly resulting from circumstances or causes beyond its reasonable control, including, without limitation, fire or other casualty, acts of God, war, other violence, epidemic, pandemic or other public health emergency or government mandated shut down (each individually a "Force Majeure Event"). A Force Majeure Event shall not excuse any payment obligation relating to fees or costs incurred prior to any such Force Majeure Event.
20. **Electronic Signatures** – The parties intend that any electronic signature shall be given full legal effect as if it were a handwritten signature.
21. **Governing Law** – This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan, and jurisdiction over any action to enforce this Agreement, or any dispute arising from or relating to this Agreement shall reside exclusively within the State of Michigan.

End of Professional Services Agreement –Temporary Finance Assistance Services



**We look forward to working with you.
Please contact us with any questions.**



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**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
JUNE 16, 2025
PROPOSED MINUTES
PAGE 1**

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 June 16, 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 Ken Schwartz.

Absent: Trustee Brenda McKinney

4. ADOPTION OF AGENDA

The motion was made by Supervisor Dabish Yahkind and supported by Trustee Greene to adopt the agenda with the removal of line item “F” from New Business entitled *Resolution 2025-40, Resolution to Approve Updated Utility Fees*.

The motion carried unanimously.

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

5. CITIZEN PARTICIPATION

- **Bernice Lindke**, Alan Mark Dr., raised concerns about the audit report, noting a discrepancy regarding the sale of township property that was previously reported as a donation. She expressed surprise that the profit was only \$82,000, not \$182,000 as she had believed, and urged others to verify information given at meetings. Additionally, she highlighted that 93.7% of township funds are uninsured and encouraged the board to consider a sweeping program to ensure full coverage.
- **Barbara Niess-May**, President and CEO of Ypsilanti Meals on Wheels, attended the meeting to answer any questions about the \$10,000 Meals on Wheels invoice on the agenda. She noted that serving 30 to 40 residents typically costs around \$130,000, not including vehicle expenses.
- **Jack Smiley**, Parks and Recreation Commission Chair, provided an update on plans for the Rock property, noting successful public input sessions, early improvements like parking areas and habitat restoration, and nearly \$2 million in grant funding secured with no cost to the township. He also mentioned that the property will soon receive a new name and shared plans for additional site enhancements and youth programs.
- **TC Collins** of Willow Run Acres thanked partners—including Parks and Recreation, Margolis Nursery, and the City of Ypsilanti—for their collaboration in planting trees at Fireman’s Park. As a sustainability commissioner, T.C. emphasized the importance of

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
JUNE 16, 2025
PROPOSED MINUTES
PAGE 2**

continuing such partnerships and encouraged more joint community efforts between Ypsilanti and Superior Township.

- **Dave Phillips**, Cherry Hill Rd., commented on the audit, noting a 14% increase in revenues and a \$1.35 million draw from the fund balance. He expressed surprise that \$1.35 million was spent on pathways compared to \$160,000 on road maintenance.
- **Brenda Baker**, Ashton Ct., provided an update on the Committee to Promote Superior Township, highlighting their recent infographic and a successful Superior Day event. She noted the committee has updated flyers with QR codes linked to their Zoom meetings.
- **Juan Bradford**, Parks and Recreation Director, gave an update on upcoming community events at Fireman's Park, including the YMCA's "Y on the Fly" program every Wednesday and CLR activities for kids every Saturday starting June 28, with a kickoff event featuring food and games. Plans are also underway for youth and adult beginner tennis lessons later this year.

6. SUPERVISOR COMMENTS

- **Supervisor Dabish Yahkind** gave an update on drainage concerns in the Washington Square area, particularly on Stamford and Oak Brook. The Washtenaw County Road Commission cleaned several drains in early June, and the township's building inspector conducted an assessment. While the drains appear to function as intended, ongoing discussions with the Road Commission and Water Resources are addressing flow issues, with some problems attributed to seasonal debris like leaves and limbs. She acknowledged that current rainfall patterns differ from when the drainage infrastructure was originally designed, and affirmed that efforts to address the issue will continue. She also introduced Lindsay Thompson as the new Lieutenant for the township substation.
- **Trustee Greene** emphasized the severity of the drainage issues in Washington Square, noting one resident has incurred over \$50,000 in damages. He acknowledged the system may be functioning as designed but suggested it may no longer be adequate due to changing climate conditions. He encouraged long-term planning to address the ongoing flooding concerns and thanked the Supervisor for investigating the matter.

7. PRESENTATIONS

A. Ypsilanti District Library

- **Lisa Hoenig**, Director of the Ypsilanti District Library, highlighted the library's broad services, including fine-free lending, a seed library, Wi-Fi hotspot loans, and exam proctoring. She shared updates on their strategic goals, such as a new online catalog, and celebrated the strong community response to the Superior branch, now in its third summer. Lisa also introduced the new Superior branch manager, Catherine Takach, who has over a decade of library experience. She continued with sharing that the downtown Ypsilanti Library reopened in April and now features study rooms, a laptop lounge, and an updated youth area. She also announced the launch of a new Library Care Coordination Program, funded by a three-year grant, which brings a licensed social worker on staff to help patrons connect with vital services like housing, mental health, and substance use support. The program, based mainly at the downtown

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
JUNE 16, 2025
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location but also active at the Superior branch, will expand in August with two EMU social work interns to further assist the community.

- **Catherine Takach**, YDL Superior Branch Manager, shared her excitement about leading the branch and outlined the wide range of summer programs available for all ages. Highlights include the Summer Challenge reading program, tech and childbirth classes, ASL story time, and the "Meet Up and Eat Up" lunch program with Food Gatherers. The Youth Arts Alliance also offers creative activities like pottery and theater, with strong community engagement and positive feedback from families.

B. The Woodhill Group

- **Colleen Coogan**, The Woodhill Group CPA & CPFO, presented a proposal to serve as Superior Township's interim controller following the departure of the previous controller. Her team—composed largely of retired finance and treasury professionals—offers high-level financial management and strategic planning services on a one-year contract basis. After a half-day assessment, they identified several areas for immediate improvement, including better use of BS&A software, reducing duplication in water/sewer billing, and improving payroll and cash receipting processes.

The Woodhill Group would provide experienced CPA-level support at \$250/hour, estimating the total cost would remain under the previous controller's \$90K budget. Their goal is to streamline operations, optimize staff capacity, and possibly transition out after building internal capacity. They emphasized that the township has strong staff and the potential for long-term efficiencies with the right guidance and system improvements.

C. Audit Presentation Ken Palka, Auditor, Financial Statement Audit & Representation Letters for Year-End Decemer 31, 2024

The motion was made by Trustee Schwartz and supported by Trustee Devereaux to accept the audit report.

Key highlights from the audit presentation include the following:

- **Audit Process:** Smooth and well-supported by staff, particularly accounting administrator Nancy Mason, who was praised for her performance.
- **Key Findings:**
 1. **Material Weakness:** Lack of staff able to prepare full GAAP-compliant financial statements (a common issue).
 2. **Policy Inconsistency:** Personnel manual states vacation vests over 6 years, but payouts were made at 100%—requires correction.
- **Financial Highlights:**

**CHARTER TOWNSHIP OF SUPERIOR BOARD
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- **General Fund Balance** dropped from \$2.2M to **\$933K**, largely due to \$1.6M in capital outlay (primarily pathway projects).
- **Total Governmental Funds Balance** decreased from \$9.15M to **\$8.46M**.
- **Water & Sewer Fund** had a **\$925K surplus**, aided by strong rate management.
- **Pension Liability**: \$12.4M liability with \$8.5M funded; net liability is \$3.9M.
- **Pathway Spending Concerns:**
 - Plymouth Rd Pathway cost **\$1.1M**, far above initial \$200K budget.
 - Overages due to project complexity, easements, and market costs.
 - More than half funded by grants; board requested full cost breakdown for transparency.
- **Next Steps:**
 - Improve coordination between engineering and budgeting.
 - Document grant offsets for public understanding.
 - Plan a **July 25 working session** to review audit implications and update the personnel manual.

The motion carried unanimously.

8. CONSENT AGENDA

The motion was made by Trustee Devereaux and supported by Treasurer Lewis to approve the consent agenda.

Trustee Schwartz left the meeting at 8:19pm.

A. APPROVAL OF MINUTES

- 1. MAY 19, 2025, WORK SESSION MINUTES**
- 2. MAY 19, 2025 REGULAR MEETING MINUTES**

B. REPORTS

- 1. SUPERVISOR REPORT**
- 2. BUILDING DEPARTMENT**
- 3. FIRE DEPARTMENT**
- 4. PARKS AND RECREATION COMMISSION MINUTES**
- 5. SHERIFF'S REPORT**
- 6. UTILITY DEPARTMENT**
- 7. ASSESSING DEPARTMENT**
- 8. PLANNING AND ZONING DEPARTMENT**
- 9. MONTHLY FINANCIAL REPORTS, MARCH 2025**

C. COMMUNICATIONS

- 1. COMMITTEE TO PROMOTE SUPERIOR TOWNSHIP (C2PST)**

**CHARTER TOWNSHIP OF SUPERIOR BOARD
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Absent: Trustee McKinney, Trustee Schwartz

The motion carried unanimously.

9. ITEMS REMOVED FROM THE CONSENT AGENDA

10. UNFINISHED BUSINESS

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

The motion was made by Trustee Devereaux and supported by Treasurer Lewis to approve the ordinance.

**ORDINANCE NO. 195:
PROPERTY MAINTENANCE CODE**

SECOND READING

The Township Board of the Charter Township of Superior held the final reading of 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.

Absent: Trustee McKinney, Trustee Schwartz

The motion carried unanimously.

B. ORDINANCE NO. 196 – RENTAL HOUSING CERTIFICATION, SECOND READING

The motion was made by Trustee Greene and supported by Clerk Robinson to approve the ordinance.

**ORDINANCE NO. 196:
RENTAL HOUSING CERTIFICATION**

SECOND READING

The Township Board of the Charter Township of Superior held the final reading of Ordinance 196 for the Charter Township of Superior, entitled the “Utilities Ordinance”. The first reading of Ordinance 196 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. 196 entitled “Rental Housing Certification” establishes 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.

Absent: Trustee McKinney, Trustee Schwartz

The motion carried unanimously.

C. ORDINANCE NO. 197 – URBAN SERVICE DISTRICT BOUNDARY, SECOND READING

The motion was made by Trustee Devereaux and supported by Trustee Greene to approve the ordinance.

**ORDINANCE NO. 197:
URBAN SERVICE DISTRICT BOUNDARY**

SECOND READING

The Township Board of the Charter Township of Superior held the final reading of Ordinance 197 for the Charter Township of Superior, entitled “Urban Service District Boundary”. The first reading of the Ordinance 197 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 197 outlines the framework for managing water and sewer services within the Charter Township of Superior. The ordinance establishes and identifies an Urban Service District boundary based on critical factors such as population growth, zoning, land use

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policies, and the capacity of the water and sewage systems. This boundary is essential for governmental agreements and aligns with the Township's Master Plan. Ordinance 197 further establishes procedures and standards for review and modification of the Urban Service District boundaries.

Absent: Trustee McKinney, Trustee Schwartz

The motion carried unanimously.

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

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 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 **July 1, 2025**, and conclude on **October 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:

**CHARTER TOWNSHIP OF SUPERIOR BOARD
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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 **July 1, 2025**, and ending **October 1, 2025**, with the option to renew, and authorizes the necessary expenditure of **\$6,579.00** for the described services.

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 June 16, 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

6/16/2025
Date Certified

Absent: Trustee McKinney, Trustee Schwartz

The motion carried unanimously.

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

The motion was made by Supervisor Dabish Yahkind and supported by Trustee Devereaux to approve the resolution.

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

RESOLUTION TO APPROVE AN EXTENSION TO THE SPECIAL DISTRICT AREA

**CHARTER TOWNSHIP OF SUPERIOR BOARD
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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

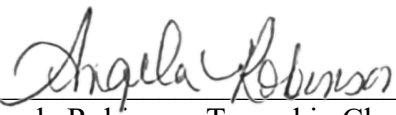
WHEREAS, the requested extension is to allow for the incorporation of updated wetland mapping into final planning efforts and to ensure adequate coordination and final approvals with road, water, and drain commissions;

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.

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 June 16, 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

6/16/2025
Date Certified

Absent: Trustee Mckinney, Trustee Schwartz

**CHARTER TOWNSHIP OF SUPERIOR BOARD
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The motion carried unanimously.

B. RESOLUTION 2025-36, RESOLUTION TO APPROVE 2025 LOCAL ROAD PROGRAM AGREEMENT WITH WASHTENAW COUNTY ROAD COMMISSION

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

Trustee Schwartz returned to the meeting at 8:46pm.

**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

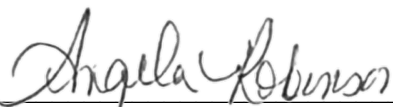
WHEREAS, the total estimated cost of the project is \$305,000.00, with WCRC contributing \$126,552.00 in local matching funds, and the remaining \$178,448.00 to be paid by Superior Township;

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.

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 June 16, 2025, and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
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Angela Robinson, Township Clerk

6/16/2025

Date Certified

Absent: Trustee McKinney

The motion carried unanimously.

**C. RESOLUTION 2025-37, RESOLUTION TO ADOPT A SCHEDULE OF
MUNICIPAL FEES FOR THE ADMINISTRATION OF THE RENTAL HOUSING
CERTIFICATION ORDINANCE NO. 196**

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

**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;

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
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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 (<i>one-time fee per ownership</i>)		
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		
<u>SINGLE FAMILY</u>		
Inspection	\$135	Interior & Exterior
<u>DUPLEX / 2-FAMILY</u>		
Inspection	\$75	Exterior Bldg & Grounds
	\$75	Interior per Dwelling Unit
<u>MULTIFAMILY</u>		
Inspection	\$140	Each Bldg Exterior & Grounds
	\$80	Each Dwelling Unit
	\$80	Each Accessory Facility (mechanical, laundry, boiler, pool/recreation, storage, office, etc)
<u>ALL STRUCTURES</u>		
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 Billed to Tenant If No Code Violation(s)
Complaint Response/Inspection	\$80	Verified

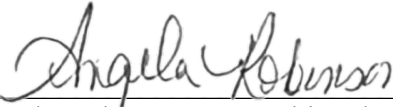
**CHARTER TOWNSHIP OF SUPERIOR BOARD
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		Billed to Owner if Code Violation(s)
	\$80	Verified
Failure to Register Penalty	\$140	Per Structure + Required Inspection Fees
Administrative Inspection		Per Dwelling Unit + Required Inspection
Warrant	\$300	Fees

Updated June 16, 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 June 16, 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

6/16/2025
Date Certified

Roll Call

Aye: Supervisor Dabish Yahkind, Trustee Devereaux, Trustee Greene, Treasurer Lewis, Clerk Robinson, Trustee Schwartz

Nay: None

Absent: Trustee McKinney

The motion carried unanimously.

D. RESOLUTION 2025-38, RESOLUTION TO PROCLAIM JULY 2025 PARKS AND RECREATION MONTH IN THE CHARTER TOWNSHIP OF SUPERIOR

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

**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

**CHARTER TOWNSHIP OF SUPERIOR BOARD
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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.

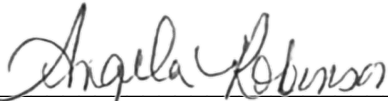
NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees that July 2025 is recognized as Park and Recreation Month in the Charter Township of Superior.

CERTIFICATION STATEMENT

I, Angela Robinson, the duly qualified Clerk of the Charter Township of Superior, Washtenaw

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
JUNE 16, 2025
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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 June 16, 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

6/16/2025

Date Certified

Absent: Trustee McKinney

The motion carried unanimously.

E. RESOLUTION 2025- 39, RESOLUTION TO ASSIGN PAYROLL BACK UP DUTIES TO THE CLERK'S ADMINISTRATIVE ASSISTANT AND APPROVE A PAY ADJUSTMENT

The motion was made by Treasurer Lewis and supported by Clerk Robinson to approve the resolution.

**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, 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

**CHARTER TOWNSHIP OF SUPERIOR BOARD
REGULAR MEETING
JUNE 16, 2025
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demonstrated excellence in document management, account reconciliation, compliance, confidentiality, and administrative operations; and

WHEREAS, since beginning formal payroll training on June 13, 2025, Kristina 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 Kristina 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

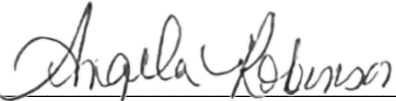
WHEREAS, the Board affirms the importance of retaining high-performing personnel whose contributions directly support the Township's operational stability and service delivery.

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 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.

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 June 16, 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

6/16/2025
Date Certified

CHARTER TOWNSHIP OF SUPERIOR BOARD
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Roll Call

Aye: Trustee Greene, Treasurer Lewis, Clerk Robinson, Trustee Schwartz

Nay: Supervisor Dabish Yahkind, Trustee Devereaux

Absent: Trustee McKinney

The motion carried 4 to 2.

F. ~~RESOLUTION 2025-40, RESOLUTION TO APPROVE UPDATED UTILITY FEES~~

**~~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.

Item removed from the agenda

G. MOTION TO APPROVE 2-YEAR CONTRACTS WITH COMCAST FOR PHONE AND INTERNET SERVICE

The motion was made by Trustee Schwartz and supported by Trustee Devereaux to approve the contracts.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
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Roll Call

Aye: Supervisor Dabish Yahkind, Trustee Devereaux, Trustee Greene, Treasurer Lewis, Clerk Robinson, Trustee Schwartz

Nay: None

Absent: Trustee McKinney

The motion carried unanimously.

H. MOTION TO APPROVE 5-YEAR LEASE WITH QUADIENT FOR POSTAGE MACHINE AND FOLDER

The motion was made by Trustee Devereaux and supported by Clerk Robinson to approve the lease.

Roll Call

Aye: Supervisor Dabish Yahkind, Trustee Devereaux, Trustee Greene, Treasurer Lewis, Clerk Robinson, Trustee Schwartz

Nay: Treasurer Lewis

Absent: Trustee McKinney

The motion carried 5 to 1.

12. BILLS FOR PAYMENT AND RECORD OF DISBURSEMENTS

A. APPROVE PAYMENT OF MTA ANNUAL DUES

The motion was made by Trustee Schwartz and supported by Treasurer Lewis to approve the payment.

Roll Call

Aye: Supervisor Dabish Yahkind, Trustee Devereaux, Trustee Greene, Treasurer Lewis, Clerk Robinson, Trustee Schwartz

Nay: None

Absent: Trustee McKinney

The motion carried unanimously.

B. APPROVE PAYMENT OF MEALS ON WHEELS ANNUAL INVOICE

The motion was made by Treasurer Lewis and supported by Trustee Schwartz to approve the payment.

Roll Call

Aye: Supervisor Dabish Yahkind, Trustee Devereaux, Trustee Greene, Treasurer Lewis, Clerk Robinson, Trustee Schwartz

Nay: None

**CHARTER TOWNSHIP OF SUPERIOR BOARD
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Absent: Trustee McKinney

The motion carried unanimously.

C. APPROVE PAYMENT OF B&B FIRE DIVISION INVOICE

The motion was made by Treasurer Lewis and supported by Clerk Robinson to approve the payment.

Roll Call

Aye: Supervisor Dabish Yahkind, Trustee Devereaux, Trustee Greene, Treasurer Lewis, Clerk Robinson, Trustee Schwartz

Nay: None

Absent: Trustee McKinney

The motion carried unanimously.

D. APPROVE PAYMENT OF DOAN CONSTRUCTION CO. INC., INVOICE

The motion was made by Trustee Devereaux and supported by Clerk Robinson to approve the payment.

Roll Call

Aye: Supervisor Dabish Yahkind, Trustee Devereaux, Trustee Greene, Treasurer Lewis, Clerk Robinson, Trustee Schwartz

Nay: None

Absent: Trustee McKinney

The motion carried unanimously.

13. PLEAS AND PETITIONS

- **Treasurer Lewis** expressed heartfelt gratitude to all sponsors, supporters, and participants of Superior Day, noting the event had a great turnout and beautiful weather.
- **Irma Golden**, Sheffield Dr., asked, on behalf of Kelly Goolsby, when something would be done about the roads in Sycamore Meadows and Danbury Green. Irma echoed these concerns and raised further concerns about misinformation regarding a lawsuit amount, called for an ethics manual to ensure transparency, and criticized the board's inaction on the unresolved issue of unreturned Township equipment by a board member. Her remarks emphasized the need for consistent accountability and public trust.

**CHARTER TOWNSHIP OF SUPERIOR BOARD
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14. ADJOURNMENT

The motion was made by Trustee Schwartz and supported by Trustee Greene to adjourn the meeting. The motion carried and the meeting adjourned at 9:23pm.

Respectfully submitted,

Angela Robinson, Clerk

Emily Dabish Yahkind, Supervisor

DRAFT

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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 started 5 new homes in Phase 2.
- 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 are 7 new homes under construction at Kinsley.
- 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. Court date is set for 7-15-25.
- 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. Permits have been approved for the first home.
- 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. We are due back in court on 7-15-25.

SUPERIOR TOWNSHIP BUILDING DEPARTMENT
MONTH-END REPORT
June 2025

Category	Estimated Cost	Permit Fee	Number of Permits
Com/Multi-Family Renovations	<i>\$166,348.00</i>	<i>\$1,081.00</i>	<i>1</i>
Electrical	<i>\$0.00</i>	<i>\$9,295.00</i>	<i>35</i>
Mechanical	<i>\$0.00</i>	<i>\$4,900.00</i>	<i>36</i>
Plumbing	<i>\$0.00</i>	<i>\$6,350.00</i>	<i>31</i>
Res-Additions (Inc. Garages)	<i>\$230,000.00</i>	<i>\$1,495.00</i>	<i>1</i>
Res-Manufactured/Modular	<i>\$60,000.00</i>	<i>\$900.00</i>	<i>6</i>
Res-New Building	<i>\$2,347,661.00</i>	<i>\$15,260.00</i>	<i>6</i>
Res-Other Building	<i>\$419,436.00</i>	<i>\$3,017.00</i>	<i>24</i>
Res-Other Non-Building	<i>\$86,829.00</i>	<i>\$573.00</i>	<i>2</i>
Res-Renovations	<i>\$240,088.00</i>	<i>\$1,571.00</i>	<i>4</i>
Totals	<i>\$3,550,362.00</i>	<i>\$44,442.00</i>	<i>146</i>

Building

Permit #	Contractor	Job Address	Fee Total	Const. Value
PB25-0077	INFINITY ACQUISITIONS LLC	1433 WEEPING WILLOW CT	\$1,803.00	\$277,309
Work Description: Construct new 2 story SFD on unfinished basement with attached 2 car garage				
PB25-0086	MAXAM JOSHUA J & JENNIFER	1915 SAVANNAH LN	\$100.00	\$5,000
Work Description: Install emergency egress window				
PB25-0090	GOODMAN RICHARD M	4910 DIXBORO RD	\$1,190.00	\$183,016
Work Description: Convert existing 2 story "squash" court into additional bedroom and office space				
PB25-0092	GUINDON EMILY & STEPHEN	10158 E AVONDALE CIR	\$100.00	\$15,300
Work Description: Remove existing 10'x12' deck. Replace with 20'x20' deck. Ledger must be attached per R507 and flashed per R703 of 2015 Michigan Residential Code.				
PB25-0097	REICHERT BUILDING	5333 MCAULEY DR	\$1,081.00	\$166,348
Work Description: Interior renovation of suites 3011 & 3013 Fire Marshal must approve any relocation of alarm or suppression devices				
PB25-0098	TODD LOGANN & GREGORY	9799 RAVENSHIRE DR	\$142.00	\$21,862
Work Description: Construct 403 SF free standing composite deck. Supported on Ground Screws with aluminum guard rails				
PB25-0099	HERRERA LARISSA S	7115 PLYMOUTH-ANN ARBOR RD	\$1,495.00	\$230,000
Work Description: Construct 30' x 32' Addition, Single Story, on Thickened Slab. With Metal Roof and Composite Siding. Adding 1 Bathroom, Dining Room and Great Room.				
PB25-0100	OSORIO TERESA	1515 RIDGE RD # 72	\$100.00	\$11,275
Work Description: Tear-off and Re-roof Mobile Home				
PB25-0101	OTT JAMES	8527 GLENDALE DR	\$100.00	\$10,000
Work Description: Tear-off and re-roof house				
PB25-0103	INFINITY ACQUISITIONS LLC	1464 WEEPING WILLOW CT	\$1,823.00	\$280,520
Work Description: Construct new 2 story SFD on un-finished basement with 2 car attached garage "Madison" Model - Elevation 'B'				
PB25-0104	INFINITY ACQUISITIONS LLC	1439 WEEPING WILLOW CT	\$1,571.00	\$241,662
Work Description: Construct new 2 story SFD on un-finished basement with 2 car attached garage "Montauk" model - Elevation 'A'				
PB25-0105	MCALLISTER TIMOTHY/ETEZA	3674 KNOLL CREEK CT	\$183.00	\$28,200
Work Description: Remove existing deck. Construct new free-standing, composite deck 8'5" above grade. No change in footprint.				
PB25-0106	JOHNSON MYESHA	1515 RIDGE RD # 116	\$100.00	\$14,000
Work Description: Pour foundation slab for mobile home 28'x52'				

PB25-0107	THYAGARAJAN A & AGGARWA	2160 PARKVIEW CT	\$156.00	\$24,000
Work Description: Daylight basement existing. Excavate to install 6'0x6'8" doorwall. Pour 4'x8' concrete landing, build retaining wall and stairs.				
PB25-0109	SCHOFIELD JENNIFER	8690 CHERRY HILL RD	\$136.00	\$21,000
Work Description: Tear off & re-roof of house only				
PB25-0110	GRAY KAREN A	1922 ANDOVER DR	\$100.00	\$13,272
Work Description: Demo 190 SF wooden deck Replace with 190 SF composite deck on ground screw piers				
PB25-0111	BULLEY-SIMPSON SHERIL D	1877 SAVANNAH LN	\$100.00	\$13,148
Work Description: Tear off and re-roof of house and attached garage				
PB25-0112	TAYLOR STEPHAN & STUMBO I	3629 TANGLEWOOD DR	\$100.00	\$13,830
Work Description: Laundry and mud room remodel				
PB25-0113	TRISKA EDWARD S & FYE MEL	9240 ABBEY LN	\$100.00	\$12,940
Work Description: Tear off and re-roof				
PB25-0114	RUBIN JASON & REEDER AMAN	8671 NOTTINGHAM CT	\$100.00	\$12,000
Work Description: Tear off and re-roof house and garage				
PB25-0115	MYERS RACHEL	1530 WIARD BLVD	\$100.00	\$15,000
Work Description: Remove old steps and construct new in same footprint				
PB25-0116	YANG QINNAN & LI KETING	7972 JORDAN CT	\$100.00	\$15,360
Work Description: Construct new 16'x16' composite, free standing deck. Deck surface to be 8'6" above finish grade. Guard rails to code.				
PB25-0117	CP LAND HOLDINGS LLC	3689 KINSLEY BLVD	\$3,745.00	\$576,141
Work Description: Construct new 2 story SFD on unfinished garden view basement, with 3 car side entry attached garage. "Traditions" Series - 'Charleston Prairie' Elevation				
PB25-0118	MOSKUS/ROMAN	5666 MEADOW DR	\$125.00	\$19,242
Work Description: Bath remodel				
PB25-0119	SMITH TORI LAFAYE	1678 SHEFFIELD DR	\$100.00	\$10,479
Work Description: Tear off and re-roof house and garage				
PB25-0120	SCHWEDLER EMILY & TASHJIA	5569 STONEHEDGE CT	\$130.00	\$20,000
Work Description: Install 2 roof mounted PV system arrays				
PB25-0121	S E MICHIGAN LAND HOLDING	1896 MAGGIE LN	\$2,573.00	\$395,888
Work Description: Construct new 2 story SFD w 10'x16'8" nook extension on unfinished walkout basement with 2 car attached garage. "Austin" model				
PB25-0122	CP LAND HOLDINGS LLC	3682 KINSLEY BLVD	\$3,745.00	\$576,141
Work Description: Construct new 2 story SFD on unfinished, daylight basement with attached 3 car side entry garage. "Tradition" series - 'Charleston European' elevation				
PB25-0123	LAVIOLETTE AMBYR/MCCREA	12263 E AVONDALE CIR	\$100.00	\$14,617

Work Description: Tear off and re-roof house and garage

PB25-0124	MOORE JOHNNY B	1670 SAVANNAH CT	\$163.00	\$25,000
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Work Description: Construct 22'x35' freestanding, wooden deck with 4'x7' landing and guard rails

PB25-0125	KURTH MICHAEL A & AMY K	8481 PRESTON CT	\$100.00	\$9,500
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Work Description: Install 14'x7' aluminum awning over existing deck

PB25-0126	THEYS ROBERT A & KRISTINE	2021 PADDOCK WAY	\$242.00	\$37,184
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Work Description: Tear-off and re-roof house and attached garage

PB25-0127	ROBERTS DAVID C & DEBRA V	3500 HILLSHIRE CT	\$221.00	\$34,009
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Work Description: Tear off and re-roof house and attached garage

PB25-0128	DAVIS DANIELLE & FRANK	5734 E STONE VALLEY DR	\$473.00	\$72,829
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Work Description: Construct 3 tier, engineered retaining wall

PB25-0131	NIMELLI KATHLEEN	8854 SOMERSET LN	\$100.00	\$15,190
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Work Description: Tear off and re-roof

PB25-0132	ROBINSON ALBERT A & MARY	7468 ABIGAIL DR	\$100.00	\$12,975
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Work Description: Construct 16'x12' freestanding composite deck

PB25-0133	FARHA EID R	7473 ABIGAIL DR	\$200.00	\$30,725
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Work Description: Construct approx 416 SF freestanding composite deck

PB25-0134	VACANT	1515 RIDGE RD # 110	\$150.00	\$10,000
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Work Description: Install used 24'x52' mobile home
Make: Skyline
Model: 201283
Year:1996

PB25-0135	JOHNSON MYESHA	1515 RIDGE RD # 116	\$150.00	\$10,000
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Work Description: Install used 16'x68' mobile home
Make: Champion
Model: 402396
Year: 1998

PB25-0136	VACANT	1515 RIDGE RD # 191	\$150.00	\$10,000
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Work Description: Install used 16'x66' mobile home
Make: Skyline
Model: 340601
Year: 2011

PB25-0137	VACANT	1515 RIDGE RD # 310	\$150.00	\$10,000
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Work Description: Installation of a used 28'x52' manufactured home.
Make: Redman
Model: 706103
Year: 2001

PB25-0138	VACANT	1515 RIDGE RD # 284	\$150.00	\$10,000
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Work Description: Install used mobile home - continuing work from PB24-0183

PB25-0139	VACANT	1515 RIDGE RD # 361	\$150.00	\$10,000
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Work Description: Installation of a used mobile home - continuing work from PB23-0161

PB25-0140	WEIDE LAURIE A & OLIVIA	9362 JOY RD	\$100.00	\$15,400
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Work Description: Tear off and re-roof house and garage

Total Permits For Type:	44
Total Fees For Type:	\$23,897.00
Total Const. Value For Type:	\$3,550,362

Report Summary

Population: All Records

Permit.PermitType = Building
AND

Permit.DateIssued in <Previous
month> [06/01/25 - 06/30/25]

Grand Total Fees:	\$23,897.00
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Grand Total Permits:	44
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Grand Total Const. Value:	\$3,550,362
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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	<i>\$4,698,000.00</i>	<i>\$30,537.00</i>	<i>2</i>
Com/Multi-Family Other Building	<i>\$237,061.00</i>	<i>\$1,541.00</i>	<i>1</i>
Com/Multi-Family Renovations	<i>\$2,553,842.00</i>	<i>\$16,604.00</i>	<i>4</i>
Com-Other Non-Building	<i>\$40,000.00</i>	<i>\$260.00</i>	<i>1</i>
Electrical	<i>\$0.00</i>	<i>\$38,135.00</i>	<i>160</i>
Mechanical	<i>\$0.00</i>	<i>\$33,655.00</i>	<i>195</i>
Plumbing	<i>\$0.00</i>	<i>\$26,930.00</i>	<i>119</i>
Res-Additions (Inc. Garages)	<i>\$975,751.00</i>	<i>\$6,343.00</i>	<i>6</i>
Res-Manufactured/Modular	<i>\$110,000.00</i>	<i>\$1,050.00</i>	<i>7</i>
Res-New Building	<i>\$11,174,869.00</i>	<i>\$72,684.00</i>	<i>24</i>
Res-Other Building	<i>\$1,168,557.00</i>	<i>\$9,038.00</i>	<i>68</i>
Res-Other Non-Building	<i>\$306,929.00</i>	<i>\$2,048.00</i>	<i>8</i>
Res-Renovations	<i>\$1,288,514.00</i>	<i>\$8,408.00</i>	<i>17</i>
Totals	<i>\$22,553,523.00</i>	<i>\$247,233.00</i>	<i>612</i>

SUPERIOR TOWNSHIP FIRE DEPARTMENT

MEMO

To: Emily Dabish-Yahkind, Angela Robinson, Lisa Lewis
CC: Christina Benitez
From: Vic Chevrette, Fire Chief
Date: 7/3/2025
Re: Fire Chief/Fire Marshal Activity Report June 2025

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

FOIA Request: 1

CMS Reporting: 0

Meetings Attended: Washtenaw Area Mutual Aid meeting, OHM Roof Project, EMPCO Lieutenant Exam, Inspection Reports On Line.

Training: None

Fire Prevention/Education: n/a

Investigations: None

Fire Inspections: 0

Fire Casualty: Two

Other: Station 2 was closed at various times due to staffing issues. Fire Fighters attended Superior Days.

Total calls for service June 2025: 163

Respectfully Submitted,

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

Fire Suppression Plan Reviews/Zoom Conference:

Fire Suppression Inspections:

Fire Protection Inspections: 3

Fire Department Access inspection: 2 Fire Pump Inspection: 2

Fire Pump Flow Test: 1

Plan Review: 4

Plan Review Zoom meetings: 1

Building Inspection:

Food Truck Inspections: 1

Knox Box Installation:

Consultation, Fire Protection:

Fire Alarm Plan Review:

Fire Alarm Inspection / test:

Fire Investigation:

Fire Investigations follow up:

Burning Complaint:

Burn Permits issued:

Chiefs Meeting:

Meetings: 4

EMT Training:

Code Research: 4

Food Truck:

Inspector Training:

Battery Fire Suppression Classes:

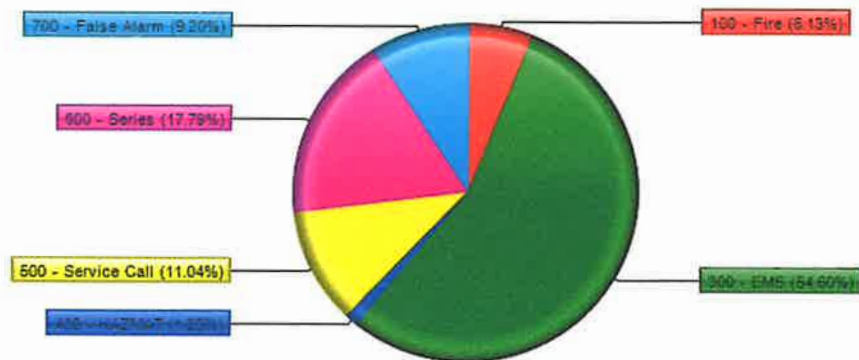
IAAI Fire Investigation Conference:

HuVaco: 1

Respectfully Submitted,
Dan Kimball, Fire Marshal

Fire Incident Type Breakdown

Incident Type Group	
100 - Fire	10
300 - EMS	89
400 - HAZMAT	2
500 - Service Call	18
600 - Series	29
700 - False Alarm	15
	163



Major Fires with Property Loss > \$1M

Incident Date	Incident Number	Alarm Date	Incident Type	Incident Type Code	Property Use	Property Use Code	Estimated Property Loss
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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
6/28/2025 12:00:00 AM	4150342	Highway or divided highway	961	12 - Other Structures	\$3,500.00	Not Recorded	0		0	131
6/2/2025 12:00:00 AM	4138496	1 or 2 family dwelling	419	01 - Residential - Private Dwelling		Not Recorded	0		0	111
6/2/2025 12:00:00 AM	4138255	Highway or divided highway	961	12 - Other Structures	\$500.00	Not Recorded	0		0	131
6/2/2025 12:00:00 AM	4138464	1 or 2 family dwelling	419	01 - Residential - Private Dwelling		Not Recorded	0		0	111
6/20/2025 12:00:00 AM	4146506	1 or 2 family dwelling	419	01 - Residential - Private Dwelling		Not Recorded	0		0	113
6/13/2025 12:00:00 AM	4143494	1 or 2 family dwelling	419	01 - Residential - Private Dwelling		Not Recorded	0		0	111
6/2/2025 12:00:00 AM	4138387	1 or 2 family dwelling	419	01 - Residential - Private Dwelling		Not Recorded	0		0	113
6/30/2025 12:00:00 AM	4151184	Multifamily dwelling	429	02 - Residential - Apartments		Not Recorded	0		0	113
6/9/2025 12:00:00 AM	4141763	Multifamily dwelling	429	02 - Residential - Apartments		Not Recorded	0		0	111
6/7/2025 12:00:00 AM	4140887	Vehicle parking area	965	12 - Other Structures		Not Recorded	0		0	151
					Total Loss \$4,000.00					

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

Structure Fires	Estimated Property Loss	Civilian Casualty	Civilian Deaths	Total
01 - Residential - Private Dwelling		0	0	5
02 - Residential - Apartments		0	0	2
	Total Loss \$0.00			7

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		0	0	7
				7

Part III - Lines 14a through 25

Fires in Structure by Property Use	Estimated Property Loss	Total
14a - Fires in Highway Vehicles	\$4,000.00	2
17 - Fires in Rubbish		1
20 - Rescue, EMS Response		91
21 - False Alarm Responses		15
23b - Hazmat Other		2
24 - All Other Responses		28
		139

Fire - Confined vs Non-Confined

Residential or Structure	Click for Details
05 - Residential	7 Rows

Part IV - Breakdown of False Alarm Responses

False Alarm Breakdown	Total
2. System Malfunction (IT 730-739)	8
3. Unintentional (IT 740-749)	7
	15

Part V - Intentionally Set Fires in Structures and Vehicles

Structure v Vehicle	Civilian Deaths	Civilian Injuries	Total Estimated Loss	Total
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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

		Cause of injury, other		Heart	Providing EMS care	Cause of injury, other		Dizziness/fainting/weakness
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Fire Casualty - Injury Information

Age	Severity	Physical Condition Just Prior to Injury	Activity at Time of Injury	Cause of Fire Fighter Injury	Object Involved In Injury	Factor Contributing To Injury	Primary Apparent Symptom	Primary Part of Body Injured	Inside or Outside a Structure
	Moderate severity, lost-time injury	Rested	Providing EMS care	Cause of injury, other	None		Dizziness/fainting/weakness	Heart	Inside or on structure

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
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No records were found.

Fire - False Alarms

Date: Tuesday, July 1, 2025

Time: 9:23:44 AM

Incident Date	Incident Number	NFIRS Number	Alarm Date	Incident Type	Incident Type Code	Street Or Highway Name	Property Use	Incident Narrative
6/3/2025 12:00:00 AM	4138824	0000755	6/3/2025 12:48:00 PM	Smoke detector activation due to malfunction	733	Prospect	1 or 2 family dwelling	PIERCE, LANCE Jun 03 2025 11:16PM:Superior units were dispatched to the above address for a smoke detector activation. Units arrived and determined the detector was a malfunction, and all units returned at 1305.
6/24/2025 12:00:00 AM	4148457	0000867	6/24/2025 9:14:33 PM	Smoke detector activation due to malfunction	733	Meadhurst	1 or 2 family dwelling	MONDAY, DEREK Jun 25 2025 10:22AM:SUTFD E 11-2 was dispatched to the above location for smoke detectors going off. Upon arrival it was the house lost power and the alarms went off cause the back up batteries were dead.
6/27/2025 12:00:00 AM	4149813	0000889	6/27/2025 3:57:58 PM	Smoke detector activation due to malfunction	733	Nottingham	1 or 2 family dwelling	KIMBALL, RYAN Jun 28 2025 12:45AM:E11-1 were dispatched to reports of a smoke alarm that was malfunctioning. E11-1 arrived to find the homeowners in their garage. They led FD to the alarm, and it was severely outdated. It was making a chirp similar to a low battery alarm, but there was a fresh battery in it. The home was inspected for CO as well. E11-1 crew advised the homeowner can schedule with the FD on Tuesdays to get new fire alarms put in. Homeowner agreed. Information was gathered. E11-1 returned to service. KIMBALL, RYAN Jun 28 2025 12:49AM:E11-1 was dispatched to an elevator malfunction with 1 person trapped. E11-1 arrived to find the elevator stuck in the closed position. E11-1 began using elevator keys to attempt to bring the door open. The door was not acting right, as the elevator keys that were being used would not properly get the door to open. YFD was requested as mutual aid to the scene to assist with bringing more keys. HVA was also started as the PT stated they were beginning to have an anxiety attack. PT was finally extricated from the elevator and YFD and HVA were cancelled. PT was taken by security to the ER in a chair. E11-1 returned to service.
6/22/2025 12:00:00 AM	4147276	0000852	6/22/2025 2:33:58 PM	Heat detector activation due to malfunction	734	Gale	Office: veterinary or research	BACH, SHAUN Jun 23 2025 01:13AM:STFD was dispatched for a comm. heat alarm STFD arrived and found nothing wrong and TOT to UofM police.
6/22/2025 12:00:00 AM	4147310	0000853	6/22/2025 3:53:12 PM	Heat detector activation due to malfunction	734	Gale	Office: veterinary or research	BACH, SHAUN Jun 23 2025 01:18AM:STFD responded back at the request of a UofM worker. We found the alarm panel and turned fans on in the barn to cool the barn down to reduce the heat in the barn. STFD left it with him.

6/5/2025 12:00:00 AM	4139844	0000763	6/5/2025 5:53:18 PM	Alarm system sounded due to malfunction	735	Prospect	24-hour care Nursing homes, 4 or more persons	MONDAY, DEREK Jun 05 2025 10:26PM:Superior Township fire Engine 11-2 and Ladder 11-1 were dispatched to the above location for a fire alarm activation. Upon arrival nothing was showing but the alarm strobes were activated. The alarm panel said smoke detector in room 214 had been activated. We checked that room and all of buildings 1 and 2 with the thermal camera and found nothing. We reset the alarm and returned in service.
6/21/2025 12:00:00 AM	4146625	0000851	6/21/2025 1:30:45 AM	Alarm system sounded due to malfunction	735	Knollwood	1 or 2 family dwelling	BACH, SHAUN Jun 23 2025 01:08AM:STFD was dispatched for a residential fire alarm. STFD arrived and woke the home owners up and they stated that nothing was wrong. STFD check the residents and the alarm panel and found no problem.
6/9/2025 12:00:00 AM	4141643	0000787	6/9/2025 2:28:57 PM	CO detector activation due to malfunction	736	Church	1 or 2 family dwelling	COKER, TYLER Jun 09 2025 07:07PM:STFD was dispatched to an Alarm Activation CO. T11-1 responded and arrived to be met outside by the homeowner. She stated the one CO alarm was cheping but the other one in the home was not. FD investigated with the four gas meter and no CO was found in the home. The cherp was a batteries need to be changed. FD informed the owner on the findings. STFD returned in service. COKER, TYLER Jun 09 2025 07:10PM:STFD was dispatched to an Alarm Activation CO. T11-1 responded and arrived to be met outside by the homeowner. She stated the one CO alarm was cheping but the other one in the home was not. FD investigated with the four gas meter and no CO was found in the home. The cherp was a batteries need to be changed. FD informed the owner on the findings. STFD returned in service.
6/2/2025 12:00:00 AM	4138345	0000745	6/2/2025 12:28:45 PM	Unintentional transmission of alarm, other	740	Mcauley	Health care, detention, & correction, other	BACH, SHAUN Jun 02 2025 06:48PM:STFD was dispatched for a comm alarm upon arrival stfd found workers working on the system.
								COKER, TYLER Jun 07 2025 05:17PM:STFD was dispatched to an Alarm activation at the dispatched address. Notes with the call a pressure cooker pot blew its lid off and the steam set the alarm off. L11-1 continued for a report. L11-1 arrived with nothing showing out investigating. FD made contact with the home owner and confirmed there was no fire or smoke. The pressure cooker was a pot style on the stove top. It failed

6/7/2025 12:00:00 AM	4140609	0000777	6/7/2025 11:24:57 AM	Smoke detector activation, no fire - unintentional	743	Wexford	1 or 2 family dwelling	and the lid blew off no damage. Fd gathered information and returned in service. COKER, TYLER Jun 07 2025 05:46PM:STFD was dispatched to an Alarm activation at the dispatched address. Notes with the call a pressure cooker pot blew its lid off and the steam set the alarm off. L11-1 continued for a report. L11-1 arrived with nothing showing out investigating. FD made contact with the home owner and confirmed there was no fire or smoke. The pressure cooker was a pot style on the stove top. It failed and the lid blew off no damage. Fd gathered information and returned in service.
6/10/2025 12:00:00 AM	4142167	0000795	6/10/2025 8:51:50 PM	Smoke detector activation, no fire - unintentional	743	Sheffield	1 or 2 family dwelling	CLARK, JACOB Jun 11 2025 02:06AM:STFD responded to a fire alarm at the location listed above. E11-2 arrived on scene and gave their IRR. E11-2 arrived on scene with a single story, single family dwelling nothing showing from the exterior, E11-2 would be out investigating. Homeowner, met with E11-2 crew outside the house, he stated that he was cooking burgers and it set the alarm off, no hazards were present. E11-2 canceled L11-1 and L11-1 returned to service. E11-2 gathered information from the home owner. All STFD units were cleared and returned to service.
6/25/2025 12:00:00 AM	4148945	0000881	6/25/2025 7:52:26 PM	Alarm system activation, no fire - unintentional	745	Somerset	Residential, other	OBERSTAEDT, COREY Jun 26 2025 01:28AM:STFD dispatched for a fire alarm at the above listed address. E11-2 and E11-1 responded to the scene. E11-2 arrived on scene to a 2 story residential home with nothing showing. The homeowner was in the garage upon arrival. The homeowner quickly stated that he was cooking sausage and it set off the smoke alarm. There was no damage to the home and the caller had attempted to contact the alarm company. Homeowner information was obtained and all STFD units returned in service.
6/27/2025 12:00:00 AM	4149888	0000887	6/27/2025 6:23:12 PM	Alarm system activation, no fire - unintentional	745	Woodhill	1 or 2 family dwelling	KUJAWA, JEFFREY Jun 27 2025 11:04PM:STFD was dispatched to the above location for a residential fire alarm. STFD was on a prior call and could not respond. FD requested Ann Arbor Township for mutual aid. Central stated it was a false alarm and proper passcode was given. AATWP, never responded. Call was canceled.
								COKER, TYLER Jun 09 2025 07:20PM:STFD was dispatched to an Alarm Activation CO at the above address. T11-1 responded and arrived to be met by the homeowner. They stated the alarms started to go off for CO. FD

6/9/2025 12:00:00 AM	4141629	0000788	6/9/2025 1:53:08 PM	Carbon monoxide detector activation, no CO	746	Betheny	1 or 2 family dwelling	checked the entire house no CO was found. No readings on the four gas meter. Basement detector was at it's life span. FD gave the homeowners information on getting new detectors. Once completed STFD returned in service. COKER, TYLER Jun 09 2025 07:23PM:STFD was dispatched to an Alarm Activation CO at the above address. T11-1 responded and arrived to be met by the homeowner. They stated the alarms started to go off for CO. FD checked the entire house no CO was found. No readings on the four gas meter. Basement detector was at it's life span. FD gave the homeowners information on getting new detectors. Once completed STFD returned in service.
6/12/2025 12:00:00 AM	4142892	0000810	6/12/2025 2:44:02 PM	Carbon monoxide detector activation, no CO	746	Macarthur	Multifamily dwelling	GAKEN, JAMES Jun 13 2025 03:12PM:SUTFD was dispatched for a CO alarm at the above address. E11-2 responded priority three from station two without delay and no issues on the way. Upon arrival, personnel met with the homeowner that stated all the alarms went off and only one time. Personnel checked the residence with a four gas monitor and tested the alarms. It was determined to be a low battery and personnel advised the homeowner that all the batteries needed to be changed. E11-2 then cleared and returned in service without incident.

Fire - Incident Types Codes with Detail Breakdown

Date: Tuesday, July 1, 2025
Time: 9:25:56 AM

Incident Type Group	Incident Type Code	Alarm Date	Incident Number	NFIRS Number	Incident Type	Action Taken 1	Property Use Code	Property Use
		6/2/2025 4:35:18 PM	4138464	0000749	Building fire	Standby	419	1 or 2 family dwelling
		6/2/2025 6:07:59 PM	4138496	0000751	Building fire	Provide manpower	419	1 or 2 family dwelling
		6/9/2025 7:55:55 PM	4141763	0000791	Building fire	Provide manpower	429	Multifamily dwelling
		6/13/2025 11:47:18 PM	4143494	0000814	Building fire	Extinguishment by fire service personnel	419	1 or 2 family dwelling
					4			
		6/2/2025 1:45:41 PM	4138387	0000744	Cooking fire, confined to container	Investigate	419	1 or 2 family dwelling
		6/20/2025 6:18:39 PM	4146506	0000844	Cooking fire, confined to container	Investigate	419	1 or 2 family dwelling
		6/24/2025 12:32:20 AM	4148017	0000876	Cooking fire, confined to container	Investigate fire out on arrival		
					3			
		6/2/2025 8:11:26 AM	4138255	0000743	Passenger vehicle fire	Investigate	961	Highway or divided highway
		6/28/2025 7:25:53 PM	4150342	0000892	Passenger vehicle fire	Extinguishment by fire service personnel	961	Highway or divided highway
					2			
		6/7/2025 10:18:00 PM	4140887	0000783	Outside rubbish, trash or waste fire	Extinguishment by fire service personnel	965	Vehicle parking area
					1			
10								
		5/31/2025 3:12:39 PM	4137587	0000737	Medical assist, assist EMS crew	Information, investigation & enforcement, other	429	Multifamily dwelling
		6/2/2025 5:27:23 AM	4138214	0000740	Medical assist, assist EMS crew	Standby	429	Multifamily dwelling
		6/2/2025 11:06:30 AM	4138313	0000748	Medical assist, assist EMS crew	Information, investigation & enforcement, other	429	Multifamily dwelling
		6/2/2025 12:54:12 PM	4138355	0000746	Medical assist, assist EMS crew	Provide first aid & check for injuries	419	1 or 2 family dwelling
		6/2/2025 7:10:51 PM	4138528	0000750	Medical assist, assist EMS crew	Provide basic life support (BLS)	419	1 or 2 family dwelling
		6/3/2025 8:29:03 AM	4138719	0000758	Medical assist, assist EMS crew	Assistance, other	419	1 or 2 family dwelling
		6/5/2025 10:55:55 AM	4139675	0000767	Medical assist, assist EMS crew	Assistance, other	419	1 or 2 family dwelling

		6/5/2025 12:46:25 PM	4139719	0000762	Medical assist, assist EMS crew	Standby	429	Multifamily dwelling
		6/6/2025 10:55:53 AM	4140107	0000771	Medical assist, assist EMS crew	Standby	331	Hospital - medical or psychiatric
		6/7/2025 8:29:46 PM	4140842	0000781	Medical assist, assist EMS crew	Provide manpower	311	24-hour care Nursing homes, 4 or more persons
		6/9/2025 7:26:51 PM	4141747	0000801	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		6/10/2025 2:40:48 AM	4141856	0000792	Medical assist, assist EMS crew	Standby	400	Residential, other
		6/10/2025 3:36:56 AM	4141869	0000793	Medical assist, assist EMS crew	Standby	400	Residential, other
		6/11/2025 8:56:48 PM	4142596	0000804	Medical assist, assist EMS crew	Provide manpower	900	Outside or special property, other
		6/12/2025 8:01:47 AM	4142739	0000807	Medical assist, assist EMS crew	Emergency medical services, other	419	1 or 2 family dwelling
		6/12/2025 3:41:00 PM	4142913	0000806	Medical assist, assist EMS crew	Assistance, other	962	Residential street, road or residential driveway
		6/12/2025 3:51:12 PM	4142915	0000811	Medical assist, assist EMS crew	Emergency medical services, other	419	1 or 2 family dwelling
		6/15/2025 3:57:41 PM	4144183	0000819	Medical assist, assist EMS crew	Emergency medical services, other	116	Swimming facility: indoor or outdoor
		6/15/2025 10:03:53 PM	4144303	0000834	Medical assist, assist EMS crew	Provide basic life support (BLS)	311	24-hour care Nursing homes, 4 or more persons
		6/17/2025 1:21:57 PM	4145048	0000830	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		6/18/2025 12:47:07 PM	4145474	0000833	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		6/20/2025 10:52:11 AM	4146298	0000837	Medical assist, assist EMS crew	Information, investigation & enforcement, other	965	Vehicle parking area
		6/21/2025 12:34:05 AM	4146613	0000850	Medical assist, assist EMS crew	Provide basic life support (BLS)	419	1 or 2 family dwelling
		6/21/2025 8:01:58 PM	4146958	0000848	Medical assist, assist EMS crew	Provide manpower	429	Multifamily dwelling
		6/22/2025 12:37:41 PM	4147220	0000847	Medical assist, assist EMS crew	Provide manpower	311	24-hour care Nursing homes, 4 or more persons
		6/23/2025 1:07:58 AM	4147496	0000855	Medical assist, assist EMS crew	Provide manpower	429	Multifamily dwelling
		6/23/2025 6:24:51 PM	4147853	0000874	Medical assist, assist EMS crew	Assistance, other	419	1 or 2 family dwelling
		6/24/2025 6:41:24 AM	4148079	0000875	Medical assist, assist EMS crew	Assistance, other	419	1 or 2 family dwelling
		6/24/2025 6:01:53 PM	4148374	0000868	Medical assist, assist EMS crew	Standby	311	24-hour care Nursing homes, 4 or more persons
		6/25/2025 5:48:06 AM	4148574	0000866	Medical assist, assist EMS crew	Standby	419	1 or 2 family dwelling
		6/26/2025 6:48:01 AM	4149103	0000885	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling

		6/27/2025 11:14:16 PM	4149982	0000890	Medical assist, assist EMS crew	Provide basic life support (BLS)	311	24-hour care Nursing homes, 4 or more persons
		6/28/2025 4:51:54 PM	4150261	0000897	Medical assist, assist EMS crew	Provide basic life support (BLS)	311	24-hour care Nursing homes, 4 or more persons
		6/29/2025 8:28:00 AM	4150548	0000895	Medical assist, assist EMS crew	Assistance, other	429	Multifamily dwelling
		6/29/2025 6:53:47 PM	4150800	0000901	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
					35			
		5/31/2025 12:46:46 AM	4137381	0000734	EMS call, excluding vehicle accident with injury	Provide basic life support (BLS)	419	1 or 2 family dwelling
		5/31/2025 8:34:56 PM	4137694	0000736	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		6/2/2025 9:16:03 PM	4138580	0000753	EMS call, excluding vehicle accident with injury	Information, investigation & enforcement, other	400	Residential, other
		6/3/2025 11:38:56 AM	4138791	0000754	EMS call, excluding vehicle accident with injury	Provide basic life support (BLS)	419	1 or 2 family dwelling
		6/4/2025 9:08:46 PM	4139467	0000765	EMS call, excluding vehicle accident with injury	Provide basic life support (BLS)	419	1 or 2 family dwelling
		6/5/2025 2:01:00 PM	4139744	0000773	EMS call, excluding vehicle accident with injury	Provide basic life support (BLS)	419	1 or 2 family dwelling
		6/7/2025 12:32:54 PM	4140641	0000778	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		6/7/2025 10:06:03 PM	4140884	0000784	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		6/8/2025 4:48:10 PM	4141238	0000785	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		6/9/2025 9:46:40 AM	4141522	0000797	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		6/10/2025 9:45:02 PM	4142185	0000798	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		6/11/2025 12:53:13 AM	4142241	0000800	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		6/11/2025 7:49:18 PM	4142565	0000802	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
					EMS call,			

Page 3.

		6/12/2025 1:52:23 AM	4142668	0000805	excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		6/12/2025 2:49:44 AM	4142686	0000822	EMS call, excluding vehicle accident with injury	Information, investigation & enforcement, other	429	Multifamily dwelling
		6/12/2025 8:34:24 PM	4143012	0000813	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		6/13/2025 3:48:19 PM	4143342	0000820	EMS call, excluding vehicle accident with injury	Provide basic life support (BLS)	419	1 or 2 family dwelling
		6/14/2025 10:57:15 AM	4143629	0000821	EMS call, excluding vehicle accident with injury	Provide basic life support (BLS)	419	1 or 2 family dwelling
		6/14/2025 12:27:44 PM	4143653	0000816	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		6/14/2025 5:31:25 PM	4143762	0000818	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		6/16/2025 8:35:51 AM	4144438	0000823	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		6/16/2025 10:32:17 AM	4148664	0000871	EMS call, excluding vehicle accident with injury	Information, investigation & enforcement, other	888	Fire station
		6/16/2025 12:37:06 PM	4144522	0000825	EMS call, excluding vehicle accident with injury	Information, investigation & enforcement, other	965	Vehicle parking area
		6/16/2025 3:39:28 PM	4144610	0000826	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		6/17/2025 1:41:45 AM	4144845	0000827	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		6/17/2025 5:50:21 AM	4144882	0000828	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		6/19/2025 8:25:18 PM	4146098	0000835	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		6/19/2025 10:59:59 PM	4146143	0000842	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		6/20/2025 4:17:27 AM	4146202	0000843	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		6/21/2025 2:53:45 PM	4146823	0000846	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling

		6/22/2025 10:09:25 PM	4147463	0000856	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		6/23/2025 10:15:08 AM	4147631	0000857	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		6/23/2025 4:10:18 PM	4147791	0000860	EMS call, excluding vehicle accident with injury	Provide manpower	419	1 or 2 family dwelling
		6/24/2025 1:55:03 PM	4148276	0000877	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		6/25/2025 10:19:44 AM	4148661	0000880	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		6/26/2025 12:31:47 PM	4149243	0000882	EMS call, excluding vehicle accident with injury	Provide basic life support (BLS)	419	1 or 2 family dwelling
		6/26/2025 8:34:01 PM	4149471	0000883	EMS call, excluding vehicle accident with injury	Provide basic life support (BLS)	419	1 or 2 family dwelling
		6/29/2025 12:13:00 AM	4150453	0000893	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	429	Multifamily dwelling
		6/29/2025 2:11:26 AM	4150480	0000894	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
		6/29/2025 4:52:02 AM	4150507	0000899	EMS call, excluding vehicle accident with injury	Provide basic life support (BLS)	429	Multifamily dwelling
		6/29/2025 3:25:58 PM	4150705	0000900	EMS call, excluding vehicle accident with injury	Provide first aid & check for injuries	419	1 or 2 family dwelling
					41			
		6/11/2025 3:58:12 PM	4142477	0000803	Motor vehicle accident with injuries	Information, investigation & enforcement, other	963	Street or road in commercial area
		6/22/2025 9:09:59 PM	4147441	0000859	Motor vehicle accident with injuries	Provide first aid & check for injuries	963	Street or road in commercial area
					2			
		6/3/2025 6:28:00 PM	4138974	0000756	Motor vehicle accident with no injuries.	Investigate	961	Highway or divided highway
		6/10/2025 7:40:00 AM	4141901	0000796	Motor vehicle accident with no injuries.	Investigate	961	Highway or divided highway
		6/18/2025 7:50:58 PM	4145644	0000831	Motor vehicle accident with no injuries.	Investigate	961	Highway or divided highway

		6/22/2025 4:48:36 AM	4147102	0000845	Motor vehicle accident with no injuries.	Investigate	962	Residential street, road or residential driveway
		6/24/2025 3:06:34 PM	4148308	0000862	Motor vehicle accident with no injuries.	Provide basic life support (BLS)	961	Highway or divided highway
		6/24/2025 5:17:12 PM	4148357	0000863	Motor vehicle accident with no injuries.	Provide basic life support (BLS)	962	Residential street, road or residential driveway
		6/25/2025 4:24:34 PM	4148846	0000879	Motor vehicle accident with no injuries.	Investigate	963	Street or road in commercial area
		6/28/2025 3:48:07 AM	4150045	0000891	Motor vehicle accident with no injuries.	Investigate	962	Residential street, road or residential driveway
					8			
		6/3/2025 6:17:13 PM	4138956	0000757	Search for lost person, other	Search	669	Forest, timberland, woodland
					1			
		6/19/2025 11:54:51 PM	4146157	0000838	Extrication of victim(s) from vehicle	Extricate, disentangle	931	Open land or field
					1			
		6/27/2025 6:02:48 PM	4149879	0000888	Removal of victim (s) from stalled elevator	Rescue, remove from harm	331	Hospital - medical or psychiatric
					1			
89								
		6/12/2025 12:55:26 PM	4142840	0000812	Overheated motor	Investigate	965	Vehicle parking area
					1			
		6/29/2025 9:00:00 AM	4150562	0000896	Vehicle accident, general cleanup	Investigate	419	1 or 2 family dwelling
					1			
2								
		6/24/2025 4:41:00 PM	4148347	0000869	Lock-out	Forcible entry	419	1 or 2 family dwelling
					1			
		6/1/2025 8:21:25 PM	4138097	0000739	Water or steam leak	Investigate	429	Multifamily dwelling
					1			
					Assist police or			

		6/7/2025 2:59:49 AM	4140500	0000776	other governmental agency	Provide manpower	419	1 or 2 family dwelling
		6/24/2025 5:34:57 PM	4148362	0000872	Assist police or other governmental agency	Assistance, other	963	Street or road in commercial area
					2			
		6/6/2025 4:32:11 PM	4140273	0000775	Public service	Investigate	640	Utility or Distribution system, other
		6/10/2025 2:32:32 PM	4142049	0000790	Public service	Assistance, other	963	Street or road in commercial area
		6/23/2025 8:55:01 PM	4147934	0000861	Public service	Assistance, other	419	1 or 2 family dwelling
		6/24/2025 11:30:42 AM	4148195	0000870	Public service	Investigate	962	Residential street, road or residential driveway
					4			
		5/31/2025 1:12:50 PM	4137553	0000735	Assist invalid	Information, Investigation & enforcement, other	429	Multifamily dwelling
		6/5/2025 6:56:43 PM	4139871	0000764	Assist invalid	Assist physically disabled	311	24-hour care Nursing homes, 4 or more persons
		6/6/2025 8:18:37 PM	4140379	0000774	Assist invalid	Provide manpower	419	1 or 2 family dwelling
		6/7/2025 8:53:14 PM	4140847	0000782	Assist invalid	Assist physically disabled	419	1 or 2 family dwelling
		6/15/2025 11:13:19 AM	4144078	0000817	Assist invalid	Assist physically disabled	419	1 or 2 family dwelling
		6/16/2025 8:58:49 PM	4144765	0000824	Assist invalid	Provide manpower	419	1 or 2 family dwelling
		6/18/2025 4:23:22 AM	4145321	0000832	Assist invalid	Assist physically disabled	419	1 or 2 family dwelling
		6/21/2025 3:30:12 PM	4146839	0000854	Assist invalid	Assist physically disabled	419	1 or 2 family dwelling
					8			
		6/2/2025 5:43:13 AM	4138216	0000741	Unauthorized burning	Information, investigation & enforcement, other	419	1 or 2 family dwelling
					1			
		6/9/2025 8:40:00 PM	250609- 205729- SUTFD	0000789	Cover assignment, standby, moveup	Fill-in or moveup	888	Fire station
					1			
18								
		6/1/2025 10:48:18 PM	4138135	0000742	Dispatched & canceled en route	Cancelled en route		

		6/2/2025 7:27:52 AM	4138236	0000747	Dispatched & canceled en route	Cancelled en route		
		6/2/2025 9:07:17 PM	4138578	0000752	Dispatched & canceled en route	Cancelled en route	963	Street or road in commercial area
		6/6/2025 12:05:37 AM	4139961	0000766	Dispatched & canceled en route	Cancelled en route		
		6/6/2025 10:41:04 AM	4140101	0000772	Dispatched & canceled en route	Cancelled en route	419	1 or 2 family dwelling
		6/7/2025 1:17:20 PM	4140665	0000779	Dispatched & canceled en route	Cancelled en route		
		6/8/2025 11:55:11 AM	4141107	0000786	Dispatched & canceled en route	Cancelled en route		
		6/9/2025 9:23:30 AM	4141515	0000799	Dispatched & canceled en route	Cancelled en route	331	Hospital - medical or psychiatric
		6/9/2025 9:39:32 PM	4141798	0000794	Dispatched & canceled en route	Cancelled en route		
		6/12/2025 4:12:57 PM	4142929	0000809	Dispatched & canceled en route	Cancelled en route		
		6/13/2025 6:33:53 AM	4143141	0000808	Dispatched & canceled en route	Cancelled en route		
		6/14/2025 10:38:56 AM	4143623	0000815	Dispatched & canceled en route	Cancelled en route		
		6/17/2025 10:01:13 AM	4144959	0000829	Dispatched & canceled en route	Cancelled en route	311	24-hour care Nursing homes, 4 or more persons
		6/19/2025 9:50:16 PM	4146120	0000836	Dispatched & canceled en route	Cancelled en route		
		6/20/2025 1:49:38 PM	4146385	0000839	Dispatched & canceled en route	Cancelled en route		
		6/20/2025 2:03:20 PM	4146392	0000840	Dispatched & canceled en route	Cancelled en route		
		6/20/2025 3:04:20 PM	4146406	0000841	Dispatched & canceled en route	Cancelled en route		
		6/22/2025 3:25:34 PM	4147300	0000849	Dispatched & canceled en route	Cancelled en route		
		6/23/2025 12:45:14 PM	4147692	0000858	Dispatched & canceled en route	Cancelled en route		
		6/24/2025 2:19:59 PM	4148285	0000865	Dispatched & canceled en route	Cancelled en route		
		6/24/2025 3:28:53 PM	4148321	0000864	Dispatched & canceled en route	Cancelled en route		
		6/25/2025 10:20:48 AM	4148663	0000873	Dispatched & canceled en route	Cancelled en route		
		6/27/2025 12:06:00 PM	250627- 131843- SUTFD	0000884	Dispatched & canceled en route	Cancelled en route	429	Multifamily dwelling
		6/27/2025 12:58:06 PM	250627- 140120- SUTFD	0000886	Dispatched & canceled en route	Cancelled en route	419	1 or 2 family dwelling
		6/29/2025 10:52:00 AM	4150601	0000898	Dispatched & canceled en route	Cancelled en route		
					25			

		6/4/2025 8:17:34 PM	4139446	0000761	No incident found on arrival at dispatch address	Investigate	311	24-hour care Nursing homes, 4 or more persons
		6/5/2025 5:32:13 PM	4139835	0000769	No incident found on arrival at dispatch address	Investigate	963	Street or road in commercial area
		6/6/2025 9:00:46 AM	4140056	0000768	No incident found on arrival at dispatch address	Investigate	962	Residential street, road or residential driveway
		6/7/2025 6:40:29 PM	4140800	0000780	No incident found on arrival at dispatch address	Investigate	888	Fire station
					4			
29								
		6/3/2025 12:48:00 PM	4138824	0000755	Smoke detector activation due to malfunction	Investigate	419	1 or 2 family dwelling
		6/24/2025 9:14:33 PM	4148457	0000867	Smoke detector activation due to malfunction	Investigate	419	1 or 2 family dwelling
		6/27/2025 3:57:58 PM	4149813	0000889	Smoke detector activation due to malfunction	Investigate	419	1 or 2 family dwelling
					3			
		6/22/2025 2:33:58 PM	4147276	0000852	Heat detector activation due to malfunction	Refer to proper authority	593	Office: veterinary or research
		6/22/2025 3:53:12 PM	4147310	0000853	Heat detector activation due to malfunction	Notify other agencies.	593	Office: veterinary or research
					2			
		6/5/2025 5:53:18 PM	4139844	0000763	Alarm system sounded due to malfunction	Investigate	311	24-hour care Nursing homes, 4 or more persons
		6/21/2025 1:30:45 AM	4146625	0000851	Alarm system sounded due to malfunction	Investigate	419	1 or 2 family dwelling
					2			
		6/9/2025 2:28:57 PM	4141643	0000787	CO detector activation due to malfunction	Investigate	419	1 or 2 family dwelling
					1			
		6/2/2025 12:28:45 PM	4138345	0000745	Unintentional transmission of alarm, other	Investigate	300	Health care, detention, & correction, other
					1			
		6/7/2025 11:24:57 AM	4140609	0000777	Smoke detector activation, no fire - unintentional	Investigate	419	1 or 2 family dwelling

		6/10/2025 8:51:50 PM	4142167	0000795	Smoke detector activation, no fire - unintentional	Investigate	419	1 or 2 family dwelling
					2			
		6/25/2025 7:52:26 PM	4148945	0000881	Alarm system activation, no fire - unintentional	Information, investigation & enforcement, other	400	Residential, other
		6/27/2025 6:23:12 PM	4149888	0000887	Alarm system activation, no fire - unintentional	Notify other agencies.	419	1 or 2 family dwelling
					2			
		6/9/2025 1:53:08 PM	4141629	0000788	Carbon monoxide detector activation, no CO	Investigate	419	1 or 2 family dwelling
		6/12/2025 2:44:02 PM	4142892	0000810	Carbon monoxide detector activation, no CO	Investigate	429	Multifamily dwelling
					2			
15								

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							
	4140101	0000772	6/6/2025 10:41:04 AM	4	Ypsilanti Township Fire Department		MONDAY
	4143494	0000814	6/13/2025 11:47:18 PM	4	Ypsilanti Township Fire Department		FRENCH
	4141798	0000794	6/9/2025 9:39:32 PM	4	Ypsilanti Township Fire Department		OBERSTAEDT
	4147692	0000858	6/23/2025 12:45:14 PM	4	Ypsilanti Township Fire Department		CLARK
	4138496	0000751	6/2/2025 6:07:59 PM	4	Ypsilanti Township Fire Department		OBERSTAEDT
	4148017	0000876	6/24/2025 12:32:20 AM	4	Ypsilanti City Fire Department		CLARK
	4140665	0000779	6/7/2025 1:17:20 PM	4	Ypsilanti Township Fire Department		COKER
	4139961	0000766	6/6/2025 12:05:37 AM	4	Ypsilanti City Fire Department		MONDAY
	4141763	0000791	6/9/2025 7:55:55 PM	4	Ypsilanti Township Fire Department		OBERSTAEDT
	4150601	0000898	6/29/2025 10:52:00 AM	4	Ypsilanti Township Fire Department		PIERCE
	4138578	0000752	6/2/2025 9:07:17 PM	4	Ypsilanti Township Fire Department		KIMBALL
	4138464	0000749	6/2/2025 4:35:18 PM	4	Ypsilanti City Fire Department		OBERSTAEDT
Automatic aid received							
	4151184	0000903	6/30/2025 7:05:33 PM	2		Ypsilanti Township Fire Department	KUJAWA
	4151184	0000903	6/30/2025 7:05:33 PM	2		Ypsilanti City Fire Department	KUJAWA
Mutual aid received							

	4148357	0000863	6/24/2025 5:17:12 PM	1		Ann Arbor Township Fire Department	CONKLIN
	4149879	0000888	6/27/2025 6:02:48 PM	1		Ypsilanti City Fire Department	KIMBALL
	4149888	0000887	6/27/2025 6:23:12 PM	1		Ann Arbor Township Fire Department	KUJAWA
	250609- 205729- SUTFD	0000789	6/9/2025 8:40:00 PM	1		Salem Township Fire Department	CHEVRETTE

Aided Agency Name	Details
Ypsilanti City Fire Department	3 Rows
Ypsilanti Township Fire Department	9 Rows
	12 Rows

Alarm Date	Incident Number	NFIRS Number	Aid Given Or Received	Aiding Agency Name	Aided Agency Name
6/24/2025 5:17:12 PM	4148357	0000863	Mutual aid received	Ann Arbor Township Fire Department	
6/9/2025 8:40:00 PM	250609-205729- SUTFD	0000789	Mutual aid received	Salem Township Fire Department	
6/27/2025 6:23:12 PM	4149888	0000887	Mutual aid received	Ann Arbor Township Fire Department	
6/27/2025 6:02:48 PM	4149879	0000888	Mutual aid received	Ypsilanti City Fire Department	
6/30/2025 7:05:33 PM	4151184	0000903	Automatic aid received	Ypsilanti Township Fire Department	
6/30/2025 7:05:33 PM	4151184	0000903	Automatic aid received	Ypsilanti City 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																
								\$0.00	\$0.00							
	6/2/2025	4138496		Building fire	Out Of District	48197-6151	2	\$0.00	\$0.00	NaN		NaN				0000751
	6/2/2025	4138464		Building fire	Out Of District	48197	2	\$0.00	\$0.00	NaN		NaN				0000749
	6/9/2025	4141763		Building fire	Out Of District	48197	2	\$0.00	\$0.00	NaN		NaN				0000791
	6/13/2025	4143494		Building fire	Out Of District	48197	2	\$0.00	\$0.00	NaN		NaN				0000814
113																
								\$600,000.00	\$0.00							
	6/2/2025	4138387		Cooking fire, confined to container	Superior Township 15	48198	3	\$600,000.00	\$0.00	100.00%	\$600,000.00	0.00%				0000744
	6/20/2025	4146506		Cooking fire, confined to container	Superior Township 34	48198	1	\$0.00	\$0.00	NaN		NaN				0000844
	6/24/2025	4148017		Cooking fire, confined to container	Out Of District	48198	2	\$0.00	\$0.00	NaN		NaN				0000876
	6/30/2025	4151184		Cooking fire, confined to container	Superior Township 35	48198	2	\$0.00	\$0.00	NaN		NaN				0000903
131																
								\$4,500.00	\$5,000.00							
	6/2/2025	4138255		Passenger vehicle fire	Superior Township 8	48105	2	\$0.00	\$500.00	-Infinity		NaN	\$500.00			0000743
	6/28/2025	4150342	\$1,000.00	Passenger vehicle fire	Superior Township 13	48105	2	\$4,500.00	\$4,500.00	0.00%	\$3,500.00	100.00%	\$3,500.00	\$1,000.00	\$1,000.00	0000892
151																
								\$0.00	\$0.00							
	6/7/2025	4140887		Outside rubbish, trash or waste fire	Superior Township 34	48198	1	\$0.00	\$0.00	NaN		NaN				0000783
311																
								\$0.00	\$0.00							
	5/31/2025	4137587		Medical assist, assist EMS crew	Superior Township 34	48198	1	\$0.00	\$0.00	NaN		NaN				0000737
	6/2/2025	4138528		Medical assist, assist EMS crew	Superior Township 35	48198-9523	1	\$0.00	\$0.00	NaN		NaN				0000750



WASHTENAW COUNTY OFFICE OF THE SHERIFF

EST. 1823

ALYSHIA M. DYER, SHERIFF



EXECUTIVE SUMMARY

Distribution Date: 7/14/20

June 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 June 2025, there were 821 calls for service in Superior Twp. This is a 14.4% increase 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
25-38819	6/12/2025	Forced Entry - Residence - Home Invasion
25-39991	6/17/2025	B&E - Burglary - Forced Entry - Non-Residence



WASHTENAW COUNTY OFFICE OF THE SHERIFF

EST. 1823

ALYSHIA M. DYER, SHERIFF



EXECUTIVE SUMMARY

Distribution Date: 7/14/20

June 2025

COMMUNITY DIRECTED ENFORCEMENT

DATE	LOCATION	COMPLAINT	INITIATIVES
5/29/25	Brookside Neighborhood	Suspicious people/LFAs	extra patrols
june-current	Harvest Lane	Illegal parking	patrols/parking enforcement

STAFFING

11 / 14 Deputies (Billable for 10)



WASHTENAW COUNTY OFFICE OF THE SHERIFF

EST. 1823

ALYSHIA M. DYER, SHERIFF



EXECUTIVE SUMMARY

Distribution Date: 7/14/20

June 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

OID: 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: June



Incidents	Month 2025	2025 YTD	2024 YTD	% Change
Animal Complaints	34	154	141	0%
Assaultive Crimes	7	66	76	-41.7%
Burglaries	2	10	10	-
Larcenies	2	10	18	0%
Medical Assists	11	78	64	0%
OWI	1	4	14	0%
Robberies		1		-
Traffic Crashes	41	185	186	36.7%
Traffic Stops	148	839	1,675	-42.4%
Vehicle Theft	1	5	10	0%
Calls For Service Total	821	4,718	5,387	-14.4%
Community Engagement		2		-
Citations	168	951	1,818	-47.7%
In/Out of Area Time		Minutes		
Into Area Time		395		
Secondary Road Patrol - Into Area		110		
Collab Out of Area Time		1,450		

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: June



Classification	Month 2025	2025 YTD	2024 YTD	% Change
AGGRAVATED/FELONIOUS ASSAULT	4	33	37	-10.8%
ANIMAL CRUELTY			2	-100.0%
BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)			2	-100.0%
BURGLARY -FORCED ENTRY	2	10	9	11.1%
DAMAGE TO PROPERTY	4	28	32	-12.5%
EXTORTION			2	-100.0%
FORGERY/COUNTERFEITING	1	2	2	0%
FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE		2	1	100.0%
FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	1	6	12	-50.0%
FRAUD - IDENTITY THEFT		2	5	-60.0%
FRAUD -WIRE FRAUD		2	2	0%
INTIMIDATION/STALKING		5	6	-16.7%
LARCENY -OTHER		5	6	-16.7%
LARCENY -THEFT FROM BUILDING	1	4	6	-33.3%
LARCENY -THEFT FROM MOTOR VEHICLE		3	6	-50.0%
LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	1	2		-
MOTOR VEHICLE, AS STOLEN PROPERTY	1	2		-
MOTOR VEHICLE THEFT	1	5	11	-54.5%
NARCOTIC EQUIPMENT VIOLATIONS		1		-
NONAGGRAVATED ASSAULT	5	43	47	-8.5%
RETAIL FRAUD -THEFT	1	2	2	0%
ROBBERY		2	1	100.0%
SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	1	1	1	0%
SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	1	2	3	-33.3%
SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE		1		-
SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	1	2	1	100.0%
SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE		2	5	-60.0%
STOLEN PROPERTY		2	2	0%
VIOLATION OF CONTROLLED SUBSTANCE ACT	1	4	7	-42.9%
WEAPONS OFFENSE- CONCEALED		1	11	-90.9%
WEAPONS OFFENSE -OTHER	1	2	2	0%
Sum:	27	163	201	-18.9%



CFS Summary

Reporting Period: June



Classification	Month 2025	2025 YTD	2024 YTD	% Change
BURGLARY - UNLAWFUL ENTRY (NO INTENT)			3	-100.0%
DISORDERLY CONDUCT		2		-
FAMILY -ABUSE/NEGLECT NONVIOLENT	2	9	8	12.5%
FAMILY -NONSUPPORT			2	-100.0%
FRAUD -BAD CHECKS			1	-100.0%
HEALTH AND SAFETY			1	-100.0%
HIT and RUN MOTOR VEHICLE ACCIDENT		1		-
JUVENILE RUNAWAY	1	6	8	-25.0%
LIQUOR VIOLATIONS -OTHER		1		-
MISCELLANEOUS CRIMINAL OFFENSE			3	-100.0%
OBSTRUCTING JUSTICE	1	18	23	-21.7%
OBSTRUCTING POLICE		9	14	-35.7%
OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	1	6	21	-71.4%
PUBLIC PEACE -OTHER		1	1	0%
TRESPASS		3		-
Sum:	5	53	82	-35.4%

Classification	Month 2025	2025 YTD	2024 YTD	% Change
ALARMS	19	126	160	-21.3%
ANIMAL COMPLAINTS	36	163	146	11.6%
JUVENILE OFFENSES AND COMPLAINTS	5	31	25	24.0%
MISCELLANEOUS COMPLAINTS	178	947	1,003	-5.6%
MISCELLANEOUS TRAFFIC COMPLAINTS	173	940	1,823	-48.4%
NON - CRIMINAL COMPLAINTS	215	1,387	1,179	17.6%
SICK / INJURY COMPLAINT	45	251	237	5.9%
TRAFFIC CRASHES	42	188	190	-1.1%
TRAFFIC OFFENSES	2	14	13	7.7%
WARRANTS	3	22	39	-43.6%
Sum:	718	4,050	4,798	-15.6%

Classification	Month 2025	2025 YTD	2024 YTD	% Change
HAZARDOUS TRAFFIC CITATIONS / WARNINGS			1	-100.0%
MISCELLANEOUS A THROUGH UUUU	4	42	17	147.1%



CFS Summary

Reporting Period: June



PARKING CITATIONS			1	-100.0%
Sum:	4	42	19	121.1%

Classification	Month 2025	2025 YTD	2024 YTD	% Change
FIRE CLASSIFICATIONS		1		-
Sum:		1		-

Classification	Month 2025	2025 YTD	2024 YTD	% Change
CANINE ACTIVITIES		9	2	350.0%
COURT / WARRANT ACTIVITIES		12	1	1100.0%
CRIME PREVENTION ACTIVITIES	1	9	11	-18.2%
INVESTIGATIVE ACTIVITIES	29	146	80	82.5%
MISCELLANEOUS ACTIVITIES (6000)	25	142	65	118.5%
MISCELLANEOUS ACTIVITIES (6100)	25	173	219	-21.0%
Sum:	80	491	378	29.9%

Sum:	834	979		
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CCW Report



Incident Number	Report Date	Offense	Case Status Disposition



Out of Area Report

Reporting Period: June



COUNTY OWNED PROPERTY

Incident #	Patrol Area Desc	Activity Category	Activity Start Date	Duration in Minutes
250040667	ANN ARBOR-SUPERIOR TWP COLLABORATION	DISPATCHED CALLS	06/19/2025 19:00:00	90
			Sum:	90

COUNTY PARKS

Incident #	Patrol Area Desc	Activity Category	Activity Start Date	Duration in Minutes
	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	06/19/2025 20:01:00	30
			Sum:	30

OUT OF COUNTY

Incident #	Patrol Area Desc	Activity Category	Activity Start Date	Duration in Minutes
250038674	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	06/11/2025 23:05:00	60
250041466	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	06/22/2025 22:25:00	45
			Sum:	105

SCIO TOWNSHIP

Incident #	Patrol Area Desc	Activity Category	Activity Start Date	Duration in Minutes
250037311	ANN ARBOR-SUPERIOR TWP COLLABORATION	DISPATCHED CALLS	06/06/2025 15:45:00	15
			Sum:	15



Out of Area Report

Reporting Period: June



YPSILANTI CITY

Incident #	Patrol Area Desc	Activity Category	Activity Start Date	Duration in Minutes
250040174	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	06/17/2025 20:01:00	14
250042295	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	06/25/2025 23:05:00	20
			Sum:	34

YPSILANTI TWP

Incident #	Patrol Area Desc	Activity Category	Activity Start Date	Duration in Minutes
250035906	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	06/01/2025 01:30:00	30
250035906	ANN ARBOR-SUPERIOR TWP COLLABORATION	DISPATCHED CALLS	06/01/2025 01:25:00	35
250035944	ANN ARBOR-SUPERIOR TWP COLLABORATION		06/01/2025 08:50:00	60
250036139	ANN ARBOR-SUPERIOR TWP COLLABORATION	DISPATCHED CALLS	06/01/2025 23:40:00	10
250036166	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	06/02/2025 02:45:00	50
250037506	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	06/07/2025 11:25:00	30
250037506	ANN ARBOR-SUPERIOR TWP COLLABORATION	DISPATCHED CALLS	06/07/2025 10:45:00	70
250037519	ANN ARBOR-SUPERIOR TWP COLLABORATION	DISPATCHED CALLS	06/07/2025 12:20:00	25
250037564	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	06/07/2025 14:55:00	50
250037564	ANN ARBOR-SUPERIOR TWP COLLABORATION	DISPATCHED CALLS	06/07/2025 14:45:00	65
250037575	ANN ARBOR-SUPERIOR TWP COLLABORATION	DISPATCHED CALLS	06/07/2025 15:50:00	5
250038222	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	06/10/2025 11:30:00	50
250038222	ANN ARBOR-SUPERIOR TWP COLLABORATION	DISPATCHED CALLS	06/10/2025 11:30:00	45
250038343	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	06/10/2025 21:00:00	20



Out of Area Report

Reporting Period: June



250038369	ANN ARBOR-SUPERIOR TWP COLLABORATION	DISPATCHED CALLS	06/10/2025 21:15:00	5
250038527	ANN ARBOR-SUPERIOR TWP COLLABORATION	DISPATCHED CALLS	06/11/2025 13:30:00	20
250038950	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	06/12/2025 21:35:00	10
250039175	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	06/13/2025 19:00:00	20
250039609	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	06/15/2025 18:00:00	50
250040135	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACK-UP TRAFFIC STOP	06/17/2025 18:05:00	35
250041022	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	06/21/2025 02:20:00	10
250041135	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	06/21/2025 16:15:00	15
250041233	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACK-UP TRAFFIC STOP	06/21/2025 23:40:00	20
250041272	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	06/22/2025 05:45:00	45
250041785	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	06/24/2025 02:50:00	30
250042514	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	06/26/2025 19:15:00	15
250042571	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACK-UP TRAFFIC STOP	06/26/2025 22:40:00	80
250042578	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	06/26/2025 22:50:00	70
250042589	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	06/27/2025 02:20:00	15
250042597	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	06/27/2025 03:40:00	75
250042626	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	06/27/2025 09:20:00	15
250043060	ANN ARBOR-SUPERIOR TWP COLLABORATION	BACKUP DISPATCHED CALLS	06/28/2025 20:16:00	47
250043606	ANN ARBOR-SUPERIOR TWP COLLABORATION	DISPATCHED CALLS	06/30/2025 22:21:00	54
			Sum:	1,176



Into Area Report

Reporting Period: June



YPSILANTI TWP

Incident #	Reporting Area	Activity Category	Activity Start Date	Minutes
250036160	MACARTHUR BLVD CONTRACT	BACKUP DISPATCHED CALLS	06/02/2025 02:00:00	15
250036338	SUPERIOR TWP	DISPATCHED CALLS	06/02/2025 16:55:00	25
250036384	MACARTHUR BLVD CONTRACT	FOLLOW-UP	06/02/2025 20:40:00	40
250036452	SUPERIOR TWP	BACKUP DISPATCHED CALLS	06/03/2025 09:25:00	65
250036661	SUPERIOR TWP	BACKUP DISPATCHED CALLS	06/04/2025 00:49:00	19
250036661	SUPERIOR TWP	BACKUP DISPATCHED CALLS	06/04/2025 01:15:00	40
250036672	SUPERIOR TWP	TRAFFIC STOP	06/04/2025 01:55:00	5
250036694	MACARTHUR BLVD CONTRACT	BACKUP DISPATCHED CALLS	06/04/2025 04:55:00	20
250036694	MACARTHUR BLVD CONTRACT	BACKUP DISPATCHED CALLS	06/04/2025 04:58:00	19
250037164	MACARTHUR BLVD CONTRACT	BACKUP DISPATCHED CALLS	06/06/2025 03:30:00	20
250037180	MACARTHUR BLVD CONTRACT	BACKUP DISPATCHED CALLS	06/06/2025 06:40:00	40
250037201	SUPERIOR TWP	DISPATCHED CALLS	06/06/2025 09:00:00	20
250037732	SUPERIOR TWP	BACKUP DISPATCHED CALLS	06/08/2025 09:30:00	5
250038155	SUPERIOR TWP	BACKUP DISPATCHED CALLS	06/10/2025 03:35:00	15
250038155	SUPERIOR TWP	BACKUP DISPATCHED CALLS	06/10/2025 03:40:00	10
250038155	SUPERIOR TWP	BACKUP DISPATCHED CALLS	06/10/2025 03:45:00	15
250038680	SUPERIOR TWP	BACKUP DISPATCHED CALLS	06/11/2025 23:35:00	15
250038705	SUPERIOR TWP	BACKUP DISPATCHED CALLS	06/12/2025 02:25:00	65
250038819	SUPERIOR TWP	BACKUP DISPATCHED CALLS	06/12/2025 13:50:00	130
250038819	SUPERIOR TWP	BACKUP DISPATCHED CALLS	06/12/2025 13:55:00	120
250038819	SUPERIOR TWP	BACKUP DISPATCHED CALLS	06/12/2025 13:55:00	125
250038819	SUPERIOR TWP	BACKUP DISPATCHED CALLS	06/12/2025 14:00:00	90
250038819	SUPERIOR TWP	BACKUP DISPATCHED CALLS	06/12/2025 14:00:00	120
250039677	MACARTHUR BLVD CONTRACT	BACKUP DISPATCHED CALLS	06/15/2025 22:50:00	10
250039677	MACARTHUR BLVD CONTRACT	BACKUP DISPATCHED CALLS	06/15/2025 22:55:00	5
250039945	SUPERIOR TWP	BACKUP DISPATCHED CALLS	06/17/2025 00:05:00	30
250039945	SUPERIOR TWP	DISPATCHED CALLS	06/17/2025 00:05:00	66
250039958	MACARTHUR BLVD CONTRACT	BACK-UP TRAFFIC STOP	06/17/2025 02:10:00	10
250040082	SUPERIOR TWP	BACKUP DISPATCHED CALLS	06/17/2025 15:10:00	10



Into Area Report

Reporting Period: June



250040751	MACARTHUR BLVD CONTRACT	BACKUP DISPATCHED CALLS	06/20/2025 04:15:00	30
250040955	SUPERIOR TWP	BACKUP DISPATCHED CALLS	06/20/2025 20:40:00	60
250041037	MACARTHUR BLVD CONTRACT	DISPATCHED CALLS	06/21/2025 04:00:00	15
250041309	SUPERIOR TWP	BACKUP DISPATCHED CALLS	06/22/2025 10:30:00	35
250041988	SUPERIOR TWP	DISPATCHED CALLS	06/24/2025 20:30:00	50
250042132	SUPERIOR TWP	BACKUP DISPATCHED CALLS	06/25/2025 12:25:00	35
250042486	SUPERIOR TWP	BACKUP DISPATCHED CALLS	06/26/2025 18:35:00	30
250042675	MACARTHUR BLVD CONTRACT	BACKUP DISPATCHED CALLS	06/27/2025 12:00:00	30
250042675	MACARTHUR BLVD CONTRACT	BACKUP DISPATCHED CALLS	06/27/2025 12:05:00	15
250042675	MACARTHUR BLVD CONTRACT	BACKUP DISPATCHED CALLS	06/27/2025 12:05:00	25
250043066	SUPERIOR TWP	BACKUP DISPATCHED CALLS	06/28/2025 20:40:00	5
250043149	SUPERIOR TWP	BACKUP DISPATCHED CALLS	06/29/2025 01:15:00	15
250043198	SUPERIOR TWP	BACKUP DISPATCHED CALLS	06/29/2025 09:25:00	47
	SUPERIOR TWP	BACKUP DISPATCHED CALLS	06/12/2025 14:30:00	90
			Sum:	1,651

Violations

Reporting Period: June



Violation Description	Violation Count
DISOBEYED STOP SIGN	1
DROVE WHILE LICENSE SUSPENDED, REVOKED, DENIED	1
DROVE WHILE LICENSE SUSP/REV/DENIED	1
FAILED TO STOP OR IDENTIFY AFTER P.D. ACCIDENT	1
NO PROOF OF INSURANCE	2
OBSTRUCTED VISION OR CONTROL	1
OPEN INTOXICANTS IN VEHICLE-DRIVER	1
PBT REFUSAL	1
REGISTRATION AND/OR PLATE EXPIRED CI	7
SPEEDING 01 - 05 MPH OVER	1
SPEEDING 11 - 15 MPH OVER	2
VIOLATION OF BASIC SPEED LAW	1
Sum:	20

Traffic Stops

Reporting Period: June



TS Reason For Contact	Activities Count
Crime BOL	1
Equipment Vio	34
Other	16
Speed	43
Traffic Vio.	45
	139



Utility Department Memorandum

To: Superior Township Board of Trustees
From: Mary Burton, Utility Director
Date: July 21, 2025
Re: Utility Department Report

- **YCUA Clark & Huron Meter Replacement:**
On June 25th, YCUA began the process to change out the meter at Huron & Clark. Due to a broken service valve, the project was delayed but was completed later in the same week.
- **YCUA Water Rate Increase:**
YCUA is expected to increase its water rates by 5.56% this summer. Official rate increase letters will be sent to Superior Township Utility Department on July 3rd. Projections for the sewer rate increase are expected by mid-July.
- **Ann Arbor Township Water/Sewer Rate Increase:**
Ann Arbor Township raised its water rates by 5.61% and sewer rates by 3.61% effective July 1st. Water connection fees were increased again this year by 16.30% while sewer connection fees remained the same.
- **Annual Water Quality Report:**
The Consumer Confidence Report for water distribution systems 1 and 2 has been accepted by EGLE. Information was issued to all Superior Township customers on how to receive an electronic or printed copy of the report.
- **Hyundai Fire Pump Testing:**
Superior Township water maintenance crew worked with Hyundai on July 3rd to complete fire pump testing at the Technical Center.

JUNE 2025 ASSESSING DEPARTMENT REPORT

TO: Superior Township Board of Trustees

FROM: Paula Calopisis, Assessor

SUBJECT: Assessing Department Activity Report for the July 21, 2025 Meeting
(not a complete list)

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

- Attended the Washtenaw County Assessors Association Meeting
- Worked with BS&A and the county to change 2 school district codes
- Scheduled additional classes for the assessing department to apply toward our mandatory state certification
- Began compiling vacant land sales from various townships
- Began adjusting land values for the 2026 assessed values
- Exchanged e-mails with accountants regarding personal property questions
- Assisted various appraisers, attorneys, and title companies via e-mails and phone calls
- Balanced our 2025 calculations with the treasurer's office and the county
- Consulted with the county to determine sales of development rights
- Assisted with the township Annual Disclosure audit
- Assisted with the creation of lists of possible rental properties for the new rental inspections
- Created a new address for a commercial business
- Met with a resident to discuss his conservation easement

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

- Assisted residents with assessing questions at the counter and on the phone
- Accepted the poverty exemption paperwork for 3 residents of the township
- Completed site visits and measurements for 14 final building inspections which included new construction
- Accepted and entered 55 property transfers, principal residence exemptions, and rescinds
- Assisted veterans with exemption paperwork
- Assisted with the creation of lists of possible rental properties for the new rental inspections
- Worked on re-appraisal paperwork

MEMO

TO: Superior Charter Township Board of Trustees

FROM: Michelle Marin, Planning & Zoning Administrator

RE: Planning & Zoning Department Report

DATE: July 2, 2025

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

PROSPECT POINTE SOUTH

On June 27th, M/I Homes submitted an application for a three-phase single-family residential development project, on two adjacent parcels with a total area of ~48 acres. One parcel is zoned R-4 and one parcel is zoned PC – Planned Community. The development is located on the east side of North Prospect Road, between Berkshire Drive, Sheffield Drive, and the Autumn Woods condos. The applicant is proposing to develop Prospect Pointe South as a 119- unit single family residential development. The existing site is vacant and heavily wooded on roughly $\frac{3}{4}$ of the property.

The developer estimates construction commencement in May 2026 with an anticipated date of first occupancy in February 2027. The planning and engineering review has not yet begun. As such, an estimated time for Planning Commission review cannot yet be determined.

PROSPECT POINTE WEST

Prospect Pointe West is a four-phase single-family residential development project, on a ~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 septic 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 C of O 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 issued 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 ZBA did not have a meeting in June due to a lack of agenda items. There will similarly be no July 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 – application received in June 2025

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 was canceled due to lack of agenda items.

The Planning Commission is also functioning as the Zoning Ordinance Rewrite Steering Committee. Two draft articles are planned for Planning Commission review and discussion at the regular July meeting.

Conditional Use Permit/Preliminary Site Plan - DTE Grenada Substation Expansion (STPC #25-02) is anticipated to be resubmitted and considered at some point this year. The applicant has not communicated with the Planning & Zoning Department in several months, since before Michelle resumed the zoning administrator role.

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 June, Michelle reviewed 17 Certificates of Zoning Compliance and responded to numerous phone calls and email inquiries from the general public. She participated in 4 pre-application meetings at the Township Hall during office hours. Michelle also began ordinance enforcement in June and sent out 3 ordinance violation letters. 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) One of the ordinance enforcement letters concerned 8760 Barrington Drive, a single-family home that was never completed by the property owner and has sat vacant without a Certificate of Occupancy for several years. Following the enforcement letter, the property owner has listed the home for sale as-is, with the condition that the purchaser apply for all building permits needed to complete the house and receive a C of O. The Planning and Building Departments have received multiple inquiries from interested buyers regarding the permitting requirements.
- 3) 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.

Fund 101 GENERAL

GL Number	Description	PERIOD ENDED 03/31/2024	PERIOD ENDED 03/31/2025
*** Assets ***			
Cash			
101-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	625,656.88	714,173.32
101-000-001.002	HUNT 0768 CHK - GEDDES ROAD	12,310.81	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	3,348.79	6,107.56
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	25,259.48	26,766.18
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	589,766.50	0.00
101-000-017.002	COMERICA - GOVERNMENT T-BILLS	117,605.12	0.00
Cash		1,403,232.23	789,052.12
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	195,000.00	180,000.00
101-000-040.002	A/R - OTHER	397,664.49	228,487.14
101-000-078.001	A/R - STATE OF MICHIGAN	0.00	30,000.00
101-000-078.003	A/R - STATE OF MICHIGAN EVIP	54,392.00	54,515.00
101-000-089.001	HCSP FORFEITURE RECEIVABLE	0.00	41,553.00
Accounts Receivable		668,692.71	562,741.57
Fixed Assets			
101-000-188.000	LEASE RECEIVABLE - LONG TERM	0.00	366,724.00
Fixed Assets		0.00	366,724.00
Other Assets			
101-000-056.000	A/R - ACCRUED INCOME	110.16	93.65
101-000-062.000	LEASE RECEIVABLE - CURRENT	0.00	13,837.00
101-000-123.000	PRE-PAID EXPENSES MISC.	1,718.63	352.62
101-000-123.050	PREPAID INSURANCE	20,914.47	29,854.96
101-000-126.000	UNREALIZED GAINS/LOSSES	57,822.80	0.00
Other Assets		80,566.06	44,138.23
Due From Other Funds			
101-000-084.206	DUE FROM FIRE FUND	8,839.21	12,350.00
101-000-084.211	DUE FROM LEGAL DEFENSE FUND	80,538.00	0.00
101-000-084.249	DUE FROM BUILDING FUND	21.39	1,210.07
101-000-084.266	DUE FROM LAW FUND	5.37	0.00
101-000-084.508	DUE FROM PARK FUND	66.22	19.30
101-000-084.592	DUE FROM UTIL	2,410.13	1,278.40
101-000-084.701	DUE FROM TRUST & AGENCY	0.00	3,312.00
101-000-084.703	DUE FROM TAX FUND-COLLECTED TAXES	57,848.11	0.00
101-000-084.704	DUE FROM PAYROLL FUND	4,937.80	4,937.79
Due From Other Funds		154,666.23	23,107.56
Total Assets		2,307,157.23	1,785,763.48
*** Liabilities ***			
Accounts Payable			
101-000-202.000	A/P - VENDORS	73,754.73	78,871.88
101-000-202.200	A/P - CREDIT CARD ACCOUNT	4,283.68	5,025.86
Accounts Payable		78,038.41	83,897.74
Liabilities-ST			
101-000-237.000	DUE TO OTHERS	0.00	11,189.28
101-000-237.001	FIRE INSURANCE WITHHOLD PROGRAM	9,500.00	9,500.00
101-000-257.000	ACCURED WAGES PAYABLE	40,541.00	40,157.00
101-000-260.000	ACCURED PTO	3,979.00	3,333.00

Fund 101 GENERAL

GL Number	Description	PERIOD ENDED 03/31/2024	PERIOD ENDED 03/31/2025
*** Liabilities ***			
Liabilities-ST		54,020.00	64,179.28
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
101-000-361.000	DEFERRED INFLOW - LEASES	0.00	363,316.00
Liabilities-LT (over 1 year)		891.04	363,316.00
Due To Other Funds			
101-000-214.206	DUE TO FIRE FUND	2,138.84	0.00
101-000-214.701	DUE TO TRUST AND AGENCY	0.00	79.86
101-000-214.704	DUE TO PAYROLL FUND	11,441.05	10,794.18
Due To Other Funds		13,579.89	10,874.04
Total Liabilities		146,529.34	522,267.06
*** Fund Balance ***			
Unassigned			
101-000-390.000	FUND BALANCE - UNDESIGNATED	1,610,485.09	524,172.41
Unassigned		1,610,485.09	524,172.41
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	933,406.30
Beginning Fund Balance		2,188,494.43	933,406.30
Net of Revenues VS Expenditures		(27,866.54)	330,090.12
Ending Fund Balance		2,160,627.89	1,263,496.42
Total Liabilities And Fund Balance		2,307,157.23	1,785,763.48

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PERIOD ENDING 02/28/2025

GL NUMBER	DESCRIPTION	2025		YTD BALANCE 02/28/2025	ACTIVITY FOR	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE 02/29/2024
		ORIGINAL BUDGET	2025 AMENDED BUDGET		MONTH 02/28/25			
Fund 101 - GENERAL								
Revenues								
Dept 000 - REVENUE								
101-000-402.000	CURRENT- REAL/PROPERTY/IFT TAX	726,087.00	726,087.00	723,864.94	0.00	2,222.06	99.69	668,378.97
101-000-403.000	PRIOR YEARS DELQ PERS PROP	200.00	200.00	0.00	0.00	200.00	0.00	0.00
101-000-407.000	PPT REIMBURSEMENT	500.00	500.00	0.00	0.00	500.00	0.00	494.64
101-000-432.000	PILOT PROGRAM TAXES	900.00	900.00	0.00	0.00	900.00	0.00	0.00
101-000-434.001	TRAILER FEES	5,700.00	5,700.00	575.50	173.50	5,124.50	10.10	780.50
101-000-445.000	DELINQUENT INTEREST & PENALTY I	4,800.00	4,800.00	200.92	0.00	4,599.08	4.19	5,959.86
101-000-448.001	SUMMER TAX COLLECTION FEES	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00	0.00
101-000-477.000	CABLE TV FRANCHISE FEES - COMC	150,000.00	150,000.00	150,000.00	0.00	0.00	100.00	145,000.00
101-000-477.001	CABLE TV FRANCHISE FEES - AT&T	30,000.00	30,000.00	30,000.00	0.00	0.00	100.00	50,000.00
101-000-574.000	STATE CONSTITUTIONAL REVENUE S	1,584,244.00	1,584,244.00	0.00	0.00	1,584,244.00	0.00	0.00
101-000-574.002	STATE REVENUE SHARING	54,515.00	54,515.00	67,052.00	12,537.00	(12,537.00)	123.00	54,392.00
101-000-574.003	CLFRF REVENUE SHARING	1,558.00	1,558.00	0.00	0.00	1,558.00	0.00	0.00
101-000-577.002	ROW REVENUE STATE & OTHER RESC	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00	0.00
101-000-577.003	NATIONAL OPIOID SETTLEMENT	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00	0.00
101-000-628.003	INFORMATION REQUESTS	0.00	0.00	113.34	113.34	(113.34)	100.00	0.00
101-000-630.000	BAG & TAG PROGRAM FEES	1,500.00	1,500.00	143.45	80.25	1,356.55	9.56	195.00
101-000-631.000	RECYCLING EDUCATION REVENUE	200.00	200.00	0.00	0.00	200.00	0.00	0.00
101-000-632.000	SYCAMORE MEADOWS LITTER CONTRC	4,800.00	0.00	0.00	0.00	0.00	0.00	2,800.00
101-000-633.000	DANBURY LITTER CONTROL	0.00	4,800.00	800.00	400.00	4,000.00	16.67	0.00
101-000-634.000	SUPERIOR DAY DONATION	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00	0.00
101-000-654.001	PLANNING & ZONING ADMIIN FEES	7,000.00	7,000.00	3,275.00	700.00	3,725.00	46.79	675.00
101-000-657.001	ORDINANCE VIOLATION REIMBURSEM	500.00	500.00	0.00	0.00	500.00	0.00	0.00
101-000-664.075	TAX COLLECTION INTEREST	0.00	0.00	421.18	0.00	(421.18)	100.00	0.00
101-000-665.000	INTEREST/DIVIDENDS	25,000.00	25,000.00	207.79	98.02	24,792.21	0.83	8,022.54
101-000-669.000	GAIN/LOSS ON INVESTMENT ACCOUN	40,000.00	40,000.00	0.00	0.00	40,000.00	0.00	6,369.62
101-000-670.000	RENTAL INCOME	36,000.00	36,000.00	0.00	0.00	36,000.00	0.00	0.00
101-000-671.002	CELL TOWER REVENUE	35,000.00	35,000.00	3,164.90	0.00	31,835.10	9.04	9,193.98
101-000-687.000	INSURANCE REIMBURSEMENTS INCOM	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00
101-000-688.000	MISCELLANEOUS INCOME	5,000.00	5,000.00	208.33	45.00	4,791.67	4.17	300.00
101-000-699.999	APPROPRIATION FROM FUND BALANC	61,819.00	61,819.00	0.00	0.00	61,819.00	0.00	0.00
Total Dept 000 - REVENUE		2,837,823.00	2,837,823.00	980,027.35	14,147.11	1,857,795.65	34.53	952,562.11
TOTAL REVENUES		2,837,823.00	2,837,823.00	980,027.35	14,147.11	1,857,795.65	34.53	952,562.11
Expenditures								
Dept 101 - TOWNSHIP BOARD								
101-101-703.000	SALARIES	40,000.00	40,000.00	7,692.40	3,076.96	32,307.60	19.23	9,191.92
101-101-703.001	WETLANDS BOARD STIPENDS	250.00	250.00	0.00	0.00	250.00	0.00	0.00
101-101-703.002	DIXBORO REVIEW BOARD STIPENDS	500.00	500.00	0.00	0.00	500.00	0.00	0.00
101-101-703.003	ZONING BOARD OF APPEAL STIPENC	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	420.00
101-101-806.000	PROFESSIONAL SERVICES - OTHER	100.00	100.00	263.47	263.47	(163.47)	263.47	0.00
101-101-910.000	TRAINING	0.00	0.00	150.00	0.00	(150.00)	100.00	0.00
Total Dept 101 - TOWNSHIP BOARD		41,850.00	41,850.00	8,105.87	3,340.43	33,744.13	19.37	9,611.92
Dept 171 - TOWNSHIP SUPERVISOR								
101-171-703.000	SALARIES	102,373.00	102,373.00	19,687.10	7,874.84	82,685.90	19.23	19,301.10
101-171-703.001	SUPERVISOR ASSISTANT SALARY	70,331.00	70,331.00	13,580.36	5,410.50	56,750.64	19.31	7,275.32
101-171-724.000	TOWNSHIP SUPERVISOR TAXB BENEF	6,445.00	6,445.00	2,500.55	1,000.22	3,944.45	38.80	8,077.65
101-171-752.000	OPERATING SUPPLIES	100.00	100.00	0.00	0.00	100.00	0.00	76.00

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PERIOD ENDING 02/28/2025

GL NUMBER	DESCRIPTION	2025	2025	YTD BALANCE 02/28/2025	ACTIVITY FOR	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE 02/29/2024
		ORIGINAL BUDGET	AMENDED BUDGET		MONTH 02/28/25			
Fund 101 - GENERAL								
Expenditures								
Total Dept 171 - TOWNSHIP SUPERVISOR		179,249.00	179,249.00	35,768.01	14,285.56	143,480.99	19.95	34,730.07
Dept 191 - ACCOUNTING								
101-191-699.249	OTHER FUND CONTRIBUTIONS	(71,000.00)	(71,000.00)	(2,500.00)	(1,250.00)	(68,500.00)	3.52	(1,000.00)
101-191-703.000	SALARIES	93,084.00	93,084.00	20,915.67	7,904.46	72,168.33	22.47	20,458.56
101-191-725.000	TAXABLE BENEFITS	10,293.00	10,293.00	6,429.29	0.00	3,863.71	62.46	6,000.00
101-191-752.000	OPERATING SUPPLIES	500.00	500.00	293.31	165.17	206.69	58.66	59.27
Total Dept 191 - ACCOUNTING		32,877.00	32,877.00	25,138.27	6,819.63	7,738.73	76.46	25,517.83
Dept 215 - CLERK								
101-215-703.000	SALARIES	101,391.00	101,391.00	19,498.25	7,799.30	81,892.75	19.23	19,115.95
101-215-703.001	SALARIES	132,907.00	132,907.00	26,161.01	10,280.32	106,745.99	19.68	20,743.68
101-215-725.000	TAXABLE BENEFITS	0.00	0.00	5,864.66	1,138.70	(5,864.66)	100.00	9,432.99
101-215-752.000	OPERATING SUPPLIES	500.00	500.00	461.95	77.24	38.05	92.39	19.30
101-215-910.000	TRAINING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00
101-215-915.000	MEMBERSHIP & DUES	200.00	200.00	0.00	0.00	200.00	0.00	156.00
Total Dept 215 - CLERK		235,998.00	235,998.00	51,985.87	19,295.56	184,012.13	22.03	49,467.92
Dept 253 - TOWNSHIP TREASURER								
101-253-703.000	SALARIES	101,391.00	101,391.00	19,498.25	7,799.30	81,892.75	19.23	19,115.95
101-253-703.001	SALARIES	94,161.00	94,161.00	21,218.24	8,328.42	72,942.76	22.53	23,089.35
101-253-725.000	TAXABLE BENEFITS	10,923.00	10,923.00	4,003.25	401.30	6,919.75	36.65	6,252.43
101-253-752.000	OPERATING SUPPLIES	500.00	500.00	45.60	45.60	454.40	9.12	247.10
101-253-806.000	PROFESSIONAL SERVICES - OTHER	0.00	0.00	20.00	0.00	(20.00)	100.00	0.00
101-253-900.000	PRINTING & PUBLISHING	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00	0.00
101-253-910.000	TRAINING	500.00	500.00	0.00	0.00	500.00	0.00	199.00
101-253-915.000	MEMBERSHIPS & DUES	250.00	250.00	109.00	0.00	141.00	43.60	99.00
Total Dept 253 - TOWNSHIP TREASURER		209,225.00	209,225.00	44,894.34	16,574.62	164,330.66	21.46	49,002.83
Dept 257 - ASSESSOR								
101-257-703.000	SALARIES	217,201.00	217,201.00	42,692.71	17,474.30	174,508.29	19.66	39,560.25
101-257-703.001	BOARD OF REVIEW SALARIES	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00	0.00
101-257-725.000	TAXABLE BENEFITS	46,015.00	46,015.00	21,959.05	1,550.54	24,055.95	47.72	20,476.74
101-257-752.000	OPERATING SUPPLIES	500.00	500.00	121.89	121.89	378.11	24.38	811.48
101-257-805.000	CONTRACT SERVICES	2,000.00	2,000.00	1,596.44	1,596.44	403.56	79.82	1,497.06
101-257-850.000	TELECOMMUNICATIONS	1,000.00	1,000.00	100.00	50.00	900.00	10.00	101.14
101-257-860.000	TRANSPORTATION	500.00	500.00	0.00	0.00	500.00	0.00	36.85
101-257-910.000	TRAINING	500.00	500.00	0.00	0.00	500.00	0.00	0.00
101-257-915.000	MEMBERSHIPS & DUES	1,500.00	1,500.00	817.14	0.00	682.86	54.48	966.00
101-257-916.000	MEALS & LODGING	500.00	500.00	0.00	0.00	500.00	0.00	0.00
Total Dept 257 - ASSESSOR		271,216.00	271,216.00	67,287.23	20,793.17	203,928.77	24.81	63,449.52
Dept 261 - ADMINISTRATION								
101-261-415.000	TAX CHARGEBACKS	500.00	500.00	42.34	42.34	457.66	8.47	6.86
101-261-699.249	OTHER FUND CONTRIBUTIONS	(15,000.00)	(15,000.00)	0.00	0.00	(15,000.00)	0.00	0.00
101-261-708.000	MESC UNEMPLOYMENT BENEFITS	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00	0.00
101-261-709.000	FICA	76,342.00	76,342.00	17,461.45	6,009.22	58,880.55	22.87	19,498.98

PERIOD ENDING 02/28/2025

GL NUMBER	DESCRIPTION	2025	2025	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT	YTD BALANCE
		ORIGINAL	BUDGET		MONTH			
Fund 101 - GENERAL								
Expenditures								
101-261-715.000	PENSION	139,463.00	139,463.00	27,678.45	10,289.63	111,784.55	19.85	27,238.51
101-261-725.001	HCSP	41,142.00	41,142.00	0.00	0.00	41,142.00	0.00	2,886.00
101-261-752.000	OPERATING SUPPLIES	1,500.00	1,500.00	1,109.24	449.33	390.76	73.95	326.16
101-261-777.000	CEMETERY UPKEEP EXPENSE	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00	0.00
101-261-802.000	PROFESSIONAL SERVICES -ATTORNE	10,000.00	10,000.00	1,950.00	0.00	8,050.00	19.50	3,380.00
101-261-803.000	HSA ADMINISTRATION FEES	250.00	250.00	34.00	17.00	216.00	13.60	42.50
101-261-804.000	PROFESSIONAL SERVICES - AUDIT	11,440.00	11,440.00	0.00	0.00	11,440.00	0.00	6,210.00
101-261-805.000	MASTER PLAN REVISIONS	0.00	0.00	0.00	0.00	0.00	0.00	270.00
101-261-805.001	GEDDES RIDGE DRAIN	28,900.00	28,900.00	0.00	0.00	28,900.00	0.00	0.00
101-261-805.002	SPECIAL PROJECTS - MISCELLANEC	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00	0.00
101-261-805.005	PROSPECT ROAD PATHWAY	0.00	0.00	(180.00)	0.00	180.00	100.00	0.00
101-261-805.006	PLYMOUTH RD PATHWAY	0.00	0.00	1,017.13	1,017.13	(1,017.13)	100.00	4,676.00
101-261-805.007	DIXBORO GREEN SCHOOLHOUSE	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00	4,000.00
101-261-805.011	GEDDES ROAD PATHWAY	225,000.00	225,000.00	1,273.75	1,273.75	223,726.25	0.57	0.00
101-261-805.012	MACARTHUR PATHWAY	0.00	0.00	0.00	0.00	0.00	0.00	4,728.25
101-261-805.013	FIREMAN'S PARK	0.00	0.00	22,282.35	22,282.35	(22,282.35)	100.00	81,806.25
101-261-805.015	TOWNSHIP SIDEWALK PROGRAM	0.00	0.00	1,630.83	1,630.83	(1,630.83)	100.00	0.00
101-261-805.016	HYUNDAI	0.00	0.00	0.00	0.00	0.00	0.00	184,312.00
101-261-805.019	2024 ZONING ORDINANCE REWRITE	0.00	0.00	2,237.50	0.00	(2,237.50)	100.00	0.00
101-261-806.000	PROFESSIONAL SERVICES - OTHER	2,500.00	2,500.00	2,037.80	435.60	462.20	81.51	3,982.30
101-261-826.000	BANK FEES & CHARGES	500.00	500.00	112.09	112.09	387.91	22.42	100.49
101-261-840.001	MEDICAL INSURANCE	44,370.00	44,370.00	7,632.10	3,241.19	36,737.90	17.20	10,574.38
101-261-840.002	DENTAL INSURANCE	8,480.00	8,480.00	1,520.84	695.89	6,959.16	17.93	1,469.12
101-261-840.003	VISION INSURANCE	2,180.00	2,180.00	373.89	173.03	1,806.11	17.15	358.40
101-261-840.004	LIFE INSURANCE	1,573.00	1,573.00	357.50	295.12	1,215.50	22.73	299.68
101-261-850.000	TELECOMMUNICATIONS	12,000.00	12,000.00	2,271.58	1,157.23	9,728.42	18.93	2,029.28
101-261-851.000	POSTAGE	15,000.00	15,000.00	4,409.66	3,880.34	10,590.34	29.40	4,039.80
101-261-860.000	TRANSPORTATION	7,000.00	7,000.00	1,085.96	113.12	5,914.04	15.51	1,158.10
101-261-900.000	PRINTING & PUBLISHING	7,500.00	7,500.00	1,359.50	1,061.02	6,140.50	18.13	793.19
101-261-910.001	TRAINING	1,900.00	1,900.00	0.00	0.00	1,900.00	0.00	0.00
101-261-915.000	MEMBERSHIPS & DUES	5,000.00	5,000.00	3,813.42	0.00	1,186.58	76.27	580.92
101-261-916.000	MEALS & LODGING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	195.00
101-261-935.000	INSURANCE & BONDS	17,333.00	17,333.00	6,354.26	3,177.11	10,978.74	36.66	3,264.66
101-261-940.000	EQUIPMENT RENTAL	7,000.00	7,000.00	589.28	294.64	6,410.72	8.42	552.64
101-261-946.000	PROFESSIONAL SERVICES - ENGINE	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00	4,600.25
101-261-948.000	PROFESSIONAL SERVICES - IT	40,000.00	40,000.00	21,589.19	3,191.97	18,410.81	53.97	4,567.68
101-261-955.000	MISCELLANEOUS EXPENSE	1,000.00	1,000.00	0.52	0.00	999.48	0.05	0.00
101-261-955.001	YPSILANTI MEALS ON WHEELS	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00	0.00
101-261-986.000	EQUIPMENT UNDER \$5,000	2,000.00	2,000.00	59.99	0.00	1,940.01	3.00	1,274.98
101-261-991.000	DEBT PRINCIPLE	115,000.00	115,000.00	0.00	0.00	115,000.00	0.00	0.00
101-261-992.000	DEBT INTEREST	74,500.00	74,500.00	(12,550.00)	0.00	87,050.00	(16.85)	(13,300.00)
Total Dept 261 - ADMINISTRATION		944,373.00	944,373.00	117,554.62	60,839.93	826,818.38	12.45	365,922.38
Dept 262 - ELECTIONS								
101-262-703.000	SALARIES	0.00	0.00	950.00	0.00	(950.00)	100.00	12,606.26
101-262-752.000	OPERATING SUPPLIES	1,000.00	1,000.00	65.74	0.00	934.26	6.57	4,603.87
101-262-851.000	POSTAGE	0.00	0.00	0.00	0.00	0.00	0.00	4,825.22
101-262-900.000	PRINTING & PUBLISHING	0.00	0.00	0.00	0.00	0.00	0.00	247.01
101-262-986.000	EQUIPMENT UNDER \$5,000	0.00	0.00	3,470.00	3,470.00	(3,470.00)	100.00	1,143.25
Total Dept 262 - ELECTIONS		1,000.00	1,000.00	4,485.74	3,470.00	(3,485.74)	448.57	23,425.61

PERIOD ENDING 02/28/2025

GL NUMBER	DESCRIPTION	2025	2025	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT	YTD BALANCE
		ORIGINAL BUDGET	AMENDED BUDGET	02/28/2025	MONTH 02/28/25	BALANCE	USED	02/29/2024
Fund 101 - GENERAL								
Expenditures								
101-265-699.249	OTHER FUND CONTRIBUTIONS	(60,000.00)	(60,000.00)	0.00	0.00	(60,000.00)	0.00	0.00
101-265-752.000	OPERATING SUPPLIES	5,000.00	5,000.00	412.61	199.28	4,587.39	8.25	1,010.97
101-265-805.000	CONTRACT SERVICES	1,000.00	1,000.00	3,584.50	1,792.25	(2,584.50)	358.45	3,584.50
101-265-920.000	UTILITIES	14,000.00	14,000.00	4,103.13	1,871.23	9,896.87	29.31	3,716.54
101-265-934.000	REPAIR & MAINTENANCE	20,000.00	20,000.00	8,058.25	3,538.23	11,941.75	40.29	8,135.70
101-265-975.000	BUILDING IMPROVEMENTS	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00	7,715.01
Total Dept 265 - BUILDINGS & GROUNDS		(15,000.00)	(15,000.00)	16,158.49	7,400.99	(31,158.49)	(107.72)	24,162.72
Dept 446 - INFRASTRUCTURE								
101-446-703.000	SALARIES	7,650.00	7,650.00	0.00	0.00	7,650.00	0.00	440.55
101-446-752.000	OPERATING SUPPLIES	250.00	250.00	0.00	0.00	250.00	0.00	0.00
101-446-805.000	CONTRACT SERVICES	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00	13,300.00
101-446-930.000	REPAIR & MAINTENANCE	500.00	500.00	0.00	0.00	500.00	0.00	167.72
101-446-937.000	ROAD MAINTENANCE	250,000.00	250,000.00	0.00	0.00	250,000.00	0.00	0.00
101-446-937.001	NON-MOTOR TRAILS MAINT.	500.00	500.00	301.94	301.94	198.06	60.39	215.28
101-446-937.002	ROW MAINTENANCE	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00	17.00
101-446-939.000	DRAINS	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00	0.00
Total Dept 446 - INFRASTRUCTURE		313,900.00	313,900.00	301.94	301.94	313,598.06	0.10	14,140.55
Dept 528 - SOLID WASTE MANAGEMENT								
101-528-919.000	ROADSIDE TRASH REMOVAL	7,500.00	7,500.00	783.00	783.00	6,717.00	10.44	170.00
101-528-919.001	GARBAGE & YARD WASTE TAGS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00
101-528-919.002	REIMBURSEMENT FOR DUMP USE	2,000.00	2,000.00	24.00	24.00	1,976.00	1.20	12.00
101-528-919.003	RECYCLE BIN EXCHANGE	0.00	0.00	0.00	0.00	0.00	0.00	2,806.59
Total Dept 528 - SOLID WASTE MANAGEMENT		10,500.00	10,500.00	807.00	807.00	9,693.00	7.69	2,988.59
Dept 596 - TRANSPORTATION SYSTEM								
101-596-860.000	AAATA FIXED ROUTE	79,586.00	79,586.00	13,264.32	6,632.16	66,321.68	16.67	11,210.33
101-596-860.001	AAATA DEMAND RESPONSE	25,106.00	25,106.00	4,184.34	2,092.17	20,921.66	16.67	3,982.83
101-596-981.000	CAP COST OF NEW BUSES	16,855.00	16,855.00	2,809.16	1,404.58	14,045.84	16.67	2,446.00
Total Dept 596 - TRANSPORTATION SYSTEM		121,547.00	121,547.00	20,257.82	10,128.91	101,289.18	16.67	17,639.16
Dept 701 - PLANNING DEPARTMENT								
101-701-703.000	SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	12,069.54
101-701-703.001	COMMISSION STIPENDS	3,000.00	3,000.00	420.00	420.00	2,580.00	14.00	500.00
101-701-725.000	TAXABLE BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00	5,184.10
101-701-752.000	OPERATING SUPPLIES	250.00	250.00	0.00	0.00	250.00	0.00	164.76
101-701-806.000	PROFESSIONAL SERVICES - OTHER	75,000.00	75,000.00	26,480.00	16,472.50	48,520.00	35.31	2,280.00
101-701-900.000	PRINTING & PUBLISHING	500.00	500.00	0.00	0.00	500.00	0.00	216.76
Total Dept 701 - PLANNING DEPARTMENT		78,750.00	78,750.00	26,900.00	16,892.50	51,850.00	34.16	20,415.16
Dept 965 - TRANSFER OF FUNDS								
101-965-995.508	TRANSFER TO PARK FUND	390,736.00	390,736.00	65,122.70	32,561.33	325,613.30	16.67	66,266.80
101-965-995.509	RESOLUTION #2021-20 ADD'L \$ TC	21,602.00	21,602.00	0.00	0.00	21,602.00	0.00	0.00

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REVENUE AND EXPENDITURE REPORT FOR SUPERIOR TOWNSHIP

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PERIOD ENDING 02/28/2025

GL NUMBER	DESCRIPTION	2025		YTD BALANCE 02/28/2025	ACTIVITY FOR	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE 02/29/2024
		ORIGINAL BUDGET	2025 AMENDED BUDGET		MONTH 02/28/25			
Fund 101 - GENERAL								
Expenditures								
Total Dept 965 - TRANSFER OF FUNDS		412,338.00	412,338.00	65,122.70	32,561.33	347,215.30	15.79	66,266.80
TOTAL EXPENDITURES		2,837,823.00	2,837,823.00	484,767.90	213,511.57	2,353,055.10	17.08	766,741.06
Fund 101 - GENERAL:								
TOTAL REVENUES		2,837,823.00	2,837,823.00	980,027.35	14,147.11	1,857,795.65	34.53	952,562.11
TOTAL EXPENDITURES		2,837,823.00	2,837,823.00	484,767.90	213,511.57	2,353,055.10	17.08	766,741.06
NET OF REVENUES & EXPENDITURES		0.00	0.00	495,259.45	(199,364.46)	(495,259.45)	100.00	185,821.05

Fund 203 SIDE STREET MAINTENANCE

GL Number	Description	PERIOD ENDED 03/31/2024	PERIOD ENDED 03/31/2025
*** Assets ***			
Cash			
203-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	14,471.41	12,822.50
Cash		14,471.41	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		37,988.41	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	12,822.50
Unassigned		14,316.72	12,822.50
Total Fund Balance		14,316.72	12,822.50
Beginning Fund Balance		14,316.72	12,822.50
Net of Revenues VS Expenditures		23,671.69	25,436.00
Ending Fund Balance		37,988.41	38,258.50
Total Liabilities And Fund Balance		37,988.41	38,258.50

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REVENUE AND EXPENDITURE REPORT FOR SUPERIOR TOWNSHIP

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PERIOD ENDING 02/28/2025

GL NUMBER	DESCRIPTION	2025	2025	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT	YTD BALANCE
		ORIGINAL BUDGET	AMENDED BUDGET	02/28/2025	MONTH 02/28/25	BALANCE	USED	02/29/2024
Fund 203 - SIDE STREET MAINTENANCE								
Revenues								
Dept 000 - REVENUE								
203-000-450.000	SPECIAL ASSESSMENT	26,500.00	26,500.00	25,436.00	0.00	1,064.00	95.98	23,517.00
203-000-665.000	INTEREST/DIVIDENDS	0.00	0.00	0.00	0.00	0.00	0.00	124.23
Total Dept 000 - REVENUE		26,500.00	26,500.00	25,436.00	0.00	1,064.00	95.98	23,641.23
TOTAL REVENUES		26,500.00	26,500.00	25,436.00	0.00	1,064.00	95.98	23,641.23
Expenditures								
Dept 443 - MAINTENANCE								
203-443-805.000	CONTRACT SERVICES	26,500.00	26,500.00	0.00	0.00	26,500.00	0.00	0.00
Total Dept 443 - MAINTENANCE		26,500.00	26,500.00	0.00	0.00	26,500.00	0.00	0.00
TOTAL EXPENDITURES		26,500.00	26,500.00	0.00	0.00	26,500.00	0.00	0.00
Fund 203 - SIDE STREET MAINTENANCE:								
TOTAL REVENUES		26,500.00	26,500.00	25,436.00	0.00	1,064.00	95.98	23,641.23
TOTAL EXPENDITURES		26,500.00	26,500.00	0.00	0.00	26,500.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	25,436.00	0.00	(25,436.00)	100.00	23,641.23

Fund 206 FIRE OPERATING FUND

GL Number	Description	PERIOD ENDED 03/31/2024	PERIOD ENDED 03/31/2025
*** Assets ***			
Cash			
206-000-001.001	HUNT 6014 - DAILY OPERATING CHECKING	2,085,369.50	2,494,040.43
206-000-002.001	COMERICA 5587 J-FUND - ACCRUED ABSENCES	458,481.47	481,001.88
206-000-002.002	COMERICA 5588 J-FUND - DAILY OPERATING	640,084.83	671,525.77
206-000-009.000	MICHIGAN CLASS - 0003	0.00	225,027.14
206-000-017.001	HUNT 4740 - GOVERNMENT T-BILLS	344,816.94	2,615.44
206-000-017.002	COMERICA - GOVERNMENT T-BILLS	325,578.41	305,298.25
Cash		3,854,331.15	4,179,508.91
Accounts Receivable			
206-000-020.000	A/R - TAXROLL REVENUE	96,952.77	123,492.38
206-000-089.001	HCSP FORFEITURE RECEIVABLE	0.00	2,119.00
Accounts Receivable		96,952.77	125,611.38
Other Assets			
206-000-056.000	A/R - ACCRUED INCOME	4,791.90	4,033.97
206-000-123.000	PRE-PAID EXPENSES MISC.	598,192.80	385.20
206-000-123.050	PREPAID INSURANCE	55,569.47	66,970.61
206-000-126.000	UNREALIZED GAINS/LOSSES	33,415.66	43,833.48
Other Assets		691,969.83	115,223.26
Due From Other Funds			
206-000-084.101	DUE FROM GENERAL FUND	2,138.84	0.00
Due From Other Funds		2,138.84	0.00
Total Assets		4,645,392.59	4,420,343.55
*** Liabilities ***			
Accounts Payable			
206-000-202.000	A/P - VENDORS	32,849.14	21,460.86
Accounts Payable		32,849.14	21,460.86
Liabilities-ST			
206-000-257.000	ACCURED WAGES PAYABLE	58,806.00	74,747.00
206-000-260.000	ACCURED PTO	43,841.00	28,503.00
Liabilities-ST		102,647.00	103,250.00
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	8,839.21	12,350.00
206-000-214.704	DUE TO PAYROLL FUND	22,259.94	29,459.65
Due To Other Funds		31,099.15	41,809.65
Total Liabilities		170,448.18	166,520.51

*** Fund Balance ***

Unassigned

Fund 206 FIRE OPERATING FUND

GL Number	Description	PERIOD ENDED 03/31/2024	PERIOD ENDED 03/31/2025
*** Fund Balance ***			
206-000-390.000	FUND BALANCE - UNDESIGNATED	1,313,774.97	839,835.49
	Unassigned	1,313,774.97	839,835.49
	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	1,988,420.36
Beginning Fund Balance		2,417,408.25	1,988,420.36
Net of Revenues VS Expenditures		2,057,536.16	2,265,402.68
Ending Fund Balance		4,474,944.41	4,253,823.04
Total Liabilities And Fund Balance		4,645,392.59	4,420,343.55

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PERIOD ENDING 02/28/2025

GL NUMBER	DESCRIPTION	2025		YTD BALANCE 02/28/2025	ACTIVITY FOR MONTH 02/28/25	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE 02/29/2024
		ORIGINAL BUDGET	2025 AMENDED BUDGET					
Fund 206 - FIRE OPERATING FUND								
Revenues								
Dept 000 - REVENUE								
206-000-402.000	CURRENT- REAL/PROPERTY/IFT TAX	3,180,886.00	3,180,886.00	3,171,247.66	0.00	9,638.34	99.70	2,933,144.45
206-000-403.000	PRIOR YEARS DELQ PERS PROP	100.00	100.00	0.00	0.00	100.00	0.00	0.00
206-000-407.000	PPT REIMBURSEMENT	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00	2,138.84
206-000-432.000	PILOT PROGRAM TAXES	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00	0.00
206-000-501.000	GRANTS	149,000.00	149,000.00	0.00	0.00	149,000.00	0.00	0.00
206-000-628.001	FALSE ALARM REVENUE	500.00	500.00	0.00	0.00	500.00	0.00	0.00
206-000-664.000	INTEREST/DIVIDENDS	79,500.00	79,500.00	11,184.13	3,840.07	68,315.87	14.07	13,521.49
206-000-669.000	GAIN/LOSS ON INVESTMENT ACCOUK	40,500.00	40,500.00	2,794.19	1,394.82	37,705.81	6.90	2,988.15
206-000-676.000	REIMBURSEMENT FOR LABOR COSTS	0.00	0.00	1,680.00	1,680.00	(1,680.00)	100.00	0.00
206-000-687.000	INSURANCE REIMBURSEMENTS INCOM	4,500.00	4,500.00	31,867.35	0.00	(27,367.35)	708.16	1,881.20
206-000-688.000	MISCELLANEOUS INCOME	500.00	500.00	0.00	0.00	500.00	0.00	80.00
Total Dept 000 - REVENUE		3,462,486.00	3,462,486.00	3,218,773.33	6,914.89	243,712.67	92.96	2,953,754.13
TOTAL REVENUES		3,462,486.00	3,462,486.00	3,218,773.33	6,914.89	243,712.67	92.96	2,953,754.13
Expenditures								
Dept 336 - FIRE OPERATIONS								
206-336-415.000	TAX CHARGEBACKS	250.00	250.00	185.46	185.46	64.54	74.18	29.67
206-336-703.000	SALARIES	1,046,528.00	1,046,528.00	204,227.60	82,066.28	842,300.40	19.51	187,939.93
206-336-703.001	STATE AUTHORIZED OVERTIME	78,342.00	78,342.00	15,357.90	6,174.96	62,984.10	19.60	13,939.32
206-336-703.002	OVERTIME	300,000.00	300,000.00	75,412.82	29,561.93	224,587.18	25.14	88,728.40
206-336-709.000	FICA	89,732.00	89,732.00	33,482.45	10,018.60	56,249.55	37.31	32,692.63
206-336-715.000	PENSION	258,956.00	258,956.00	78,768.20	26,385.84	180,187.80	30.42	72,889.87
206-336-725.000	TAXABLE BENEFITS	188,838.00	188,838.00	146,882.97	14,865.37	41,955.03	77.78	141,669.68
206-336-725.001	HCSP	64,800.00	64,800.00	4,270.49	1,120.49	60,529.51	6.59	5,950.00
206-336-752.000	OPERATING SUPPLIES	45,000.00	45,000.00	4,943.84	3,335.60	40,056.16	10.99	6,790.14
206-336-767.000	FIRE CHIEF/MARSHALL EXPENSES	2,000.00	2,000.00	348.00	348.00	1,652.00	17.40	0.00
206-336-802.000	PROFESSIONAL SERVICES -ATTORNE	1,000.00	1,000.00	400.00	0.00	600.00	40.00	0.00
206-336-803.000	HSA ADMINISTRATION FEES	600.00	600.00	102.00	51.00	498.00	17.00	102.00
206-336-804.000	PROFESSIONAL SERVICES - AUDIT	2,700.00	2,700.00	0.00	0.00	2,700.00	0.00	0.00
206-336-805.000	DISPATCH SERVICES	41,838.00	41,838.00	6,973.00	3,486.50	34,865.00	16.67	5,236.63
206-336-806.000	PROFESSIONAL SERVICES - OTHER	45,000.00	45,000.00	30,427.02	5,002.08	14,572.98	67.62	18,558.69
206-336-826.000	BANK FEES & CHARGES	1,000.00	1,000.00	376.32	132.88	623.68	37.63	422.53
206-336-840.001	MEDICAL INSURANCE	178,672.00	178,672.00	32,840.70	16,420.35	145,831.30	18.38	27,432.70
206-336-840.002	DENTAL INSURANCE	13,893.00	13,893.00	2,162.52	1,081.26	11,730.48	15.57	2,034.18
206-336-840.003	VISION INSURANCE	3,138.00	3,138.00	471.90	235.95	2,666.10	15.04	452.54
206-336-840.004	LIFE INSURANCE	1,716.00	1,716.00	272.40	136.20	1,443.60	15.87	272.40
206-336-850.000	TELECOMMUNICATIONS	24,000.00	24,000.00	4,449.84	2,236.65	19,550.16	18.54	4,084.60
206-336-890.000	CONTINGENCIES	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00	0.00
206-336-910.000	TRAINING	13,000.00	13,000.00	999.00	40.00	12,001.00	7.68	3,093.00
206-336-915.000	MEMBERSHIPS & DUES	7,500.00	7,500.00	5,038.70	190.00	2,461.30	67.18	4,142.62
206-336-927.000	ACCOUNTING CHARGEBACK FEE	40,000.00	40,000.00	0.00	0.00	40,000.00	0.00	0.00
206-336-935.000	INSURANCE & BONDS	80,000.00	80,000.00	17,474.16	8,737.08	62,525.84	21.84	14,777.00
206-336-940.000	EQUIPMENT RENTAL	3,000.00	3,000.00	519.72	259.86	2,480.28	17.32	439.12
206-336-946.000	PROFESSIONAL SERVICES - ENGINE	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00	918.00
206-336-948.000	PROFESSIONAL SERVICES - IT	25,000.00	25,000.00	2,646.88	1,065.57	22,353.12	10.59	4,521.75
206-336-960.000	FIRE PREVENTION EXPENSE	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00	290.00
206-336-961.000	GRANT EXPENDITURES	10,000.00	10,000.00	(4,181.71)	0.00	14,181.71	(41.82)	0.00
206-336-965.000	MISCELLANEOUS EXPENSE	500.00	500.00	0.00	0.00	500.00	0.00	0.00
206-336-985.000	EQUIPMENT OVER \$5,000	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00	0.00
206-336-986.000	EQUIPMENT UNDER \$5,000	15,000.00	15,000.00	2,152.97	668.99	12,847.03	14.35	4,485.82

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REVENUE AND EXPENDITURE REPORT FOR SUPERIOR TOWNSHIP

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PERIOD ENDING 02/28/2025

GL NUMBER	DESCRIPTION	2025	2025	YTD BALANCE 02/28/2025	ACTIVITY FOR	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE 02/29/2024
		ORIGINAL BUDGET	AMENDED BUDGET		MONTH 02/28/25			
Fund 206 - FIRE OPERATING FUND								
Expenditures								
Total Dept 336 - FIRE OPERATIONS		2,644,503.00	2,644,503.00	667,005.15	213,806.90	1,977,497.85	25.22	641,893.22
Dept 337 - VEHICLES								
206-337-752.000	OPERATING SUPPLIES	5,000.00	5,000.00	1,398.40	0.00	3,601.60	27.97	1,305.85
206-337-758.000	FUEL-DIESEL	25,000.00	25,000.00	2,866.65	1,373.14	22,133.35	11.47	3,680.21
206-337-860.000	TRANSPORTATION	2,000.00	2,000.00	360.00	360.00	1,640.00	18.00	0.00
206-337-916.000	MEALS & LODGING	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00	1,033.98
206-337-934.000	REPAIR & MAINTENANCE	100,000.00	100,000.00	8,821.83	10,355.20	91,178.17	8.82	20,421.50
Total Dept 337 - VEHICLES		134,500.00	134,500.00	13,446.88	12,088.34	121,053.12	10.00	26,441.54
Dept 338 - BUILDINGS & GROUNDS								
206-338-752.000	OPERATING SUPPLIES	10,000.00	10,000.00	2,837.62	725.16	7,162.38	28.38	1,368.75
206-338-920.000	UTILITIES	30,000.00	30,000.00	7,800.66	4,028.99	22,199.34	26.00	6,435.07
206-338-934.000	REPAIR & MAINTENANCE	50,000.00	50,000.00	2,088.02	1,075.66	47,911.98	4.18	4,732.84
206-338-976.000	BUILDING ADDITIONS & IMPS.	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00	0.00
Total Dept 338 - BUILDINGS & GROUNDS		100,000.00	100,000.00	12,726.30	5,829.81	87,273.70	12.73	12,536.66
Dept 965 - TRANSFER OF FUNDS								
206-965-965.000	TRANSFER TO BLDG. CONST. RESEF	583,483.00	583,483.00	0.00	0.00	583,483.00	0.00	0.00
Total Dept 965 - TRANSFER OF FUNDS		583,483.00	583,483.00	0.00	0.00	583,483.00	0.00	0.00
TOTAL EXPENDITURES		3,462,486.00	3,462,486.00	693,178.33	231,725.05	2,769,307.67	20.02	680,871.42
Fund 206 - FIRE OPERATING FUND:								
TOTAL REVENUES		3,462,486.00	3,462,486.00	3,218,773.33	6,914.89	243,712.67	92.96	2,953,754.13
TOTAL EXPENDITURES		3,462,486.00	3,462,486.00	693,178.33	231,725.05	2,769,307.67	20.02	680,871.42
NET OF REVENUES & EXPENDITURES		0.00	0.00	2,525,595.00	(224,810.16)	(2,525,595.00)	100.00	2,272,882.71

Fund 211 LEGAL DEFENSE FUND

GL Number	Description	PERIOD ENDED 03/31/2024	PERIOD ENDED 03/31/2025
*** Assets ***			
Cash			
211-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	3,723.84	176,288.98
211-000-017.001	CHASE 5503 - GOVERNMENT T-BILLS	253,940.85	0.00
Cash		257,664.69	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		277,364.74	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	80,538.00	0.00
Due To Other Funds		80,538.00	0.00
Total Liabilities		81,388.00	0.00
*** Fund Balance ***			
Unassigned			
211-000-390.000	FUND BALANCE - UNDESIGNATED	193,251.70	177,538.98
Unassigned		193,251.70	177,538.98
Total Fund Balance		193,251.70	177,538.98
Beginning Fund Balance		193,251.70	177,538.98
Net of Revenues VS Expenditures		2,725.04	(1,250.00)
Ending Fund Balance		195,976.74	176,288.98
Total Liabilities And Fund Balance		277,364.74	176,288.98

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PERIOD ENDING 02/28/2025

GL NUMBER	DESCRIPTION	2025	2025	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT	YTD BALANCE
		ORIGINAL BUDGET	AMENDED BUDGET	02/28/2025	MONTH 02/28/25	BALANCE	USED	02/29/2024
Fund 211 - LEGAL DEFENSE FUND								
Revenues								
Dept 000 - REVENUE								
211-000-664.000	INTEREST/DIVIDENDS	0.00	0.00	0.00	0.00	0.00	0.00	42.68
211-000-669.000	GAIN/LOSS ON INVESTMENT ACCOUN	0.00	0.00	0.00	0.00	0.00	0.00	2,277.86
211-000-699.999	APPROPRIATION FROM FUND BALANC	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00	0.00
Total Dept 000 - REVENUE		20,000.00	20,000.00	0.00	0.00	20,000.00	0.00	2,320.54
TOTAL REVENUES		20,000.00	20,000.00	0.00	0.00	20,000.00	0.00	2,320.54
Expenditures								
Dept 443 - MAINTENANCE								
211-443-802.000	PROFESSIONAL SERVICES -ATTORNE	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00	850.00
211-443-806.000	PROFESSIONAL SERVICES - OTHER	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00	0.00
Total Dept 443 - MAINTENANCE		20,000.00	20,000.00	0.00	0.00	20,000.00	0.00	850.00
TOTAL EXPENDITURES		20,000.00	20,000.00	0.00	0.00	20,000.00	0.00	850.00
Fund 211 - LEGAL DEFENSE FUND:								
TOTAL REVENUES		20,000.00	20,000.00	0.00	0.00	20,000.00	0.00	2,320.54
TOTAL EXPENDITURES		20,000.00	20,000.00	0.00	0.00	20,000.00	0.00	850.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00	1,470.54

Fund 219 STREET LIGHT FUND

GL Number	Description	PERIOD ENDED 03/31/2024	PERIOD ENDED 03/31/2025
*** Assets ***			
Cash			
219-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	12,034.10	9,876.00
Cash		12,034.10	9,876.00
Accounts Receivable			
219-000-020.000	A/R - TAXROLL REVENUE	87,411.98	94,150.63
Accounts Receivable		87,411.98	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		99,446.08	104,026.63
*** Liabilities ***			
Accounts Payable			
219-000-202.000	A/P - VENDORS	8,335.95	8,277.41
Accounts Payable		8,335.95	8,277.41
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		8,335.95	8,277.41
*** Fund Balance ***			
Unassigned			
219-000-390.000	FUND BALANCE - UNDESIGNATED	115,684.49	120,812.99
Unassigned		115,684.49	120,812.99
Total Fund Balance		115,684.49	120,812.99
Beginning Fund Balance		115,684.49	120,812.99
Net of Revenues VS Expenditures		(24,574.36)	(25,063.77)
Ending Fund Balance		91,110.13	95,749.22
Total Liabilities And Fund Balance		99,446.08	104,026.63

REVENUE AND EXPENDITURE REPORT FOR SUPERIOR TOWNSHIP

PERIOD ENDING 02/28/2025

GL NUMBER	DESCRIPTION	2025	2025	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT	YTD BALANCE
		ORIGINAL	AMENDED BUDGET		MONTH			
		BUDGET		02/28/2025	02/28/25			
Fund 219 - STREET LIGHT FUND								
Revenues								
Dept 000 - REVENUE								
219-000-450.000	SPECIAL ASSESSMENT	91,700.00	91,700.00	0.00	0.00	91,700.00	0.00	0.00
219-000-665.000	INTEREST/DIVIDENDS	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00	711.95
Total Dept 000 - REVENUE		93,700.00	93,700.00	0.00	0.00	93,700.00	0.00	711.95
TOTAL REVENUES		93,700.00	93,700.00	0.00	0.00	93,700.00	0.00	711.95
Expenditures								
Dept 000 - REVENUE								
219-000-804.000	PROFESSIONAL SERVICES - AUDIT	625.00	625.00	0.00	0.00	625.00	0.00	0.00
219-000-920.000	UTILITIES	93,075.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		93,700.00	625.00	0.00	0.00	625.00	0.00	0.00
Dept 448 - STREET LIGHTS								
219-448-920.000	UTILITIES	0.00	93,075.00	16,786.36	8,283.16	76,288.64	18.04	16,975.69
Total Dept 448 - STREET LIGHTS		0.00	93,075.00	16,786.36	8,283.16	76,288.64	18.04	16,975.69
TOTAL EXPENDITURES		93,700.00	93,700.00	16,786.36	8,283.16	76,913.64	17.92	16,975.69
Fund 219 - STREET LIGHT FUND:								
TOTAL REVENUES		93,700.00	93,700.00	0.00	0.00	93,700.00	0.00	711.95
TOTAL EXPENDITURES		93,700.00	93,700.00	16,786.36	8,283.16	76,913.64	17.92	16,975.69
NET OF REVENUES & EXPENDITURES		0.00	0.00	(16,786.36)	(8,283.16)	16,786.36	100.00	(16,263.74)

Fund 249 BUILDING

GL Number	Description	PERIOD ENDED 03/31/2024	PERIOD ENDED 03/31/2025
*** Assets ***			
Cash			
249-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	386,866.84	539,309.43
249-000-004.001	PETTY CASH	100.00	100.00
249-000-017.001	CHASE 5503 - GOVERNMENT T-BILLS	236,468.03	232,858.82
249-000-017.002	COMERICA - GOVERNMENT T-BILLS	140,617.38	131,876.11
Cash		764,052.25	904,144.36
Accounts Receivable			
Accounts Receivable		0.00	0.00
Other Assets			
249-000-123.050	PREPAID INSURANCE	785.84	797.59
249-000-126.000	UNREALIZED GAINS/LOSSES	32,778.59	49,910.44
Other Assets		33,564.43	50,708.03
Due From Other Funds			
249-000-084.701	DUE FROM TRUST & AGENCY	0.00	400.00
Due From Other Funds		0.00	400.00
Total Assets		797,616.68	955,252.39
*** Liabilities ***			
Accounts Payable			
249-000-202.000	A/P - VENDORS	(175.50)	1,348.62
Accounts Payable		(175.50)	1,348.62
Liabilities-ST			
249-000-257.000	ACCURED WAGES PAYABLE	7,283.00	8,228.00
249-000-260.000	ACCRUED PTO	1,042.00	301.00
Liabilities-ST		8,325.00	8,529.00
Due To Other Funds			
249-000-214.101	DUE TO GENERAL FUND	397.44	1,210.07
249-000-214.704	DUE TO PAYROLL FUND	2,933.69	2,517.23
Due To Other Funds		3,331.13	3,727.30
Total Liabilities		11,480.63	13,604.92
*** Fund Balance ***			
Unassigned			
249-000-390.000	FUND BALANCE - UNDESIGNATED	765,212.01	915,527.56
Unassigned		765,212.01	915,527.56
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	924,243.58
Beginning Fund Balance		771,782.33	924,243.58
Net of Revenues VS Expenditures		14,353.72	17,403.89

Fund 249 BUILDING

GL Number	Description	PERIOD ENDED 03/31/2024	PERIOD ENDED 03/31/2025
	Ending Fund Balance	786,136.05	941,647.47
	Total Liabilities And Fund Balance	797,616.68	955,252.39

PERIOD ENDING 02/28/2025

GL NUMBER	DESCRIPTION	2025	2025	YTD BALANCE 02/28/2025	ACTIVITY FOR	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE 02/29/2024
		ORIGINAL BUDGET	AMENDED BUDGET		MONTH 02/28/25			
Fund 249 - BUILDING								
Revenues								
Dept 000 - REVENUE								
249-000-490.000	TEMP OCCUP ADMIN FEES	1,000.00	1,000.00	400.00	240.00	600.00	40.00	320.00
249-000-628.000	CHARGES FOR SERVICES INCOME	550,000.00	550,000.00	80,980.69	43,867.00	469,019.31	14.72	48,276.00
249-000-664.000	INTEREST/DIVIDENDS	10,000.00	10,000.00	1,478.42	73.27	8,521.58	14.78	3,303.32
249-000-669.000	GAIN/LOSS ON INVESTMENT ACCOUN	10,000.00	10,000.00	2,308.03	1,100.91	7,691.97	23.08	3,411.95
249-000-671.000	MISCELLANEOUS INCOME	100.00	100.00	0.00	0.00	100.00	0.00	0.00
Total Dept 000 - REVENUE		571,100.00	571,100.00	85,167.14	45,281.18	485,932.86	14.91	55,311.27
TOTAL REVENUES		571,100.00	571,100.00	85,167.14	45,281.18	485,932.86	14.91	55,311.27
Expenditures								
Dept 371 - SAFETY INSPECTION								
249-371-703.000	SALARIES	154,111.00	154,111.00	29,636.15	11,854.46	124,474.85	19.23	33,872.45
249-371-709.000	FICA	13,799.00	13,799.00	3,068.39	951.97	10,730.61	22.24	3,534.71
249-371-715.000	PENSION	25,352.00	25,352.00	4,718.08	1,887.23	20,633.92	18.61	5,600.43
249-371-725.000	TAXABLE BENEFITS	26,273.00	26,273.00	11,362.45	944.98	14,910.55	43.25	13,344.30
249-371-725.001	HCSP	7,560.00	7,560.00	1,260.00	630.00	6,300.00	16.67	1,380.00
249-371-727.000	OFFICE SUPPLIES	3,000.00	0.00	0.00	0.00	0.00	0.00	0.00
249-371-752.000	OPERATING SUPPLIES	0.00	3,000.00	153.48	153.48	2,846.52	5.12	1,155.25
249-371-802.000	PROFESSIONAL SERVICES -ATTORNE	10,000.00	10,000.00	1,507.00	0.00	8,493.00	15.07	440.00
249-371-803.000	HSA ADMINISTRATION FEES	50.00	50.00	8.50	4.25	41.50	17.00	8.50
249-371-804.000	PROFESSIONAL SERVICES - AUDIT	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00	0.00
249-371-805.000	CONTRACT SERVICES	60,000.00	60,000.00	9,400.00	4,300.00	50,600.00	15.67	9,950.00
249-371-826.000	BANK FEES & CHARGES	50.00	50.00	16.16	16.16	33.84	32.32	21.39
249-371-840.001	MEDICAL INSURANCE	5,901.00	5,901.00	1,049.32	524.66	4,851.68	17.78	936.64
249-371-840.002	DENTAL INSURANCE	1,080.00	1,080.00	177.18	88.59	902.82	16.41	248.80
249-371-840.003	VISION INSURANCE	320.00	320.00	50.82	25.41	269.18	15.88	67.52
249-371-840.004	LIFE INSURANCE	286.00	286.00	45.40	22.70	240.60	15.87	52.20
249-371-850.000	TELECOMMUNICATIONS	600.00	600.00	100.00	50.00	500.00	16.67	101.14
249-371-860.000	TRANSPORTATION	3,000.00	3,000.00	236.40	60.95	2,763.60	7.88	386.92
249-371-900.000	PRINTING & PUBLISHING	100.00	100.00	0.00	0.00	100.00	0.00	0.00
249-371-910.000	TRAINING	250.00	250.00	0.00	0.00	250.00	0.00	250.00
249-371-915.000	MEMBERSHIPS & DUES	1,200.00	1,200.00	160.00	0.00	1,040.00	13.33	303.00
249-371-916.000	MEALS & LODGING	500.00	500.00	0.00	0.00	500.00	0.00	604.95
249-371-927.000	ACCOUNTING CHARGEBACK FEE	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00	0.00
249-371-930.000	REPAIR & MAINTENANCE	100.00	100.00	0.00	0.00	100.00	0.00	0.00
249-371-935.000	INSURANCE & BONDS	500.00	500.00	90.82	45.41	409.18	18.16	88.84
249-371-948.000	PROFESSIONAL SERVICES - IT	6,000.00	6,000.00	587.86	293.93	5,412.14	9.80	575.61
249-371-986.000	EQUIPMENT UNDER \$5,000	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00
249-371-995.101	BUILDING CHARGEBACK	60,000.00	60,000.00	0.00	0.00	60,000.00	0.00	0.00
Total Dept 371 - SAFETY INSPECTION		387,532.00	387,532.00	63,628.01	21,854.18	323,903.99	16.42	72,922.65
Dept 965 - TRANSFER OF FUNDS								
249-965-965.000	TRANSFER TO RESERVES	183,568.00	183,568.00	0.00	0.00	183,568.00	0.00	0.00
Total Dept 965 - TRANSFER OF FUNDS		183,568.00	183,568.00	0.00	0.00	183,568.00	0.00	0.00
TOTAL EXPENDITURES		571,100.00	571,100.00	63,628.01	21,854.18	507,471.99	11.14	72,922.65

PERIOD ENDING 02/28/2025

GL NUMBER	DESCRIPTION	2025		YTD BALANCE	ACTIVITY FOR MONTH	AVAILABLE	% BDGT	YTD BALANCE
		ORIGINAL BUDGET	2025 AMENDED BUDGET					
				02/28/2025	02/28/25	BALANCE	USED	02/29/2024
Fund 249 - BUILDING								
Fund 249 - BUILDING:								
TOTAL REVENUES		571,100.00	571,100.00	85,167.14	45,281.18	485,932.86	14.91	55,311.27
TOTAL EXPENDITURES		571,100.00	571,100.00	63,628.01	21,854.18	507,471.99	11.14	72,922.65
NET OF REVENUES & EXPENDITURES		0.00	0.00	21,539.13	23,427.00	(21,539.13)	100.00	(17,611.38)

Fund 266 LAW ENFORCEMENT FUND

GL Number	Description	PERIOD ENDED 03/31/2024	PERIOD ENDED 03/31/2025
*** Assets ***			
Cash			
266-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	3,184,081.86	2,008,883.72
266-000-017.001	CHASE 5503 - GOVERNMENT T-BILLS	1,145,848.74	3,096,232.22
266-000-017.002	COMERICA - GOVERNMENT T-BILLS	185,797.62	174,196.07
Cash		4,515,728.22	5,279,312.01
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	16,460.60	120,023.96
266-000-040.003	A/R - DANBURY REG PATROLS	37,607.27	0.00
266-000-040.004	A/R - ST JOE HOSPITAL REG PATROLS	22,160.00	0.00
Accounts Receivable		152,404.09	223,746.22
Other Assets			
266-000-123.050	PREPAID INSURANCE	900.00	2,700.00
266-000-126.000	UNREALIZED GAINS/LOSSES	108,200.24	268,183.34
Other Assets		109,100.24	270,883.34
Due From Other Funds			
Due From Other Funds		0.00	0.00
Total Assets		4,777,232.55	5,773,941.57
*** Liabilities ***			
Accounts Payable			
266-000-202.000	A/P - VENDORS	2,953.97	3,064.55
Accounts Payable		2,953.97	3,064.55
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		5,986.65	3,064.55
*** Fund Balance ***			
Unassigned			
266-000-390.000	FUND BALANCE - UNDESIGNATED	2,790,518.87	3,666,109.30
Unassigned		2,790,518.87	3,666,109.30
Total Fund Balance		2,790,518.87	3,666,109.30
Beginning Fund Balance		2,790,518.87	3,666,109.30
Net of Revenues VS Expenditures		1,980,727.03	2,104,767.72
Ending Fund Balance		4,771,245.90	5,770,877.02

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COMPARATIVE BALANCE SHEET FOR SUPERIOR TOWNSHIP
PREPARED BY: NANCY MASON, ACCOUNTING

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Fund 266 LAW ENFORCEMENT FUND

GL Number	Description	PERIOD ENDED	PERIOD ENDED
		03/31/2024	03/31/2025
Total Liabilities And Fund Balance		4,777,232.55	5,773,941.57

PERIOD ENDING 02/28/2025

GL NUMBER	DESCRIPTION	2025	2025	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT	YTD BALANCE
		ORIGINAL BUDGET	AMENDED BUDGET	02/28/2025	MONTH 02/28/25	BALANCE	USED	02/29/2024
Fund 266 - LAW ENFORCEMENT FUND								
Revenues								
Dept 000 - REVENUE								
266-000-402.000	CURRENT- REAL/PROPERTY/IFT TAX	2,499,235.00	2,499,235.00	2,491,657.33	0.00	7,577.67	99.70	2,304,604.82
266-000-403.000	PRIOR YEARS DELQ PERS PROP	250.00	250.00	0.00	0.00	250.00	0.00	0.00
266-000-407.000	PPT REIMBURSEMENT	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00	1,680.54
266-000-432.000	PILOT PROGRAM TAXES	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00	0.00
266-000-574.002	CVTRS PS REVENUE SHARING	1,038.00	1,038.00	0.00	0.00	1,038.00	0.00	0.00
266-000-628.001	FALSE ALARM REVENUE	1,000.00	1,000.00	90.00	50.00	910.00	9.00	270.00
266-000-628.002	SYCAMORE REG LAW ENFORCEMENT	103,563.00	103,563.00	17,260.56	8,630.28	86,302.44	16.67	17,260.56
266-000-628.003	DANBURY REG LAW ENFORCEMENT	92,723.00	92,723.00	15,453.78	7,726.89	77,269.22	16.67	15,453.78
266-000-628.004	ST. JOSEPH HOSPITAL LAW ENFORC	132,960.00	132,960.00	0.00	0.00	132,960.00	0.00	22,160.00
266-000-655.000	FINES & FORFEITS	10,000.00	10,000.00	580.80	580.80	9,419.20	5.81	0.00
266-000-664.000	INTEREST/DIVIDENDS	45,000.00	45,000.00	1,913.26	94.82	43,086.74	4.25	23,862.54
266-000-669.000	GAIN/LOSS ON INVESTMENT ACCOUN	90,000.00	90,000.00	23,702.96	10,960.33	66,297.04	26.34	11,985.41
Total Dept 000 - REVENUE		2,980,769.00	2,980,769.00	2,550,658.69	28,043.12	430,110.31	85.57	2,397,277.65
TOTAL REVENUES		2,980,769.00	2,980,769.00	2,550,658.69	28,043.12	430,110.31	85.57	2,397,277.65
Expenditures								
Dept 301 - CRIME CONTROL								
266-301-415.000	TAX CHARGEBACKS	100.00	100.00	145.71	145.71	(45.71)	145.71	23.31
266-301-709.000	FICA	5,814.00	5,814.00	0.00	0.00	5,814.00	0.00	110.89
266-301-715.000	PENSION	11,940.00	11,940.00	0.00	0.00	11,940.00	0.00	0.00
266-301-725.001	HCSP	1,890.00	1,890.00	0.00	0.00	1,890.00	0.00	0.00
266-301-752.000	OPERATING SUPPLIES	500.00	500.00	0.00	0.00	500.00	0.00	0.00
266-301-801.000	REG SHERIFF'S CONTRACT	1,848,250.00	1,848,250.00	308,041.60	154,020.80	1,540,208.40	16.67	295,483.40
266-301-801.001	AUTHORIZED SHERIFF'S OVERTIME	60,000.00	60,000.00	0.00	0.00	60,000.00	0.00	0.00
266-301-801.002	SPECIAL OPERATIONS	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00	0.00
266-301-802.000	PROFESSIONAL SERVICES -ATTORNE	25,000.00	25,000.00	4,853.00	2,507.00	20,147.00	19.41	4,243.50
266-301-804.000	PROFESSIONAL SERVICES - AUDIT	1,100.00	1,100.00	0.00	0.00	1,100.00	0.00	0.00
266-301-806.000	PROFESSIONAL SERVICES - OTHER	500.00	500.00	145.00	0.00	355.00	29.00	301.30
266-301-826.000	BANK FEES & CHARGES	10.00	10.00	0.00	0.00	10.00	0.00	5.37
266-301-840.001	MEDICAL INSURANCE	12,960.00	12,960.00	0.00	0.00	12,960.00	0.00	0.00
266-301-840.002	DENTAL INSURANCE	1,549.00	1,549.00	0.00	0.00	1,549.00	0.00	0.00
266-301-840.003	VISION INSURANCE	334.00	334.00	0.00	0.00	334.00	0.00	0.00
266-301-840.004	LIFE INSURANCE	136.00	136.00	0.00	0.00	136.00	0.00	0.00
266-301-920.000	UTILITIES	6,500.00	6,500.00	1,096.55	517.97	5,403.45	16.87	1,237.69
266-301-927.000	ACCOUNTING CHARGEBACK FEE	15,000.00	15,000.00	2,500.00	1,250.00	12,500.00	16.67	1,000.00
266-301-934.000	REPAIR & MAINTENANCE	1,000.00	1,000.00	620.00	620.00	380.00	62.00	0.00
266-301-935.000	INSURANCE & BONDS	3,600.00	3,600.00	600.00	300.00	3,000.00	16.67	200.00
266-301-940.001	OFFICE RENT	36,000.00	36,000.00	0.00	0.00	36,000.00	0.00	0.00
Total Dept 301 - CRIME CONTROL		2,042,183.00	2,042,183.00	318,001.86	159,361.48	1,724,181.14	15.57	302,605.46
Dept 302 - ORDINANCE ENFORCEMENT								
266-302-703.000	SALARIES	75,000.00	75,000.00	0.00	0.00	75,000.00	0.00	1,449.58
266-302-752.000	OPERATING SUPPLIES	500.00	500.00	0.00	0.00	500.00	0.00	0.00
266-302-860.000	MILEAGE	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00	792.61
Total Dept 302 - ORDINANCE ENFORCEMENT		80,500.00	80,500.00	0.00	0.00	80,500.00	0.00	2,242.19
Dept 346 - NEIGHBORHOOD WATCH								

REVENUE AND EXPENDITURE REPORT FOR SUPERIOR TOWNSHIP

PERIOD ENDING 02/28/2025

GL NUMBER	DESCRIPTION	2025	2025	YTD BALANCE 02/28/2025	ACTIVITY FOR	AVAILABLE BALANCE	% BDGT USED	YTD BALANCE 02/29/2024
		ORIGINAL BUDGET	AMENDED BUDGET		MONTH 02/28/25			
Fund 266 - LAW ENFORCEMENT FUND								
Expenditures								
266-346-702.000	SALARIES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00
266-346-752.000	OPERTATING SUPPLIES	100.00	100.00	0.00	0.00	100.00	0.00	0.00
266-346-900.000	PRINTING & PUBLISHING	250.00	250.00	0.00	0.00	250.00	0.00	0.00
Total Dept 346 - NEIGHBORHOOD WATCH		1,350.00	1,350.00	0.00	0.00	1,350.00	0.00	0.00
Dept 965 - TRANSFER OF FUNDS								
266-965-965.000	TRANSFER TO RESERVES	856,736.00	856,736.00	0.00	0.00	856,736.00	0.00	0.00
Total Dept 965 - TRANSFER OF FUNDS		856,736.00	856,736.00	0.00	0.00	856,736.00	0.00	0.00
TOTAL EXPENDITURES		2,980,769.00	2,980,769.00	318,001.86	159,361.48	2,662,767.14	10.67	304,847.65
Fund 266 - LAW ENFORCEMENT FUND:								
TOTAL REVENUES		2,980,769.00	2,980,769.00	2,550,658.69	28,043.12	430,110.31	85.57	2,397,277.65
TOTAL EXPENDITURES		2,980,769.00	2,980,769.00	318,001.86	159,361.48	2,662,767.14	10.67	304,847.65
NET OF REVENUES & EXPENDITURES		0.00	0.00	2,232,656.83	(131,318.36)	(2,232,656.83)	100.00	2,092,430.00

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Fund 464 AMERICAN RESCUE PLAN ACT (ARPA)

GL Number	Description	PERIOD ENDED 03/31/2024	PERIOD ENDED 03/31/2025
*** Assets ***			
Cash			
464-000-001.001	HUNT 4758 CHK - OPERATING	314,334.63	221,953.79
464-000-003.002	HUNTINGTON 9243- CD	1,000,000.00	601,295.48
Cash		<u>1,314,334.63</u>	<u>823,249.27</u>
Accounts Receivable			
Accounts Receivable		<u>0.00</u>	<u>0.00</u>
Due From Other Funds			
Due From Other Funds		<u>0.00</u>	<u>0.00</u>
Total Assets		<u>1,314,334.63</u>	<u>823,249.27</u>
*** Liabilities ***			
Accounts Payable			
Accounts Payable		<u>0.00</u>	<u>0.00</u>
Liabilities-LT (over 1 year)			
464-000-339.000	DEFERRED REVENUE	1,321,703.02	781,449.66
Liabilities-LT (over 1 year)		<u>1,321,703.02</u>	<u>781,449.66</u>
Due To Other Funds			
Due To Other Funds		<u>0.00</u>	<u>0.00</u>
Total Liabilities		<u>1,321,703.02</u>	<u>781,449.66</u>
*** Fund Balance ***			
Unassigned			
464-000-390.000	FUND BALANCE - UNDESIGNATED	8,424.47	63,344.42
Unassigned		<u>8,424.47</u>	<u>63,344.42</u>
Assigned			
Assigned		<u>0.00</u>	<u>0.00</u>
Total Fund Balance		<u>8,424.47</u>	<u>63,344.42</u>
Beginning Fund Balance		8,424.47	63,344.42
Net of Revenues VS Expenditures		(15,792.86)	(21,544.81)
Ending Fund Balance		(7,368.39)	41,799.61
Total Liabilities And Fund Balance		1,314,334.63	823,249.27

PERIOD ENDING 02/28/2025

GL NUMBER	DESCRIPTION	2025	2025	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT	YTD BALANCE
		ORIGINAL	AMENDED BUDGET		MONTH			
		BUDGET		02/28/2025	02/28/25			
Fund 464 - AMERICAN RESCUE PLAN ACT (ARPA)								
Revenues								
Dept 000 - REVENUE								
464-000-528.000	OTHER FEDERAL GRANTS	693,413.00	693,413.00	0.00	0.00	693,413.00	0.00	0.00
464-000-664.000	INTEREST/DIVIDENDS	10,000.00	10,000.00	530.97	238.50	9,469.03	5.31	1,091.49
Total Dept 000 - REVENUE		703,413.00	703,413.00	530.97	238.50	702,882.03	0.08	1,091.49
TOTAL REVENUES		703,413.00	703,413.00	530.97	238.50	702,882.03	0.08	1,091.49
Expenditures								
Dept 523 - ADMINISTRATION								
464-523-826.000	BANK FEES & CHARGES	500.00	500.00	90.00	45.00	410.00	18.00	90.00
464-523-927.000	ACCOUNTING CHARGEBACK FEE	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00
464-523-971.004	MIGHTY OAKS - CLR ACADEMY	88,240.00	88,240.00	22,060.00	22,060.00	66,180.00	25.00	0.00
464-523-971.005	WILLOW RUN ACRES	156,700.00	156,700.00	135.00	0.00	156,565.00	0.09	310.00
464-523-971.010	COMMUNITY CENTER	456,973.00	456,973.00	0.00	0.00	456,973.00	0.00	0.00
Total Dept 523 - ADMINISTRATION		703,413.00	703,413.00	22,285.00	22,105.00	681,128.00	3.17	400.00
TOTAL EXPENDITURES		703,413.00	703,413.00	22,285.00	22,105.00	681,128.00	3.17	400.00
Fund 464 - AMERICAN RESCUE PLAN ACT (ARPA):								
TOTAL REVENUES		703,413.00	703,413.00	530.97	238.50	702,882.03	0.08	1,091.49
TOTAL EXPENDITURES		703,413.00	703,413.00	22,285.00	22,105.00	681,128.00	3.17	400.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	(21,754.03)	(21,866.50)	21,754.03	100.00	691.49

Fund 508 PARKS & RECREATION

GL Number	Description	PERIOD ENDED 03/31/2024	PERIOD ENDED 03/31/2025
*** Assets ***			
Cash			
508-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	391,400.87	326,245.22
508-000-017.001	CHASE 5503 - GOVERNMENT T-BILLS	67,947.95	66,830.75
508-000-017.002	COMERICA - GOVERNMENT T-BILLS	183,948.75	172,486.90
Cash		643,297.57	565,562.87
Accounts Receivable			
Accounts Receivable		0.00	0.00
Other Assets			
508-000-123.050	PREPAID INSURANCE	7,724.63	7,554.10
508-000-126.000	UNREALIZED GAINS/LOSSES	24,128.64	33,677.15
Other Assets		31,853.27	41,231.25
Due From Other Funds			
508-000-084.704	DUE FROM PAYROLL	5,173.66	0.00
Due From Other Funds		5,173.66	0.00
Total Assets		680,324.50	606,794.12
*** Liabilities ***			
Accounts Payable			
508-000-202.000	A/P - VENDORS	6,937.79	5,583.37
Accounts Payable		6,937.79	5,583.37
Liabilities-ST			
508-000-257.000	ACCURED WAGES PAYABLE	7,881.00	9,908.00
508-000-260.000	ACCURED PTO	325.00	2,354.00
Liabilities-ST		8,206.00	12,262.00
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	66.22	19.30
508-000-214.592	DUE TO UTILITY FUND	160.64	0.00
508-000-214.704	DUE TO PAYROLL FUND	1,985.08	2,044.52
Due To Other Funds		2,211.94	2,063.82
Total Liabilities		17,355.73	19,909.19
*** Fund Balance ***			
Unassigned			
508-000-390.000	FUND BALANCE - UNDESIGNATED	212,027.05	21,667.34
Unassigned		212,027.05	21,667.34
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

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DB: Superior Twp

Fund 508 PARKS & RECREATION

GL Number	Description	PERIOD ENDED 03/31/2024	PERIOD ENDED 03/31/2025
*** Fund Balance ***			
508-000-385.002	FUND BALANCE - SCHROETER	2,550.00	50.00
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	576,905.06
Beginning Fund Balance		635,864.46	576,905.06
Net of Revenues VS Expenditures		27,104.31	9,979.87
Ending Fund Balance		662,968.77	586,884.93
Total Liabilities And Fund Balance		680,324.50	606,794.12

PERIOD ENDING 02/28/2025

GL NUMBER	DESCRIPTION	2025	2025	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT	YTD BALANCE
		ORIGINAL	AMENDED BUDGET		MONTH			
		BUDGET		02/28/2025	02/28/25			
Fund 508 - PARKS & RECREATION								
Revenues								
Dept 000 - REVENUE								
508-000-664.000	INTEREST/DIVIDENDS	13,000.00	13,000.00	1,913.24	94.81	11,086.76	14.72	2,915.14
508-000-669.000	GAIN/LOSS ON INVESTMENT ACCOUN	11,000.00	11,000.00	1,202.26	603.25	9,797.74	10.93	2,295.24
508-000-674.000	DONATIONS	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00	1,927.25
508-000-691.101	GENERAL FUND CONTRIBUTION	390,736.00	390,736.00	65,122.70	32,561.33	325,613.30	16.67	66,266.80
508-000-692.101	RES #2021~20 ADD'L \$ FROM GEN	21,602.00	21,602.00	0.00	0.00	21,602.00	0.00	0.00
508-000-699.999	APPROPRIATION FROM FUND BALANC	85,000.00	85,000.00	0.00	0.00	85,000.00	0.00	0.00
Total Dept 000 - REVENUE		522,538.00	522,538.00	68,238.20	33,259.39	454,299.80	13.06	73,404.43
TOTAL REVENUES		522,538.00	522,538.00	68,238.20	33,259.39	454,299.80	13.06	73,404.43
Expenditures								
Dept 752 - PARK & REC ADMINISTRATION								
508-752-703.000	SALARIES	89,602.00	89,602.00	17,231.10	6,892.44	72,370.90	19.23	16,893.25
508-752-703.001	COMMISSION STIPENDS	20,586.00	20,586.00	2,952.36	1,584.34	17,633.64	14.34	3,547.64
508-752-709.000	FICA	21,923.00	21,923.00	3,641.83	1,201.50	18,281.17	16.61	3,333.13
508-752-715.000	PENSION	27,695.00	27,695.00	4,742.73	1,763.10	22,952.27	17.12	4,066.64
508-752-725.000	TAXABLE BENEFITS	20,548.00	20,548.00	7,943.50	777.40	12,604.50	38.66	7,690.25
508-752-725.001	HCSP	3,780.00	3,780.00	630.00	315.00	3,150.00	16.67	600.00
508-752-752.000	OPERATING SUPPLIES	1,000.00	1,000.00	49.99	0.00	950.01	5.00	177.84
508-752-804.000	PROFESSIONAL SERVICES - AUDIT	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00	0.00
508-752-806.000	PROFESSIONAL SERVICES - OTHER	2,001.00	2,001.00	113.34	56.67	1,887.66	5.66	119.50
508-752-826.000	BANK FEES & CHARGES	300.00	300.00	35.55	3.31	264.45	11.85	26.96
508-752-840.002	DENTAL INSURANCE	719.00	719.00	118.00	59.00	601.00	16.41	114.12
508-752-840.003	VISION INSURANCE	198.00	198.00	31.46	15.73	166.54	15.89	31.46
508-752-840.004	LIFE INSURANCE	143.00	143.00	22.70	11.35	120.30	15.87	22.70
508-752-850.000	TELECOMMUNICATIONS	600.00	600.00	99.88	49.94	500.12	16.65	99.78
508-752-851.000	POSTAGE	100.00	100.00	0.00	0.00	100.00	0.00	0.00
508-752-860.000	TRANSPORTATION	100.00	100.00	0.00	0.00	100.00	0.00	0.00
508-752-900.000	PRINTING & PUBLISHING	500.00	500.00	0.00	0.00	500.00	0.00	0.00
508-752-910.000	TRAINING	2,000.00	2,000.00	495.00	0.00	1,505.00	24.75	70.00
508-752-915.000	MEMBERSHIPS & DUES	700.00	700.00	659.00	119.00	41.00	94.14	545.00
508-752-934.000	REPAIR & MAINTENANCE	500.00	500.00	0.00	0.00	500.00	0.00	0.00
508-752-935.000	INSURANCE & BONDS	12,500.00	12,500.00	2,092.40	1,046.18	10,407.60	16.74	2,011.55
508-752-940.000	OFFICE RENT	7,000.00	7,000.00	7,000.00	0.00	0.00	100.00	0.00
508-752-955.000	MISC. EXPENSE	200.00	200.00	0.00	0.00	200.00	0.00	0.00
508-752-986.000	EQUIPMENT UNDER \$5,000	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00
Total Dept 752 - PARK & REC ADMINISTRATION		214,895.00	214,895.00	47,858.84	13,894.96	167,036.16	22.27	39,349.82
Dept 756 - RECREATION								
508-756-703.000	SALARIES	12,311.00	12,311.00	0.00	0.00	12,311.00	0.00	0.00
508-756-740.000	OPERATING SUPPLIES	4,500.00	0.00	0.00	0.00	0.00	0.00	0.00
508-756-752.000	OPERATING SUPPLIES	0.00	4,500.00	0.00	0.00	4,500.00	0.00	0.00
508-756-806.000	PROFESSIONAL SERVICES - OTHER	9,000.00	9,000.00	675.00	0.00	8,325.00	7.50	1,540.03
508-756-860.000	TRANSPORTATION	100.00	100.00	0.00	0.00	100.00	0.00	0.00
508-756-930.000	REPAIR & MAINTENANCE	500.00	500.00	0.00	0.00	500.00	0.00	0.00
508-756-955.000	SIGNAGE	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00	0.00
Total Dept 756 - RECREATION		28,411.00	28,411.00	675.00	0.00	27,736.00	2.38	1,540.03

PERIOD ENDING 02/28/2025

GL NUMBER	DESCRIPTION	2025	2025	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT	YTD BALANCE
		ORIGINAL BUDGET	AMENDED BUDGET	02/28/2025	MONTH 02/28/25	BALANCE	USED	02/29/2024
Fund 508 - PARKS & RECREATION								
Expenditures								
Dept 770 - PARK MAINTENANCE								
508-770-703.000	SALARIES	143,964.00	143,964.00	16,399.51	6,658.13	127,564.49	11.39	14,372.09
508-770-725.000	TAXABLE BENEFITS	4,068.00	4,068.00	3,595.89	0.00	472.11	88.39	1,574.35
508-770-740.003	HERBICIDE (NON-SELECTIVE)	500.00	500.00	0.00	0.00	500.00	0.00	0.00
508-770-752.000	OPERATING SUPPLIES	7,500.00	7,500.00	453.61	86.05	7,046.39	6.05	1,640.92
508-770-754.000	FUEL-LUBRICANTS	7,000.00	7,000.00	364.21	193.11	6,635.79	5.20	395.61
508-770-767.000	UNIFORMS	800.00	800.00	0.00	0.00	800.00	0.00	173.00
508-770-805.000	CONTROLLED BURNS	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00	0.00
508-770-806.000	PROFESSIONAL SERVICES - OTHER	1,200.00	1,200.00	81.34	40.67	1,118.66	6.78	347.52
508-770-850.000	TELECOMMUNICATIONS	1,800.00	1,800.00	80.74	40.37	1,719.26	4.49	130.14
508-770-860.000	TRANSPORTATION	100.00	100.00	0.00	0.00	100.00	0.00	0.00
508-770-910.000	TRAINING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	645.00
508-770-920.000	UTILITIES	500.00	500.00	39.68	19.96	460.32	7.94	43.77
508-770-934.000	REPAIR & MAINTENANCE	13,500.00	13,500.00	2,206.53	0.00	11,293.47	16.34	1,030.39
508-770-934.001	SAND-GRAVEL-BARK-SOIL	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00	0.00
508-770-955.000	SIGNAGE	800.00	800.00	0.00	0.00	800.00	0.00	0.00
508-770-985.000	EQUIPMENT OVER \$5,000	85,000.00	85,000.00	1,123.54	1,123.54	83,876.46	1.32	0.00
508-770-986.000	EQUIPMENT UNDER \$5,000	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00	795.60
Total Dept 770 - PARK MAINTENANCE		279,232.00	279,232.00	24,345.05	8,161.83	254,886.95	8.72	21,148.39
TOTAL EXPENDITURES		522,538.00	522,538.00	72,878.89	22,056.79	449,659.11	13.95	62,038.24
Fund 508 - PARKS & RECREATION:								
TOTAL REVENUES		522,538.00	522,538.00	68,238.20	33,259.39	454,299.80	13.06	73,404.43
TOTAL EXPENDITURES		522,538.00	522,538.00	72,878.89	22,056.79	449,659.11	13.95	62,038.24
NET OF REVENUES & EXPENDITURES		0.00	0.00	(4,640.69)	11,202.60	4,640.69	100.00	11,366.19
TOTAL REVENUES - ALL FUNDS		11,218,329.00	11,218,329.00	6,928,831.68	127,884.19	4,289,497.32	61.76	6,460,074.80
TOTAL EXPENDITURES - ALL FUNDS		11,218,329.00	11,218,329.00	1,671,526.35	678,897.23	9,546,802.65	14.90	1,905,646.71
NET OF REVENUES & EXPENDITURES		0.00	0.00	5,257,305.33	(551,013.04)	(5,257,305.33)	100.00	4,554,428.09

Fund 701 TRUST AND AGENCY

GL Number	Description	PERIOD ENDED 03/31/2024	PERIOD ENDED 03/31/2025
*** Assets ***			
Cash			
701-000-001.001	CHASE 1161 - DAILY OPERATING CHECKING	400,641.79	0.00
701-000-001.002	DAILY CHECKING - CHASE	0.00	793,803.60
Cash		400,641.79	793,803.60
Accounts Receivable			
Accounts Receivable		0.00	0.00
Other Assets			
Other Assets		0.00	0.00
Due From Other Funds			
701-000-084.101	DUE FROM GENERAL FUND	0.00	79.86
701-000-084.703	DUE FROM TAX FUND	0.03	0.00
Due From Other Funds		0.03	79.86
Total Assets		400,641.82	793,883.46
*** Liabilities ***			
Accounts Payable			
701-000-202.000	A/P - VENDORS	11,548.50	25,611.25
Accounts Payable		11,548.50	25,611.25
Liabilities-ST			
701-000-283.035	DELINQUENT PERSONAL/MANUF PROP TAX	20,979.01	45,056.75
Liabilities-ST		20,979.01	45,056.75
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	272.75	(465.00)
701-000-283.007	TEMPORARY OCCUPANCY	6,660.00	13,160.00
701-000-283.008	HYUNDAI SITE EXPANSION	28,602.50	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	(6,138.00)	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	25,372.25	(11,919.00)
701-000-283.018	HSHV SHED ADDITION	1,363.75	1,363.75
701-000-283.019	KINSLEY DEVELOPMENT	9,902.27	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	26,827.25	14,052.25
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)	30,750.75
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)
701-000-283.040	TEMPORARY BOND SIGNS	500.00	0.00
701-000-283.041	BROOKWOOD	5,000.00	44,506.25
701-000-283.044	HURON DENTAL	41,144.00	21,287.50

User: NANCY

PREPARED BY: NANCY MASON, ACCOUNTING

DB: Superior Twp

Fund 701 TRUST AND AGENCY

GL Number	Description	PERIOD ENDED 03/31/2024	PERIOD ENDED 03/31/2025
*** Liabilities ***			
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
701-000-283.047	PROSPECT PTE WEST PH 2	5,000.00	5,615.50
701-000-283.048	DTE SUBSTATION	0.00	243.75
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	2,600.00
Other Liabilities		368,056.41	719,703.16
Due To Other Funds			
701-000-214.101	DUE TO GENERAL FUND	0.00	3,112.00
701-000-214.249	DUE TO BUILDING	0.00	400.00
701-000-283.033	DUE TO GENERAL FUND	57.90	0.00
Due To Other Funds		57.90	3,512.00
Total Liabilities		400,641.82	793,883.16
*** Fund Balance ***			
Unassigned			
701-000-390.000	FUND BALANCE - UNDESIGNATED	0.00	0.30
Unassigned		0.00	0.30
Total Fund Balance		0.00	0.30
Beginning Fund Balance		0.00	0.30
Net of Revenues VS Expenditures		0.00	0.00
Ending Fund Balance		0.00	0.30
Total Liabilities And Fund Balance		400,641.82	793,883.46

Fund 704 PAYROLL FUND

GL Number	Description	PERIOD ENDED 03/31/2024	PERIOD ENDED 03/31/2025
*** Assets ***			
Cash			
704-000-007.000	HUNT 9485 CHECKING	24,080.21	23,870.52
Cash		24,080.21	23,870.52
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	11,441.05	10,794.18
704-000-085.206	DUE FROM FIRE FUND	22,259.94	29,459.65
704-000-085.249	DUE FROM BUILDING FUND	2,933.69	2,517.23
704-000-085.508	DUE FROM PARK FUND	1,985.08	2,044.52
704-000-085.592	DUE FROM UTIL	10,890.41	6,936.09
Due From Other Funds		49,510.17	51,751.67
Total Assets		73,590.38	75,622.19
*** Liabilities ***			
Accounts Payable			
704-000-202.000	A/P - VENDORS	(5,173.66)	0.00
704-000-259.003	DUE TO HCSP NON-UNION - EMPLOYEE	3,765.01	3,647.36
704-000-259.004	DUE TO HCSP FIRE UNION - EMPLOYEE	1,637.39	1,302.76
704-000-259.005	DUE TO HCSP-NON-UNION-EMPLOYER	3,414.00	945.00
704-000-259.006	DUE TO HCSP - UNION - EMPLOYER	0.00	3,150.00
704-000-262.000	DUE TO JOHN HANCOCK-EMPLOYEE	1,187.16	1,105.20
704-000-262.001	DUE TO JOHN HANCOCK-EMPLOYER	2,374.32	2,210.40
704-000-262.002	DUE TO MERS #1 FIRE MERS-EMPLOYEE	5,742.83	6,548.52
704-000-262.003	DUE TO MERS#1 FIRE -EMPLOYER	21,344.03	25,375.45
704-000-262.004	DUE TO MERS#2-EMPLOYEE	6,810.05	6,328.89
704-000-262.005	DUE TO MERS#2-EMPLOYER	22,377.79	20,070.82
Accounts Payable		63,478.92	70,684.40
Liabilities-ST			
Liabilities-ST		0.00	0.00
Due To Other Funds			
704-000-214.101	DUE TO GENERAL FUND	4,937.80	4,937.79
704-000-214.508	DUE TO PARK FUND	5,173.66	0.00
Due To Other Funds		10,111.46	4,937.79
Total Liabilities		73,590.38	75,622.19
Beginning Fund Balance		0.00	0.00
Net of Revenues VS Expenditures		0.00	0.00
Ending Fund Balance		0.00	0.00
Total Liabilities And Fund Balance		73,590.38	75,622.19

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Superior Township Utility Department

07/15/25

Balance Sheet

Accrual Basis

As of March 31, 2025

	Mar 31, 25	Feb 28, 25	Mar 31, 24
ASSETS			
Current Assets			
Checking/Savings			
100 · CASH - O&M			
101 · Checking - Chase 205000485529	905,882.82	867,599.78	850,318.17
104 · O&M Petty Cash	100.00	100.00	100.00
Total 100 · CASH - O&M	905,982.82	867,699.78	850,418.17
120 · CASH - CAPITAL RESERVE			
125 · CR Chkg. - Chase 639918234	1,489,580.43	1,682,605.39	1,404,432.68
1251 · CR Checking-Huntington Bank4855	762,332.33	761,459.26	96,246.87
1252 · CD - Huntington - CR	1,025,006.10	1,025,006.10	1,600,000.00
Total 120 · CASH - CAPITAL RESERVE	3,276,918.86	3,469,070.75	3,100,679.55
140 · CASH - DEBT SERVICE RESERVE			
147 · T Bills - Huntington Bank-5151	495,601.58	493,819.22	472,349.78
Total 140 · CASH - DEBT SERVICE RESE...	495,601.58	493,819.22	472,349.78
Total Checking/Savings	4,678,503.26	4,830,589.75	4,423,447.50
Accounts Receivable			
160 · A/R - Due From Other Funds			
160-GF · Due From General Fund	226.28	226.28	12.19
160-PR · Due From Parks & Rec.	99.88		160.64
Total 160 · A/R - Due From Other Funds	326.16	226.28	172.83
161 · A/R - Other Customers	136,329.78	135,802.81	140,762.34
162 · A/R - Water/Sewer Bills (UB)	1,044,690.07	1,038,158.57	863,904.51
Total Accounts Receivable	1,181,346.01	1,174,187.66	1,004,839.68
Other Current Assets			
163 · Res. for Bad Debts			3,426.96
164 · Undeposited Funds	15,518.68	7,281.53	11,692.03
166 · Prepaid Expenses	55,625.40	56,778.02	37,696.38
170 · Inventory - Meters & Parts	51,698.42	57,574.21	39,705.63
Total Other Current Assets	122,842.50	121,633.76	92,521.00
Total Current Assets	5,982,691.77	6,126,411.17	5,520,808.18

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Superior Township Utility Department

07/15/25

Balance Sheet

Accrual Basis

As of March 31, 2025

	Mar 31, 25	Feb 28, 25	Mar 31, 24
Fixed Assets			
174 · Buildings	3,434,386.74	3,434,386.74	3,434,386.74
175 · Acc. Dep. - Buildings	(1,961,403.10)	(1,961,403.10)	(1,879,974.07)
176 · Water & Sewer System	29,645,877.95	29,645,877.95	29,645,877.95
177 · Acc. Dep. - Water & Sewer Sys.	(11,165,097.11)	(11,165,097.11)	(10,733,266.58)
178 · Improvements & Equipment	294,591.76	294,591.76	294,591.76
179 · Acc. Dep - Imp. & Equipment	(148,208.19)	(148,208.19)	(140,093.97)
180 · Office Improvements	125,975.16	125,975.16	125,975.16
181 · Acc. Dep. - Office Improvements	(58,926.00)	(58,926.00)	(55,067.25)
182 · Office Furniture & Equipment	73,300.27	73,300.27	73,300.27
183 · Acc. Dep. - Off. Furn. & Equip.	(78,470.91)	(78,470.91)	(71,218.44)
184 · Vehicles	647,673.57	647,673.57	647,673.57
185 · Acc. Dep. - Vehicles	(566,955.74)	(566,955.74)	(538,575.32)
186 · Metering Program	45,919.87	45,919.87	45,919.87
187 · Acc. Dep. - Meter Program	(48,500.50)	(48,500.50)	(44,380.75)
188 · Land	210,462.50	210,462.50	210,462.50
190 · Const. in Progress	694,160.86	669,392.67	(96,278.22)
Total Fixed Assets	21,144,787.13	21,120,018.94	20,919,333.22
TOTAL ASSETS	27,127,478.90	27,246,430.11	26,440,141.40
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
200 · A/P - Due To Other Funds	800.00		1,700.00
200-GF · Due To General Fund	6,936.09	8,692.40	10,890.41
200-PF · Due To Payroll Fund			
Total 200 · A/P - Due To Other Funds	7,736.09	8,692.40	12,590.41
205 · A/P - Vendors	201,583.29	390,857.46	179,704.01
Total Accounts Payable	209,319.38	399,549.86	192,294.42
Other Current Liabilities			
219 · Contracts Payable			
224 · Michigan Finance Authority Bond	2,509,319.00	2,509,319.00	2,649,319.00
Total 219 · Contracts Payable	2,509,319.00	2,509,319.00	2,649,319.00
225 · Accrued Vacation & Sick Pay	145,981.05	145,981.05	117,008.16
226 · Accrued Wages		15,345.95	31,622.00
Total Other Current Liabilities	2,655,300.05	2,670,646.00	2,797,949.16
Total Current Liabilities	2,864,619.43	3,070,195.86	2,990,243.58
Total Liabilities	2,864,619.43	3,070,195.86	2,990,243.58

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07/15/25
Accrual Basis

Superior Township Utility Department
Balance Sheet
As of March 31, 2025

	Mar 31, 25	Feb 28, 25	Mar 31, 24
Equity			
390 - Retained Earnings	24,061,598.32	24,061,598.32	23,450,212.84
Net Income	201,261.15	114,635.93	(315.02)
Total Equity	24,262,859.47	24,176,234.25	23,449,897.82
TOTAL LIABILITIES & EQUITY	27,127,478.90	27,246,430.11	26,440,141.40

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Accrual Basis

Superior Township Utility Department
Profit & Loss YTD Comparison
 January 2024 through March 2025

	O&M		Cap. Res.		Debt Serv.		Total unclassified		TOTAL	
	Jan '24 - Mar 25	Jan '23 - Mar 24	Jan '24 - Mar 25	Jan '23 - Mar 24	Jan '24 - Mar 25	Jan '23 - Mar 24	Jan '24 - Mar 25	Jan '23 - Mar 24	Jan '24 - Mar 25	Jan '23 - Mar 24
Ordinary Income/Expense										
Income										
400 · Water & Sewer Income	6,042,347	5,854,175					(9,689)		6,032,658	5,854,175
410 · Meter Sales Income	30,461	22,657							30,461	22,657
412 · Connection Fees Income			519,500	314,953					519,500	314,953
420 · Miscellaneous Income	83,737	41,221	141,034	1,197,409		0			224,771	1,238,630
440 · Interest Income	13,502	22,147	116,002	36,373			873		130,377	58,520
460 · Investment Earnings					29,332	70,758			29,332	70,758
Total Income	6,170,047	5,940,200	776,536	1,548,734	29,332	70,758	(8,816)		6,967,099	7,559,693
Gross Profit	6,170,047	5,940,200	776,536	1,548,734	29,332	70,758	(8,816)		6,967,099	7,559,693
Expense										
550 · Water & Sewer Purchased	3,013,559	3,217,939							3,013,559	3,217,939
600 · Payroll Expenses	1,546,057	1,436,500							1,546,057	1,436,500
611 · Building & Equipment Expenses	375,048	324,560					115		375,162	324,560
670 · Other Expenses	171,203	126,721	764,473	965,335					935,676	1,092,056
671-1 · Total Other Expenses	217,239	288,920		99					217,239	289,020
686 · Bond Expenses					66,759	45,585			66,759	45,585
Total Expense	5,323,106	5,394,641	764,473	965,434	66,759	45,585	115		6,154,453	6,405,660
Net Ordinary Income	846,941	545,559	12,063	583,300	(37,426)	25,174	(8,931)		812,647	1,154,033
Other Income/Expense										
Other Income										
800 · Transfers IN			545,872	287,753					545,872	287,753
Total Other Income			545,872	287,753					545,872	287,753
Other Expense										
850 · Transfers OUT	545,872	287,753							545,872	287,753
Total Other Expense	545,872	287,753							545,872	287,753
Net Other Income	(545,872)	(287,753)	545,872	287,753						
Net Income	301,069	257,806	557,935	871,053	(37,426)	25,174	(8,931)		812,647	1,154,033

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07/15/25

Accrual Basis

Superior Township Utility Department
O&M P&L by Month
January through March 2025

	Jan 25	Feb 25	Mar 25	TOTAL
Ordinary Income/Expense				
Income				
400 · Water & Sewer Income				
401 · Water & Sewer Sales				
404 · Water Sales	210,050	202,106	209,964	622,120
405 · Sewer Sales	148,045	142,449	146,402	436,897
Total 401 · Water & Sewer Sales	358,095	344,555	356,367	1,059,017
408 · Penalty Income	14,417	9,079	13,262	36,758
Total 400 · Water & Sewer Income	372,513	353,634	369,628	1,095,775
410 · Meter Sales Income	10,400	350	350	11,100
420 · Miscellaneous Income				
421 · New Cust./Install Fees	1,795	3,169	1,515	6,479
423 · Customer Call Out Income	847	150	527	1,524
424 · Office Rent Income	7,000			7,000
428 · Reimbursements for Mtgs, etc.	4,046	4,051	5,058	13,155
429.002 · Other Fund Labor Reimbursement	227	378		605
Total 420 · Miscellaneous Income	13,915	7,748	7,099	28,763
Total Income	396,828	361,732	377,078	1,135,638
Gross Profit	396,828	361,732	377,078	1,135,638
Expense				
550 · Water & Sewer Purchased				
555 · Water Purchased	109,349	102,245	113,229	324,822
560 · Sewer Purchased				
560-Mo. · Sewer Purchased - Monthly	84,494	77,424	52,996	214,915
560-TU · Sewer Purchased - True Up				
Total 560 · Sewer Purchased	84,494	77,424	52,996	214,915
Total 550 · Water & Sewer Purchased	193,843	179,669	166,225	539,737
600 · Payroll Expenses				
601 · Wages	31,800	54,132	38,789	124,720
601.1 · Wages - Supervisor				
602 · Overtime Premium	3,702	2,738	2,275	8,715
603 · Taxable Benefits	23,463	9,791	1,199	34,453
604 · On Call Salaries	1,080	945	675	2,700
605 · FICA/Medicare	7,106	5,089	3,226	15,421

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Accrual Basis

Superior Township Utility Department
O&M P&L by Month
January through March 2025

	Jan 25	Feb 25	Mar 25	TOTAL
607 · Employee Insurance				
607-A · HSA Administrative Fees	17	13	13	43
607-D · Dental Insurance Premiums	919	919	652	2,489
607-L · Life Insurance Premiums	91	91	65	246
607-M · Medical Insurance Premiums	15,657	15,657	11,708	43,021
607-V · Vision Insurance Premiums	198	198	143	540
Total 607 · Employee Insurance	16,881	16,877	12,580	46,339
609 · Pension Expense	13,038	8,070	6,936	28,044
610 · MERS 2% HCSP				
Total 600 · Payroll Expenses	97,070	97,643	65,680	260,392
611 · Building & Equipment Expenses				
611-AB · Administration Building				
620-AB · Repairs & Maintenance	1,517	598	793	2,908
643-AB · Computer Services & Supplies	1,642	10,263	720	12,625
645-AB · Operating Supplies	182	214	505	901
665-AB · Utilities	858	888	753	2,499
668-AB · Telecommunications	1,724	2,076	2,191	5,991
677-AB · Leased Equipment	404	1,396	1,675	3,475
681-AB · Alarm Service	138			138
Total 611-AB · Administration Building	6,465	15,434	6,637	28,536
611-LB · Lift & Booster Stations				
620-LB · Repairs & Maintenance	2,259	1,020		3,278
665-LB · Utilities	3,525	3,486	3,191	10,202
668-LB · Telecommunications	376	376	452	1,204
Total 611-LB · Lift & Booster Stations	6,160	4,882	3,643	14,685
611-MF · Maintenance Facility				
620-MF · Repairs & Maintenance	3,840	1,456	2,097	7,392
643-MF · Computer Services & Supplies	382	9,756	382	10,520
645-MF · Operating Supplies	1,031	1,426	1,047	3,504
665-MF · Utilities	2,759	3,061	2,372	8,192
668-MF · Telecommunications	1,085	1,240	1,240	3,564
681-MF · Alarm Service	313	298		611
Total 611-MF · Maintenance Facility	9,409	17,237	7,138	33,784
Total 611 · Building & Equipment Expenses	22,034	37,553	17,418	77,006

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Accrual Basis

Superior Township Utility Department
O&M P&L by Month
January through March 2025

	Jan 25	Feb 25	Mar 25	TOTAL
670 · Other Expenses				
618 · Repairs & Maintenance - Other				
620 · R&M - System	9,684	7,277	15,516	32,477
Total 618 · Repairs & Maintenance - Other	9,684	7,277	15,516	32,477
630 · Professional Services				
631 · PS - Engineers (OHM)		880		880
635 · PS - Attorneys			800	800
Total 630 · Professional Services		880	800	1,680
650 · Employee Related Expenses				
651 · Uniforms	799	33	736	1,568
652 · Transportation & Mileage				
653 · Employee Training	640	960		1,600
Total 650 · Employee Related Expenses	1,439	993	736	3,168
Total 670 · Other Expenses	11,123	9,150	17,052	37,325
671-1 · Total Other Expenses				
671 · Meters & Supplies	10,444	(3,351)	17,297	24,390
672 · Fuel	850	306	1,178	2,334
673 · Insurance & Bonds	4,768	1,153	1,153	7,073
676 · Postage	4,684			4,684
700 · Bank Fees			25	25
709 · Printing & Publishing			4,152	4,152
710 · Accounting Chargeback			3,750	3,750
711 · Memberships, Dues & Licenses	6,578	208	(126)	6,660
712 · Miscellaneous Expense	45			45
Total 671-1 · Total Other Expenses	27,369	(1,685)	27,428	53,113
Total Expense	351,439	322,330	293,804	967,574
Net Ordinary Income	45,388	39,402	83,274	168,064
Net Income	45,388	39,402	83,274	168,064

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ACCRUAL BASIS

SUPERIOR TOWNSHIP UTILITY DEPARTMENT

O&M PROFIT & LOSS - BUDGET TO ACTUAL

	JAN - MAR 25	BUDGET	\$ OVER BUDGET	% OF BUDGET
ORDINARY INCOME/EXPENSE				
INCOME				
400 · WATER & SEWER INCOME				
401 · WATER & SEWER SALES				
404 · WATER SALES	622,120.38	3,058,703.00	(2,436,582.62)	20.3%
405 · SEWER SALES	436,896.77	1,884,158.00	(1,447,261.23)	23.2%
TOTAL 401 · WATER & SEWER SALES	1,059,017.15	4,942,861.00	(3,883,843.85)	21.4%
407 · WATER SALES DURING CONSTRUCTION	0.00	500.00	(500.00)	0.0%
408 · PENALTY INCOME	36,758.03	80,000.00	(43,241.97)	45.9%
TOTAL 400 · WATER & SEWER INCOME	1,095,775.18	5,023,361.00	(3,927,585.82)	21.8%
410 · METER SALES INCOME	11,100.00	40,000.00	(28,900.00)	27.8%
420 · MISCELLANEOUS INCOME				
421 · NEW CUST./INSTALL FEES	6,478.76	40,000.00	(33,521.24)	16.2%
423 · CUSTOMER CALL OUT INCOME	1,524.07	8,000.00	(6,475.93)	19.1%
424 · OFFICE RENT INCOME	7,000.00	7,000.00	0.00	100.0%
425 · OTHER MISCELLANEOUS INCOME	0.00	500.00	(500.00)	0.0%
428 · REIMBURSEMENTS FOR MTGS, ETC.	13,154.63			
429.002 · OTHER FUND LABOR REIMBURSE...	605.16	500.00	105.16	121.0%
434 · DELINQUENT W/S FEE - TAX ROLL	0.00	4,500.00	(4,500.00)	0.0%
TOTAL 420 · MISCELLANEOUS INCOME	28,762.62	60,500.00	(31,737.38)	47.5%
440 · INTEREST INCOME				
441 · INTEREST ON BANK ACCOUNTS	0.00	21,000.00	(21,000.00)	0.0%
TOTAL 440 · INTEREST INCOME	0.00	21,000.00	(21,000.00)	0.0%
TOTAL INCOME	1,135,637.80	5,144,861.00	(4,009,223.20)	22.1%
GROSS PROFIT	1,135,637.80	5,144,861.00	(4,009,223.20)	22.1%
EXPENSE				
550 · WATER & SEWER PURCHASED				
555 · WATER PURCHASED	324,822.24	1,682,411.00	(1,357,588.76)	19.3%
560 · SEWER PURCHASED				
560-MO. · SEWER PURCHASED - MONTHLY	214,914.80	1,098,778.00	(883,863.20)	19.6%
560-TU · SEWER PURCHASED - TRUE UP	0.00			
TOTAL 560 · SEWER PURCHASED	214,914.80	1,098,778.00	(883,863.20)	19.6%
TOTAL 550 · WATER & SEWER PURCHASED	539,737.04	2,781,189.00	(2,241,451.96)	19.4%

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ACCRUAL BASIS

SUPERIOR TOWNSHIP UTILITY DEPARTMENT

O&M PROFIT & LOSS - BUDGET TO ACTUAL

	JAN - MAR 25	BUDGET	\$ OVER BUDGET	% OF BUDGET
600 · PAYROLL EXPENSES				
601 · WAGES	124,720.07	832,533.00	(707,812.93)	15.0%
601.1 · WAGES - SUPERVISOR	0.00			
602 · OVERTIME PREMIUM	8,714.94	13,497.00	(4,782.06)	64.6%
603 · TAXABLE BENEFITS	34,453.43	94,032.00	(59,578.57)	36.6%
604 · ON CALL SALARIES	2,700.00	17,550.00	(14,850.00)	15.4%
605 · FICA/MEDICARE	15,421.28	73,257.00	(57,835.72)	21.1%
607 · EMPLOYEE INSURANCE				
607-A · HSA ADMINISTRATIVE FEES	42.50	150.00	(107.50)	28.3%
607-D · DENTAL INSURANCE PREMIUMS	2,489.20	12,821.00	(10,331.80)	19.4%
607-H · HSA DEPOSITS	0.00	0.00	0.00	0.0%
607-L · LIFE INSURANCE PREMIUMS	246.29	1,362.00	(1,115.71)	18.1%
607-M · MEDICAL INSURANCE PREMIUMS	43,021.39	144,946.00	(101,924.61)	29.7%
607-V · VISION INSURANCE PREMIUMS	539.66	2,853.00	(2,313.34)	18.9%
TOTAL 607 · EMPLOYEE INSURANCE	46,339.04	162,132.00	(115,792.96)	28.6%
609 · PENSION EXPENSE	28,043.68	124,298.00	(96,254.32)	22.6%
610 · MERS 2% HCSP	0.00	34,020.00	(34,020.00)	0.0%
TOTAL 600 · PAYROLL EXPENSES	260,392.44	1,351,319.00	(1,090,926.56)	19.3%
611 · BUILDING & EQUIPMENT EXPENSES				
611-AB · ADMINISTRATION BUILDING				
620-AB · REPAIRS & MAINTENANCE	2,907.94	10,000.00	(7,092.06)	29.1%
643-AB · COMPUTER SERVICES & SUPPLIES	12,625.02	40,000.00	(27,374.98)	31.6%
645-AB · OPERATING SUPPLIES	901.41	7,000.00	(6,098.59)	12.9%
665-AB · UTILITIES	2,498.66	8,500.00	(6,001.34)	29.4%
668-AB · TELECOMMUNICATIONS	5,990.79	16,000.00	(10,009.21)	37.4%
677-AB · LEASED EQUIPMENT	3,474.54	14,000.00	(10,525.46)	24.8%
678-AB · CLEANING SERVICES	0.00	7,000.00	(7,000.00)	0.0%
681-AB · ALARM SERVICE	138.00	552.00	(414.00)	25.0%
TOTAL 611-AB · ADMINISTRATION BUILDING	28,536.36	103,052.00	(74,515.64)	27.7%
611-LB · LIFT & BOOSTER STATIONS				
620-LB · REPAIRS & MAINTENANCE	3,278.49	30,000.00	(26,721.51)	10.9%
645-LB · OPERATING SUPPLIES	0.00	1,000.00	(1,000.00)	0.0%
665-LB · UTILITIES	10,202.39	27,500.00	(17,297.61)	37.1%
668-LB · TELECOMMUNICATIONS	1,204.44	4,000.00	(2,795.56)	30.1%
TOTAL 611-LB · LIFT & BOOSTER STATIONS	14,685.32	62,500.00	(47,814.68)	23.5%

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ACCRUAL BASIS

SUPERIOR TOWNSHIP UTILITY DEPARTMENT

O&M PROFIT & LOSS - BUDGET TO ACTUAL

	JAN - MAR 25	BUDGET	\$ OVER BUDGET	% OF BUDGET
611-MF · MAINTENANCE FACILITY				
620-MF · REPAIRS & MAINTENANCE	7,392.41	50,000.00	(42,607.59)	14.8%
643-MF · COMPUTER SERVICES & SUPPLIES	10,520.26	30,000.00	(19,479.74)	35.1%
645-MF · OPERATING SUPPLIES	3,503.70	20,000.00	(16,496.30)	17.5%
665-MF · UTILITIES	8,192.47	20,000.00	(11,807.53)	41.0%
668-MF · TELECOMMUNICATIONS	3,564.15	15,000.00	(11,435.85)	23.8%
678-MF · CLEANING SERVICES	0.00	7,000.00	(7,000.00)	0.0%
681-MF · ALARM SERVICE	610.83	1,212.00	(601.17)	50.4%
TOTAL 611-MF · MAINTENANCE FACILITY	33,783.82	143,212.00	(109,428.18)	23.6%
TOTAL 611 · BUILDING & EQUIPMENT EXPENSES	77,005.50	308,764.00	(231,758.50)	24.9%
670 · OTHER EXPENSES				
618 · REPAIRS & MAINTENANCE - OTHER				
620 · R&M - SYSTEM	32,477.14	80,000.00	(47,522.86)	40.6%
625 · R&M - ROOT FOAMING	0.00	9,000.00	(9,000.00)	0.0%
TOTAL 618 · REPAIRS & MAINTENANCE - OTH...	32,477.14	89,000.00	(56,522.86)	36.5%
630 · PROFESSIONAL SERVICES				
631 · PS - ENGINEERS (OHM)	880.00	30,000.00	(29,120.00)	2.9%
632 · PS - AUDITORS (PHP)	0.00	6,968.00	(6,968.00)	0.0%
635 · PS - ATTORNEYS	800.00	25,000.00	(24,200.00)	3.2%
636 · PS - OTHER	0.00	0.00	0.00	0.0%
TOTAL 630 · PROFESSIONAL SERVICES	1,680.00	61,968.00	(60,288.00)	2.7%
650 · EMPLOYEE RELATED EXPENSES				
651 · UNIFORMS	1,568.35	4,800.00	(3,231.65)	32.7%
652 · TRANSPORTATION & MILEAGE	0.00	16,000.00	(16,000.00)	0.0%
653 · EMPLOYEE TRAINING	1,600.00	15,000.00	(13,400.00)	10.7%
656 · MISC. EMPLOYEE EXPENSES	0.00	100.00	(100.00)	0.0%
TOTAL 650 · EMPLOYEE RELATED EXPENSES	3,168.35	35,900.00	(32,731.65)	8.8%
TOTAL 670 · OTHER EXPENSES	37,325.49	186,868.00	(149,542.51)	20.0%
671-1 · TOTAL OTHER EXPENSES				
671 · METERS & SUPPLIES	24,389.54	100,000.00	(75,610.46)	24.4%
672 · FUEL	2,333.55	8,000.00	(5,666.45)	29.2%
673 · INSURANCE & BONDS	7,073.32	60,000.00	(52,926.68)	11.8%
676 · POSTAGE	4,684.26	20,000.00	(15,315.74)	23.4%
700 · BANK FEES	25.00	250.00	(225.00)	10.0%
709 · PRINTING & PUBLISHING	4,152.16	15,000.00	(10,847.84)	27.7%
710 · ACCOUNTING CHARGEBACK	3,750.00	15,000.00	(11,250.00)	25.0%

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ACCRUAL BASIS

SUPERIOR TOWNSHIP UTILITY DEPARTMENT

O&M PROFIT & LOSS - BUDGET TO ACTUAL

	JAN - MAR 25	BUDGET	\$ OVER BUDGET	% OF BUDGET
711 · MEMBERSHIPS, DUES & LICENSES	6,660.16	26,000.00	(19,339.84)	25.6%
712 · MISCELLANEOUS EXPENSE	45.08	250.00	(204.92)	18.0%
TOTAL 671-1 · TOTAL OTHER EXPENSES	53,113.07	244,500.00	(191,386.93)	21.7%
TOTAL EXPENSE	967,573.54	4,872,640.00	(3,905,066.46)	19.9%
NET ORDINARY INCOME	168,064.26	272,221.00	(104,156.74)	61.7%
OTHER INCOME/EXPENSE				
OTHER EXPENSE				
850 · TRANSFERS OUT				
856 · TRANS. OUT TO CAPITAL RESERVE	0.00	272,221.00	(272,221.00)	0.0%
TOTAL 850 · TRANSFERS OUT	0.00	272,221.00	(272,221.00)	0.0%
TOTAL OTHER EXPENSE	0.00	272,221.00	(272,221.00)	0.0%
NET OTHER INCOME	0.00	(272,221.00)	272,221.00	0.0%
NET INCOME	168,064.26	0.00	168,064.26	100.0%

Fund 101 GENERAL

GL Number	Description	PERIOD ENDED 05/31/2024	PERIOD ENDED 05/31/2025
*** Assets ***			
Cash			
101-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	286,140.18	18,641.90
101-000-001.002	HUNT 0768 CHK - DIXBORO SCHOOL HOUSE	12,351.88	12,548.67
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	6,732.67	7,142.40
101-000-001.005	COMERICA 5286 CHKG - ACCRUED ABSENCES	19,427.33	19,427.33
101-000-002.002	COMERICA 6074 JFUND DIXBORO SCHOOL HOUSE	25,476.61	26,950.31
101-000-004.001	PETTY CASH	100.00	100.00
101-000-004.002	REGISTER DRAWER CASH	100.00	300.00
101-000-009.000	MICHIGAN CLASS -0002	0.00	250,150.89
101-000-017.001	CHASE 5503 - GOVERNMENT T-BILLS	589,642.72	0.00
101-000-017.002	COMERICA - GOVERNMENT T-BILLS	118,098.50	0.00
Cash		1,067,727.21	344,918.82
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	150,913.19	141,344.75
101-000-040.002	A/R - OTHER	387,789.49	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
101-000-089.001	A/R - HCSP FORFEITURE RECEIVABLE	0.00	41,553.00
Accounts Receivable		606,160.90	515,133.32
Fixed Assets			
101-000-188.000	LEASE RECEIVABLE - LONG TERM	0.00	366,724.00
Fixed Assets		0.00	366,724.00
Other Assets			
101-000-056.000	A/R - ACCRUED INCOME	110.95	93.54
101-000-062.000	LEASE RECEIVABLE - CURRENT	0.00	13,837.00
101-000-123.000	PRE-PAID EXPENSES MISC.	1,238.29	724.88
101-000-123.050	PREPAID INSURANCE	20,529.16	30,461.23
101-000-126.000	UNREALIZED GAINS/LOSSES	58,734.46	0.00
Other Assets		80,612.86	45,116.65
Due From Other Funds			
101-000-084.206	DUE FROM FIRE FUND	(1,058.95)	67.00
101-000-084.211	DUE FROM LEGAL DEFENSE FUND	90,538.00	0.00
101-000-084.249	DUE FROM BUILDING FUND	(304.08)	0.00
101-000-084.464	DUE FROM ARPA FUND	0.00	200,000.00
101-000-084.508	DUE FROM PARK FUND	15.99	0.00
101-000-084.592	DUE FROM UTIL	13,831.49	0.00
101-000-084.701	DUE FROM TRUST & AGENCY	393.00	3,112.00
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		166,201.35	208,116.79
Total Assets		1,920,702.32	1,480,009.58
*** Liabilities ***			
Accounts Payable			
101-000-202.000	A/P - VENDORS	63,812.87	39,008.08
101-000-202.200	A/P - CREDIT CARD ACCOUNT	2,490.53	4,050.88
Accounts Payable		66,303.40	43,058.96
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	40,157.00
101-000-260.000	ACCURED PTO	3,979.00	3,333.00

Fund 101 GENERAL

GL Number	Description	PERIOD ENDED 05/31/2024	PERIOD ENDED 05/31/2025
*** Liabilities ***			
Liabilities-ST		54,020.00	52,990.00
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
101-000-361.000	DEFERRED INFLOW - LEASES	0.00	363,316.00
Liabilities-LT (over 1 year)		891.04	363,316.00
Due To Other Funds			
Due To Other Funds		0.00	0.00
Total Liabilities		121,214.44	459,364.96
*** Fund Balance ***			
Unassigned			
101-000-390.000	FUND BALANCE - UNDESIGNATED	1,610,485.09	524,172.41
Unassigned		1,610,485.09	524,172.41
Assigned			
101-000-385.001	FUND BALANCE - DIXBORO SCHOOL HOUSE	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	933,406.30
Beginning Fund Balance		2,188,494.43	933,406.30
Net of Revenues VS Expenditures		(389,006.55)	87,238.32
Ending Fund Balance		1,799,487.88	1,020,644.62
Total Liabilities And Fund Balance		1,920,702.32	1,480,009.58

Fund 203 SIDE STREET MAINTENANCE

GL Number	Description	PERIOD ENDED 05/31/2024	PERIOD ENDED 05/31/2025
*** Assets ***			
Cash			
203-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	31,747.75	9,289.21
Cash		31,747.75	9,289.21
Accounts Receivable			
203-000-020.000	A/R - TAXROLL REVENUE	1,244.76	25,436.00
Accounts Receivable		1,244.76	25,436.00
Total Assets		32,992.51	34,725.21
*** 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	12,822.50
Unassigned		14,316.72	12,822.50
Total Fund Balance		14,316.72	12,822.50
Beginning Fund Balance		14,316.72	12,822.50
Net of Revenues VS Expenditures		18,675.79	21,902.71
Ending Fund Balance		32,992.51	34,725.21
Total Liabilities And Fund Balance		32,992.51	34,725.21

Fund 206 FIRE OPERATING FUND

GL Number	Description	PERIOD ENDED 05/31/2024	PERIOD ENDED 05/31/2025
*** Assets ***			
Cash			
206-000-001.001	HUNT 6014 - DAILY OPERATING CHECKING	653,038.81	307,888.63
206-000-002.001	COMERICA 5587 J-FUND - ACCRUED ABSENCES	462,423.04	484,310.84
206-000-002.002	COMERICA 5588 J-FUND - DAILY OPERATING	645,587.62	676,145.47
206-000-009.000	MICHIGAN CLASS - 0003	0.00	1,924,460.74
206-000-017.001	HUNT 4740 - GOVERNMENT T-BILLS	347,821.13	2,633.75
206-000-017.002	COMERICA - GOVERNMENT T-BILLS	326,944.37	305,299.15
206-000-017.003	HUNT 5377 - GOVERNMENT T-BILLS	999,557.85	0.00
Cash		3,435,372.82	3,700,738.58
Accounts Receivable			
206-000-020.000	A/R - TAXROLL REVENUE	96,952.77	123,492.38
206-000-089.001	A/R - HCSP FORFEITURE RECEIVABLE	0.00	2,119.00
Accounts Receivable		96,952.77	125,611.38
Other Assets			
206-000-056.000	A/R - ACCRUED INCOME	4,823.90	4,027.33
206-000-123.000	PRE-PAID EXPENSES MISC.	598,580.49	802.50
206-000-123.050	PREPAID INSURANCE	98,893.50	67,073.32
206-000-126.000	UNREALIZED GAINS/LOSSES	40,866.38	45,132.36
Other Assets		743,164.27	117,035.51
Due From Other Funds			
206-000-084.101	DUE FROM GENERAL FUND	0.00	35.00
Due From Other Funds		0.00	35.00
Total Assets		4,275,489.86	3,943,420.47
*** Liabilities ***			
Accounts Payable			
206-000-202.000	A/P - VENDORS	69,168.63	46,200.51
Accounts Payable		69,168.63	46,200.51
Liabilities-ST			
206-000-257.000	ACCURED WAGES PAYABLE	58,806.00	74,747.00
206-000-260.000	ACCRUED PTO	43,841.00	28,503.00
Liabilities-ST		102,647.00	103,250.00
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	(1,058.95)	0.00
Due To Other Funds		(1,058.95)	0.00
Total Liabilities		174,609.57	149,450.51
*** Fund Balance ***			
Unassigned			

Fund 206 FIRE OPERATING FUND

GL Number	Description	PERIOD ENDED 05/31/2024	PERIOD ENDED 05/31/2025
*** Fund Balance ***			
206-000-390.000	FUND BALANCE - UNDESIGNATED	1,313,774.97	839,835.49
	Unassigned	1,313,774.97	839,835.49
	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	1,988,420.36
Beginning Fund Balance		2,417,408.25	1,988,420.36
Net of Revenues VS Expenditures		1,683,472.04	1,805,549.60
Ending Fund Balance		4,100,880.29	3,793,969.96
Total Liabilities And Fund Balance		4,275,489.86	3,943,420.47

Fund 211 LEGAL DEFENSE FUND

GL Number	Description	PERIOD ENDED 05/31/2024	PERIOD ENDED 05/31/2025
*** Assets ***			
Cash			
211-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	1,589.77	76,288.98
211-000-009.000	MICHIGAN CLASS - 0011	0.00	100,371.99
211-000-017.001	CHASE 5503 - GOVERNMENT T-BILLS	253,887.56	0.00
Cash		255,477.33	176,660.97
Other Assets			
211-000-126.000	UNREALIZED GAINS/LOSSES	19,700.05	0.00
Other Assets		19,700.05	0.00
Total Assets		275,177.38	176,660.97
*** Liabilities ***			
Accounts Payable			
211-000-202.000	A/P - VENDORS	0.00	150.00
Accounts Payable		0.00	150.00
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		90,538.00	150.00
*** Fund Balance ***			
Unassigned			
211-000-390.000	FUND BALANCE - UNDESIGNATED	193,251.70	177,538.98
Unassigned		193,251.70	177,538.98
Total Fund Balance		193,251.70	177,538.98
Beginning Fund Balance		193,251.70	177,538.98
Net of Revenues VS Expenditures		(8,612.32)	(1,028.01)
Ending Fund Balance		184,639.38	176,510.97
Total Liabilities And Fund Balance		275,177.38	176,660.97

Fund 219 STREET LIGHT FUND

GL Number	Description	PERIOD ENDED 05/31/2024	PERIOD ENDED 05/31/2025
*** Assets ***			
Cash			
219-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	83,204.60	37,581.28
219-000-009.000	MICHIGAN CLASS -0013	0.00	50,029.96
Cash		83,204.60	87,611.24
Accounts Receivable			
219-000-020.000	A/R - TAXROLL REVENUE	0.00	0.72
Accounts Receivable		0.00	0.72
Other Assets			
Other Assets		0.00	0.00
Due From Other Funds			
Due From Other Funds		0.00	0.00
Total Assets		83,204.60	87,611.96
*** Liabilities ***			
Accounts Payable			
219-000-202.000	A/P - VENDORS	8,084.97	8,042.51
Accounts Payable		8,084.97	8,042.51
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		8,084.97	8,042.51
*** Fund Balance ***			
Unassigned			
219-000-390.000	FUND BALANCE - UNDESIGNATED	115,684.49	120,812.99
Unassigned		115,684.49	120,812.99
Total Fund Balance		115,684.49	120,812.99
Beginning Fund Balance		115,684.49	120,812.99
Net of Revenues VS Expenditures		(40,564.86)	(41,243.54)
Ending Fund Balance		75,119.63	79,569.45
Total Liabilities And Fund Balance		83,204.60	87,611.96

Fund 249 BUILDING

GL Number	Description	PERIOD ENDED 05/31/2024	PERIOD ENDED 05/31/2025
*** Assets ***			
Cash			
249-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	454,422.83	45,388.75
249-000-004.001	PETTY CASH	100.00	100.00
249-000-009.000	MICHIGAN CLASS - 0007	0.00	602,232.04
249-000-017.001	CHASE 5503 - GOVERNMENT T-BILLS	236,418.40	0.00
249-000-017.002	COMERICA - GOVERNMENT T-BILLS	141,207.29	131,876.50
Cash		832,148.52	779,597.29
Accounts Receivable			
Accounts Receivable		0.00	0.00
Other Assets			
249-000-123.050	PREPAID INSURANCE	1,150.85	1,368.13
249-000-126.000	UNREALIZED GAINS/LOSSES	33,868.61	19,515.19
Other Assets		35,019.46	20,883.32
Due From Other Funds			
249-000-084.464	DUE FROM ARPA	0.00	200,000.00
Due From Other Funds		0.00	200,000.00
Total Assets		867,167.98	1,000,480.61
*** Liabilities ***			
Accounts Payable			
249-000-202.000	A/P - VENDORS	4,608.41	4,101.89
Accounts Payable		4,608.41	4,101.89
Liabilities-ST			
249-000-257.000	ACCURED WAGES PAYABLE	7,283.00	8,228.00
249-000-260.000	ACCRUED PTO	1,042.00	301.00
Liabilities-ST		8,325.00	8,529.00
Due To Other Funds			
249-000-214.101	DUE TO GENERAL FUND	(304.08)	0.00
Due To Other Funds		(304.08)	0.00
Total Liabilities		12,629.33	12,630.89
*** Fund Balance ***			
Unassigned			
249-000-390.000	FUND BALANCE - UNDESIGNATED	765,212.01	915,527.56
Unassigned		765,212.01	915,527.56
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	924,243.58
Beginning Fund Balance		771,782.33	924,243.58
Net of Revenues VS Expenditures		82,756.32	63,606.14

Fund 249 BUILDING			
GL Number	Description	PERIOD ENDED 05/31/2024	PERIOD ENDED 05/31/2025
	Ending Fund Balance	854,538.65	987,849.72
	Total Liabilities And Fund Balance	867,167.98	1,000,480.61

Fund 266 LAW ENFORCEMENT FUND

GL Number	Description	PERIOD ENDED 05/31/2024	PERIOD ENDED 05/31/2025
*** Assets ***			
Cash			
266-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	940,837.36	18,707.68
266-000-009.000	MICHIGAN CLASS - 0001	0.00	4,621,727.83
266-000-017.001	CHASE 5503 - GOVERNMENT T-BILLS	3,145,051.06	0.00
266-000-017.002	COMERICA - GOVERNMENT T-BILLS	186,577.11	174,196.57
Cash		4,272,465.53	4,814,632.08
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	33,721.16	137,284.52
266-000-040.003	A/R - DANBURY REG PATROLS	23,180.67	(7,726.89)
Accounts Receivable		133,078.05	233,279.89
Other Assets			
266-000-123.050	PREPAID INSURANCE	700.00	2,100.00
266-000-126.000	UNREALIZED GAINS/LOSSES	109,640.56	25,715.75
Other Assets		110,340.56	27,815.75
Due From Other Funds			
266-000-084.464	DUE FROM ARPA	0.00	200,000.00
266-000-084.701	DUE FROM TRUST & AGENCY	0.00	500,000.00
Due From Other Funds		0.00	700,000.00
Total Assets		4,515,884.14	5,775,727.72
*** Liabilities ***			
Accounts Payable			
266-000-202.000	A/P - VENDORS	4,202.57	3,347.86
Accounts Payable		4,202.57	3,347.86
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			
Due To Other Funds		0.00	0.00
Total Liabilities		7,229.88	3,347.86
*** Fund Balance ***			
Unassigned			
266-000-390.000	FUND BALANCE - UNDESIGNATED	2,790,518.87	3,666,109.30
Unassigned		2,790,518.87	3,666,109.30
Total Fund Balance		2,790,518.87	3,666,109.30
Beginning Fund Balance		2,790,518.87	3,666,109.30
Net of Revenues VS Expenditures		1,718,135.39	2,106,270.56

Fund 266 LAW ENFORCEMENT FUND			
GL Number	Description	PERIOD ENDED 05/31/2024	PERIOD ENDED 05/31/2025
	Ending Fund Balance	4,508,654.26	5,772,379.86
	Total Liabilities And Fund Balance	4,515,884.14	5,775,727.72

Fund 464 AMERICAN RESCUE PLAN ACT (ARPA)

GL Number	Description	PERIOD ENDED 05/31/2024	PERIOD ENDED 05/31/2025
*** Assets ***			
Cash			
464-000-001.001	HUNT 4758 CHK - OPERATING	313,901.23	809,735.13
464-000-003.002	HUNTINGTON 9243- CD	1,000,000.00	0.00
464-000-009.000	MICHIGAN CLASS -0006	0.00	359.47
Cash		1,313,901.23	810,094.60
Accounts Receivable			
Accounts Receivable		0.00	0.00
Due From Other Funds			
Due From Other Funds		0.00	0.00
Total Assets		1,313,901.23	810,094.60
*** Liabilities ***			
Accounts Payable			
464-000-202.000	A/P - VENDORS	239,368.29	0.00
Accounts Payable		239,368.29	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		1,561,071.31	781,449.66
*** Fund Balance ***			
Unassigned			
464-000-390.000	FUND BALANCE - UNDESIGNATED	8,424.47	63,344.42
Unassigned		8,424.47	63,344.42
Assigned			
Assigned		0.00	0.00
Total Fund Balance		8,424.47	63,344.42
Beginning Fund Balance		8,424.47	63,344.42
Net of Revenues VS Expenditures		(255,594.55)	(34,699.48)
Ending Fund Balance		(247,170.08)	28,644.94
Total Liabilities And Fund Balance		1,313,901.23	810,094.60

Fund 508 PARKS & RECREATION

GL Number	Description	PERIOD ENDED 05/31/2024	PERIOD ENDED 05/31/2025
*** Assets ***			
Cash			
508-000-001.001	CHASE 5503 - DAILY OPERATING CHECKING	393,862.39	153,946.81
508-000-009.000	MICHIGAN CLASS - 0010	0.00	200,744.01
508-000-017.001	CHASE 5503 - GOVERNMENT T-BILLS	67,933.75	0.00
508-000-017.002	COMERICA - GOVERNMENT T-BILLS	184,720.48	172,487.38
Cash		646,516.62	527,178.20
Accounts Receivable			
Accounts Receivable		0.00	0.00
Other Assets			
508-000-123.050	PREPAID INSURANCE	9,608.38	5,547.82
508-000-126.000	UNREALIZED GAINS/LOSSES	25,554.63	25,493.35
Other Assets		35,163.01	31,041.17
Due From Other Funds			
Due From Other Funds		0.00	0.00
Total Assets		681,679.63	558,219.37
*** Liabilities ***			
Accounts Payable			
508-000-202.000	A/P - VENDORS	10,588.53	2,208.73
Accounts Payable		10,588.53	2,208.73
Liabilities-ST			
508-000-257.000	ACCURED WAGES PAYABLE	7,881.00	9,908.00
508-000-260.000	ACCRUED PTO	325.00	2,354.00
Liabilities-ST		8,206.00	12,262.00
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	15.99	0.00
508-000-214.592	DUE TO UTILITY FUND	72.67	0.00
Due To Other Funds		88.66	0.00
Total Liabilities		18,883.19	14,470.73
*** Fund Balance ***			
Unassigned			
508-000-390.000	FUND BALANCE - UNDESIGNATED	212,027.05	21,667.34
Unassigned		212,027.05	21,667.34
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

Fund 508 PARKS & RECREATION

GL Number	Description	PERIOD ENDED 05/31/2024	PERIOD ENDED 05/31/2025
*** 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	576,905.06
Beginning Fund Balance		635,864.46	576,905.06
Net of Revenues VS Expenditures		26,931.98	(33,156.42)
Ending Fund Balance		662,796.44	543,748.64
Total Liabilities And Fund Balance		681,679.63	558,219.37

Fund 701 TRUST AND AGENCY

GL Number	Description	PERIOD ENDED 05/31/2024	PERIOD ENDED 05/31/2025
*** Assets ***			
Cash			
701-000-001.001	CHASE 1161 - DAILY OPERATING CHECKING	7.03	0.00
701-000-001.002	DAILY CHECKING - CHASE	449,014.00	214,832.72
701-000-009.000	MICHIGAN CLASS - 0014	0.00	500,239.84
Cash		449,021.03	715,072.56
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		449,021.03	715,072.56
*** Liabilities ***			
Accounts Payable			
701-000-202.000	A/P - VENDORS	11,862.75	8,993.75
Accounts Payable		11,862.75	8,993.75
Liabilities-ST			
701-000-283.035	DELINQUENT PERSONAL/MANUF PROP TAX	21,134.10	45,638.26
701-000-283.037	PARK PAVILLION SECURITY DEPOSIT	0.00	400.00
Liabilities-ST		21,134.10	46,038.26
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	0.00
701-000-283.004	WOODSIDE VILLAGE	5,463.75	0.00
701-000-283.007	TEMPORARY OCCUPANCY	9,160.00	15,160.00
701-000-283.008	HYUNDAI SITE EXPANSION	25,823.00	19,180.25
701-000-283.010	SELECTIVE GROUP 2003 UNCLAIMED BOND	42,000.00	42,000.00
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	23,096.75	(11,919.00)
701-000-283.018	SHV SHED ADDITION	1,363.75	1,363.75
701-000-283.019	KINSLEY DEVELOPMENT	65,765.27	35,597.02
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	7,927.75
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	6,570.00
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	(1,097.50)	26,155.50
701-000-283.038	ARBOR HILLS PERFORMANCE BOND	15,000.00	15,000.00
701-000-283.039	5288 GEDDES RD WATER MAIN	12,695.75	(1,350.75)
701-000-283.041	BROOKWOOD	935.00	38,652.75
701-000-283.044	HURON DENTAL	38,499.25	20,663.50
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

Fund 701 TRUST AND AGENCY

GL Number	Description	PERIOD ENDED 05/31/2024	PERIOD ENDED 05/31/2025
*** Liabilities ***			
701-000-283.047	PROSPECT PTE WEST PH 2	2,770.00	3,986.25
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	1,785.00
Other Liabilities		415,609.66	656,688.41
Due To Other Funds			
701-000-214.101	DUE TO GENERAL FUND	0.00	3,112.00
701-000-283.033	DUE TO GENERAL FUND	393.00	0.00
Due To Other Funds		393.00	3,112.00
Total Liabilities		448,999.51	714,832.42
*** Fund Balance ***			
Unassigned			
701-000-390.000	FUND BALANCE - UNDESIGNATED	0.00	0.30
Unassigned		0.00	0.30
Total Fund Balance		0.00	0.30
Beginning Fund Balance		0.00	0.30
Net of Revenues VS Expenditures		21.52	239.84
Ending Fund Balance		21.52	240.14
Total Liabilities And Fund Balance		449,021.03	715,072.56

Fund 704 PAYROLL FUND

GL Number	Description	PERIOD ENDED 05/31/2024	PERIOD ENDED 05/31/2025
*** Assets ***			
Cash			
704-000-007.000	HUNT 9485 CHECKING	74,203.47	79,057.21
Cash		74,203.47	79,057.21
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		74,203.47	79,057.21
*** Liabilities ***			
Accounts Payable			
704-000-202.000	A/P - VENDORS	0.00	1,233.93
704-000-259.003	DUE TO HCSP NON-UNION - EMPLOYEE	3,570.96	3,862.07
704-000-259.004	DUE TO HCSP FIRE UNION - EMPLOYEE	1,603.45	1,323.22
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	3,150.00
704-000-262.000	DUE TO JOHN HANCOCK-EMPLOYEE	1,455.48	1,407.12
704-000-262.001	DUE TO JOHN HANCOCK-EMPLOYER	2,910.96	2,814.24
704-000-262.002	DUE TO MERS #1 FIRE MERS-EMPLOYEE	6,132.58	6,747.42
704-000-262.003	DUE TO MERS#1 FIRE -EMPLOYER	22,792.61	26,146.15
704-000-262.004	DUE TO MERS#2-EMPLOYEE	6,410.56	6,482.87
704-000-262.005	DUE TO MERS#2-EMPLOYER	21,065.08	20,007.40
Accounts Payable		69,265.68	74,119.42
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
Due To Other Funds		4,937.79	4,937.79
Total Liabilities		74,203.47	79,057.21
Beginning Fund Balance		0.00	0.00
Net of Revenues VS Expenditures		0.00	0.00
Ending Fund Balance		0.00	0.00
Total Liabilities And Fund Balance		74,203.47	79,057.21

Superior Township Utility Department Balance Sheet

07/15/25

Accrual Basis

	May 31, 25	May 31, 24
ASSETS		
Current Assets		
Checking/Savings		
100 · CASH - O&M		
101 · Checking - Chase 205000485529	150,886.82	1,032,219.61
101.5 · Michigan Class - 0009 - O & M (Transfer Funds to Michigan Class)	801,052.89	
104 · O&M Petty Cash	100.00	100.00
Total 100 · CASH - O&M	952,039.71	1,032,319.61
120 · CASH - CAPITAL RESERVE		
125 · CR Chkg. - Chase 639918234	299,829.03	1,464,793.82
125.5 · Michigan Class - 0010 - Cap Res (Funds Transferred to Michigan Cl...	702,604.03	
1251 · CR Checking-Huntington Bank4855	764,360.27	96,246.87
1252 · CD - Huntington - CR		1,600,000.00
1253 · Michigan Class - 0012 - A/C4855 (Funds Transferred to Michigan Cla...	1,040,458.49	
Total 120 · CASH - CAPITAL RESERVE	2,807,251.82	3,161,040.69
140 · CASH - DEBT SERVICE RESERVE		
147 · T Bills - Huntington Bank-5151	499,098.98	476,465.18
Total 140 · CASH - DEBT SERVICE RESERVE	499,098.98	476,465.18
Total Checking/Savings	4,258,390.51	4,669,825.48
Accounts Receivable		
160 · A/R - Due From Other Funds		
160-GF · Due From General Fund	226.28	12.52
160-PF · Due From Payroll Fund	1,233.93	
160-PR · Due From Parks & Rec.	49.93	122.64
Total 160 · A/R - Due From Other Funds	1,510.14	135.16
161 · A/R - Other Customers	149,320.95	11,565.83
162 · A/R - Water/Sewer Bills (UB)	1,133,252.22	868,206.93
Total Accounts Receivable	1,284,083.31	879,907.92
Other Current Assets		
163 · Res. for Bad Debts		3,426.96
164 · Undeposited Funds	5,772.38	20,855.19
166 · Prepaid Expenses	54,472.78	42,139.75
170 · Inventory - Meters & Parts	51,698.42	33,163.10
Total Other Current Assets	111,943.58	99,585.00
Total Current Assets	5,654,417.40	5,649,318.40
Fixed Assets		
174 · Buildings	3,434,386.74	3,434,386.74
175 · Acc. Dep. - Buildings	(1,961,403.10)	(1,898,069.41)
176 · Water & Sewer System	29,645,877.95	29,645,877.95
177 · Acc. Dep. - Water & Sewer Sys.	(11,165,097.11)	(10,829,228.92)
178 · Improvements & Equipment	294,591.76	294,591.76
179 · Acc. Dep - Imp. & Equipment	(148,208.19)	(141,897.13)
180 · Office Improvements	125,975.16	125,975.16
181 · Acc. Dep. - Office Improvements	(58,926.00)	(55,924.75)
182 · Office Furniture & Equipment	73,300.27	73,300.27
183 · Acc. Dep. - Off. Furn. & Equip.	(78,470.91)	(72,830.10)
184 · Vehicles	647,673.57	647,673.57
185 · Acc. Dep. - Vehicles	(566,955.74)	(544,882.08)

12:55 PM

Superior Township Utility Department

Balance Sheet

07/15/25

Accrual Basis

	May 31, 25	May 31, 24
186 · Metering Program	45,919.87	45,919.87
187 · Acc. Dep. - Meter Program	(48,500.50)	(45,296.25)
188 · Land	210,462.50	210,462.50
190 · Const. in Progress	1,318,901.36	(25,323.72)
Total Fixed Assets	21,769,527.63	20,864,735.46
TOTAL ASSETS	27,423,945.03	26,514,053.86
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
200 · A/P - Due To Other Funds		
200-GF · Due To General Fund		13,831.49
Total 200 · A/P - Due To Other Funds		13,831.49
205 · A/P - Vendors	314,521.60	140,299.30
Total Accounts Payable	314,521.60	154,130.79
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	2,969,821.65	2,952,079.95
Total Liabilities	2,969,821.65	2,952,079.95
Equity		
390 · Retained Earnings	24,061,598.32	23,450,212.84
Net Income	392,525.06	111,761.07
Total Equity	24,454,123.38	23,561,973.91
TOTAL LIABILITIES & EQUITY	27,423,945.03	26,514,053.86

GENERAL BANK - MAY 2025 RECONCILIATION

Fund Account	Description	Beginning Balance 05/01/2025	Total Debits	Total Credits	Ending Balance 05/31/2025
Fund 101 GENERAL					
001.001	CHASE 5503 - DAILY OPERATING CHECKING	605,083.39	44,404.54	630,846.03	18,641.90
Fund 203 SIDE STREET MAINTENANCE					
001.001	CHASE 5503 - DAILY OPERATING CHECKING	12,822.50	0.00	3,533.29	9,289.21
Fund 211 LEGAL DEFENSE FUND					
001.001	CHASE 5503 - DAILY OPERATING CHECKING	176,288.98	0.00	100,000.00	76,288.98
Fund 219 STREET LIGHT FUND					
001.001	CHASE 5503 - DAILY OPERATING CHECKING	1,598.59	94,149.91	58,167.22	37,581.28
Fund 249 BUILDING					
001.001	CHASE 5503 - DAILY OPERATING CHECKING	798,175.33	71,074.00	823,860.58	45,388.75
Fund 266 LAW ENFORCEMENT FUND					
001.001	CHASE 5503 - DAILY OPERATING CHECKING	3,298,879.65	424,310.92	3,704,482.89	18,707.68
Fund 508 PARKS & RECREATION					
001.001	CHASE 5503 - DAILY OPERATING CHECKING	398,537.19	32,571.33	277,161.71	153,946.81
	TOTAL - ALL FUNDS	5,291,385.63	666,510.70	5,598,051.72	359,844.61

Bank Balance per statement	\$378,459.43
Outstanding Checks	-\$25,897.54
Deposits/CC in Transit	\$5,684.72
Misc Items	\$1,598.00
Total	\$359,844.61

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Committee to Promote Superior Township

A Volunteer Committee

Fostering pride, unity and a sense of place among
Superior Township residents



C2PST July Highlights

- **2025 Q3 Social Media Plan:** The C2PST Social Media Team recently met with Township officials to finalize our Facebook and Instagram strategy for the third quarter of 2025.
- **C2PST at the Dixboro Farmers' Market:** A graphic has been created to encourage guest staffers to volunteer in the C2PST booth.
- **Parks & Recreation Events:** The C2PST continues to actively promote Superior Township Parks & Recreation, highlighting recent events like the Saturdays of Summer Kickoff and Movies on the Green, as well as upcoming favorites such as Movies in the Park and the Bug Hunt.
- **Dixboro Farmers' Market Vendor Feature:** We launched a new social media feature spotlighting vendors at the Dixboro Farmers' Market. This month we featured Suzie's Cookies and Madison Closet and Farm & Miss Kim Jams and Pickles.



**COMMITTEE TO PROMOTE
SUPERIOR TOWNSHIP
GUEST STAFFERS**

VOLUNTEER AT THE C2PST BOOTH!
FRIDAYS AT THE DIXBORO FARMERS' MARKET | 3-6 PM



RESPONSIBILITIES:

- GREET AND ENGAGE WITH MARKET VISITORS
- SHARE INFO ABOUT THE TOWNSHIP, EVENTS & SERVICES
- HAND OUT SHOPPING BAGS AND POINT OUT DISPLAY MATERIALS
- ANSWER FAQs (REFERENCE MATERIALS PROVIDED)

DETAILS:

- FLEXIBLE SHIFTS WITHIN 3-6 PM
- BOOTH IS ALREADY SET UP AND TAKEN DOWN FOR YOU
- QUICK ORIENTATION WHEN YOU ARRIVE

INTERESTED IN VOLUNTEERING?
EMAIL C2PST@SUPERIOR-TWP.ORG



Vendor Spotlight!

DIXBORO FARMERS' MARKET

Suzie's Cookies

For the past seven years, Suzie's Cookies, owned by Darlene DeVries of Ann Arbor, has been a beloved staple at the Dixboro Farmers' Market. Inspired by her father's encouragement and a visit to the market, Darlene turned her passion for baking into a business—offering delicious, home-baked cookies made from cherished family recipes and farm-fresh ingredients.



Darlene finds peace and joy in baking, especially knowing her treats bring happiness to others. Her favorite moments come from seeing children's faces light up when they enjoy her cookies. She describes the Dixboro community as "embracing," and her presence at the market continues to add warmth and sweetness to Friday afternoons.



Special Thank you to our Working Committee

Brenda Baker, Margery Dosey, Katie Russo,
Carole Hann, Nancy Caviston, Haneen Alaouie

Join our committee – just email
C2PST@superior-twp.org

Connect with us

Instagram



@superiorchartertownship

Facebook



@SuperiorCharterMI

Fw: Resolution 2025-36 Resolution to Approve 2025 Local Road Program Agreement WCRC

From Angela Robinson <arobinson@superior-twp.org>

Date Wed 6/18/2025 12:10 PM

To Christina Benitez <cbenitez@superior-twp.org>

Cc Kristina Rankin <krankin@superior-twp.org>

 4 attachments (3 MB)

2025_Superior-Township-Local-Road-Funding-Packet.pdf; APRIL15 2024 Board Packet_page 276.pdf; WCRC 1.jpg; WCRC 2.jpg;

FYI - please include this in the July 21st BOT meeting agenda. Thank you!



Angela Robinson
Clerk, Charter Township of Superior
(734) 482-6099

From: Irma Golden <igolden51@hotmail.com>

Sent: Wednesday, June 18, 2025 10:45 AM

To: Emily Dabish Yahkind <edy@superior-twp.org>; Angela Robinson <arobinson@superior-twp.org>; Lisa Lewis <llewis@superior-twp.org>; Sarah Devereaux <sdevereaux@superior-twp.org>; Dana Greene <dgreene@superior-twp.org>; Brenda McKinney <brendamckinney@superior-twp.org>; Ken Schwartz <kenschwartz@superior-twp.org>

Subject: Resolution 2025-36 Resolution to Approve 2025 Local Road Program Agreement WCRC

Dear Board of Trustees:

On Tuesday, June 17, 2025, I attended the Washtenaw County Road Commission (WCRC) Board meeting. I needed clarity based on comments that were made during the Monday, June 16, 2025 Board of Trustees meeting.

Before voting for *Resolution 2025-36, Resolution to Approve 2025 Local Road Program Agreement with Washtenaw County Road Commission* ALL Board members should have minimally been provided a copy of the Washtenaw County Road Commission Local Road Funding Packet Spring 2025 and previous years road work projects (Attached and Below).

Township board members should not rely solely on the supervisor's recommendation to decide which roads to improve, as collective input and diverse perspectives ensure more transparent, equitable, and community-driven decisions.

Unfortunately, past practices and comments made have resulted in a noticeable disparity, inequity and failure to respond to resident concerns between areas commonly referred to as south of Geddes. It became more evident while serving as deputy supervisor.

Perhaps if other *elected* board members had been invited to and participated in the meetings with WCRC representatives, it would have fostered greater trust, transparency, and a stronger sense of shared responsibility in the decision-making process. Was input received from the newly appointed Blight and Road Committee?

For the record, I specifically inquired if WCRC recommended/advocated/directed selecting Cherry Hill Road. The answer was NO. I was told the township determines the road improvement project. Supervisor, Dabish-Yahkind stated “Cherry Hill is in very desperate condition right now.” When was the last time each of you inspected other areas? I have brought road conditions as well as other issues to the attention of the current and past Board. I request the Board to examine the following:

1. Review Pavement Surface Evaluation and Rating (PASER RATINGS) Map of Superior Township – Page 8.
2. Review Township approved WCRC road improvement project completed for the past five years entitled Township Local Road Investment Map – Page 21. Road improvement north of Geddes were extensive in 2024.
3. Road contributions for 2024 was \$410,215. In 2024, Spring Hill Dr., Gotfredson Rd., Warren Rd., Gale Rd., Vreeland Rd., and Frains Lake Rd., all WCRC road projects north of Geddes Road.

Berkshire Drive between Prospect Rd., and Sheffield Dr; less than .25 mile was the single road project south of Geddes.

I urge the Board to reconsider your vote. The available funds did not need to be allocated 100% entirely to a single project and focused only north of Geddes Road. Continuing to overlook the needs of the area south of Geddes is a disservice to the community and a failure to uphold the oath you took to serve ALL residents fairly.

Finally, while at WCRC the drain issue on Stamford Road was also discussed. They did not find anything wrong with the drain, however there is a solution. Residents want a solution, not continuous tactical delays. I urge other Board members to attend WCRC meetings and get to know the Board as well as the managers present at each meeting. It was a refreshing meeting.

Regards,

Irma Golden, Resident

Clerk, please include in the Board Packet.

Local Road Funding Packet

Spring 2025



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

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

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Introduction

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

Superior Township Summary

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

Primary Roads

- 32.90 miles of paved primary roads
- 0 miles unpaved primary roads
- 6 bridges (more than 20' span)
- 14 culverts, greater than 5' in diameter

Local Roads

- 32.09 miles of local paved roads
- 29.13 miles of local unpaved roads
- 1 bridge (more than 20' span)
- 12 culverts on local collector roads, greater than 5' in diameter

2025 Local Road Matching Program Allocation

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

Township	Allocation
Superior	\$126,552

Local Road Needs

Township	Paved Local Road Needs	Unpaved Local Road Needs	Total Local Road Needs	Average 10-year Annual Expenditure Needed
Superior	\$8,075,860	\$1,757,200	\$9,833,060	\$983,306

Local Road Bridges/Culverts of Concern

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

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

Township	Road Name	Type	Condition Rating (1- failed, 10 – good)	Span (inches)	Length (feet)	Material Type	Legal Posting
Superior	Albert Dr	Culvert	4	19.7	240	Concrete	
Superior	Gotfredson Rd	Culvert	3	40	96	Corrugated Steel Pipe	Load Rating 36T/55T/65T
Superior	Gotfredson Rd	Culvert	4	30	108	Concrete	Load Rating 36T/55T/65T
Superior	Vreeland Rd	Culvert	4	40	198	Corrugated Steel Pipe	
Superior	Cherry Hill Rd	Bridge	4	51.8		Concrete	Load Rating 31T/40T/66T
Superior	Ford Rd	Bridge	4	42		Concrete	Load Rating 31T/40T/66T
Superior	Plymouth Rd	Bridge	3	28.9		Steel	

Historic Township Road Contributions 2020 – 2024

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

Township	2020	2021	2022	2023	2024	5 -Yr. Annual Average
Superior	\$65,626	\$450,374	\$186,050	\$167,544	\$410,215	\$255,962

Contact Information

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

Funding for Local Roads

Overview

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

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

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

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

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

Local Road Matching Program

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

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

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

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

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

Local Road Projects

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

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

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

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

Local Road Culvert and Bridges Projects

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

Planning Your Investments

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

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

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

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

Inventory and Condition Assessment

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

Paved Roads

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

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

Primary & Local Paved Roads

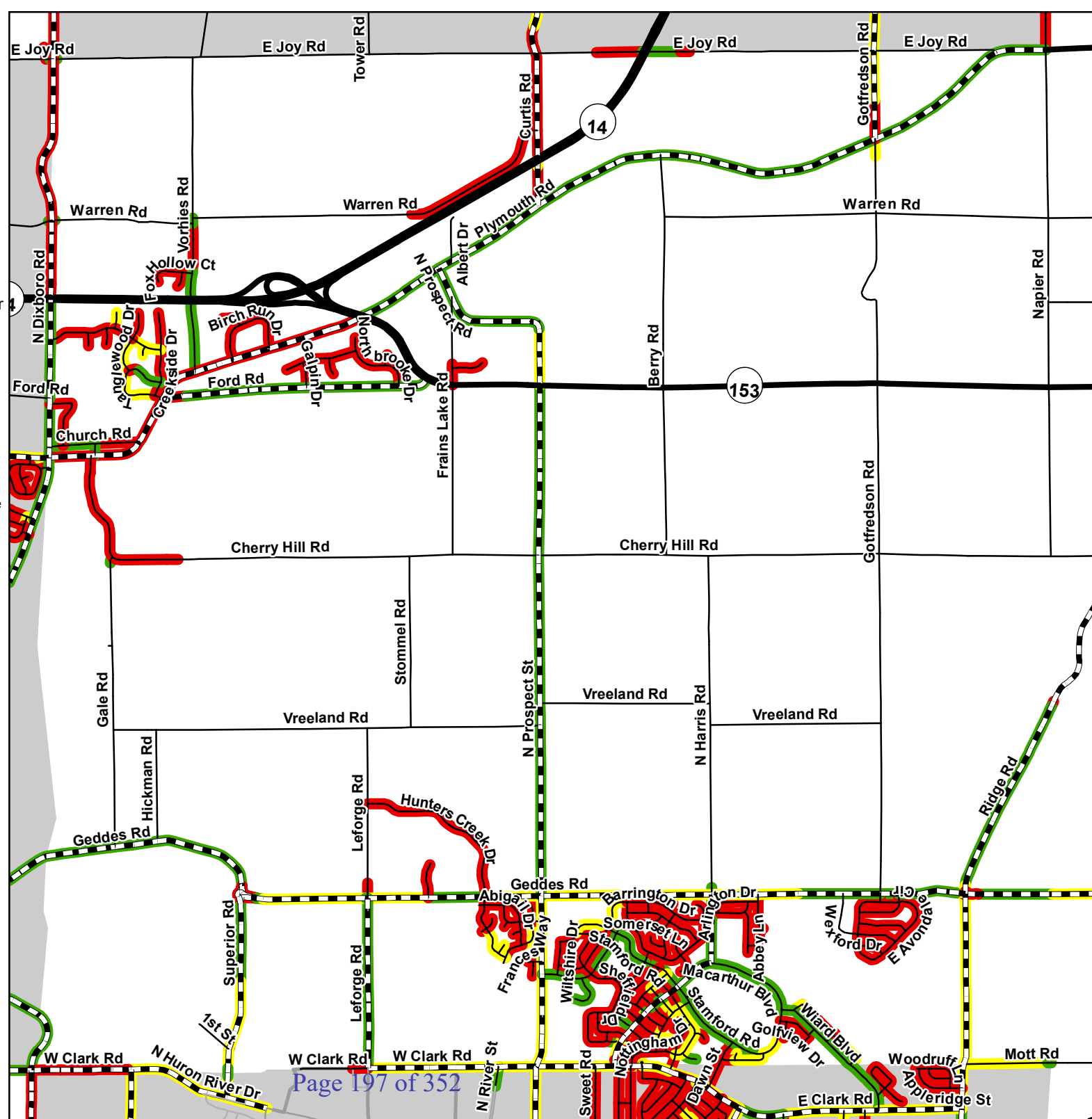
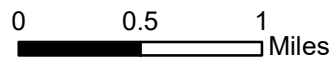
PASER stands for Pavement Surface Evaluation and Rating. The PASER rating ranges from 1- failed conditions, to 10 - brand new pavement. A pavement will only be a 10 the first year of its life, the second year it will automatically become a 9. Any condition of 8 or greater is considered to be a good condition;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

- ## THE RIGHT FIX AT THE RIGHT TIME

Road Classification

- ## Road Ratings

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



Unpaved Roads

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

Bridges and Culverts

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

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

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

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

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

Mix of Fixes

Paved Roads

PASER can and should be used to make investment decisions on the paved road system.

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

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

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

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

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

Unpaved Roads

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

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

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

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

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

Bridges and Culverts

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

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

Project Selection

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

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

Funding Options for Townships

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

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

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

Act 51 Millage

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

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

Township-Wide Millage

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

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

Special Assessment Districts

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

Appendix A: Public Road Miles Chart, By Township

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

Appendix B: Local Road Matching Program Conditions

Washtenaw County Road Commission's 2025 Local Road Matching Program

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

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

Matching Funds

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

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

Washtenaw County Road Commission's 2025 Local Road Matching Program

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

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

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

The WCRC Matching Program is subject to the following conditions:

- a) Project Overruns

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

- b) Billing Procedures

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

- c) Primary Road Matching

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

- d) Local Matching Fund Carryover

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

Washtenaw County Road Commission's 2025 Local Road Matching Program



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

e) Reallocation of Funds

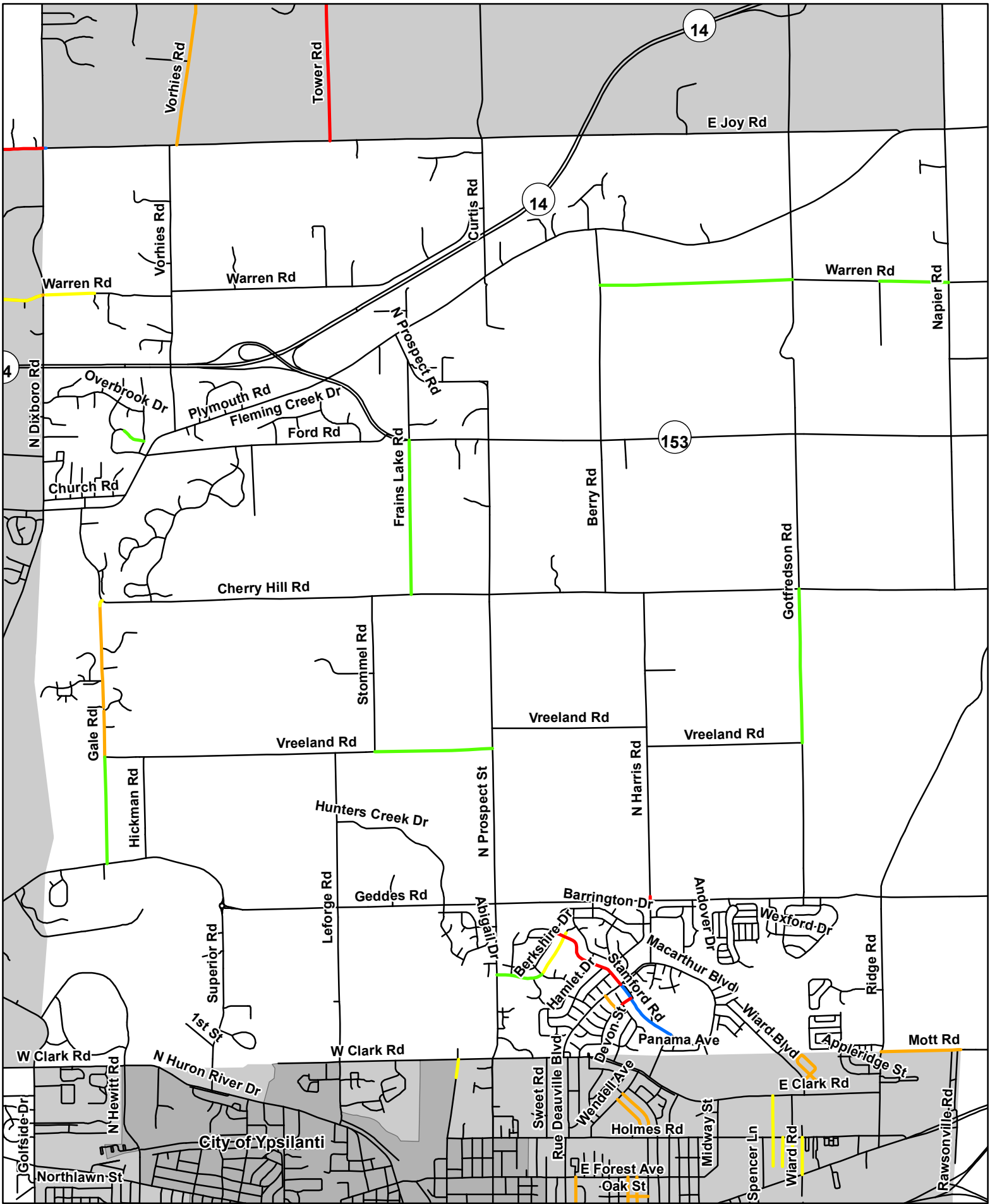
Any township that has not notified WCRC of their intent to use matching funds **on or before Friday, May 2, 2025**, will forfeit the allocated matching money. WCRC will determine the amount of unused matching funds and reallocate these funds to primary road maintenance.

Appendix C: Township Contribution Summary, 2020 – 2024

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

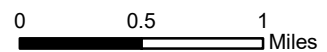
Township	2020	2021	2022	2023	2024	5-Year Average
Ann Arbor	240,137	601,919	115,034	418,599	336,485	342,435
Augusta	277,080	174,157	330,775	342,894	305,974	286,176
Bridgewater	16,831	59,417	63,105	97,709	96,555	66,723
Dexter	96,797	75,393	723,922	723,926	453,437	414,695
Freedom	44,743	70,463	144,034	158,564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

Appendix D: Township Local Road Investment Map

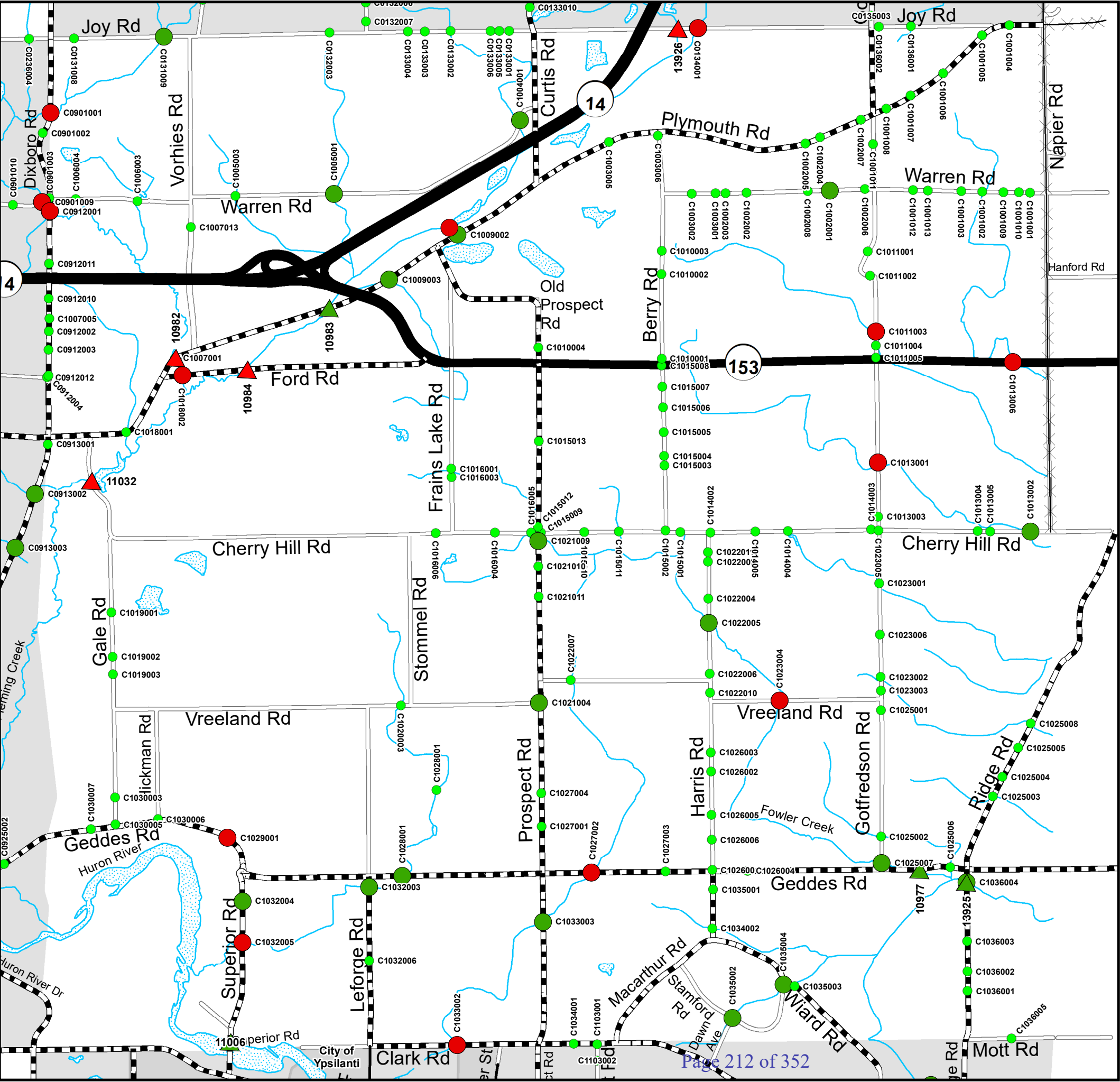


2020 — 2023 —
2021 — 2024 —
2022 —

Superior Township Locally Funded Road Improvement Projects 2020 - 2024



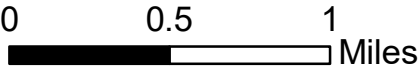
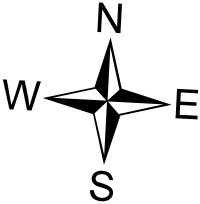
Appendix E: Local Collector Road Bridges and Culverts



SUPERIOR TOWNSHIP

LEGEND

- State Trunkline
- County Primary
- County Local
- Township Boundary
- Lake/River
- Culvert Locations
 - Span Size
 - Less than 5 feet
 - Greater than 5 feet
 - Poor Condition Rating
- Bridge Locations
 - 20 Feet and Greater
 - Poor Condition Rating



Appendix F: Summary of Local Road Needs, By Township

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

Appendix G: Taxable Valuation Data, By Township

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

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

**RESOLUTION TO APPROVE WASHTENAW COUNTY ROAD COMMISSION 2024
LOCAL ROAD AGREEMENT**

RESOLUTION NUMBER: 2024-27

DATE: APRIL 15, 2024

WHEREAS, the Charter Township of Superior desires that certain improvements be made upon the local roads in the Township; 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; and,

WHEREAS, the WCRC will accomplish the improvements as specified herein, all in accordance with the standards of the Board of Washtenaw County Road Commissioners; and,

WHEREAS, the Charter Township of Superior shall pay WCRC for the actual project costs incurred for the project; and

WHEREAS, the WCRC will submit an invoice to the Township on July 1, 2024, 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 described herein agrees to remit payment within 30 days from receipt of WCRC invoices; and,

WHEREAS, a summary of the 2024 Local Road Program is as follows:

2024 LOCAL ROAD PROGRAM	
Joy Road, Vorhies Road to Dixboro Road	\$84,000.00
Joy Road, Tower Road to Vorhies Road	\$125,000.00
Joy Road, Curtis Road to Tower Road	\$90,500.00
Gale Road, Geddes Road to Vreeland Road	\$114,000.00
Gale Road, Vreeland Road to Cherry Hill Road	\$81,000.00
Subtotal	
Less WCRC 2024 Local Matching Funds	\$126,552.18
ESTIMATED AMOUNT TO BE PAID BY SUPERIOR TOWNSHIP UNDER THIS AGREEMENT DURING 2024	\$367,947.82

Fw: To Everyone Who Believes Our Roads—and Our Trust—Matter

From Angela Robinson <arobinson@superior-twp.org>

Date Thu 7/17/2025 9:21 AM

To Christina Benitez <cbenitez@superior-twp.org>

Cc Kristina Rankin <krankin@superior-twp.org>



Angela Robinson
Clerk, Charter Township of Superior
(734) 482-6099

From: Irma Golden <igolden51@hotmail.com>

Sent: Monday, June 23, 2025 3:49 PM

To: Emily Dabish Yahkind <edy@superior-twp.org>; Angela Robinson <arobinson@superior-twp.org>; Lisa Lewis <llewis@superior-twp.org>; Sarah Devereaux <sdevereaux@superior-twp.org>; Dana Greene <dgreene@superior-twp.org>; Brenda McKinney <brendamckinney@superior-twp.org>; Ken Schwartz <kenschwartz@superior-twp.org>

Subject: To Everyone Who Believes Our Roads—and Our Trust—Matter

Board of Trustees:

So, there is no confusion: the area circled in red on the WCRC PASER Report Ratings Map below is precisely what several Board members were **bamboozled** into voting on during the meeting held Monday, June 16, 2025. The decision to move forward without supporting documentation, relevant reports, or addressing areas in obvious need of road repair does not necessarily violate your oath—but it does speak volumes about priorities, judgment, and character.

Respectfully Disappointed and Alarmed,
Irma Golden, Resident

Superior Township Primary & Local Paved Roads

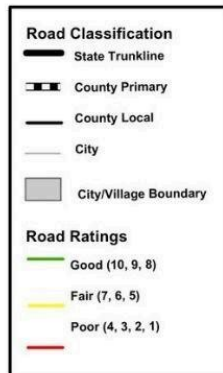
PASER RATINGS

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

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

THE RIGHT FIX AT THE RIGHT TIME

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



Clerk, please include in the Board Packet.

July 8, 2025

From: David Phillips, 7777 Cherry Hill Road, Superior Township 48198

Dear Superior Township Board of Trustees:

I really don't want to bring up this issue again. However, in the 2024 Audit and during the 2024 Audit discussion, I don't think the reason(s) for the \$1,329,426 decrease of the fund balance was completely explained. Resolutions, 2024-08 (appears this number was incorrectly used twice) and 2024-10: indicate the following:

1. The total cost of the MacArthur Blvd. and Plymouth Road pathways was \$1,234,505 (not sure if this includes construction engineering services for the MacArthur pathway).
2. Grants and other outside funding for the two pathways totaled \$683,591. It appears from the Revenue and Expense Report for PE 12-31-2024, GL 101-00-577.001, that most of these outside funds were received in FY 2024.
3. This leaves the township's net cost for the two pathways as \$550,914. Deducting this from the \$1,329,426 fund balance decrease, it appears that there was \$778,511 in other deficit spending that caused the decrease in the fund balance.
4. In reviewing the 2024 budget, budget amendments, resolutions and financial reports, it appears that in 2024 other deficit spending was approved for the Clay Hill Farm \$38K, Fireman's Park \$169K, Ypsilanti Library \$110k, Park's bathroom \$28k, Hyundai reimbursement \$184K, attorney fees \$35k, ZO update \$26K, other special projects and costs that resulted in this \$778,511 deficit. These figures are not exact but are close and may be subject to final adjustments.

In my opinion the \$1,329,426 decrease in the fund balance was excessive. Also concerning is that during the December 12, 2024 special meeting there was discussion that the amount of the decrease was a large, unexpected discrepancy from earlier estimates and the cause of the decrease was not clear.

I think that the new form for submitting agenda items is a good improvement. The section "Impact on Township Budget if Any" should help to ensure fiscal responsibility with fewer surprises.

In conclusion, there was a lot of deficit spending in 2024. It was not limited to just spending on the pathways. About 60% was caused by other spending. From listening to BOT discussions, I am confident that this board is aware of the financial challenges and will take proactive measures to ensure fiscal responsibility with no year-end surprises.

Fw: Planning Assistance Grant: Superior Township Urban Sub-Area Non-Motorized Plan

From Emily Dabish Yahkind <edy@superior-twp.org>

Date Mon 7/14/2025 1:08 PM

To Christina Benitez <cbenitez@superior-twp.org>; Kristina Rankin <krankin@superior-twp.org>

Cc Angela Robinson <arobinson@superior-twp.org>

Ladies - Can you please include the below email as a communication for the Board Packet?

Thank you,

Emily



Emily Dabish Yahkind
Supervisor, Superior Township

734 482 6099 | www.superiortownship.org

edy@superior-twp.org

3040 North Prospect Superior Township, MI 48198

--

From: Collins, Samantha <collins@semcog.org>

Sent: Friday, June 27, 2025 2:14 PM

To: Juan Bradford <jbradford@superior-twp.org>

Cc: Vettraino, Kevin <vettraino@semcog.org>

Subject: Planning Assistance Grant: Superior Township Urban Sub-Area Non-Motorized Plan

You don't often get email from collins@semcog.org. [Learn why this is important](#)

Dear Mr. Bradford,

Thank you for your Planning Assistance Program application for Superior Township's Urban Sub-Areas Non-Motorized project.

Unfortunately, your project was not selected for FY2026 funding by SEMCOG's Regional Review Committee, which is comprised of elected officials from throughout the region.

While your project was recognized both by SEMCOG staff and the Regional Review Committee as both competitive and meeting the program's criteria, there was not enough funds available to fund this project. This year's Planning Assistance Program was very competitive and we simply were not able to fund all the projects submitted.

Although we were unable to provide funding through the Planning Assistance Program, SEMCOG has staff available to provide guidance, technical assistance, and data transportation accessibility and multi-modal planning. SEMCOG staff may be reaching out to you to better understand your needs and see if we have resources available to support. If this is something you are interested in, please let me know.

Thank you again for taking the time to apply and feel free to reach out to SEMCOG Planning Director, Kevin Vettraino (Vettraino@semcog.org) with any questions.

Best regards,

Samantha Collins

Administrative Assistant - External Affairs Division
Direct: 313.400.3422 | Collins@semcog.org



1001 Woodward Ave., Suite 1400, Detroit, MI 48226
Main Office: 313.961.4266
Visit: www.semcog.org

Subscribe to [SEMCOG's Regional Update](#)

SEMCOG
1001 Woodward Avenue, Suite 1400
Detroit, MI 48226
Main: 313-961-4266
Visit: www.semcog.org

[Slow down, and be a champion for Safe Streets in Southeast Michigan](#)

Slow Down.

Crashes involving drivers traveling too fast for road conditions accounted for **17% of the region's fatalities.**

SAFE STREETS
SOUTHEAST MICHIGAN

SafeStreetsMi.org

The graphic is a promotional poster for the "Safe Streets" campaign in Southeast Michigan. It features a dark blue background on the left with white and orange text. On the right, there is a photograph of a city street with a crosswalk. A woman in a brown dress is crossing the street, and a car is visible in the background. The text "Slow Down." is in large, bold, orange letters. Below it, in white, is the statistic: "Crashes involving drivers traveling too fast for road conditions accounted for 17% of the region's fatalities." At the bottom left, there is a logo for "SAFE STREETS SOUTHEAST MICHIGAN" with icons for a car, bicycle, pedestrian, and wheelchair. At the bottom right, the website "SafeStreetsMi.org" is displayed in white text.

Trinity Health Southeast Michigan Careers

Join Talent Acquisition Professionals on **Thursday July 24th** and learn about career opportunities with Trinity Health Ann Arbor Hospital.

Event Details:

Location: Superior Township, 3040 North Prospect
Superior Township, MI 48198

Date: Thursday, July 24th

Time: 4:00pm-6:30pm



YOUR CAREER WITH TRINITY HEALTH



Your job with Trinity Health is waiting! Whether you're looking for full or part-time work, we have opportunities for you! We have a variety of positions for individuals with limited or a lot of experience. Some of our roles are ideal for students who need flexible scheduling and are looking to gain health care experience.

OUR POSITIONS

PATIENT SUPPORT ROLES

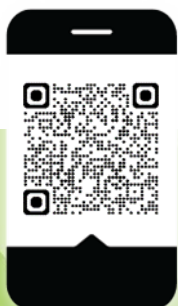
Great roles for nursing students, medical assistants, CENA, EMTs

- Patient Care Technicians
- Patient Support Technicians
- ER Techs
- Patient Companions
- Surgical Techs
- OB Techs
- Unit Clerk
- Patient Transport

NON-CLINICAL SUPPORT ROLES

Essential positions for the care of patients that require little to no experience to get started

- Environmental Services
- Food Service Worker
- Cook
- Joe's Java and Gift Shop roles
- Material Handlers and Inventory Control Specialists



Scan QR Code to visit the Trinity Health Career Page and APPLY!

**PARKS & RECREATION COMMISSION
CHARTER TOWNSHIP OF SUPERIOR
WASHTENAW COUNTY, MICHIGAN**

**Resolution in Support of Removing Four Homesites in Prospect Pointe West Phase 3 to
Establish a Natural Trail Corridor**

RESOLUTION 2025-02

WHEREAS, the Superior Charter Township Parks & Recreation Commission has a responsibility to promote and protect public access to high-quality recreational opportunities, including a well-connected system of trails and preserved natural lands; and

WHEREAS, the Superior Charter Township Parks & Recreation Master Plan (2023–2027) identifies the creation of linked greenways and trail corridors as a key priority, emphasizing the need to “expand non-motorized connections between parks and preserves” and “protect remaining natural features that support these trail connections”; and

WHEREAS, the Township’s Master Plan emphasizes the protection of natural features, the provision of interconnected open space, and the development of a township-wide trail network that enhances quality of life for residents and supports environmental stewardship; and

WHEREAS, the Prospect Pointe West development, currently under construction in the southwest portion of the Township, occupies a unique and ecologically significant landscape that includes rolling topography and remnants of a prairie ecosystem; and

WHEREAS, the current layout of Phase 3 of the Prospect Pointe West development includes four homesites east of the proposed road that, if removed, would enable the creation of a continuous north-south natural corridor connecting the Washtenaw County Highland Preserve with the LeFurge Woods Nature Preserve, and to Superior Township Hall and, ultimately, to Schroeter Park; and

WHEREAS, the developer has previously expressed a willingness to support a public trail corridor through the site and has already removed two lots in the next phase of the development to accommodate such a linkage; and

WHEREAS, the proposed shift of the trail alignment slightly eastward and the removal of four homesites would enable a higher quality trail experience by avoiding front yards, consolidating open space, and preserving natural character—benefiting both future residents and trail users; and

WHEREAS, this modest change would require no significant alterations to the development layout or overall housing density and could be offset by adjustments in the next phase of the development if deemed appropriate;

NOW, THEREFORE, BE IT RESOLVED, that the Superior Charter Township Parks & Recreation Commission strongly supports the removal of four homesites in Phase 3 of the Prospect Pointe West development in order to secure a permanent, high-quality public trail corridor linking Highland Preserve to LeFurge Woods Nature Preserve, and ultimately to Schroeter Park;

BE IT FURTHER RESOLVED, that the Parks & Recreation Commission urges the Superior Charter Township Board of Trustees and the Planning Commission to take all necessary steps to facilitate this adjustment, consistent with the community vision articulated in the Township's Master Plan and the Parks & Recreation Master Plan.

CERTIFICATION STATEMENT

I, Nahid Sanii-Yahyai, Chair of the Charter Township of Superior Parks & Recreation Commission, 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 Parks & Recreation Commission held on June 23, 2025, and that public notices of said meeting were given pursuant to Act 267, Public Acts of Michigan, 1976, as amended.



Nahid Sanii-Yahyai, Chair
Parks & Recreation Commission



Date Certified

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**SUPERIOR CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN**

**RESOLUTION TO AMEND THE RATES, FEES, AND CHARGES RELATED TO
WATER SERVICES PROVIDED BY SUPERIOR TOWNSHIP'S UTILITY
DEPARTMENT**

RESOLUTION NUMBER: 2025-40

DATE: JULY 21, 2025

WHEREAS, this Board is authorized by statute and by the provisions of Township Ordinance No. 169 to determine by resolution rates, fees and charges for services and benefits by Township's sewer and water systems, and

WHEREAS, Ann Arbor Township has increased the charge for water by 5.61%, and sewer by 3.61% and

WHEREAS, the Superior Charter Township Utility Fund may not operate at a deficit, and

WHEREAS, after an analysis of the effect of the new charges for water, it was determined that it would be adequate to increase our water rates by 5.61%, and sewer rates by 3.61% and

WHEREAS, this Board finds that the amended proposed schedule of fees is reasonable and necessary for the continuing operations of the Township Utility System and consistent with the past practices and policies of the Township;

NOW, THEREFORE, BE IT RESOLVED that the Superior Charter Township Board does hereby determine that the fees for services and benefits furnished by the Township's water systems shall be amended per the attached Schedule A, Exhibit A; and

BE IT FURTHER RESOLVED that this Resolution and attached schedule shall be published pursuant to Section 8 of the Charter Township Act being MCL 42.8 by posting in the Office of the Clerk, 3040 N. Prospect, Ypsilanti 48198 and on the Township website – www.superiortownship.org – with notice of such in *MLive*, an online newspaper of general circulation in the Township qualified under state law to publish legal notices, said rate changes shall be effective immediately upon publication thereof.

SCHEDULE A

**SUPERIOR CHARTER TOWNSHIP
UTILITY DEPARTMENT FEES
575 EAST CLARK ROAD
YPSILANTI, MI 48198
734-480-5500**

RESOLUTION ADOPTED FEBRUARY 27, 1996 AND AS AMENDED THROUGH JULY 21, 2025, SCHEDULE OF RATES, FEES AND CHARGES RELATED TO WATER AND SEWER SERVICES PROVIDED BY THE TOWNSHIP'S UTILITY DEPARTMENT.

Service Rates:

- A. Water and Sewer (including wastewater treatment) rates for Township customers served from the Ann Arbor Township water district.

Effective August 1, 2025

Water	\$12.04 per 100 cubic feet
Minimum monthly billing	\$40.09 (333 cubic feet)

Effective August 1, 2025

Sewer	\$11.20 per 100 cubic feet
Minimum monthly billing	\$37.30 (333 cubic feet)

NOTE: All sewer rates and surcharges are based on water usage, except to the extent of water metered through a separate "Water-only" meter.



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: Mary Burton

DATE SUBMITTED: 6/25/25

BOARD MEETING DATE: 7/21/25

ITEM TITLE: Ann Arbor Township Water/Sewer Rate Increase for 2025

DESCRIPTION OF ITEM/RESOLUTION:

Ann Arbor Twp Board of Trustees voted to increase water/sewer rates for its residents effective July 1, 2025.

REQUESTED BOARD ACTION:

Approve water/sewer rate increase for 2025.

BACKGROUND/JUSTIFICATION:

Water/sewer rates are reviewed by the board annually.

IMPACT ON TOWNSHIP BUDGET (if any):

This will impact the Superior Twp residents who receive their water/sewer services from Ann Arbor Twp.

TOWNSHIP DEPARTMENTS OR OUTSIDE AGENCIES INVOLVED:

Utility Department & Ann Arbor Twp Utilities.

DEADLINES OR URGENCY (if applicable):

SUPPORTING DOCUMENTS ATTACHED:

CONTACT PERSON FOR QUESTIONS:

Name: Mary Burton

Title: Utility Director

Phone: 734-480-5500

Email: mburton@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



Memorandum

To: Angela Robinson, Superior Township Clerk
From: Mary Burton, Utility Director
Date: July 21, 2025
Subject: Water and Sewer Rate Increase

Background

The Township recently received notifications of water and sewer rate and connection fee increases from Ann Arbor Township effective July 1, 2025, which is one of our suppliers. As a direct result, it will be necessary to pass on rate increases to our residents who reside in the Ann Arbor Township water district.

Attached is a Resolution amending (increasing) the rates, fees and charges related to water and sewer services provided by the Township through the Utility Department. In addition to the Ann Arbor Township rate increase, the new rate to our customers also recoups monthly costs the township incurs to cover cloud-based meter readings. Also attached are a press release, Exhibit A (connection fee schedule) and a Schedule A showing the new rates.

The amendment addresses price increases for our residents who receive their water/sewer services from us through Ann Arbor Township.

Ann Arbor Township Provided Water and Sewer Services (Note: All rates are in Hundred Cubic Feet (ccf))

- * Water Rate Increase to the Township = 5.61% * Water Rate Increase to the Residents = 5.61%
- * Sewer Rate Increase to the Township = 3.61% * Sewer Rate Increase to the Residents = 3.61%
- * Water Connection Fee to the Township = 16.30%* Water Connection Fee to the Residents =16.30%

The new rate for Ann Arbor Township provided water will be \$12.04 per ccf (from \$11.40) and for sewer will be \$11.20 per ccf (from \$10.81), for a total of \$.23.24 per ccf (from \$22.21). An average monthly residential water bill of 900 cubic feet will increase by \$9.27. A minimum water/sewer billing of 333 cubic feet will go from \$73.95to \$77.36 per month. The increase will affect bills to customers dated July 31, 2025, or later.

Recommended Action

It is recommended that the Charter Township of Superior approve the Resolution to increase the water/sewer rates and connection fees.

/attachments (Resolution, Press Release, Schedule A, Exhibit A)

Agenda Date: July 21, 2025

Township Supervisor Approval: _____



PRESS RELEASE

On July 21, 2025, the Board of Trustees for the Charter Township of Superior approved a rate increase for water and sewer users who receive their services through Superior Township from the Ann Arbor Township Water District.

The new rate will be effective on bills to Superior's customers dated August 1, 2025, or later.

The increase for Ann Arbor Township supplied customers will be 5.61% for water and 3.61% for sewer. An average monthly residential bill of 900 cubic feet will go up by \$9.27. A minimum water billing of 333 cubic feet of water/sewer usage will go from \$73.95 to \$77.36 per month.

For further information, contact the Superior Township Utility Department at 734-480-5500 or visit the Superior Township website at www.superior-twp.org.

Ann Arbor Charter Township

3792 Pontiac Trail
Ann Arbor, Michigan 48105-9656
734-663-3418 Fax 734-663-6678
www.aatwp.org

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

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

June 19, 2025

Mary Burton
Utility Administrator
Superior Township

Dear Mary,

On June 16, 2025, the Ann Arbor Township Board of Trustees established the following water and sewer rates effective July 1, 2025.

Water: \$9.54 per 100 Cubic Feet of Water
Sewer: \$9.54 per 100 Cubic Feet of Water

Sincerely,

Iomar Whitt
Deputy Treasurer

**ANN ARBOR CHARTER TOWNSHIP
BOARD OF TRUSTEES
RESOLUTION ADOPTING WATER AND WASTEWATER SYSTEM
RATES AND FEES**

DATE: June 16, 2025

Resolution adopted at a regular meeting of the Board of Trustees of Ann Arbor Charter Township (“Township”) held on June 16, 2025

PRESENT: John Allison, Rena Basch, Della DiPietro, Eric Kaldjian, Peter Kotila, and Diane O’Connell

ABSENT: Carlene Colvin-Garcia

Motion by Allison, second by DiPietro.

RECITAL

A. Under the Township’s Code of Ordinances, Chapter 70, Utilities, Article II, Water System, Division 2, Rates Fees and Charges, Sections 71, 72, 81, 241 and 242 and 251, the Board of Trustees (the “Board”) establishes the water and sanitary sewer rates, connection fees and other fees in accordance with the rate and fee structure set forth in such Ordinance.

B. Based on such structure, the recent changes in the City of Ann Arbor rates and fees charged to the Township effective July 1, 2025, and the recommendations of the Township Utilities Committee pursuant to a meeting of such committee on June 05, 2025, the Board now wishes to establish the water and sanitary sewer rates, connection fees and other fees effective July 1, 2025, as set forth in this Resolution.

RESOLUTION:

Based on the foregoing recitals, the Ann Arbor Charter Township Board of Trustees adopts the following resolution establishing water and wastewater rates, fees and connection charges:

1. Connection Fees.

Water and wastewater connection fees, effective upon adoption of this resolution and until changed by resolution of the Board, shall be as follows and are exclusive of Ann Arbor City Connection Fees: See attached Exhibit A.

2. Other Fees.

The water and wastewater meter and material-cost fees, effective July 1, 2025 and until changed by resolution of the Board, shall be as follows: costs actually incurred by the Township.

The water and wastewater inspection and installation fee, effective July 1, 2025 and until changed by resolution of the Board, shall be as follows: \$150.00, plus any additional costs actually incurred by the Township.

3. **Rates.**

Water and wastewater rates, effective July 1, 2025 and until changed by resolution of the Board, shall be as follows:

July 1, 2025 Rates (Inclusive of City Rate Charges)

Water: \$9.54, per 100 Cubic Feet of Water

Wastewater: \$9.54, per 100 Cubic Feet of Water

4. **Annual Review.**

The Township Board directs the Township Controller and Utilities Committee to review water and wastewater rates, fees and connection charges annually each April or May when changes to City rates and fees are determined, and updated Township costs described in the New Structure are available, and to provide new rate and fee recommendations to the Township Board for action prior to July 1 of each year.

AYES: Allison, Basch, DiPietro, Kaldjian, Kotila, O'Connell

NAYS: n/a

ABSTAINS: n/a

RESOLUTION DECLARED ADOPTED.



Diane O'Connell, Township Supervisor

I certify that the foregoing is a true and complete copy of a resolution adopted by the Ann Arbor Charter Township Board, County of Washtenaw, State of Michigan, at a regular meeting held on June 16, 2025 that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.



Rena Basch, Township Clerk

Dated: June 19, 2025

**EXHIBIT A TO RESOLUTION
ADOPTING WATER AND WASTEWATER SYSTEM RATES AND FEES**

CONNECTION FEES

Water Connection Fees

Tap Size	Fee Per Tap*
1"	\$7,169
1-1/2"	\$16,130
2"	\$28,675
4"	\$114,701
6"	\$258,077
8"	\$458,803
10"	\$716,880
12"	\$1,032,307

* Exclusive of City of Ann Arbor connection and other related fees, all of which will be added to the fee.

Wastewater Connection Fees

Tap Size	Fee Per Tap*
1"	\$1,300
1-1/2"	\$2,925
2"	\$5,200
4"	\$20,800
6"	\$46,801
8"	\$83,202
10"	\$130,003
12"	\$187,204

* Exclusive of City of Ann Arbor connection and other related fees, all of which will be added to the fee.

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

**RESOLUTION TO APPROVE CHANGE ORDER NO. 2 FOR THE STAMFORD ROAD
WATER MAIN REPLACEMENT PROJECT**

RESOLUTION NUMBER: 2025-41

DATE: JULY 21, 2025

WHEREAS, the Stamford Road Water Main Replacement project was awarded to Inner City Contracting, LLC in June 2024 in the amount of \$599,038.20; and

WHEREAS, during construction, field conditions required additional work, including replacement of full-length water services and installation of new curb stop boxes, which were not accounted for in the original contract bid; and

WHEREAS, these changes also resulted in additional pavement and sidewalk replacement; and

WHEREAS, OHM Advisors has reviewed and recommends approval of Change Order No. 2 in the amount of \$14,908.81 to cover the added scope of work.

NOW, THEREFORE, BE IT RESOLVED, that the Superior Charter Township Board of Trustees hereby approves Change Order No. 2 to the contract with Inner City Contracting, LLC, increasing the total project cost by \$14,908.81.



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: Mary Burton

DATE SUBMITTED: 7/21/25

BOARD MEETING DATE: 7/21/25

ITEM TITLE: Change Order

DESCRIPTION OF ITEM/RESOLUTION:

Provide a clear/concise summary of the item being presented.

OHM submitted a change order for the Stamford WM Replacement Project

REQUESTED BOARD ACTION:

Specify the action you are asking the Board to take (e.g. approval, adoption, review, authorization).

Approve the change order.

BACKGROUND/JUSTIFICATION:

Provide relevant history, previous board actions, community input, or project developments.

The contract amount will be changed by the sum of \$14,908.91

IMPACT ON TOWNSHIP BUDGET (if applicable):

This will impact the Utility Dept. Capital Reserves Fund only.

TOWNSHIP DEPARTMENTS OR OUTSIDE AGENCIES INVOLVED:

List any departments or external entities responsible for or impacted by this item.

OHM, On Grade Specialist, Utility Department

DEADLINES OR URGENCY (if applicable):

Include any timelines, deadlines or reasons for urgency.

SUPPORTING DOCUMENTS ATTACHED:

Include number of attachments and a brief title of each file.

Change order document from OHM

CONTACT PERSON FOR QUESTIONS:

Name: Mary Burton

Title: Utility Director

Phone: 734-480-5500

Email: mburton@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

memorandum

Date: July 9, 2025

To: Board of Trustees
Superior Charter Township
3040 N. Prospect Road
Superior Township, MI 48198

cc: Mary Burton, Utility Director
Rickey Harding, Utility Superintendent

From: Claire Martin, Project Manager, OHM Advisors

Re: Stamford Road Water Main Replacement
Contract Amount Overages
OHM Job No. 0140-23-0070

The purpose of this memorandum is to summarize the assumptions made during the design and cost estimation of the Stamford Road Water Main Replacement project and the field conditions that resulted in a contract amount overage beyond the as-bid amount. Construction of this project is currently substantially complete, and a Change Order has been drafted to increase the total contract amount to account for overages encountered during construction. The project was designed by OHM Advisors and the project was awarded by the Board to Inner City Contracting, LLC in June 2024 for \$599,038.20.

During the design phase there was limited information available regarding the location of existing water services and the condition of curb stop boxes and corporation stops. An assumption was made that the contractor would be able to reconnect each water service in the short distance between the existing water main and the new water main. During construction it was determined and agreed upon by the Owner's representative that the Contractor would need to replace the full length of several water services from the new water main to the property line and install new curb stop boxes. The cost of these additional materials and the labor associated with the extra work was not initially accounted for in the contract pay items when the Contractor bid on the project. It was agreed that all water services on the project would be paid for using the "Reconnect Water Service, Long" contract pay item, which had a higher unit price than the "Reconnect Water Service, Short" pay item that was intended to be used for a portion of the water services.

As a result of these changes in reconnecting water services, additional driveway and sidewalk pavement was impacted and therefore the quantities for pavement removal & replacement increased as well. The sum of these changes resulted in a requested increase of \$14,908.81 above the initial approved contract amount. OHM recommends approval of the requested change order.

CHANGE ORDER



Project: Charter Township of Superior - Stamford Water Main Replacement

Job Number: 0140-23-0070

Owner: Charter Township of Superior
3040 North Prospect Road
Ypsilanti, MI 48198

Change Order Number: 2

Date: 5/28/2025

Print Date: 6/18/2025

Contractor: Inner City Contracting, LLC
18715 Grand River Avenue
Detroit, MI 48223
(313) 272-5033

Note:

TO THE CONTRACTOR:

You are hereby directed to comply with the changes to the contract documents. This change order reflects work completed or anticipated.

OHM Advisors
355 S. Zeeb Road, Suite A
Ann Arbor, MI 48103
(734) 466-4577

CURRENT PROJECT PLANS AND SPECIFICATIONS WILL BE ADHERED TO UNLESS SPECIFICALLY CHANGED BY THIS CHANGE ORDER DOCUMENT.

THE CONTRACT AMOUNT WILL BE CHANGED BY THE SUM OF:	\$14,908.91
Original Contract Amount:	\$599,038.20
Contract Amount Including Previous Change Orders:	\$599,038.20
Amount of this Change Order:	<u>\$14,908.91</u>
REVISED CONTRACT AMOUNT:	\$613,947.11

Accepted By

Inner City Contracting, LLC

Date 6/20/25

Approved By

Emily Dabish Yahkind - Township
Supervisor - Charter Township of

Date _____

Prepared By

Jenna McCutchen, Client
Representative

Date 6/20/25

Recommended By

Claire Martin, PE, Project
Manager

Date 6/20/25

Items

Item No.	Description	Previous Authorized Quantity	Quantity Change	New Authorized Quantity	Unit Price	Total Increase
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THE FOLLOWING ITEMS AND OR CONTRACT UNIT PRICES SHALL BE ADDED TO THE CONTRACT AMOUNT

Division: A

5	Abandon Existing Water Main with Flowable Fill, 8 inch	175.00 Ft	6.00	181.00	\$16.95	\$101.70
7	Curb and Gutter, Rem	25.00 Ft	15.00	40.00	\$4.15	\$62.25
8	Pavt, Rem	100.00 Syd	111.50	211.50	\$9.10	\$1,014.65
9	Sidewalk, Rem	75.00 Syd	221.33	296.33	\$12.10	\$2,678.09
13	Water Main, HDPE DR 11, HDD, 8 inch	190.00 Ft	18.50	208.50	\$203.40	\$3,762.90
21	Reconnect Water Service, Long	13.00 Ea	14.00	27.00	\$2,167.25	\$30,341.50
22	Hand Patching	5.00 Ton	2.50	7.50	\$500.00	\$1,250.00
23	Aggregate Base, 4 inch	75.00 Syd	322.40	397.40	\$25.60	\$8,253.44
24	Curb and Gutter, Conc, Det F4	20.00 Ft	20.00	40.00	\$82.05	\$1,641.00
25	Curb Ramp Opening, Conc	15.00 Ft	16.00	31.00	\$85.45	\$1,367.20
26	Detectable Warning Surface	15.00 Ft	20.00	35.00	\$80.00	\$1,600.00
27	Sidewalk, Conc, 4 inch	470.00 Sft	2197.00	2667.00	\$10.50	\$23,068.50
28	Curb Ramp, Conc, 6 inch	180.00 Sft	309.00	489.00	\$16.20	\$5,005.80
29	Driveway Pavt	100.00 Syd	111.50	211.50	\$95.45	\$10,642.68

SUB-TOTAL INCREASES DIVISION A: \$90,789.71

THE FOLLOWING ITEMS AND OR CONTRACT UNIT PRICES SHALL BE SUBTRACTED FROM THE CONTRACT AMOUNT

Division: A

1	Permit Allowance	5000.00 Dir	-5000.00	0.00	\$1.00	(\$5,000.00)
4	Abandon Existing Water Main with Flowable Fill, 16 inch	1350.00 Ft	-63.00	1287.00	\$27.05	(\$1,704.15)
6	Gate Valve and Well, Rem	5.00 Ea	-0.50	4.50	\$1,249.50	(\$624.75)
11	Erosion Control, Silt Fence	400.00 Ft	-400.00	0.00	\$2.50	(\$1,000.00)
12	Water Main, HDPE DR 11, HDD, 12 inch	1350.00 Ft	-30.00	1320.00	\$163.10	(\$4,893.00)
15	Gate Valve and Well, 12 inch	5.00 Ea	-0.61	4.39	\$14,075.25	(\$8,585.90)
20	Reconnect Water Service, Short	19.00 Ea	-19.00	0.00	\$1,267.00	(\$24,073.00)
32	Contingency Allowance	30000.00 Dir	-30000.00	0.00	\$1.00	(\$30,000.00)

SUB-TOTAL DECREASES DIVISION A: (\$75,880.80)

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

RESOLUTION TO APPROVE THE HIRING OF TWO FULL-TIME FIREFIGHTERS

RESOLUTION NUMBER: 2025-42

DATE: JULY 21, 2025

WHEREAS, the Superior Township Fire Department posted for three full-time firefighter positions in May 2025 and interviewed four applicants; and

WHEREAS, Fire Chief Vic Chevrette recommends hiring Joshua Rush, a certified firefighter/EMS graduate of Schoolcraft College and Superior Township resident, and Gabriel Anstead, a certified firefighter/EMS and current firefighter with Dexter Area Fire Department; and

WHEREAS, filling all three full-time firefighter positions, at an estimated total cost of \$338,723.31 annually, will reduce overtime expenses, improve shift coverage, and enhance public safety.

NOW, THEREFORE, BE IT RESOLVED, the Superior Charter Township Board of Trustees approves the hiring of Joshua Rush and Gabriel Anstead to fill two of the three full-time firefighter openings, contingent upon successful completion of a medical physical, psychological evaluation, and background check.



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: Fire Chief Vic Chevrette

DATE SUBMITTED: 11 July 2025

BOARD MEETING DATE: 21 July 2025

ITEM TITLE: Request to hire three (3) Fire Fighters

DESCRIPTION OF ITEM/RESOLUTION:

During the month of May 2025, applications were advertised for the position of Fire Fighter. The Fire Department is requesting to hire three (3) additional fulltime positions. Six applications were recieved at the deadline of the job posting. One application did not meet the job requirements. On 8 July 2025, five (5) applicants were scheduled for interviews. One (1) applicant was a no show to the interview. Remaining four (4) were interviewed.

REQUESTED BOARD ACTION:

Request of the Superior Township Board of Trustee's to hire the following two (2) appliacnts.

Joshua Rush, 7740 Vreeland Road, Ypsilanti, MI 48198. Mr. Rush completed his Fire Fighter training and EMS training in April 2024 at Schoolcraft College. Mr. Rush is a resident of Superior Township and has met the qualification by State of Michigan Training Council.

Gabriel Anstead, 12032 Roepke Road, Gregory, MI 48137. Mr. Anstead completed his Fire Fighter and EMS training in September 2024 at Ann Arbor Township Fire Dept. Mr. Anstead is currently a "Paid-on Call" Fire Fighter with Dexter Area Fire Dept. Mr. Anstead has met the qualifications by the State of Michigna Training Council.

BACKGROUND/JUSTIFICATION:

The following is justification and background.

Due to large amounts of overtime cost to the Fire Department, hiring an additional three (3) Fire Fighters will save on overtime cost and reduce overtime..

On several occasions, Fire Station #2 was closed due to no personnel to take the overtime.

This sometimes reduces the Shift down to two (2) personnel on duty which is a "Life Safety Hazard" for Fire Fighters and Citizens. Overtime can no longer be forced on employee's.

Request that Mr. Rush and Mr. Anstead be hired under the conditions they meet and complete Medical Physical, Psychological Evaluation and Background Check.

IMPACT ON TOWNSHIP BUDGET (if any):

Total for one (1) fire fighter cost per year is \$112,907.77.
Current overtime used to date is \$200,212.34.
If we continue on track with overtime the cost will be \$400,424.68. (12 months).
Total cost to hire three (3) additional Fire Fighters would be \$338,723.31.

TOWNSHIP DEPARTMENTS OR OUTSIDE AGENCIES INVOLVED:

Fire Department, Supervisors Office, Clerks Office.
EMPCO for written testing.
Conference of Western Wayne for Physical Agility Testing.
Concentra for Medical Physical. Alpha Psychological.
Washtenaw County Sheriff for Background Check.

DEADLINES OR URGENCY (if applicable):

N/A

SUPPORTING DOCUMENTS ATTACHED:

N/A

CONTACT PERSON FOR QUESTIONS:

Name: Vic Chevette

Title: Fire Chief

Phone: 734-896-3547

Email: vchevette@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, krarkin@superior-twp.org, edy@superior-twp.org

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

**RESOLUTION TO APPROVE SERVICE AGREEMENT
WITH THE WOODHILL GROUP**

RESOLUTION NUMBER: 2025-43

DATE: JULY 21, 2025

WHEREAS, the Charter Township of Superior ("Township") desires to retain the services of The WoodHill Group, LLC ("WHG") to provide professional accounting and budget support services to assist the Township with its financial management and compliance obligations; and

WHEREAS, WHG has agreed to provide such services under the terms and conditions set forth in a Service Agreement dated July 21, 2025, for a one-year period ending July 20, 2026, with a total contract budget not to exceed **\$100,000**; and

WHEREAS, compensation under the Agreement is based on the following hourly rates:

- **\$250.00 per hour** for principal and senior members,
- **\$200.00 to \$225.00 per hour** for program managers,
- **\$85.00 to \$175.00 per hour** for other staff assignments,
- Reimbursement of reasonable time costs for travel (at half-time) and mileage at the standard IRS rate; and

WHEREAS, the Board has reviewed the terms of the Service Agreement, including the detailed scope of work and compensation schedule, and finds that entering into such agreement is in the best interests of the Township.

WHEREAS, WHG will perform remote work to meet required timelines and will be onsite 1–2 days per month and as needed. WHG will report directly to the Township Supervisor, Clerk, and Treasurer.

WHEREAS, The Township will provide administrative-level access to BS&A and QuickBooks, remote access to Township systems, shared network file access, and office space during onsite work.

NOW, THEREFORE, BE IT RESOLVED that the Superior Charter Township Board hereby approves the Service Agreement between the Township and The WoodHill Group, LLC, as presented, including the scope of duties and hourly compensation outlined above, and authorizes the Township Supervisor and Clerk to execute said Agreement on behalf of the Township.

BE IT FURTHER RESOLVED that the Township Supervisor, Clerk, Treasurer, and other appropriate Township officials are hereby authorized to take any and all actions necessary to implement the Agreement and carry out its intent and purpose, including payment of invoices consistent with the hourly rate structure set forth in the Agreement.



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: Angela Robinson

DATE SUBMITTED: 6/30/25

BOARD MEETING DATE: 6/30/25

ITEM TITLE: Service Agreement Between Superior Twp and The WoodHill Group

DESCRIPTION OF ITEM/RESOLUTION:

Provide a clear/concise summary of the item being presented.

Approval of a Service Agreement between the Charter Township of Superior and The WoodHill Group, LLC (WHG) for accounting, budget, and financial consulting services from July 21, 2025, through July 20, 2026

REQUESTED BOARD ACTION:

Specify the action you are asking the Board to take (e.g. approval, adoption, review, authorization).

Resolution to approve the Service Agreement with WHG and authorize the Township Supervisor to sign the agreement on behalf of the Township.

BACKGROUND/JUSTIFICATION:

Provide relevant history, previous board actions, community input, or project developments.

The Township requires additional professional support in the areas of financial reporting, budget development, audit preparation, and compliance. The WoodHill Group has a proven track record of supporting municipalities with specialized financial services. This agreement will provide the Township with ongoing and as-needed expertise throughout the fiscal year to meet financial deadlines, support internal staff, and ensure compliance with state and federal requirements.

IMPACT ON TOWNSHIP BUDGET (if applicable):

The total agreement shall not exceed \$100,000 for the contract period (July 21, 2025, through July 20, 2026). Funding expenditures to be allocated from the General Fund and/ or other appropriate budget lines. Charges will be based on hourly rates for specific WHG staff roles, with detailed invoicing provided monthly.

TOWNSHIP DEPARTMENTS OR OUTSIDE AGENCIES INVOLVED:

List any departments or external entities responsible for or impacted by this item.

*Supervisor's Office *Clerk's Office *Treasurer's Office *Finance Department
*Any departments requiring budget support or financial reporting

DEADLINES OR URGENCY (if applicable):

Include any timelines, deadlines or reasons for urgency.

The agreement is effective July 21, 2025, and prompt approval is needed to initiate services prior to the start of the FY 2026 budget cycle and preparation for the annual audit. A 90-day health check report will be provided, and WHG will immediately begin coordinating with Township staff upon approval.

SUPPORTING DOCUMENTS ATTACHED:

Include number of attachments and a brief title of each file.

17

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: arobinson@superior-twp.org, cbenitez@superior-twp.org, krankin@superior-twp.org, edy@superior-twp.org

SERVICE AGREEMENT

This Agreement (the “Agreement”) for services is effective as of this day July 21, 2025, by and between Superior Charter Township, Michigan (the “Township”) and The WoodHill Group (the “Company” or “WHG”).

RECITALS

The Township desires to retain WHG for the purposes of providing the services described herein to the Township, and the Company desires to be retained by the Township in such capacity, on the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the premises and of the mutual covenants, agreements and understandings contained herein, the parties hereto agree as follows:

1. Engagement of Company. The Township hereby retains the Company to perform the duties and services described in the Agreement upon the terms and conditions set forth herein and the Company hereby accepts such engagement.
2. Duties; Services. The Company agrees to provide accounting services and budget support. See Exhibit A for a detailed scope of work and responsibilities of both parties identified by the Township in meeting with WHG. The Company shall devote such business time, attention and skill as shall be necessary to perform duties, services and responsibilities under this Agreement in such capacity as is mutually agreed upon by WHG and the Township. The Township shall provide administrative access to financial systems such as BS&A and remote access to Township network. The Company may provide a Health check report on progress of services after 90 days if mutually agreed upon by WHG and the Township.
3. Term. This agreement will expire on July 20, 2026, upon completion of the stated objectives or upon notice of termination by either party. Either party may terminate this agreement for any reason by providing the other party with 30 days written notice. The Township will only be responsible for charges incurred up to the date of termination. Should both parties agree, the agreement can be administratively renewed for an additional year.
 - (a) Compensation. The agreement is for a budget amount of \$100,000 for the period from July 21, 2025, through July 20, 2026. WHG shall be paid by the

Township for services provided under this Agreement in the amount of two hundred and fifty (\$250.00) dollars per hour for principal and senior members, two hundred to two hundred and twenty-five (\$200.00 - \$225.00) dollars per hour for program managers, and eighty-five to one hundred and seventy-five (\$85.00 - \$175.00) dollars per hour for other staff assignments. In addition, the Township shall reimburse WHG for any reasonable time costs incurred for travel, which will be itemized and passed through to the Township at half-time. Mileage to/from the client shall be reimbursed per the standard IRS rate. WHG may consider future rate increases under the Agreement and will provide the Township with a 60-day notice in that event.

- (b) WHG will supply vehicles, insurance, business machines, Internet access, telephones and other necessary equipment and supplies while not at Township offices.
 - (c) WHG shall submit an itemized invoice via email or via regular mail to Superior Charter Township, 3040 North Prospect, Superior Township, Michigan, 48198. Said itemized invoice shall include: (i) dates worked, (ii) hours worked (iii) nature of work and (iv) staff dedicated to the work. The Township agrees to pay for items on the itemized invoice due upon receipt of invoice.
4. Independent Status. WHG agrees to timely report, pay and discharge, at WHG sole expense, all tax or other liability relating to compensation paid to WHG for services rendered by WHG staff pursuant to the Agreement and otherwise comply with all applicable federal, state and local laws relating to the performance of obligations hereunder. WHG and its staff shall have no implied or actual authority to legally bind the Township or to make any representation or warranty on behalf of the Township.
5. Confidential and Proprietary Information.
- (a) WHG agrees and understands that given the relationship with the Township, WHG staff may have access to and may receive information or materials that are considered confidential and/or proprietary by the Township (“Confidential Information”). Confidential Information includes, but is not limited to, procedures and processes, documentation, personnel and human resources information, strategic plans, financial information, and proposed agreements but shall not include public records subject to disclosure under the Freedom of Information Act, 1976 P.A. 442, MCL 15.231 to 15.246, as amended (“Act”). The Township shall, at its own cost and expense, advise WHG as to whether any information, documentation or record in the possession, custody or control of WHG is subject to disclosure under the Act and shall defend, indemnify and hold harmless WHG for any claims, damages or costs arising out of any claim or proceeding seeking remedies or disclosure under the Act. Confidential Information may be communicated in writing, orally, electronically, or by other

means, and may or may not be identified in writing as “Confidential” or “Proprietary.”

- (b) WHG agrees that, during the term of this Agreement and thereafter, WHG staff will keep all Confidential Information strictly confidential and not use (except on behalf of the Township) or disclose any such Confidential Information, either directly or indirectly, to any person or entity without the prior written consent of the Township provided Township consent shall not be required to disclose any information, documentation or Confidential Information in response to a court subpoena or order or while under oath in any judicial or quasi-judicial proceeding. This confidentiality covenant has no temporal, geographical or territorial restriction. Upon termination of the Agreement or at any time upon the Township’s request, WHG will promptly deliver to the Township all property either tangible or electronic which has been produced by, received by or otherwise submitted to WHG during or prior to the Term pertaining to WHG’s work for the Township, including, but not limited to, information which constitutes or embodies Confidential Information which is in the possession of WHG or under WHG control.
- 6. Standards. WHG will act in good faith and in a professional, timely manner to complete all assignments.
- 7. Binding Effect; Assignment. This Agreement shall be binding upon and shall inure to the benefit of the Township and its successors and assigns. This Agreement shall be binding upon and shall inure to the benefit of WHG. Neither this Agreement nor any right, interest or duty hereunder shall be assignable or transferable or delegated by WHG.
- 8. Miscellaneous. No provision of the Agreement may be modified, waived or discharged unless such modification, waiver or discharge is agreed to in writing and signed by the WHG and the Township. No waiver by either party hereto at any time of any breach by the other party hereto of, or compliance with, any condition or provision of this Agreement to be performed by such other party shall be deemed a waiver of similar or dissimilar provisions or conditions at the same or at any subsequent time. The Agreement sets forth the entire understanding of the parties hereto with respect to the subject matter hereof and supersedes all prior and contemporaneous agreements, written or oral, between them as to such subject matter.
- 9. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan without reference to the conflict of laws principles thereof.
- 10. No Promise, Representation or Guarantee of Outcome or Estimates.
 - (a) WHG makes no promise, representation or guarantee regarding the outcome, future financial condition of the Township or of any other matter with respect to

the subject matter of this engagement, and the Township agrees to pay our fees and other charges regardless of any outcome unless we have a specific written agreement with the Township to the contrary.

- (b) While WHG cannot promise or guarantee any particular outcome or future financial condition of the Township, the members of WHG will use their best efforts on the Township's behalf to achieve the goals and objectives of this engagement. It is understood that WHG will not settle or compromise any matter without consent of the Township. The Township and WHG understand, acknowledge and agree that WHG has no final decision-making authority, and the Township may or may not approve, accept or reject any recommendation, information or other work product prepared or offered by WHG. All recommendations, information, or other work products prepared or offered by WHG shall be subject to review and approval by the Township. The parties mutually understand and agree that the Township reserves exclusive authority and discretion to implement, adopt, accept, reject, or modify any work, service or recommendation performed or offered by WHG and the Township assumes full responsibility and any resulting liability, loss, financial condition, costs, or damages, if any, arising out of the Township's exercise of this authority and discretion.

11. Indemnification.

- (a) The WHG agrees to indemnify the Township and its officers, council, contractors, agents and representatives from and against any and all losses, damages, liabilities, claims, costs and expenses including reasonable attorneys' fees resulting from (a) any breach by the WHG of any of the provisions of the Agreement, (b) any negligent or willful acts or omissions of the WHG, and (c) any violation by the WHG of applicable federal, state, local laws, including the failure to withhold or pay taxes or other withholdings on the payment of compensation under Section 4 above.
- (b) The Township, at all relevant times and under all circumstances, shall be solely and exclusively responsible for the proper maintenance, repair, operation, security and integrity of any and all Township information and data systems, technology and equipment.
- (c) The WHG shall have no duty or obligation to defend, indemnify or hold Township harmless for any claims, costs, losses or damages caused by any act or omission by the Township, including without limitation, the Township's breach of any duty, promise or obligation arising under this Agreement.
- (d) The Township agrees to hold harmless and indemnify WHG and its officers, staff and representatives from and against any and all losses, damages, liabilities, claims, costs and expenses including reasonable attorneys' fees resulting from (a) any

breach by the Township of any duty, promise or obligation arising under this Agreement, or (b) any claims, damage or loss resulting from any act or omission by the Township or any of its employees, officials or agents, or (c) liability arising out of the Township's failure to follow directions or recommendations of WHG, its staff or representatives.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed as of the date first written above.

Authorization & Approval

On behalf of:	Superior Charter Township
Name:	Emily Dabish Yahkind
Signature:	
Designation:	Township Supervisor
Date:	/ /

On behalf of:	The WoodHill Group LLC.
Name:	Colleen M. Coogan
Signature:	
Designation:	CPA, CPFO
Date:	/ /

Exhibit A

Scope of work

Services provided up to the approved budget amount of \$100,000:

Accounting Services:

- ☐ Support township officers and department heads with their financial reporting needs or questions.
- ☐ Review monthly bank and investment reconciliations.
- ☐ Work with staff to confirm the subsidiary ledgers (Utility Billing, Accounts Payable, Miscellaneous Receivables) are balanced.
- ☐ Assist with grant filings and accounting preparing for the 2025 Single Audit, if needed.
- ☐ Provide quarterly financial reports to the Board and provide recommendations for budget amendments, if needed. WoodHill will attend these Board meetings.
- ☐ Recommend and help implement WoodHill recommended best accounting practices as needed.
- ☐ Ensure any financial compliance reports are filed as needed.
- ☐ Oversight of and work with staff on audit preparation services including preparing or assisting on all audit workpapers, reviewing the draft financials statements. and prepare any year-end compliance reports.

Annual Budget:

- ☐ Prepare for and complete budgetary tasks as follows:
 - ☐ Work with departments to gather financial information for the budget.
 - ☐ Review wages and fringes.
 - ☐ Incorporate any capital requests as approved by the Township Supervisor.

- ☐ Ensure all entry to BSA is completed.
- ☐ Review draft budget with Township Supervisor.
- ☐ Prepare budget resolution for Township Board.
- ☐ Present budget to Township Board in a work session format and for budget adoption (up to three meetings).

Quickbooks conversion assistance, if needed.

- ☐ Assistance with Development of the Capital Improvement Plan (CIP).
- ☐ Water and Sewer rate review and assistance with implementation.
- ☐ Debt issuance assistance.
- ☐ BSA Cloud software changes or assistance, if needed.
- ☐ Retirement plan review and assistance, if needed.
- ☐ Assistance with property tax questions, distributions or settlement.
- ☐ Additional Board meetings if needed.

WoodHill will:

- ☐ Perform remote work to meet the timelines needed by the Township for the audit.
- ☐ Work onsite 1-2 days a month and as needed for Township Board meetings.
- ☐ Provide a 90 day health check report on the status of the scope of work.
- ☐ Report directly to the Township Supervisor, Clerk and Treasurer.

The Township will provide:

1. Administrator-level access to all BSA modules to review financial information/setup as well as Quickbooks access.
2. Remote access to the Township.

3. Access to Network files to review and access financial support documents needed for review/training.
4. Office space for WHG when on-site.

What We Do

Accounting & Controls

- Rationalize systems and processes
- Strengthen controls
- Simplify accounting cycle
- Improve data quality
- Clarify financial reporting

Budget & Forecasting

- Improve forecast accuracy
- Increase budget participation
- Evaluate asset quality
- Strategize investment policies

Operations

- System and process improvement
- Revenue and cost analysis
- Financial administration

Organizational Support

- Develop internal talent
- Expert staff augmentation
- Support contract negotiations



Contact Us

734.417.2564

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www.woodhillgrp.com



WHG

ACCOUNTING. BETTER.



Company Profile

- › The WoodHill Group exists to address the accounting, finance, and treasury needs of local governments.
- › Our team of licensed professionals leverages over 200+ years of combined experience in all facets of financial acumen, putting real expertise back into operational consulting.
- › WHG delivers improved systems of record and creates sustainable and rational accounting environments with a strong financial reporting mechanisms.

Our Mission

1. Improve the “System of Record”

We go deeper than the reports to improve the accounting systems and business processes that generate the financials by placing our highly-experienced professionals as operational consultants.

2. Create a Sustainable Accounting Environment

We work to develop independent financial operations for organizations in government business sectors through process improvement, documentation and training.

What Our Clients Say

“The WoodHill Group helps us to be more inclusive of different levels of our organization. They educate everyone in the organization and help us include them in decision-making as well as why financial decisions are made.”

— **Sheriff Jerry Clayton**
Washtenaw County Sheriff 2009-2024

“The WoodHill Group exceeds all expectations. The firm’s expertise in municipal government finance, its friendly and knowledgeable staff, and innovative approach to streamlining systems and processes, has proved tremendously useful in the day-to-day operations of our city.”

— **David Mackie**
City Manager of Hillsdale

“The WoodHill Group is a professional organization; they meet the timing; they are receptive to questions and when we get any type of timetable, they meet the timetable.”

— **Kip Walby**
Director of Operations SMDA & SEMSD



THE WOODHILL GROUP

ACCOUNTING. BETTER.

WHAT OUR CLIENTS SAY

“The WoodHill Group helps us to be more inclusive of different levels of our organization. They educate everyone in the organization and help us include them in decision-making as well as why financial decisions are made.”

— Sheriff Jerry Clayton,
*Former Sheriff of Washtenaw
County*



woodhillgrp.com





THE WOODHILL GROUP

ACCOUNTING. BETTER.

WHAT OUR CLIENTS SAY

"Be open to learning new processes and new ways of improving the function of your office and the WoodHill Group will take you there, you can learn so much and get efficient, modern systems in place."

— Diane Ratkovich, *Former
Dexter Township Supervisor*



woodhillgrp.com





THE WOODHILL GROUP

ACCOUNTING. BETTER.

WHAT OUR CLIENTS SAY

The WoodHill Group increased our operational efficiency and gave us a number of tools. Their knowledge helped streamline and simplify our bookkeeping. They were the perfect group to help us prepare for our audit. If you need a group to help with any projects or audits I would highly recommend The WoodHill Group

— Terri Ball, *Treasurer, Gratiot County*



woodhillgrp.com





THE WOODHILL GROUP

ACCOUNTING. BETTER.

WHAT OUR CLIENTS SAY

"The WoodHill Group exceeds all expectations. The firm's expertise in municipal government finance, its friendly and knowledgeable staff, and innovative approach to streamlining systems and processes, has proved tremendously useful in the day-to-day operations of our city."

— David Mackie, *City Manager for the City of Hillsdale*



woodhillgrp.com



Recommendation for Woodhill Group

From Basch, Rena <basch@aatwp.org>

Date Sun 7/13/2025 8:43 PM

To Angela Robinson <arobinson@superior-twp.org>

You don't often get email from basch@aatwp.org. [Learn why this is important](#)

Hello Angie,

Ann Arbor Township has had the Woodhill Group (and/or founder Colleen Coogan) as our Comptroller for nearly 20 years. I highly recommend their services. We have benefitted immensely from our professional relationship with the Woodhill Group team members. They have helped us continually improve our finance processes, and their expertise in municipal accounting have made our budget process(s) and audits always run smoothly. I have also found all of the team members to be friendly and helpful.

Best regards,

Rena Basch, Clerk

Ann Arbor Charter Township

3792 Pontiac Trail

Ann Arbor, MI 48105

www.aatwp.org

(734) 663-3418

clerk@aatwp.org

**SUPERIOR CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN**

**RESOLUTION TO APPROVE OPTION AGREEMENT FOR EASEMENT –
SBA MONARCH TOWERS III, LLC**

RESOLUTION NUMBER: 2025-44

DATE: JULY 21, 2025

WHEREAS, SBA Monarch Towers III, LLC has proposed an Option Agreement granting SBA the exclusive right to enter into a fifty-five (55) year communications easement and to assume the Township's interest in the existing ground lease for the property known as Site ID MI41274-T (Superior Township Maintenance Facility); and

WHEREAS, under the terms of the Option Agreement, SBA will pay Superior Township a one-time purchase price of \$676,000.00, with an additional monthly revenue share of \$300.00 beginning with the fourth broadband tenant on SBA's structure, escalating by 3% annually; and

WHEREAS, the Township will cooperate with SBA in executing all required documents necessary to effectuate the transaction and ensure the issuance of title insurance, and the transaction is contingent upon conditions acceptable to SBA, including satisfactory title, survey, and governmental approvals;

NOW, THEREFORE, BE IT RESOLVED, that the Superior Charter Township Board of Trustees hereby approves the Option Agreement with SBA Monarch Towers III, LLC, and authorizes the Township Supervisor to execute the agreement and all related documents necessary to complete the transaction, subject to legal review.

From: Supervisor Emily Dabish Yahkind

Date Submitted: July 15, 2025

Board Meeting Date: July 21, 2025

Item Title: Buy out of Cell Tower Lease

Description of Item/Resolution:

The Township has received one offer to buy out the lease on the cell tower located on MacArthur Blvd, next to the Utilities Maintenance Building and is awaiting a second offer.

Requested Board Action:

Motion to Approve

Background/Justification:

The lease is held by SBA Communications and expires on July 22, 2037. Currently, there are three carriers on the tower: T-Mobile, who originally owned/built the tower (and assigned it to SBA Communications), Verizon and AT&T.

The first quote is from SBA Communications, the holder of our lease. SBA is offering a lump sum payment of \$676,000, which is just under 18 Times our annual revenue, for a 55 year term easement.

The Township receives a monthly rental rate from SBA of \$2,313.97 (with a 3% yearly escalation) T-Mobile's share is rolled into this rate.
Monthly revenue sharing from Verizon is \$415.27 and from AT&T is \$435.66 (both also with a 3% yearly escalation)
Total monthly revenue: \$3,164.90
Annual revenue: \$37,978.80

If a fourth carrier is added to the tower after closing, the Township would receive \$300 per month with a 3% escalation per year.

We have been in conversation with Landmark Dividend's Regional Vice President – Acquisition and are awaiting a written document from them.

Impact on Township Budget (if applicable):

Influx of funds to General Fund

Township Departments or Outside Agencies Involved:

The quote from SBA has been reviewed by Township attorney, Fred Lucas. Once Landmark's document is received, Mr. Lucas will review that document.

Supporting Documents Attached:

CONTACT PERSON FOR QUESTIONS:

Name: Emily Dabish Yahkind

Title: Supervisor Charter Township of Superior

Phone: (734) 482-6099

Email: edy@superior-twp.org



June 30, 2025

VIA OVERNIGHT DELIVERY/EMAIL:

Superior Township
Attn: Emily Dabish Yahkind, Township Supervisor
Attn: Lori Maher, Deputy Supervisor
3040 N. Prospect
Ypsilanti, MI 48198
(734) 482-6099
EDY@superior-twp.org
lmaher@superior-twp.org

Re: Easement Agreement / Site ID: MI41274-T Site Name: Superior Twp Maint Fac

Dear Ground Owner:

SBA Monarch Towers III, LLC, a Delaware limited liability company, or an affiliate, and/or assigns (“**SBA**”), proposes that it be granted the option (“**Option**”) to enter into an exclusive, term communications easement with Superior Township (“**Owner**”) over real property currently leased by SBA from Owner (“**Property**”) together with an assignment of Owner’s interest in the corresponding ground lease (“**Lease**”) pursuant to an easement agreement in recordable form provided by SBA (“**Easement**”). A sample form Easement is attached hereto as **Exhibit “A”**. SBA proposes the following terms applicable to this transaction, in addition to the Easement:

Option Payment: Within 14 days after full execution of this Option Agreement (“**Agreement**”), SBA will pay Owner the sum of One Hundred and No/100 Dollars (\$100.00).

Option Period: SBA shall have a period of sixty (60) days from full execution of this Agreement to inspect the Property and contact governmental authorities regarding the Easement (“**Option Period**”). If SBA elects not to exercise the Option, it will send Owner written notice of termination prior to the expiration of the Option Period. If said notice is not sent prior to the expiration of the Option Period, SBA shall deliver the Easement and other documents necessary for closing (“**Closing Documents**”) within fourteen (14) days of the expiration of the Option Period.

Purchase Price: One-time payment in the sum of Six Hundred Seventy-Six Thousand and No/100 Dollars (\$676,000.00) less any payments made to Owner in advance for ground rent or other rent or deductions as may be applicable (“**Purchase Price**”) attributable to any period subsequent to the closing date. Upon the payment of the Purchase Price, a communication easement agreement for a fifty-five (55) year term will be executed and the rent for the balance of the fifty-five (55) year term shall end. Accordingly, no additional consideration shall be due during the term of the Easement. After the Effective Date of the Easement, independent of the Purchase Price, Owner shall be entitled to Three Hundred and No/100 Dollars

(\$300.00) a month revenue sharing (“**Revenue Share**”) beginning with the fourth (4th) installed broadband tenant on SBA’s structure, which amount shall escalate at three percent (3%) annually. In the event that there are fewer than four (4) subtenants utilizing SBA’s facilities, no Revenue Share shall be paid.

Closing: Owner shall execute and deliver to SBA the executed Easement and other Closing Documents within seven (7) days of receipt, including, but not limited to, an amendment to Lease extending the term to run coterminous with the term of the Easement, owner’s affidavit, closing statement, and any other documents required by SBA’s title company to issue an owner’s title policy in favor of SBA insuring the Easement. SBA will deliver the Purchase Price within two (2) business days following full execution of the Closing Documents by check or wire transfer (“**Closing**”) in accordance with written instructions provided by Owner. Closing will occur as soon as the conditions set forth on **Exhibit “B”** hereto are satisfied to SBA’s satisfaction. The time for performance by SBA or Owner of any term, provision, or covenant of this Agreement shall be deemed extended by time lost due to delays resulting from acts of God, government action, and any other cause whether similar or dissimilar not within the control of SBA or Owner.

Confidentiality: Owner acknowledges that the terms expressed in this Agreement are confidential and agrees not to disclose any information regarding this transaction, whether written or oral, to any third party without SBA’s written consent. From the date of this Agreement until Closing, Owner agrees not to directly or indirectly solicit, initiate, or encourage offers or proposals for the sale of the Property in whole or in part.

Cooperation: Owner will cooperate with SBA in obtaining any consents or approvals from governmental authorities necessary to effectuate and create the Easement.

By executing this Agreement below, Owner agrees to each of its terms and the terms of **Exhibit “A”**. Owner represents that it is the fee simple owner of the Property, with full authority to enter into this Agreement, the Easement, the assignment of Owner’s interest in the ground lease at closing to SBA, and the Closing Documents. This Agreement will be binding upon, and will inure to the benefit of, Owner, SBA, and their respective successors and assigns. In the event of a breach of this Agreement, in addition to other remedies, the parties are entitled to seek damages including, but not limited to, costs incurred for investigations and inspections done relating to this Agreement. The effective date of this Agreement shall be (and the Option Period shall begin on) the last date this Agreement is executed by the parties. Owner shall deliver the executed Agreement by: (1) overnight courier or U.S. mail at the address below; (2) by facsimile to 561-322-2893; (3) electronic mail to landinfo@sbsite.com; or (4) via DocuSign. If Owner does not accept the terms of this Agreement within forty (40) days of its date, it shall terminate and shall be of no further force or effect.

[The rest of this page is intentionally left blank. Signature pages on the next page.]

We appreciate your cooperation and attention to this matter. If you have any questions, please feel free to call Maryann Manolas at 800-799-4722 x7877.

Sincerely,

SBA Monarch Towers III, LLC

By: _____
Joshua Koenig
Executive Vice President & General Counsel
Date: _____

OWNER AGREES TO THE TERMS OF THIS AGREEMENT:

Superior Township

By: _____
Print Name: _____
Title: _____
Date: _____

EXHIBIT "A"
to the Agreement
FORM EASEMENT

Prepared by and Return to:
SBA Network Services, LLC
Attn: _____
8051 Congress Avenue
Boca Raton, FL 33487
561-226-_____

[Recorder's Use Above This Line]

STATE OF _____

COUNTY OF _____

Tax ID Number: _____

EASEMENT AGREEMENT

By and between _____ ("**Grantor**") with an address of _____

and

SBA _____ company ("**Grantee**") with an address of 8051 Congress Avenue, Boca Raton, FL 33487

By initialing below, Grantor does hereby acknowledge that Grantor has received, reviewed, and approved this Easement Agreement in which the Easements described herein are granted from Grantor to Grantee.

Grantor initial(s) here: _____

EASEMENT AGREEMENT

This Easement Agreement (“**Agreement**”) dated effective _____, 202____ (“**Effective Date**”), by and between _____, with an address at _____ (“**Grantor**”) and SBA _____, a _____, with an address of 8051 Congress Avenue, Boca Raton, FL 33487 (“**Grantee**”).

BACKGROUND

Grantor is the owner of the real property described on **Exhibit ‘A’** attached hereto (the “**Premises**”). Grantor desires to grant to Grantee certain easement rights with respect to the Premises, as more particularly described below, and subject to the terms and conditions of this Agreement.

AGREEMENTS

For and in consideration of the covenants and agreements herein contained and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. **Grant of Easements.** Grantor, for itself and its heirs, personal representatives, successors and assigns, hereby grants and conveys unto Grantee, its tenants, lessees, sublessees, licensees, agents, successors and assigns: (i) an exclusive easement (the “**Exclusive Easement**”) in and to that portion of the Premises more particularly described on **Exhibit ‘B’** hereto; and (ii) a non-exclusive easement in and to that portion of the Premises more particularly described on **Exhibit ‘C’** hereto (the “**Access and Utility Easement**”) (the Exclusive Easement and the Access and Utility Easement being collectively referred to herein as the “**Easements**”). The Easements shall be used for the purposes set forth in Section 6 hereof.

2. **Private Easement.** Nothing in this Agreement shall be deemed to be a dedication of any area for public use. All rights, easements, and interests herein created are private and do not constitute a grant for public use or benefit.

3. **Successors Bound.** This Agreement shall be binding on and inure to the benefit of the parties hereto and their respective heirs, personal representatives, lessees, successors, and assigns. It is the intention of the parties hereto that all of the various rights, obligations, restrictions, and easements created in this Agreement shall run with the affected lands and shall inure to the benefit of and be binding upon all future owners and lessees of the affected lands and all persons claiming under them.

4. **Duration.** The duration of the Easements granted herein shall be fifty-five (55) years from the date of this Agreement (“**Term**”) unless Grantee provides written, recordable notice of its intent to terminate this Agreement, in which event this Agreement and all obligations of Grantee hereunder shall terminate upon Grantee’s recordation of any such notice. Grantor may not terminate this Agreement.

5. Easement Consideration. Grantor hereby acknowledges the receipt, contemporaneous with the execution hereof, of all consideration due hereunder. Accordingly, no additional consideration shall be due during the Term of this Agreement. After the Effective Date of this Agreement, independent of the Consideration, Grantor shall be entitled to Three Hundred and No/100 Dollars (\$300.00) monthly revenue sharing beginning with the fourth (4th) installed broadband tenant on SBA's structure, which amount shall escalate at three percent (3%) annually. In the event that there are fewer than four (4) subtenants utilizing Grantee's facilities, no Revenue Share shall be paid.

6. Use of Easement Areas.

(a) Exclusive Easement. Grantee and its designated customers, lessees, sublessees, licensees, agents, successors and assigns shall have the unrestricted right to use the Exclusive Easement for installing, constructing, maintaining, operating, modifying, repairing and replacing improvements and equipment, which may be located on the Exclusive Easement from time to time, for the facilitation of communications and/or data related uses in connection therewith and other directly-related and supporting uses as deemed appropriate by Grantee. Grantee may make any improvements, alterations, or modifications on or to the Easements as are deemed appropriate by Grantee, in its sole discretion. At all times during the term of this Agreement, Grantee shall have the exclusive right to use, and shall have free access to, the Easements seven (7) days a week, twenty-four (24) hours a day. Grantee shall have the unrestricted and exclusive right to lease, sublease, license, or sublicense any structure or equipment on the Exclusive Easement and shall also have the right to license, lease or sublease to Grantee or third parties any portion of the Exclusive Easement, but no such lease, sublease or license shall relieve or release Grantee from its obligations under this Agreement. Grantor shall not have the right to use the Exclusive Easement for any reason and shall not disturb Grantee's right to use the Exclusive Easement in any manner. Grantor and Grantee acknowledge that Grantee shall have the right to construct a fence around all or part of the Exclusive Easement, and shall have the right to prohibit anyone, including Grantor, from entry into such Exclusive Easement. Grantee shall maintain the Exclusive Easement in good condition, reasonable wear and tear and damage from the elements excepted.

(b) Access and Utility Easement. The Access and Utility Easement shall be used by Grantee, its tenants, lessees, sublessees, licensees, agents, successors and assigns for ingress and egress from and to the Exclusive Easement, as well as the construction, installation, operation and maintenance of overhead and underground electric, water, gas, sewer, telephone, data transmission and other utility facilities (including wires, poles, guys, cables, conduits and appurtenant equipment) with the right to construct, reconstruct, improve, add to, enlarge, change and remove such facilities, and to connect the same to utility lines located in a publicly dedicated right of way. Grantor shall not in any manner prevent access to, and use of, the Access and Utility Easement by Grantee or its tenants, lessees, sublessees, licensees, agents, successors and assigns and Grantor shall not utilize the Access and Utility Easement in any manner that interferes with Grantee's or its tenants', lessees', sublessees', licensees', agents', successors', and assigns' use of such area. If the Access and Utility Easement is currently used by Grantor or its tenants, then

Grantee shall not in any manner prevent access to, and use of, the Access and Utility Easement by Grantor or its tenants.

7. Equipment and Fixtures. Grantee's equipment, structures, fixtures and other personal property now or in the future on the Easements shall not be deemed to be part of the Premises, but shall remain the property of Grantee or its licensees and customers. At any time during the Term, Grantee or its customers shall have the right to remove their equipment, structures, fixtures and other personal property from the Easements. Grantee, upon termination of this Agreement, shall, within one hundred eighty (180) days, remove all improvements, fixtures, and personal property constructed or installed on the Easements by Grantee and restore the Exclusive Easement to substantially the same condition prior to the construction of the tower, normal wear and tear and casualty excepted. Grantee shall not be required to remove any foundations, driveways, or underground cables or wires. All costs to restore the Exclusive Easement are to be the responsibility of Grantee.

8. Assignment. Grantee may freely assign this Agreement, including the Exclusive Easement and the Access and Utility Easement and the rights granted herein, in whole or in part, to any parent, subsidiary or affiliate entity of Grantee, or to any other entity engaged in the communications business that has a financial strength of equal or greater value than Grantee at any time without the prior written consent of Grantor. Any other assignment shall be subject to the written consent of Grantor, which shall not be unreasonably withheld, conditioned, or delayed. If any such assignee agrees to assume all of the obligations of Grantee under this Agreement, then Grantee will be relieved of all responsibility hereunder.

9. Covenants and Agreements.

(a) Grantor represents and warrants that it is the owner in fee simple of the Premises, free and clear of all liens and encumbrances excluding, however, the Lease, and that it alone has full right to grant the Easements and assign the Lease (as such term is defined in Section 25 hereof). Grantor further represents and warrants that Grantee shall peaceably and quietly hold and enjoy the Easements for the Term.

(b) During the Term, Grantor shall pay when due all real property taxes and all other fees and assessments attributable to the Premises, including the Easements. If Grantor fails to pay when due any such taxes, fees or assessments, Grantee shall have the right but not the obligation to pay the same and demand payment therefor from Grantor, which payment Grantor shall make within ten (10) days of such demand by Grantee. Grantee's right to receive and Grantor's obligation to make such payment set forth in the foregoing sentence shall survive the termination or expiration of this Agreement. However, during the Term of this Agreement only, Grantee will pay any increase in real property taxes levied against the Exclusive Easement which is directly attributable to Grantee's use of the Exclusive Easement, including Grantee's improvements thereon, if Grantor furnishes proof of such increase, including reasonable supporting documentation, to Grantee within one (1) year of the tax payment due date.

(c) Grantor shall not cause the area comprising the Easements to be legally or otherwise subdivided from any master tract of which it is a part in such a way that the remaining

tract containing the Easements is substantially the only use of the tract, nor shall Grantor cause the area comprising the Easements to be separately assessed for tax purposes. If it is determined by Grantee that the transfer of the Easements set forth herein requires or shall require the subdivision of the Premises, and if Grantee, in its sole judgment, determines that it desires to seek subdivision approval, then Grantor agrees to cooperate with Grantee, at Grantee's expense, in obtaining all necessary approvals for such subdivision.

(d) Grantor shall not grant, create, or suffer any claim, lien, encumbrance, easement, restriction or other charge or exception to title to the Premises that would adversely affect Grantee's use of the Easements. Grantor has granted no outstanding options to purchase or rights of first refusal with respect to all or any part of the Premises and has entered into no outstanding contracts with others for the sale, mortgage, pledge, hypothecation, assignment, lease or other transfer of all or any part of the Premises and there are no leases, written or oral, affecting the lands underlying the Easements, all except for the Lease.

(e) Grantor has and will comply with all environmental, health and safety laws with respect to the Premises.

(f) Grantor has not received notice of condemnation of all or any part of the Premises, notice of any assessment for public improvements, or notices with respect to any zoning ordinance or other law, order, regulation, or requirement relating to the use or ownership of such lands and there exists no violation of any such governmental law, order, regulation or requirement and there is no litigation pending or threatened, which in any manner affects the Easements.

(g) Grantor reaffirms and restates the representations contained in the Lease (as defined in Section 25 hereof) as though they were set forth in this Agreement. The representations and warranties made hereunder shall survive the Closing. Grantor agrees to indemnify, defend, and hold harmless Grantee and its officers, directors, shareholders, agents, and attorneys for, from, and against all damages asserted against or incurred by any of them by reason of or resulting from a breach by Grantor of any representation, warranty or covenant of Grantor contained herein, in the Lease, or in any agreement executed in connection herewith. Grantee agrees to indemnify, defend, and hold harmless Grantor and its officers, directors, shareholders, agents, and attorneys for, from, and against all damages asserted against or incurred by any of them by reason of or resulting from a breach by Grantee of any representation, warranty or covenant of Grantee contained herein, in the Lease, or in any agreement executed in connection herewith. Grantee agrees to defend Grantor against any such claims or causes of action at its own expense and cost.

(h) Grantee hereby waives all claims against Grantor for injuries or damage for any cause arising at any time to persons in or about the Exclusive Easement where said injuries or damage occurs as a result of the use of the Exclusive Easement by Grantee or from the failure of Grantee to keep the Exclusive Easement in commercially reasonable condition and repair, as herein provided. Grantee will indemnify Grantor and save it harmless from and against any and all claims, actions, damages, liability and expenses in connection with loss of life, personal injury and/or damage to property arising from or out of the occupancy or use by Grantee of the Exclusive Easement or any part thereof occasioned wholly or in part by any act or omission of Grantee, its sublessees, invitees, agents, employees, or contractors.

10. Non-Disturbance. During the Term, Grantor will not improve or grant any other easement, ground lease, lease, license, sale or other similar interest in or upon the Premises if such improvement or interest would interfere with Grantee's use of the Easements, nor shall Grantor during the Term enter into any other lease, license, or other agreement for a similar purpose as set forth in this Agreement, on or adjacent to the Premises. Grantor and Grantee recognize that Grantee's use of the easement rights set forth in this Agreement would be frustrated if the telecommunications signals were blocked, if an obstruction were built that would cause interference with such transmission, if access and/or utilities to and from the Exclusive Easement were partially and/or completely inhibited, or if Grantee's use of the Easements was otherwise materially interfered with or prevented. Grantor, for itself, its successors and assigns, hereby agrees to use its best efforts to prevent the occurrence of any of the foregoing and shall promptly undertake any remedial action necessary to do so. Grantee shall have the express right to seek an injunction to prevent any of the activity prohibited by this Section 10.

11. Access and Utilities. To the extent not otherwise addressed herein (or to the extent any access and utility easement specifically referenced herein, including but not limited to the Access and Utility Easement or the Exclusive Easement, if applicable, cannot, does not, or will not fully accommodate the access and utility needs of the Exclusive Easement at any time), Grantor hereby grants and conveys unto Grantee, its tenants, lessees, sublessees, licensees, agents, successors and assigns, full, complete, uninterrupted and unconditional access to and from the Exclusive Easement, seven days a week, 24 hours a day, over and across any adjacent property now or hereafter owned by Grantor, for, without limitation, ingress and egress to and from the Exclusive Easement, as well as the construction, installation, location, maintenance, relocation and repair of overhead and/or underground utility connections, including electric, telephone, gas, water, sewer, and any other utility connection, provided that Grantee shall repair any damages to the Premises caused by such access. This easement, and the rights granted herein, shall be assignable by Grantee to any public or private utility company to further effect this provision. Grantor agrees to maintain all access roadways from the nearest public right of way to the Exclusive Easement in a manner sufficient to allow for pedestrian and vehicular access to the Exclusive Easement at all times. If it is reasonably determined by Grantor or Grantee that any utilities that currently serve the Exclusive Easement are not encompassed within the description of the Access and Utility Easement set forth herein, then Grantor and Grantee agree to amend the description of the Access and Utility Easement set forth herein to include the description of such areas. If it becomes necessary to relocate any of the utility lines that serve the Exclusive Easement, Grantor hereby consents to the reasonable relocation for such utility lines upon the Premises for no additional consideration, and hereby agrees to reasonably cooperate with Grantee to create a revised legal description for Access and Utility Easement that will reflect such relocation.

12. Mortgagees' Continuation Rights and Notice and Cure. Grantee may from time-to-time grant to certain lenders selected by Grantee and its affiliates (the "**Lender**") a lien on and security interest in Grantee's interest in this Agreement and all assets and personal property of Grantee located on the Easements, including, but not limited to, all accounts receivable, inventory, goods, machinery and equipment owned by Grantee ("**Personal Property**") as collateral security for the repayment of any indebtedness to the Lender. Should Lender exercise any rights of Grantee under this Agreement, Grantor agrees to accept such exercise of rights by Lender as if same had

been exercised by Grantee. If there shall be a monetary default by Grantee under the Agreement, Grantor shall accept the cure thereof by Lender within fifteen (15) days after the expiration of any grace period provided to Grantee under this Agreement to cure such default, prior to terminating this Agreement (if permitted by the terms hereof). If there shall be a non-monetary default by Grantee under this Agreement, Grantor shall accept the cure thereof by Lender within thirty (30) days after the expiration of any grace period provided to Grantee under this Agreement to cure such default, prior to terminating this Agreement (if permitted by the terms hereof). Hereafter, this Agreement may not be amended in any respect which would be reasonably likely to have a material adverse effect on Lender's interest therein or surrendered, terminated, or cancelled, without the prior written consent of Lender. If the Agreement is terminated or is rejected in any bankruptcy proceeding, Grantor will enter into a new easement agreement with Lender or its designee on the same terms as this Agreement within 15 days of Lender's request made within 30 days of notice of such termination or rejection, provided Lender pays all past due amounts under the Agreement, if any. The foregoing is not applicable to normal expirations of this Agreement. Grantor hereby agrees to subordinate any security interest, lien, claim or other similar right, including, without limitation, rights of levy or distraint for rent, Grantor may have in or on the Personal Property, whether arising by agreement or by law, to the liens and/or security interests in favor of the Lender, whether currently existing or arising in the future. Nothing contained herein shall be construed to grant a lien upon or security interest in any of Grantor's assets. Simultaneous with any notice of default given to Grantee under the terms of this Agreement, Grantor shall deliver of copy of such notice to Lender at an address to be provided by Grantee.

13. Notices. All notices required to be given by any of the provisions of this Agreement, unless otherwise stated, shall be in writing and delivered in person or by a national overnight delivery service (and shall be effective when received, when refused or when the same cannot be delivered) to the appropriate party at the address set forth below (or at such other address designated in writing pursuant to the terms hereof):

To Grantor: _____

To Grantee: SBA _____
8051 Congress Avenue
Boca Raton, FL 33487
Attn: Legal Dept.

14. Force Majeure. The time for performance by Grantor or Grantee of any term, provision, or covenant of this Agreement shall be deemed extended by time lost due to delays resulting from strikes, civil riots, floods, labor or supply shortages, material or labor restrictions by governmental authority, litigation, injunctions, and any other cause not within the control of Grantor or Grantee, as the case may be.

15. Recording. This Agreement shall be recorded at either Grantor's or Grantee's option.

16. Miscellaneous. This Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective heirs, legal representatives, successors, and assigns. This

Agreement shall be governed by and construed in accordance with the laws of the state or commonwealth where the Premises are located.

17. Captions and Headings. The captions and headings in this Agreement are for convenience and shall not be held or deemed to define, limit, describe, explain, modify, amplify, or add to the interpretation, construction or meaning of any provisions of or the scope or intent of this Agreement.

18. Cumulative Remedies. Except as otherwise expressly provided herein, each and every one of the rights, benefits and remedies provided to Grantor or Grantee by this Agreement, or by any instrument or documents executed pursuant to this Agreement, are cumulative and shall not be exclusive of any other of said rights, remedies and benefits allowed by law or equity to Grantee.

19. Counterparts. This Agreement may be executed in one or more counterparts, and by the different parties hereto in separate counterparts, each of which when executed shall be deemed to be an original but all of which taken together shall constitute one and the same agreement.

20. Severability. If any provision of this Agreement is deemed unenforceable in whole or in part, such provision shall be limited to the extent necessary to render the same valid or shall be excised from this Agreement, as circumstances require, and this Agreement shall be construed as if such provision had been so limited or as if such provision had not been included herein, as the case may be. Additionally, if any laws, rules or regulations promulgated by any state, county or local jurisdiction, including without limitation those concerning zoning, subdivision or land use, or should any court of competent jurisdiction, make the sale of the Easements herein either void or voidable, Grantor agrees that upon the written request of Grantee, the grant of the Easements shall convert to a ground lease between Grantor, as lessor, and Grantee, as lessee, (with the Exclusive Easement area being the leased premises therein, and the Access and Utility Easement area remaining a non-exclusive easement for access and utility purposes) for uses consistent with those set forth in Section 6 hereof, and containing other terms and conditions acceptable to both parties; provided that Grantee shall not be required to obtain the consent of Grantor to enter into any sublease or license of any portion of the Exclusive Easement or to permit sublessees or licensees to utilize the Access and Utility Easement; nor shall Grantor be entitled to any additional consideration in connection with such subleases and licenses; and provided that the delivery of the consideration paid by Grantee to Grantor for the Easements at the execution of this Agreement shall constitute the prepayment of rent under such ground lease for an extended term of fifty-five (55) years.

21. Attorney's Fees. If there is any legal action or proceeding between Grantor or Grantee arising from or based on this Agreement, the unsuccessful party to such action or proceeding shall pay to the prevailing party all costs and expenses, including reasonable attorney's fees and disbursements incurred by such prevailing party in such action or proceeding and in any appeal in connection therewith. If such prevailing party recovers a judgment in any such action, proceeding or appeal, such costs, expenses and attorney's fees and disbursements shall be included in and as a part of such judgment.

22. Entire Understanding and Amendment. This Agreement and the closing documents executed in connection therewith, constitute the entire understanding between the parties with regard to the subject matter hereof and there are no representations, inducements, conditions, or other provisions other than those expressed herein. This Agreement may not be modified, amended, altered, or changed in any respect except by written agreement and signed by each of the parties hereto.

23. Zoning. To the extent any improvements, whether now or in the future existing, upon the Exclusive Easement do not meet zoning or other land-use requirements, or to the extent such improvements may otherwise have to be constructed and/or relocated, Grantor hereby consents to the reasonable construction and/or relocation of such improvements to accommodate such requirements and agrees to reasonably cooperate with Grantee to create a revised legal description for the Exclusive Easement and the Access and Utility Easement. Grantor hereby covenants and agrees that neither Grantor nor an affiliate of Grantor shall at any time file an opposition to a zoning or land use application of Grantee or in any way publicly oppose Grantee at a zoning hearing or other land use proceedings in connection with the Premises and the Easements; and that Grantor shall promptly cooperate with Grantee in making application for obtaining all licenses, permits, and any other necessary approvals that may be required for Grantee's intended use of the Easements.

24. Rule Against Perpetuities. If the rule against perpetuities or any other rule of law would invalidate the Easements or any portion or provision hereof or would limit the time during which the Easements or any portion or provision hereof shall be effective due to the potential failure of an interest in property created herein to vest within a particular time, then each such interest in property shall be effective only from the date hereof until the passing of twenty (20) years after the death of the last survivor of the members of Congress of the United States of America (including the House of Representatives and the Senate) representing the state in which the Premises is located who are serving on the date hereof, but each such interest in property shall be extinguished after such time, and all other interests in property created herein and all other provisions hereof shall remain valid and effective without modification.

25. Assignment of Ground Lease. The parties hereby recognize and agree that the Premises is currently subject to that certain _____, dated _____ originally by and between/among Grantor and _____, a _____ company, as evidenced by that certain _____, and ultimately assigned to Grantee, as amended and assigned from time to time (collectively, the "**Lease**"). It is the intention of the parties that the interest created by this Agreement, including the Lease, shall not merge into any other interest now or hereafter held by Grantee and such interests shall remain separate and distinct interests in the underlying real property. Grantor hereby acknowledges that there currently exists no default under the Lease and no conditions that, with the passage of time, would constitute defaults under the Lease. Grantor hereby assigns, transfers, sets over and delivers to Grantee, all of its rights, title and interests under the Lease arising or accruing on or after the date of this Agreement and Grantee hereby accepts, assumes and agrees to be bound by all the terms and conditions which are the responsibility of the landlord under the Lease. Grantor hereby releases and forever discharges Grantee from all claims arising under the Lease. Grantor hereby agrees to indemnify and agrees to hold Grantee harmless

with respect to any demands, claims, actions, causes of action, assessments, expenses, costs, damages, losses, and liabilities (including reasonable attorneys' fees and costs) under the Lease which relate to costs or actions first arising on or before the date of this Agreement. Grantee hereby agrees to indemnify and agrees to hold Grantor harmless with respect to any demands, claims, actions, causes of action, assessments, expenses, costs, damages, losses, and liabilities (including reasonable attorneys' fees and costs) under the Lease which relate to costs or actions first arising after the date of this Agreement.

26. Cure Period; Default. No party to this Agreement shall be in default of the terms thereof until thirty (30) days following the date of the defaulting party's receipt of notice of default from the non-defaulting party. In the event such default is not reasonably capable of cure within such thirty (30) day period and such defaulting party promptly and diligently pursues the cure of such default during such cure period, such cure period shall be extended for so long as the defaulting party diligently pursues such cure for a maximum of ninety (90) additional days. In the event of an uncured default, the non-defaulting party shall have all remedies available in law or in equity, except that in no event shall Grantor be entitled to terminate this Agreement as a result of or remedy for any breach or default thereunder by Grantee. In the event Grantor or Grantee fails to comply with the terms of this Agreement, the non-defaulting party may, in its sole and absolute discretion, cure any such default, and to the extent the non-defaulting party incurs any expenses in connection with such cure (including but not limited to the amount of any real property taxes the non-defaulting party pays on behalf of the defaulting party), the defaulting party agrees to promptly reimburse the non-defaulting party for such expenses incurred.

27. Right of First Refusal/Exclusivity. If at any time during term of this Agreement, Grantor receives a bona fide written offer from a third person (the "**Offer**") to sell, assign, convey, lease or otherwise transfer or create any interest in the Easements and/or Premises, or any portion thereof, which Grantor desires to accept, Grantor shall first give Grantee written notice (including a copy of the proposed contract) of such Offer prior to becoming obligated under such Offer, with such notice giving Grantee the right to purchase the Easements for a pro-rata price based on the size that the Easements are to the portion of the Premises described in the Offer. Grantee shall have a period of thirty (30) days after receipt of Grantor's notice and terms to accept the Offer or exercise Grantee's right to purchase the Easements and exercise this right of first refusal by notifying Grantor in writing. If Grantee has not accepted the Offer or exercised its right to purchase the Easements in writing to Grantor within such thirty (30) day period, the Offer will be deemed rejected. In addition to the above, Grantor shall not, at any time during the term of this Agreement, grant any interest in any portion of the Premises (other than the conveyance of fee simple title to the entire Premises) to any third party without the prior written consent of Grantee, in Grantee's sole and absolute discretion.

As part of Grantee's right to the undisturbed use and enjoyment of the Easements, Grantor shall not at any time during the term of this Agreement (i) use or suffer or permit another person to use any portion of the Premises or any adjacent parcel of land now or hereafter owned, leased or managed by Grantor for any of the uses permitted herein or other uses similar thereto, or (ii) grant any interest or an option to acquire any interest in any portion of the Premises that permits (either during the term of this Agreement and/or after the term hereof) any of the uses permitted under this Agreement or other uses similar thereto without the prior written consent of Grantee, in

Grantee's sole discretion. The phrase "or other uses similar thereto" as used herein shall include, without limitation, the storage, transmission, reception, or relay of communications signals and/or data by way of small cells, distributed antenna systems, data centers, C-RAN or fiber, or the generation or storage of power or energy. Grantor may not assign any Easement Payment or this Agreement or any rights hereunder, except in connection with conveyance of fee simple title to the Premises, without the prior written consent of Grantee, in Grantee's sole and absolute discretion.

28. Further Acts; Attorney-In-Fact. Grantor shall cooperate with Grantee in executing any documents necessary to protect Grantee's rights under this Agreement or Grantee's use of the Easements and to take such action as Grantee may reasonably require to effect the intent of this Agreement. Grantor hereby irrevocably appoints Grantee as Grantor's attorney-in-fact coupled with an interest to prepare, execute, and deliver land-use and zoning applications, and any other documents that a municipality may require, concerning the tower or the tower facilities, on behalf of Grantor with federal, state, and local governmental authorities, and upon request, will sign a separate power of attorney to such effect.

29. Insurance. Grantee shall maintain commercial general liability insurance with limits of not less than \$2,000,000 combined single limit per occurrence, with a certificate of insurance to be furnished to Grantor within 30 days of written request by Grantor. Each party will cause each insurance policy obtained by it to provide that the insurance company waives all rights of recovery against the other party in connection with any damage covered by such policy.

[The remainder of this page is intentionally left blank. Signatures to follow.]

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the dates written below.

WITNESSES:

GRANTOR:

Print Name: _____

By: _____

Print Name: _____

STATE OF

COUNTY OF _____

(NOTARY SEAL)

Notary Public
Print Name: _____
My Commission Expires: _____

WITNESSES:

GRANTEE:

SBA _____

Print Name: _____

By: _____
Joshua Koenig
Executive Vice President &
General Counsel

Print Name: _____

STATE OF FLORIDA

COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this ____ day of _____, 202__ by Joshua Koenig, Executive Vice President and General Counsel of SBA _____, on behalf of the company, who is personally known to me and did not take an oath.

Notary Public
Print Name: _____
My Commission Expires: _____

(NOTARY SEAL)

EXHIBIT 'A'

Premises

Legal description to be incorporated upon receipt of final survey.

EXHIBIT 'B'

Exclusive Easement

Legal description to be incorporated upon receipt of final survey.

EXHIBIT 'C'

Access and Utility Easement

Legal description to be incorporated upon receipt of final survey.

EXHIBIT "B"
to the Agreement

CONDITIONS TO CLOSING

1. Receipt by SBA of a title insurance commitment for the subject transaction showing that Owner has good, indefeasible, and marketable fee simple title to the Property, free and clear of all liens and encumbrances except such matters as may be acceptable to SBA.
2. Receipt by SBA of a survey in form satisfactory to SBA revealing no encumbrances, and if requested by Owner, SBA will provide a copy to Owner in advance of Closing. The legal descriptions from the survey shall be used to complete the descriptions of the exclusive, term communications easement, which may include an access and utility easement (together, "**Easements**") on the final executed, recordable Easement.
3. The execution and delivery by Owner of all forms required by applicable taxing authorities and if applicable, any documents required by SBA's title insurer evidencing the authority of the party executing such documents on Owner's behalf. SBA may, but shall not be required to, pay any outstanding amounts due by Owner that are necessary to effectuate Closing, including, but not limited to, any liens, taxes, judgments, municipal bills, and other monetary encumbrances due and payable, which amount(s) may, at SBA's sole discretion, be paid out of the Purchase Price.
4. Owner will obtain an executed, recordable non-disturbance and attornment agreement ("**NDA**") for all mortgages, deeds of trust, or any other liens against the Property prior to Closing. If Owner is unable to obtain any required NDA, SBA reserves the right, in its sole discretion, to reduce the Purchase Price by ten percent (10%), in each instance, and elect to close without such NDA, or elect not to close.
5. The use of the Easements by SBA and the financial transaction contemplated herein is satisfactory to SBA (this determination being made in SBA's sole discretion).

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

**RESOLUTION TO APPROVE AND GRANT DTE ELECTRIC COMPANY
OVERHEAD EASEMENT (RIGHT OF WAY NO. 72593354-73197692)**

RESOLUTION NUMBER: 2025-45

DATE: JULY 21, 2025

WHEREAS, the Charter Township of Superior ("Grantor") owns certain real property located at 3620 Prospect Road, Superior Township, Washtenaw County, Michigan, more particularly described in Exhibit A attached hereto and incorporated by reference, with Tax Identification Number J-10-09-400-049 ("Grantor's Land"); and

WHEREAS, DTE Electric Company, a Michigan corporation, whose address is One Energy Plaza Drive, Detroit, Michigan 48226 ("Grantee"), has requested a permanent, non-exclusive overhead easement (Right of Way No. 72593354-73197692) over a portion of Grantor's Land for the purpose of constructing, operating, and maintaining electric utility facilities; and

WHEREAS, the proposed Right of Way is a twelve (12) foot wide easement to be located as built in the approximate location shown on the drawing attached hereto as Exhibit B, and to include poles, wires, transformers, anchors, guys, and other overhead utility structures; and

WHEREAS, the Charter Township of Superior finds that granting the requested easement will facilitate system improvements and is in the public interest.

NOW, THEREFORE, BE IT RESOLVED that the Charter Township of Superior Board hereby authorizes and approves the grant of a permanent, non-exclusive overhead easement to DTE Electric Company, subject to the following terms:

1. Purpose: For the construction, reconstruction, modification, addition, inspection, operation, repair, and maintenance of overhead utility facilities including poles, guys, anchors, wires, transformers, and related accessories.
2. Right of Way Area: A twelve (12) foot wide easement as depicted in Exhibit B. The centerline of the easement shall be the centerline of Grantee's installed facilities.
3. Access: Grantee shall have the right of pedestrian and vehicular ingress and egress over Grantor's Land to access the Right of Way Area.
4. Obstructions: No buildings, permanent structures, or improvements shall be constructed in the Right of Way Area without prior written consent from Grantee. Grantee may remove obstructions or vegetation that interfere with its operations. Grantor shall remove unauthorized improvements upon written request or reimburse Grantee for removal costs.
5. Excavation: Grantor and its agents shall comply with MISS DIG laws (2013 Public Act

174) and contact MISS DIG before any excavation in the Right of Way Area.

6. Restoration: Grantee shall restore damaged land outside the Right of Way Area to a reasonably similar condition. Grantee is not liable for restoring structures, fencing, landscaping, or plantings within the Right of Way Area, except for seeding damaged lawn areas.
7. Successors: This easement shall run with the land and bind and benefit the Grantor's and Grantee's respective successors and assigns.
8. Transfer Tax Exemption: This easement is exempt from transfer tax pursuant to MCL 207.505(a) and MCL 207.526(a).
9. Governing Law: This easement shall be governed by the laws of the State of Michigan.

BE IT FURTHER RESOLVED that the Supervisor and Clerk are hereby authorized to execute the easement agreement and any related documents on behalf of 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

DATE SUBMITTED: July 14, 2025

BOARD MEETING DATE: July 21, 2025

ITEM TITLE: DTE Easement Request at North Prospect Park

DESCRIPTION OF ITEM/RESOLUTION:

DTE Electric Company is requesting an Overhead Easement (Right of Way) at North Prospect Park.

REQUESTED BOARD ACTION:

Approve entering into proposed agreement with DTE

BACKGROUND/JUSTIFICATION:

There are currently four electric poles with overhead wires running along the north edge of North Prospect Park. DTE plans to re-space and replace two of the poles. Granting the easement will enable DTE to enter the site, for this and future work without seeking prior consent.

IMPACT ON TOWNSHIP BUDGET (if any):

N/A

TOWNSHIP DEPARTMENTS OR OUTSIDE AGENCIES INVOLVED:

Superior Township Parks & Recreation Commission
DTE Electric Company

DEADLINES OR URGENCY (if applicable):

N/A

SUPPORTING DOCUMENTS ATTACHED:

Four page document attached which includes;
Two Page Agreement
Exhibit A
Exhibit B

CONTACT PERSON FOR QUESTIONS:

Name: Juan Bradford

Title: Parks & Recreation Director

Phone: (734) 480-5502

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

DTE Electric Company Overhead Easement (Right of Way) No. 72593354-73197692

On _____, 2025, for the consideration of system betterment, Grantor grants to Grantee a permanent, non-exclusive overhead easement ("Right of Way") in, on, and across that part of Grantor's Land to be referred to herein as the "Right of Way Area".

"Grantor" is: Charter Township of Superior County of Washtenaw, whose address is 3040 North Prospect, Ypsilanti, Michigan, 48198

"Grantee" is: DTE Electric Company, a Michigan corporation, One Energy Plaza Drive, Detroit, Michigan 48226

"Grantor's Land" is in the Southeast ¼ of Section 9, Town 2 South, Range 7 East, Superior Township, County of Washtenaw, and State of Michigan, and is described as follows:

THE LEGAL DESCRIPTION IS MORE PARTICULARLY DESCRIBED ON EXHIBIT "A"
ATTACHED HERETO AND MADE A PART HEREOF

Tax Identification Number(s): J-10-09-400-049

More commonly known as: 3620 Prospect Rd, Superior Twp., Michigan, 48198

The "Right of Way Area" is a twelve (12') foot wide easement on part of Grantor's Land. The centerline of the Right of Way Area shall be established in the as-built location of the centerline of Grantee's facilities, and shall be installed on Grantor's Land in the approximate location described as follows:

THE DTE ENERGY EASEMENT DRAWING IS MORE PARTICULARLY DESCRIBED ON EXHIBIT "B"
ATTACHED HERETO AND MADE A PART HEREOF.

1. **Purpose:** The purpose of this Right of Way is to construct, reconstruct, modify, add to, repair, replace, inspect, operate and maintain overhead utility facilities which may consist of poles, guys, anchors, wires, transformers and accessories.
2. **Access:** Grantee has the right of pedestrian and vehicular ingress and egress to and from the Right of Way Area over and across Grantor's Land.
3. **Buildings or other Permanent Structures:** No buildings or other permanent structures or improvements may be constructed or placed in the Right of Way Area without Grantee's prior, written consent. Grantor agrees, at its own expense, to remove any improvement that interferes with the safe and reliable operation, maintenance and repair of Grantee's facilities upon the written demand of Grantee. If Grantor fails to comply with such demand, Grantor agrees that Grantee may remove any such improvement and bill Grantor for the cost thereof, which cost Grantor shall pay within thirty (30) days after demand, therefore.
4. **Excavation:** Pursuant to 2013 Public Act 174, MISS DIG (1-800-482-7171 or 811 in some areas) must be called before any excavation in the Right of Way Area may proceed.
5. **Trees, Bushes, Branches, Roots, Structures and Fences:** Grantee may trim, cut down, remove or otherwise control any trees, bushes, branches and roots growing or that could grow or fall in the Right of Way Area and remove any structures, improvements, fences, buildings or landscaping in the Right of Way Area that Grantee believes could interfere with the safe and reliable construction, operation, maintenance and repair of Grantee's facilities. Grantee shall not be

responsible for any damage to, or removal of, landscaping, trees, plant life, structures, improvements and/or fences located in the Right of Way Area.

6. **Restoration:** If Grantee's agents, employees, contractors, subcontractors, vehicles or equipment damage Grantor's Land while entering Grantor's Land for the purposes stated in this Right of Way, then Grantee will restore Grantor's Land as nearly as is reasonably practicable to the condition in which it existed prior to such damage. Restoration with respect to paved surfaces shall consist of asphalt cold patching of the damaged portion of any asphalted surfaces when the weather conditions suggest such use and the cement patching of the damaged portion of any cemented surfaces. Grantee shall have no liability, however, for the restoration or cost of any improvements located within the Right of Way Area, including, but not limited to, parking islands, gutters, fences or landscaping such as trees, bushes, or flowers (but not a simple lawn which, if damaged, will be patched and re-seeded by Grantee) that are damaged by Grantee in the course of constructing, reconstructing, modifying, adding to, repairing, replacing, operating or maintaining its facilities as described in paragraph 1 above.

7. **Successors:** This Right of Way runs with the land and binds and benefits Grantor's and Grantee's successors and assigns.

8. **Exemptions:** This Right of Way is exempt from transfer tax pursuant to MCL 207.505(a) and MCL 207.526(a).

9. **Governing Law:** This Right of Way shall be governed by the laws of the State of Michigan.

Grantor: Charter Township of Superior County of Washtenaw

By (sign): _____

Name (print): _____

Title: _____

Acknowledged before me in _____ County, Michigan, on _____, 2025, by
_____ the _____ of Charter Township of Superior County of Washtenaw.

Notary's
Stamp _____

Notary
Signature _____

Acting in _____ County, Michigan

Print Name _____

Drafted by Bleu Carter. When recorded, return to: Bleu Carter, DTE, P.O. Box 1290, Novi Rd., Novi, MI 48376-1290
PLEASE COMPLETE USING BLACK or DARK BLUE INK

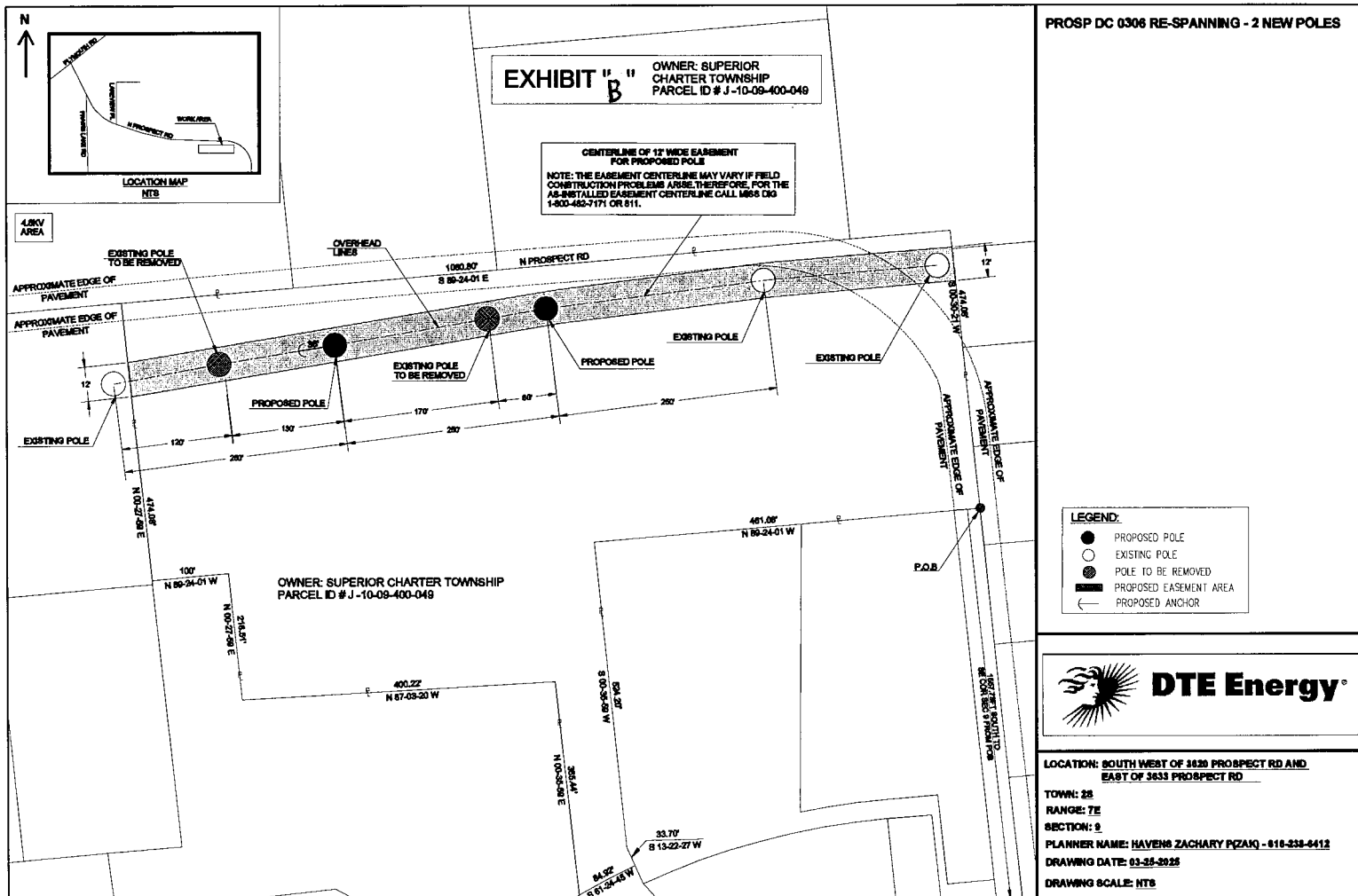
Exhibit "A"

Parcel B:

Commencing at the Southeast corner of Section 9, Town 2 South, Range 7 East, Superior Township, Washtenaw County, Michigan; thence along the East line of said Section 9 and along the centerline of Prospect Road, North 00 degrees 30 minutes 21 seconds East 1557.73 feet; thence North 89 degrees 24 minutes 01 seconds West 494.08 feet for a Point of Beginning; thence South 00 degrees 35 minutes 59 seconds West 524.20 feet to a point on the Northwesternly right of way line for Blue Heron Court; thence South 13 degrees 22 minutes 27 seconds East 33.70 feet to a point on the centerline of Blue Heron Court; thence along said centerline, Southwesterly 84.97 feet along the arc of a circular curve to the left, having a radius of 750.00 feet, a central angle of 06 degrees 29 minutes 27 seconds and a chord which bears South 61 degrees 24 minutes 45 seconds West 84.92 feet; thence North 00 degrees 35 minutes 59 seconds East 365.44 feet; thence North 87 degrees 03 minutes 20 seconds West 400.22 feet; thence North 00 degrees 27 minutes 59 seconds East 216.51 feet; thence South 89 degrees 24 minutes 01 seconds East 310.00 feet; thence North 28 degrees 04 minutes 01 seconds East 78.89 feet; thence South 89 degrees 24 minutes 01 seconds East 120.00 feet; thence South 00 degrees 35 minutes 59 seconds West 70.00 feet to the Point of Beginning, being part of the Southeast 1/4 of said Section 9.

16 09-400-049

Together with and subject to non exclusive easements for ingress, egress and public utilities described as follows:





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

DATE SUBMITTED: July 14, 2025

BOARD MEETING DATE: July 21, 2024

ITEM TITLE: Willow Run Acres Farmers Market Dates

DESCRIPTION OF ITEM/RESOLUTION:

Willow Run Acres is seeking permission to host Farmers Markets at the Clay Hill Community Farm & Garden.

REQUESTED BOARD ACTION:

Approval of attached Transient and Amusement Enterprises Activity Permit Application

BACKGROUND/JUSTIFICATION:

The Board of Trustees approved a similar Transient and Amusement Enterprises Activity Permit in 2024.

Willow Run Acres is hoping to continue the Farmers Markets at the Clay Hill Community Farm & Garden during the 2025 season

IMPACT ON TOWNSHIP BUDGET (if any):

N/A

TOWNSHIP DEPARTMENTS OR OUTSIDE AGENCIES INVOLVED:

N/A

DEADLINES OR URGENCY (if applicable):

July 21, 2025 approval will enable markets to start as soon as possible

SUPPORTING DOCUMENTS ATTACHED:

Transient and Amusement Enterprises Activity Permit Application
Site Plan

CONTACT PERSON FOR QUESTIONS:

Name: Juan Bradford

Title: Parks & Recreation Director

Phone: (734) 480-5502

Email: jbradford@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

TRANSIENT AND AMUSEMENT ENTERPRISES ACTIVITY PERMIT APPLICATION

Request is hereby made for a permit to operate a Transient and Amusement Enterprise as permitted in Section 6.05 of the Superior Township Zoning Ordinance.

APPLICANT INFORMATION

Organization Name Willow Run Acres

I.R.S.501(c) (3) 84-2973789

Contact Person TC COLLINS

Contact Address 111 South WALLACE BLVD

Telephone 734-7174849 (Fax Willow Run Acres@gmail.com Email Willow Run Acres@gmail.com)

Is the property owned by the organization? YES ☒ NO Farming and education

If "NO", what is the organization's interest in the property? _____

Name, address and telephone number of property owner(s):

Superior Charter Township
3040 North Prospect Ypsilanti MI 48198

DESCRIPTION OF THE ACTIVITY

Proposed activity (describe each separate activity) Farming, education, Farmer's market
Community and health fairs / events Selling produce, Selling Arts and crafts items

Date and time of activity April 1st July 1st - November 1st Mon, Wed, Fri 10 AM - 2 PM
SAT, Sunday 12 - 3 PM

Location of activity 9045 MacArthur Blvd, 1850 North Harris, 1855 North Harris Rd

Staff person(s) in charge of activity TC COLLINS

Describe staff supervision of activity Project manager, and Farm manager

Permits required by other agencies N/A

DESCRIPTION OF THE SITE

Size of activity site 40 x 80 Size of buildings (if any) _____

Tax code number(s) of the property _____

Adjoining land uses: North _____ South _____

East _____ West _____

Availability of bathroom, hygiene facilities. Please describe. we will use our own

TRASH CANS AND RECEPTACLES AND we will remove the collected

Clean-up and removal of waste. Please describe. _____

WA STAFF - OFF SITE

The following items are required as part of the Transient and Amusement Enterprises Use Permit Application:

1. A letter of authority, or power of attorney, in case the application is made by a person other than the actual owner of the property.

CHECK IF ATTACHED

2. A complete legal description of the premises (as stated on the deed or tax bills available in the Treasurer's Office).

☒ CHECK IF ATTACHED

3. An accurate plot plan, drawn to scale, which indicates all access drives, buildings and other existing features of the site as well as all proposed features (parking, etc.) for the activity.

☒ CHECK IF ATTACHED

4. A detailed description of the proposed activity.

☒ CHECK IF ATTACHED

5. A copy of the property owner's liability insurance policy covering the proposed activity.

☒ CHECK IF ATTACHED

APPLICANT

I hereby depose and say that all the statements in this application and statements contained in the documents and papers submitted herewith are true and correct.

Signature of Applicant: Tahira Celis

Signature of Notary: Nancy L Mason

Sworn to before me this 11TH day of July 2025

My commission expires Nancy L Mason 7-11-2025
(Notary Public, Washtenaw County, Michigan)

Signature of Property Owner (if other than applicant): _____

To be filled in by Township Clerk (or designated Township Officer/Personnel)

I hereby state that this petition was properly received and filed on July 11, 2025 (date)

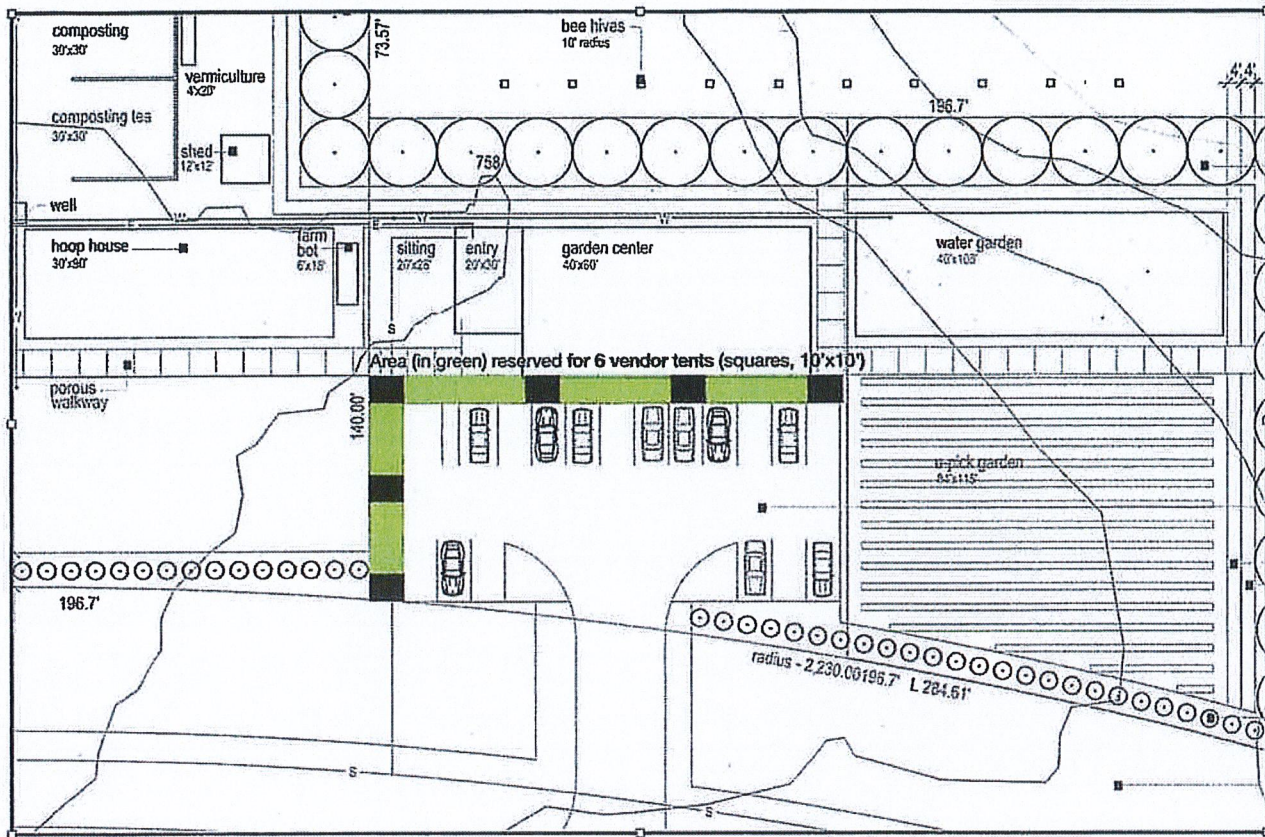
Signature of Clerk (or designee)

Charles Robinson

NANCY L. MASON
NOTARY PUBLIC, STATE OF MI
COUNTY OF WASHTENAW
MY COMMISSION EXPIRES Jun 16, 2027
ACTING IN COUNTY OF

Washtenaw

WRA Farmers Market Site Plan



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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: Sarah Devereaux

DATE SUBMITTED: 6/20/25

BOARD MEETING DATE: 7/21/25

ITEM TITLE: Road Improvements Strategy

DESCRIPTION OF ITEM/RESOLUTION:

Provide a clear/concise summary of the item being presented.

Trustee Greene and I would like to discuss how the Board can create a 3-year plan for road improvements. We believe we need a more complete and transparent list of road repair needs, stack ranked and prioritized, that the Board (and the public) can reference as we make future decisions about where to invest our road maintenance funds.

REQUESTED BOARD ACTION:

Specify the action you are asking the Board to take (e.g. approval, adoption, review, authorization).

Discussion only

BACKGROUND/JUSTIFICATION:

Provide relevant history, previous board actions, community input, or project developments.

Roads have been a hot topic in Superior Township for some time. The number of roads throughout the Township in poor or fair condition and in need of repairs far exceeds the amount of funding available. Historically, there's been very little insight into which roads are slated for repair and why, which has led to public outcry and frustration.

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.

WCRC, Blight & Roads Committee, Planning Commission

DEADLINES OR URGENCY (if applicable):

Include any timelines, deadlines or reasons for urgency.

July meeting; this is timely given we passed the Cherry Hill improvements in June.
We owe the community a discussion on this topic.

SUPPORTING DOCUMENTS ATTACHED:

Include number of attachments and a brief title of each file.

2025 Superior Township Local Road Funding Packet
RESOLUTION NUMBER: 2025-36

CONTACT PERSON FOR QUESTIONS:

Name: Sarah Devereaux

Title: Township Trustee

Phone: 734-353-0389

Email: sdevereaux@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

Local Road Funding Packet

Spring 2025



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

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

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Introduction

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

Superior Township Summary

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

Primary Roads

- 32.90 miles of paved primary roads
- 0 miles unpaved primary roads
- 6 bridges (more than 20' span)
- 14 culverts, greater than 5' in diameter

Local Roads

- 32.09 miles of local paved roads
- 29.13 miles of local unpaved roads
- 1 bridge (more than 20' span)
- 12 culverts on local collector roads, greater than 5' in diameter

2025 Local Road Matching Program Allocation

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

Township	Allocation
Superior	\$126,552

Local Road Needs

Township	Paved Local Road Needs	Unpaved Local Road Needs	Total Local Road Needs	Average 10-year Annual Expenditure Needed
Superior	\$8,075,860	\$1,757,200	\$9,833,060	\$983,306

Local Road Bridges/Culverts of Concern

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

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

Township	Road Name	Type	Condition Rating (1- failed, 10 – good)	Span (inches)	Length (feet)	Material Type	Legal Posting
Superior	Albert Dr	Culvert	4	19.7	240	Concrete	
Superior	Gotfredson Rd	Culvert	3	40	96	Corrugated Steel Pipe	Load Rating 36T/55T/65T
Superior	Gotfredson Rd	Culvert	4	30	108	Concrete	Load Rating 36T/55T/65T
Superior	Vreeland Rd	Culvert	4	40	198	Corrugated Steel Pipe	
Superior	Cherry Hill Rd	Bridge	4	51.8		Concrete	Load Rating 31T/40T/66T
Superior	Ford Rd	Bridge	4	42		Concrete	Load Rating 31T/40T/66T
Superior	Plymouth Rd	Bridge	3	28.9		Steel	

Historic Township Road Contributions 2020 – 2024

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

Township	2020	2021	2022	2023	2024	5 -Yr. Annual Average
Superior	\$65,626	\$450,374	\$186,050	\$167,544	\$410,215	\$255,962

Contact Information

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

Funding for Local Roads

Overview

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

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

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

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

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

Local Road Matching Program

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

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

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

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

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

Local Road Projects

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

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

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

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

Local Road Culvert and Bridges Projects

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

Planning Your Investments

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

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

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

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

Inventory and Condition Assessment

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

Paved Roads

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

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

Superior Township

Primary & Local Paved Roads

PASER RATINGS

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

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

THE RIGHT FIX AT THE RIGHT TIME

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

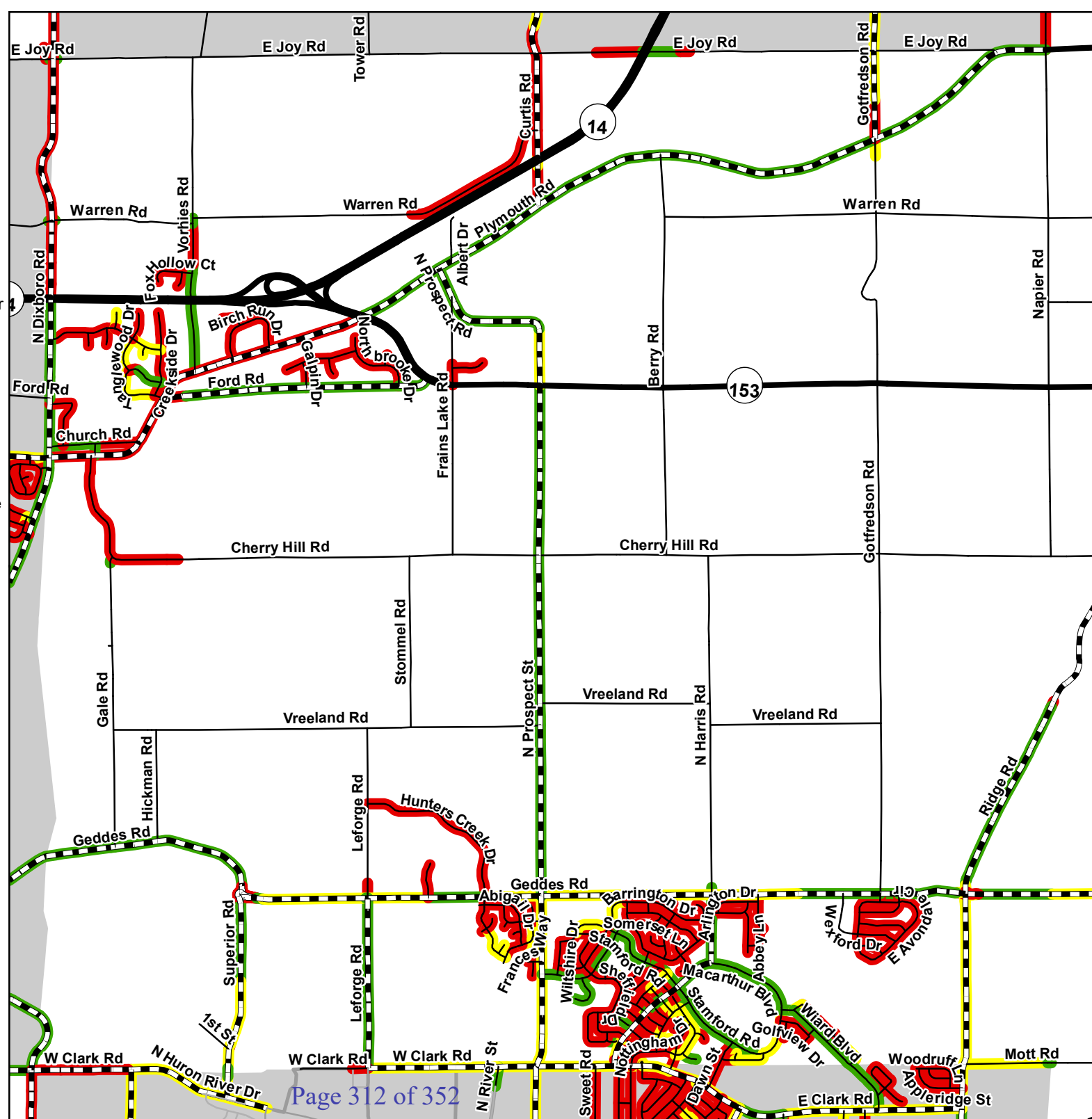
Road Classification

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

Road Ratings

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

0 0.5 1 Miles



Unpaved Roads

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

Bridges and Culverts

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

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

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

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

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

Mix of Fixes

Paved Roads

PASER can and should be used to make investment decisions on the paved road system.

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

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

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

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

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

Unpaved Roads

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

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

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

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

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

Bridges and Culverts

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

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

Project Selection

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

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

Funding Options for Townships

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

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

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

Act 51 Millage

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

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

Township-Wide Millage

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

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

Special Assessment Districts

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

Appendix A: Public Road Miles Chart, By Township

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

Appendix B: Local Road Matching Program Conditions

Washtenaw County Road Commission's 2025 Local Road Matching Program

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

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

Matching Funds

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

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

Washtenaw County Road Commission's 2025 Local Road Matching Program

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

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

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

The WCRC Matching Program is subject to the following conditions:

- a) Project Overruns

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

- b) Billing Procedures

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

- c) Primary Road Matching

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

- d) Local Matching Fund Carryover

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

Washtenaw County Road Commission's 2025 Local Road Matching Program

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

e) Reallocation of Funds

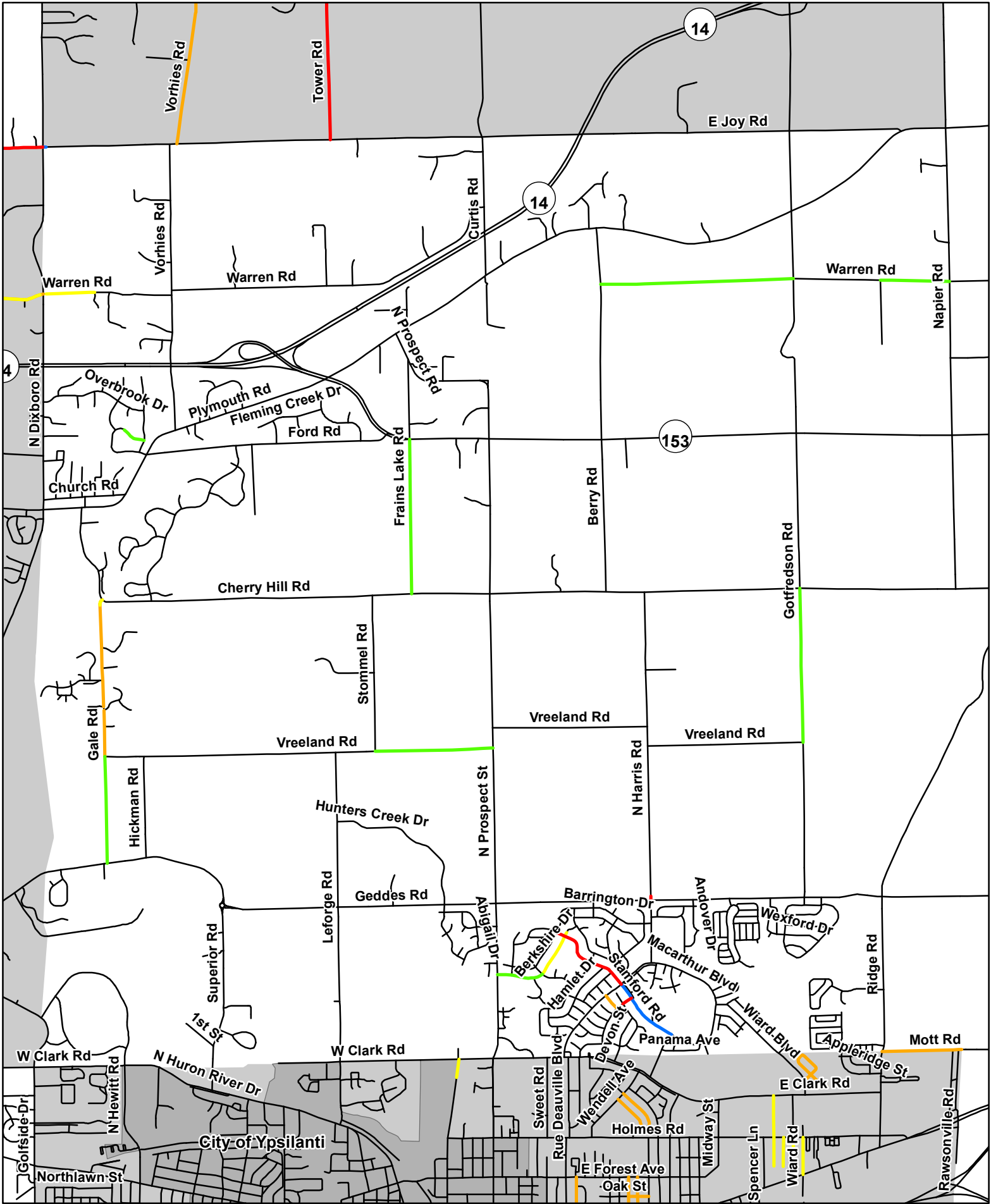
Any township that has not notified WCRC of their intent to use matching funds **on or before Friday, May 2, 2025**, will forfeit the allocated matching money. WCRC will determine the amount of unused matching funds and reallocate these funds to primary road maintenance.

Appendix C: Township Contribution Summary, 2020 – 2024

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

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

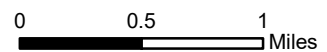
Appendix D: Township Local Road Investment Map



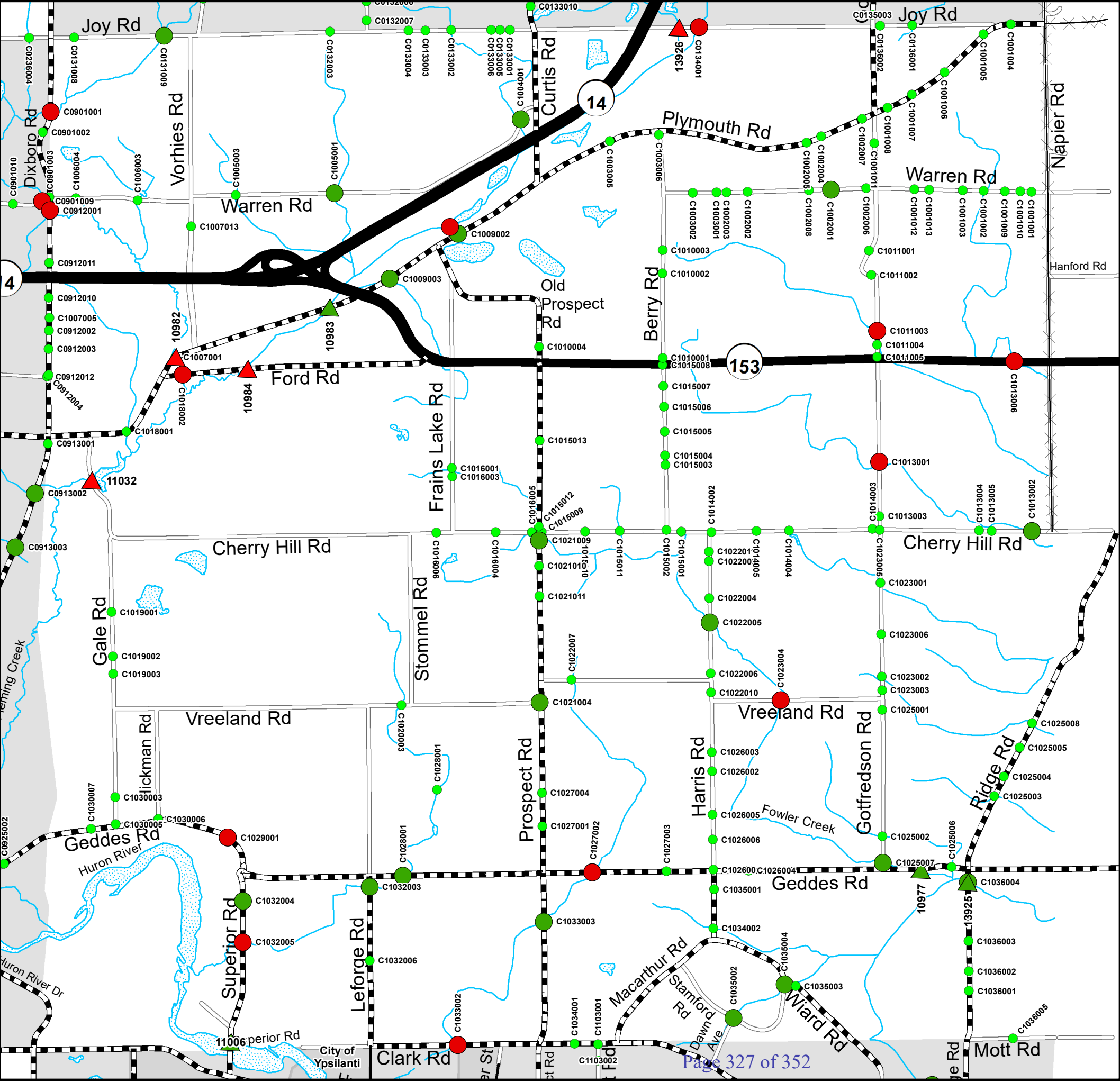
2020 — 2023 —
 2021 — 2024 —
 2022 —

Superior Township
 Locally Funded
 Road Improvement Projects
 2020 - 2024

Page 1 of 32



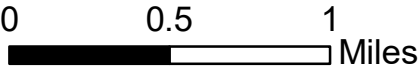
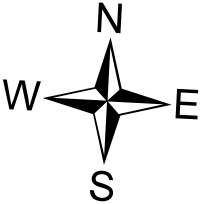
Appendix E: Local Collector Road Bridges and Culverts



SUPERIOR TOWNSHIP

LEGEND

- State Trunkline
- County Primary
- County Local
- Township Boundary
- Lake/River
- Culvert Locations
 - Span Size
 - Less than 5 feet
 - Greater than 5 feet
 - Poor Condition Rating
- Bridge Locations
 - 20 Feet and Greater
 - Poor Condition Rating



Appendix F: Summary of Local Road Needs, By Township

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

Appendix G: Taxable Valuation Data, By Township

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

**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: Sarah Devereaux, Lisa Lew

DATE SUBMITTED: 6/30/25

BOARD MEETING DATE: 7/19/25

ITEM TITLE: HR Role Profile & Hiring Recommendation

DESCRIPTION OF ITEM/RESOLUTION:

Provide a clear/concise summary of the item being presented.

This is a first reading only of a role profile and hiring recommendation for an HR staff member for the Township.

REQUESTED BOARD ACTION:

Specify the action you are asking the Board to take (e.g. approval, adoption, review, authorization).

First reading—discussion and questions to prepare for a vote in August.

BACKGROUND/JUSTIFICATION:

Provide relevant history, previous board actions, community input, or project developments.

A small group was tasked with putting together a role profile and hiring recommendation for an HR staff member. This group consisted of Sarah Devereaux, Lisa Lewis, Nancy Mason

IMPACT ON TOWNSHIP BUDGET (if applicable):

Potential budget impact of up to \$46,000 annually if the recommendation is adopted.

TOWNSHIP DEPARTMENTS OR OUTSIDE AGENCIES INVOLVED:

List any departments or external entities responsible for or impacted by this item.

All departments

DEADLINES OR URGENCY (if applicable):

Include any timelines, deadlines or reasons for urgency.

It's important that this first reading be included for July so we can keep the hiring process moving forward.

SUPPORTING DOCUMENTS ATTACHED:

Include number of attachments and a brief title of each file.

HR Role Profile & Hiring Recommendation

Compensation & Seniority Benchmarking

CONTACT PERSON FOR QUESTIONS:

Name: Sarah Devereaux

Title: Township Trustee

Phone: 734-353-0389

Email: sdevereaux@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

HR Generalist Compensation Benchmark

Southeast Michigan (Part-Time)

Target Role: Part-Time HR Generalist (24 hours/week)

Location: Superior Charter Township, Michigan

Comparable Employers: Small municipalities, nonprofits, and public sector agencies

Experience Level: 5–7 years generalist experience

Recommended Wage: \$32–\$36 per hour

Hourly Wage Benchmarks

Source	Estimated Hourly Wage	Notes
PayScale	\$22 – \$35/hr	Based on Michigan-specific data for HR Generalists, across sectors
Glassdoor	\$25 – \$38/hr	Reflects Ann Arbor area employers; includes some government listings
Indeed	\$24 – \$36/hr	Aggregated from recent postings in Southeast Michigan
Bureau of Labor Statistics	\$26 – \$40/hr	Covers HR Specialists in Michigan, public sector-specific
Salary.com	\$32 – \$36/hr	Statewide averages for HR Generalist and equivalent roles

Benchmark vs. Recommended Wage

The proposed pay range of \$32–\$36 per hour sits at the higher end of the regional market. However, we believe this is the right pay range for this position due to:

- The independent and self-directed nature of the role
- The public accountability and compliance responsibilities
- The need to attract mid-level talent in a competitive labor market near Ann Arbor
- The pay ranges of other roles within the Township with similar levels of responsibility

This rate is also comparable with compensation in nearby municipalities when adjusted for seniority and experience, and is aligned with statewide averages, ensuring access to experienced HR support in a highly competitive part-time market.

FIRST READING - July 2025

HR Role Profile & Hiring Recommendation

Context & Recommendation

As Superior Township continues to balance its commitment to operational efficiency with the need to provide consistent, compliant, and people-centered support to staff, we recommend the creation of a part-time HR Generalist position.

With a current workforce of fewer than 50 employees—and the expectation that staffing levels are unlikely to grow substantially in the future—a full-time HR Manager would be beyond the Township’s needs. Instead, a part-time HR Generalist provides a practical and cost-effective solution, ensuring we have dedicated support for key HR functions such as hiring, onboarding, benefits administration, compliance with employment laws, and employee relations, without placing undue burden on department heads or administrative staff.

We recommend hiring an individual with mid-level HR experience (typically 5–7 years), with a pay range of \$32–\$36 per hour, depending on qualifications. At approximately 24 hours per week, this equates to an annual cost of \$38,000–\$46,000. This structure allows the Township to access experienced HR expertise while maintaining flexibility and managing overall personnel costs.

Creating this role will:

- Improve compliance with employment laws and HR best practices
- Reduce administrative workload on current staff
- Enhance employee experience and support across departments
- Better position the Township to manage HR processes consistently and professionally

HR Generalist Job Profile (part-time)

The HR Generalist is responsible for providing day-to-day support across a range of human resources functions, including recruitment, onboarding, employee support, benefits administration, and compliance. This part-time role ensures that the Township’s HR practices are consistent, legally compliant, and aligned with the needs of a small public sector organization. The ideal candidate is organized, approachable, and able to work independently while supporting a positive and professional workplace environment.

We are seeking a candidate with 5-7 years of relevant HR experience, ideally with a small to mid-sized municipality or government agency. We expect this position to require approximately 24 hours per week, with a compensation range of \$32-\$36 per hour depending on experience.

Core Responsibilities

1. Recruitment & Hiring

- Coordinate posting of job openings and manage the recruitment process
- Assist with screening, interview scheduling, and reference checks
- Ensure hiring practices comply with Township policy and relevant employment laws

2. Employee Onboarding & Offboarding

- Facilitate new hire paperwork and basic orientation
- Coordinate technology and workspace setup with relevant departments
- Manage exit processes and conduct exit interviews

3. Benefits & Leave Administration

- Act as liaison for employee benefits questions and enrollment
- Assist with annual open enrollment and changes to coverage
- Track and coordinate leave requests (FMLA, vacation, sick time)

4. HR Compliance & Recordkeeping

- Maintain accurate and confidential personnel records
- Ensure compliance with federal, state, and local employment laws (e.g., FLSA, ADA, etc)
- Assist in updating employee handbook and HR policies as needed

5. Employee Relations & Support

- Serve as a resource for employee questions or concerns

- Support supervisors in handling routine performance or conduct issues
- Coordinate annual performance review process and mid-year performance check-ins

6. Payroll Coordination

- Liaise with payroll provider or finance staff to ensure accurate processing of employee changes
- Maintain documentation related to compensation, job changes, and time-off accruals

7. General HR Administration

- Update and maintain job descriptions
- Support HR-related reporting, audits, or documentation needs
- Review compensation annually and ensure alignment with market data

Qualifications

- Associate's or Bachelor's degree in Human Resources, Business Administration, or a related field (or equivalent experience).
- 5–7 years of generalist-level HR experience, preferably in the public or nonprofit sector.
- Working knowledge of employment laws and HR best practices (e.g., FLSA, ADA, etc) in Michigan.
- Strong interpersonal and communication skills; able to work effectively and communicate clearly with staff at all levels.
- High level of discretion and professionalism when handling sensitive employee information or issues.
- Proficient with basic office software (e.g., Microsoft Office); comfortable using AI tools and experience with HRIS tools a plus.
- Ability to work independently, prioritize tasks, and manage time effectively in a part-time role.

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SUPERIOR TOWNSHIP GOVERNMENT FUNDS

BILLS FOR PAYMENT REPORT

As of July 21, 2025

FUND	VENDOR NAME	INVOICE NUMBER	INVOICE DATE	DESCRIPTION	AMOUNT
101 - General	Huron River Watershed Council	2025-01-037	06/17/2025	2025 Dues	\$ 7,302.54
101 - General	SEMCOG	INV02816	07/01/2025	2025 Dues	\$ 2,025.00
					\$ 9,327.54
GRAND TOTAL ALL FUNDS					\$ 9,327.54



Huron
River
Watershed
Council

117 N. 1st St., Suite 100
Ann Arbor, MI 48104

Invoice

DATE 6/17/2025 INVOICE # 2025.01.037

BILL TO

CLERK'S OFFICE
SUPERIOR TOWNSHIP
3040 N. PROSPECT RD.
YPSILANTI, MI 48198

(734) 519-0225

jkangas@hrwc.org

www.hrwc.org

TERMS

Payment due upon receipt.

DESCRIPTION	RATE	Est Amt	AMOUNT
Facilitation services, watershed planning, public education and stormwater compliance assistance pursuant to The Middle Huron Partnership for management of the Middle Huron River Watershed. Contract from January 1, 2024 to December 31, 2028. Please see attachment for more information. Thank you!	7,302.54		7,302.54
Period of work covered: January 1, 2025 - December 31, 2025.			
For questions re. payment processing, please contact Jennifer Kangas at 734-347-3320. Thank you.			
		Total	\$7,302.54

Balance Due

\$7,302.54



Southeast Michigan Council of Governments
1001 Woodward Ave
Suite 1400
Detroit, MI 48226
Phone: 313-961-4266

INVOICE

Billed To:
Superior Charter Township
Lynette Findley
3040 N Prospect Rd
Ypsilanti, MI 48198-9426

DATE: 7/1/2025
INVOICE #: INV02816
DUE DATE: Upon Receipt
TOTAL DUE: \$ 2,025.00

CUSTOMER ACCOUNT #: 1143

ITEM DESCRIPTION	AMOUNT
2025 Annual Membership Dues	\$ 2,025.00
TOTAL THIS INVOICE	\$ 2,025.00

Electronic Payments (ACH) - (Preferred method of payment)
Southeast Michigan Council of Governments
Comerica Bank
Routing Number: 072000096
Account Number: 1840109027
Please sent ACH remittance advice to accountspayable@semcog.org.

REMIT TO:

Southeast Michigan Council of Governments
1001 Woodward Ave, Suite 1400
Detroit, MI 48226

A copy of this invoice should accompany your check. Thank you!



SUPERIOR TOWNSHIP Record of Disbursements

Date: July 21, 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 - \$ 2,064,889.52

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 GENL GENERAL BANK					
Check Type: Paper Check					
06/17/2025	GENL	49634	A-PARKWAY SERVICES	PORTAJOHNSINK FOR SUPERIOR DAY	450.00
06/17/2025	GENL	49635	ABSOPURE WATER COMPANY	COOLER RENTAL - 2025	36.00
				SPRING WATER	56.95
					92.95
06/17/2025	GENL	49636	AMAZON CAPITAL SERVICES, INC	BUILDING/OFFICE SUPPLIES	98.40
06/17/2025	GENL	49637	BILL BALMES	CELL PHONE STIPEND - JUNE 2025	50.00
06/17/2025	GENL	49638	BLUE CROSS/BLUE SHIELD-M	MEDICAL INSURANCE - JULY 2025	7,282.48
06/17/2025	GENL	49639	CANON FINANCIAL SERVICES INC.	LEASE ON (2) COPY MACHINES & COPIES	700.70
06/17/2025	GENL	49640	CRYSTAL LAMPTON	WHIMSEY WAND FACE PAINTING - SUPERIOR DA	325.00
06/17/2025	GENL	49641	DECKER AGENCY	ADD'L PREMIUM FOR NEW PICKUP TRUCK	54.00
06/17/2025	GENL	49642	JALEEN WILSON	TRASH PICK-UP MACARTHUR/WIARD/ROW	221.00
06/17/2025	GENL	49643	JAMES RATLIFF	SUBSTITUTE ELECTRICAL INSPECTOR - JUNE 1	550.00
06/17/2025	GENL	49644	KRISTINA CARR-RANKIN	CELL PHONE STIPEND - JUNE 2025	50.00
06/17/2025	GENL	49645	LISA LEWIS	CELL PHONE STIPEND - JUNE 2025	50.00
06/17/2025	GENL	49646	MEDMUTUAL LIFE	LIFE INSURANCE - JULY 2025	162.31
06/17/2025	GENL	49647	MICHIGAN ASSOCIATION OF	(3) ZOOM TRAINING COURSES	210.00
06/17/2025	GENL	49648	MICHIGAN TOWNSHIP'S ASSOCIATION	MTA 2025 ANNUAL DUES	7,764.14
06/17/2025	GENL	49649	MML WORKERS' COMP FUND	W/C INSURANCE 7-1-2025-JUNE 30, 2026	7,777.99
06/17/2025	GENL	49650	NANCY MASON	CELL PHONE STIPEND - JUNE 2025	50.00
06/17/2025	GENL	49651	NORMAN ALEXANDER	REIMBURSEMENT FOR DUMP TICKET	50.00
06/17/2025	GENL	49652	PAULA CALOPISIS	CELL PHONE STIPEND - JUNE 2025	50.00
06/17/2025	GENL	49653	PROFESSIONAL BUILDING MAINTENANCE	CLEANING OF TOWNHALL - JUNE 2025	1,792.25
06/17/2025	GENL	49654	ROBERT ACTON	35-MECH/PLUMB INSPECTIONS 5/31-6/13/25	1,750.00
06/17/2025	GENL	49655	ROBERT BUTLER	2025 CONTRACT - 4	1,766.67
06/17/2025	GENL	49656	SUPERIOR TOWNSHIP CREDIT CARD ACCT	SMARTSHEET -JUNE	24.00
				ROOM FOR CONFERENCE - DOUBLETREE	262.50
					286.50
06/17/2025	GENL	49657	SUPERIOR TWP FIRE FUND	SUBSTITUE BUILDING INSPECTOR - KIMBALL	200.00
06/17/2025	GENL	49658	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER 6/18/25 PAY	58,521.19
06/17/2025	GENL	49659	YPSILANTI MEALS ON WHEELS	2025 CONTRIBUTION	10,000.00
06/25/2025	GENL	49660	BILL BALMES	MILEAGE REIMBURSEMENT 6/11-6/13 25	175.00
06/25/2025	GENL	49661	CARLISLE WORTMAN ASSOCIATES	IN HOUSE PLANNER - MAY	6,300.00
				PLANNING SERVICES - MAY	1,132.50
				CREATE PARCEL MAP	25.00
				PLANNING SERVICES	1,132.50
					8,590.00
06/25/2025	GENL	49662	CASTLEBERRY & LUCAS	LEGAL SERVICES - MAY	3,980.00
06/25/2025	GENL	49663	DELTA DENTAL	DENTAL INSURANCE - JULY 2025	1,051.20
06/25/2025	GENL	49664	INFINITY CONSTRUCTION SERVICES	TEMP C/O BOND - 1470 WEEPING WILLOW CT	500.00
06/25/2025	GENL	49665	JALEEN WILSON	TRASH PICK-UP MACARTHUR/WIARD/ROW	221.00
06/25/2025	GENL	49666	MRS. MICHAEL	OVERPAYMENT OF PERMIT - 8606 SOMERSET LN	130.00
06/25/2025	GENL	49667	PETTY CASH	LOAN FOR TAX SEASON	200.00
06/25/2025	GENL	49668	PFEFFER, HANNIFORD & PALKA	2024 AUDIT	16,900.00
06/25/2025	GENL	49669	PROFESSIONAL BUILDING MAINTENANCE	CLEANING OF TOWNHALL - MAY 2025	1,792.25
06/25/2025	GENL	49670	QUADIENT LEASING USA, INC.	POSTAGE METER/FOLDING MACHINE LEASE QTRL	1,055.46
06/25/2025	GENL	49671	RONNIE WILLIAMS	CELL PHONE STIPEND - JUNE 2025	50.00

Check Date	Bank	Check	Vendor Name	Description	Amount
06/25/2025	GENL	49672	SUPERIOR TOWNSHIP CREDIT CARD ACCT	QUICKBOOKS - JUNE 2025	338.00
				ELECTRICAL CONFERENCE	428.67
				ROOM FOR ELECTRICAL CONFERENCE	729.27
					<u>1,495.94</u>
06/25/2025	GENL	49673	SUPERIOR TWP PAYROLL FUND	PENSION /HCSP - JUNE 2025	16,554.88
06/25/2025	GENL	49674	TRACTOR SUPPLY CO.	POWER WASHER	697.47
06/25/2025	GENL	49675	VSP INSURANCE CO	VISION INSURANCE - JULY 2025	214.17
06/25/2025	GENL	49676	WALLACE BRYANT	DUMP TICKET REIMBURSEMENT	33.00
06/25/2025	GENL	49677	WASHTENAW COUNTY ROAD COMMISSION	PARTIAL BILLING FOR NEW ROAD SIGNS FOR P	166.11
07/01/2025	GENL	49678	ARC DOCUMENT SOLUTIONS LLC	BLUE PRINT COPIES	101.80
07/01/2025	GENL	49679	BOULLION SALES, INC.	WEED WHIP SUPPLIES	100.96
07/01/2025	GENL	49680	GORDON FOOD SERVICE, INC.	FOOD - SUPERIOR DAY	389.14
07/01/2025	GENL	49681	HALEY MECHANICAL	OVERPAYMENT OF PERMIT - 5758 STONE VALLE	40.00
07/01/2025	GENL	49682	HOME DEPOT CREDIT SERVICES	SHOP SUPPLIES/KEYS/BENCH REPAIR.MULCH TH	422.24
07/01/2025	GENL	49683	JALEEN WILSON	TRASH PICK-UP MACARTHUR/WIARD/ROW	204.00
07/01/2025	GENL	49684	JOERG LAHANN	REFUND VARIANCE APPLICATION FEE	175.00
07/01/2025	GENL	49685	LISA LEWIS	REIMBURSEMENT MEIJER FOR SUPERIOR DAY	91.98
				MILEAGE REIMBURSEMENT 5/20-6/27/25	79.11
					<u>171.09</u>
07/01/2025	GENL	49686	PRINTING SYSTEMS, INC.	ELECTION VOTER INFO CARDS & MASTER CARDS	270.86
07/01/2025	GENL	49687	ROBERT ACTON	58-MECH/PLUMB INSPECTIONS 6/14-27/25	2,900.00
07/01/2025	GENL	49688	ROBERT BUTLER	2025 CONTRACT - 5	1,766.67
07/01/2025	GENL	49689	SIGNS BY TOMORROW	SATURDAYS OF SUMMER KICK OFF SIGNS	198.20
07/01/2025	GENL	49690	STAPLES	OFFICE SUPPLIES	500.25
07/01/2025	GENL	49691	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER 7/3/25 PAY	63,676.05
07/01/2025	GENL	49692	SUPERIOR TWP UTILITY DEPARTMENT	CELL PHONE - JUAN JUNE	49.93
07/01/2025	GENL	49693	SWANK MOTION PICTURES, INC	MOVIE LICENSES - OAKBROOK/DIXBORO	875.00
07/01/2025	GENL	49694	TRUGREEN PROCESSING CENTER	LAWN SERVICE	157.76
07/09/2025	GENL	49695	A-PARKWAY SERVICES	PORTAJOHNN @ FIREMAN'S PARK JULY	130.00
07/09/2025	GENL	49696	ACCUSHRED, LLC	ON-SITE SHREDDING	189.00
07/09/2025	GENL	49697	AMAZON CAPITAL SERVICES, INC	MOVIE NIGHT DVD'S	35.98
07/09/2025	GENL	49698	ANN ARBOR AREA TRANSPORTATION AUTH.	2025 - JUNE	10,128.92
07/09/2025	GENL	49699	ARC DOCUMENT SOLUTIONS LLC	BLUEPRINT COPYING - FOIA REQUEST	101.80
07/09/2025	GENL	49700	COMCAST	INTERNET JUNE 2025	211.58
07/09/2025	GENL	49701	COMCAST	TELEPHONES - JULY 2025	416.79
07/09/2025	GENL	49702	CONKLIN LANDSCAPING, INC	GEDDES & RIDGE ROUNDABOUT - JUNE	80.00
				SUPERIOR & RIDGE ROUNDABOUT - JUNE	340.00
				PROSPECT ROAD BRIDGE AREA	735.00
				MOWING AT TOWNHALL - JUNE	2,000.00
					<u>3,155.00</u>
07/09/2025	GENL	49703	DAVID FORD	DUMP TICKET REIMBURSEMENT	24.00
07/09/2025	GENL	49704	DTE ENERGY	DIXBORO VILLAGE GREEN ELECTRIC -JUNE	62.49
				OLD TOWN HALL GAS - JUNE 25	53.06
				ELECTRIC - PARKS BARN - JUNE 25	27.87
				GEN/LAW SPLIT/OLD TOWN HALL ELEC -JUNE	1,139.06
				SIREN @ 1989 PROSPECT -- JUNE 25	24.37
				APT "1" GAS - JUNE 2025	53.06
				GEN/LAW SPLIT/GENERATOR-GAS -JUNE 2025	128.17
					<u>1,488.08</u>
07/09/2025	GENL	49705	VOID		
			Void Reason: Created From Check Run Process		
07/09/2025	GENL	49706	DTE ENERGY	STREETLIGHTS -JUNE 2025	7,871.54

07/15/2025 11:19 AM
User: NANCY
DB: Superior Twp

CHECK REGISTER FOR CHARTER TOWNSHIP OF SUPERIOR
CHECK DATE FROM 06/17/2025 - 07/21/2025

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Check Date	Bank	Check	Vendor Name	Description	Amount
07/09/2025	GENL	49707	ELFORDS HEATING & COOLING LLC	OVERPAYMENT OF PERMIT - 8846 SOMERSET LA	20.00
07/09/2025	GENL	49708	JALEEN WILSON	TRASH PICK-UP MACARTHUR/WIARD/ROW	187.00
07/09/2025	GENL	49709	JAMEEL S WILLIAMS	LEGAL SERVICES - JUNE 2025	2,794.50
07/09/2025	GENL	49710	JCM MEDIA GROUP LLC	WEBSITE WORK	2,193.00
07/09/2025	GENL	49711	JILLANNE BAUER	DUMP TICKET REIMBURSEMENTS	22.00
07/09/2025	GENL	49712	KONA ICE	SATURDAYS OF SUMMER KICKOFF	589.50
07/09/2025	GENL	49713	LOWE'S	ROUND UP	52.32
07/09/2025	GENL	49714	SAM'S CLUB/SYNCHRONY BANK	SUPERIOR DAYS - FOOD	580.16
07/09/2025	GENL	49715	STANDARD PRINTING	SUMMER TAX BILLS	3,177.84
07/09/2025	GENL	49716	SUPERIOR TOWNSHIP CREDIT CARD ACCT	TOTE BAGS	245.20
				WATER SAMPLES - COUNTY	29.00
					274.20
07/09/2025	GENL	49717	WEX BANK	FUEL - JUNE 2025 & SUPERIOR DAY/SATURDAY	639.14
07/09/2025	GENL	49718	WEX BANK	FUEL- JUNE 2025	50.53
07/09/2025	GENL	49719	WEX BANK	FUEL- JUNE 2025	88.07
07/09/2025	GENL	49720	ZACHARY FULLER	DUMP TICKET REIMBURSEMENT	50.00
07/15/2025	GENL	49721	ABSOPURE WATER COMPANY	COOLER RENTAL - 2025	36.00
				SPRING WATER	76.95
				SPRING WATER	63.45
					176.40
07/15/2025	GENL	49722	AMAZON CAPITAL SERVICES	BUG HUNT KITS	225.86
07/15/2025	GENL	49723	BILL BALMES	CELL PHONE STIPEND - JULY 2025	50.00
07/15/2025	GENL	49724	CANON FINANCIAL SERVICES INC.	LEASE ON (2) COPY MACHINES & COPIES	633.80
07/15/2025	GENL	49725	CINTAS CORPORATION - 300	RUG SERVICE MONTH OF JUNE 25	344.96
07/15/2025	GENL	49726	HURON RIVER WATERSHED COUNCIL	2025 HRWC MEMBERSHIP DUES	846.51
07/15/2025	GENL	49727	JALEEN WILSON	TRASH PICK-UP MACARTHUR/WIARD/ROW	187.00
07/15/2025	GENL	49728	KRISTINA CARR-RANKIN	CELL PHONE STIPEND - JULY 2025	50.00
07/15/2025	GENL	49729	LISA LEWIS	CELL PHONE STIPEND - JULY 2025	50.00
07/15/2025	GENL	49730	MLIVE MEDIA GROUP	NEWSPAPER POSTINGS - JUNE 2025	853.50
07/15/2025	GENL	49731	NANCY MASON	CELL PHONE STIPEND - JULY 2025	50.00
07/15/2025	GENL	49732	PAULA CALOPISIS	CELL PHONE STIPEND - JULY 2025	50.00
07/15/2025	GENL	49733	PROFESSIONAL BUILDING MAINTENANCE	CLEANING OF TOWNHALL - JULY 2025	1,792.25
07/15/2025	GENL	49734	ROBERT ACTON	33-MECH/PLUMB INSPECTIONS 6/28-7/11/25	1,650.00
07/15/2025	GENL	49735	ROBERT BUTLER	2025 CONTRACT - 6	1,766.67
07/15/2025	GENL	49736	RONNIE WILLIAMS	CELL PHONE STIPEND - JULY 2025	50.00
07/15/2025	GENL	49737	SUPERIOR TOWNSHIP CREDIT CARD ACCT	ZOOM -JUNE 2025	81.98
				ADOBE - MONTHLY SCRIPT -JULY 2025	167.93
				MAILCHIMP -JUNE 2025	26.50
				MAILCHIMP -JULY 2025	26.50
				SMARTSHEET -JULY	24.00
					326.91
07/15/2025	GENL	49738	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER -7/17/25 PAY	58,480.36
07/15/2025	GENL	49739	TAZ NETWORKS, INC	NETWORK FLAT FEE -JULY 2025	2,960.00
07/15/2025	GENL	49740	TRACTOR SUPPLY CO.	BANK FEES	41.92
07/15/2025	GENL	49741	WASHTENAW COUNTY TREASURER	TAX CHARGEBACKS	35.49
07/15/2025	GENL	49742	WASHTENAW COUNTY TREASURER	2025 CONTRACT - MAY	115,774.77
07/15/2025	GENL	49743	YPSILANTI ACE HARDWARE	SHOP SUPPLIES	34.13
				METAL CUT OFF WHEELS	9.99
					44.12

Check Date	Bank	Check	Vendor Name	Description	Amount
GENL TOTALS:					
Total of 110 Checks:					447,022.48
Less 1 Void Checks:					0.00
Total of 109 Disbursements:					447,022.48

07/15/2025 11:19 AM
User: NANCY
DB: Superior Twp

CHECK REGISTER FOR CHARTER TOWNSHIP OF SUPERIOR
CHECK DATE FROM 06/17/2025 - 07/21/2025

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Check Date	Bank	Check	Vendor Name	Description	Amount
Bank FIRE FIRE FUND					
Check Type: Paper Check					
06/17/2025	FIRE	27961	ACTIVE911, INC.	ACTIVE ALERT SUBSCRIPTION RENEWAL	393.75
06/17/2025	FIRE	27962	B & B FIRE DIVISION	BATTERIES, LETTERING & STRIPPING OF E11-	17,318.25
06/17/2025	FIRE	27963	BLUE CROSS/BLUE SHIELD-M	MEDICAL INSURANCE - JULY 2025	15,778.52
06/17/2025	FIRE	27964	CANON FINANCIAL SERVICES INC.	LEASE ON COPY MACHINE - COPY USAGE	220.37
06/17/2025	FIRE	27965	COMCAST	INTERNET - STATION #2 -JULY 25	417.50
06/17/2025	FIRE	27966	DAVID DOOR	VEHICLE FIRE BLANKET	1,200.00
06/17/2025	FIRE	27967	DUROCHER'S	NEW STOVE FOR STATION #2	1,077.94
06/17/2025	FIRE	27968	EMERGENT HEALTH PARTNERS	2025 - JUNE	3,486.50
06/17/2025	FIRE	27969	GENERAL BANK	CLOSURE OF COMERICA T-BILL OWED TO OTHER	552,555.81
06/17/2025	FIRE	27970	MEDMUTUAL LIFE	LIFE INSURANCE - JULY 2025	136.20
06/17/2025	FIRE	27971	MML WORKERS' COMP FUND	W/C INSURANCE 7/25-6/26	65,480.50
06/17/2025	FIRE	27972	PHILIP W. DICKINSON	HEALTH INSURANCE REIMBURSEMENT - JULY 2	325.30
06/17/2025	FIRE	27973	PITTSFIELD TOWNSHIP	TRAINING COURSE - KIMBALL	25.00
06/17/2025	FIRE	27974	POSITIVE PROMOTIONS, INC.	250-EMERGENCY PREPARENESS GUIDES FOR CIT	239.45
06/17/2025	FIRE	27975	PRIORITY ONE EMERGENCY	NAMEBAR - PIERCE	16.99
06/17/2025	FIRE	27976	SUPERIOR TOWNSHIP CREDIT CARD ACCT	ADOBE - YEARLY CHARGE	1,019.40
06/17/2025	FIRE	27977	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER 6/18/25 PAY	66,875.60
06/25/2025	FIRE	27978	COMCAST	ADD'L OUTLET STATION #1 -JUNE 25	10.53
06/25/2025	FIRE	27979	COREY OBERSTAEDT	MILEAGE REIMBURSEMENT 2/5-4/10/25	350.00
06/25/2025	FIRE	27980	DELTA DENTAL	DENTAL INSURANCE - JULY 2025	1,096.06
06/25/2025	FIRE	27981	DTE ENERGY	ELECTRIC @ STATION #1 -JUNE 2025	891.07
				GAS - STATION #1 -JUNE 2025	146.42
					<u>1,037.49</u>
06/25/2025	FIRE	27982	ESO SOLUTIONS, INC.	FIRE/EMS REPORTING RENEWAL - JUL 25-JUL	3,263.18
06/25/2025	FIRE	27983	HOME DEPOT CREDIT SERVICES	STATION SUPPLIES	577.09
06/25/2025	FIRE	27984	JEFFREY KUJAWA	MILEAGE REIMBURSEMENT 1/8-3/30/25	200.90
06/25/2025	FIRE	27985	PFEFFER, HANNIFORD & PALKA	2024 AUDIT	3,500.00
06/25/2025	FIRE	27986	SUPERIOR TWP PAYROLL FUND	PENSION/HCSP - JUNE 2025	29,962.55
06/25/2025	FIRE	27987	SUPERIOR TWP UTILITY DEPARTMENT	WATER -STATION #2	88.11
06/25/2025	FIRE	27988	VSP INSURANCE CO	VISION INSURANCE - JULY 2025	240.79
07/01/2025	FIRE	27989	AMERICAN AQUA, INC.	WATER SOFTNER SUPPLIES	336.30
07/01/2025	FIRE	27990	BATTERIES PLUS	BATTERIES	70.56
07/01/2025	FIRE	27991	COMCAST	INTERNET SERVICES - ST #1 -JULY 2025	385.03
07/01/2025	FIRE	27992	CORRIGAN OIL COMPANY	196.40 GALLONS DIESEL FUEL	572.97
07/01/2025	FIRE	27993	F & M MECHANICAL SERVICES, LLP	ANCHOR PLATES FOR E11-1 EXHAUST SYSTEM	440.55
07/01/2025	FIRE	27994	MES SERVICE COMPANY LLC	(2) HELMETS AND HEADLAMPS	995.88
07/01/2025	FIRE	27995	SUB-AQUATICS, INC	SEMI ANNUAL MAINTENANCE	820.81
07/01/2025	FIRE	27996	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER 7/3/25 PAY	67,780.43
07/01/2025	FIRE	27997	VICTOR CHEVRETTE	REIMBURSEMENT FOR OIL CHANGE	59.32
07/09/2025	FIRE	27998	AMAZON CAPITAL SERVICES, INC	OFFICE SUPPLIES	27.62
07/09/2025	FIRE	27999	COMCAST	TELEPHONES - JULY 2025	480.34
07/09/2025	FIRE	28000	DTE ENERGY	ELECTRIC & GAS - STATION #2- JUNE 2025	713.93
07/09/2025	FIRE	28001	JW2 FIRE CONSULTANTS	SUBMITTAL OF SAFER GRANT EMW-2-24-FF-015	5,000.00
07/09/2025	FIRE	28002	LINDE GAS & EQUIPMENT, INC	OXYGEN CYLINDER RENTAL	103.81
07/09/2025	FIRE	28003	OHM ADVISORS	FIRE STATION #1 ROOF REPAIR	7,385.25
07/09/2025	FIRE	28004	PAYETTE SALES & SERVICE, INC.	PARTS FOR E11-1	1,170.34
07/09/2025	FIRE	28005	VERIZON WIRELESS	CELL PHONES -JUNE 2025	521.24
07/09/2025	FIRE	28006	WEX BANK	FUEL - JUNE	179.07
07/15/2025	FIRE	28007	COMCAST	ADD'L OUTLET STATION #1 -JUL 2025	10.53
07/15/2025	FIRE	28008	CORRIGAN OIL COMPANY	274.50 GALLONS DIESEL FUEL	788.40
07/15/2025	FIRE	28009	CUMMINS SALES AND SERVICE	GENERATOR WORK - STATION #2	920.20
07/15/2025	FIRE	28010	EMERGENT HEALTH PARTNERS	2025 - JULY	3,820.00

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CHECK REGISTER FOR CHARTER TOWNSHIP OF SUPERIOR
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Check Date	Bank	Check	Vendor Name	Description	Amount
07/15/2025	FIRE	28011	FIREWRENCH OF MICHIGAN	TRUCK REPAIR - E-2	1,325.77
				TRUCK REPAIR - E-2	756.95
				TRUCK REPAIR - LADDER 1	450.00
				TRUCK REPAIR - E-2	1,416.20
				TRUCK REPAIR - ENGINE #1	356.95
				TRUCK REPAIR - ENGINE #1	336.75
					<u>4,642.62</u>
07/15/2025	FIRE	28012	SUPERIOR TOWNSHIP CREDIT CARD ACCT	SHOCKS FOR MAP BOOK TRAYS	109.89
07/15/2025	FIRE	28013	SUPERIOR TWP GENERAL FUND	ACCOUNTING FEES 2025	10,000.00
07/15/2025	FIRE	28014	SUPERIOR TWP PAYROLL FUND	CASH TRANSFER -7/17/25 PAY	68,611.36
07/15/2025	FIRE	28015	TAZ NETWORKS, INC	NETWORK FLAT FEE -JULY 2025	1,648.38
07/15/2025	FIRE	28016	TIMOTHY WINTERS	HEALTH INSURANCE REIMBURSEMENT -JULY 202	334.91
07/15/2025	FIRE	28017	WASHTENAW AREA MUTUAL AID ASSOC	ADVANCED DRAFTING OPERATIONS TRAINING	200.00
07/15/2025	FIRE	28018	WASHTENAW COUNTY TREASURER	TAX CHARGEBACKS	35.00
				Total Paper Check:	<u>945,058.52</u>
FIRE TOTALS:					
Total of 58 Checks:					945,058.52
Less 0 Void Checks:					<u>0.00</u>
Total of 58 Disbursements:					<u>945,058.52</u>

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CHECK REGISTER FOR CHARTER TOWNSHIP OF SUPERIOR
CHECK DATE FROM 06/17/2025 - 07/21/2025

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Check Date	Bank	Check	Vendor Name	Description	Amount
Bank TRUST TRUST & AGENCY					
Check Type: Paper Check					
06/25/2025	TRUST	1111	CARLISLE WORTMAN ASSOCIATES	PLANNING SERVICES PLANNING SERVICES	3,232.50 300.00 <u>3,532.50</u>
06/25/2025	TRUST	1112	INFINITY CONSTRUCTION SERVICES	TEMP C/O BOND REFUND 1482 WEEPING WILLOW	500.00
07/01/2025	TRUST	1113	INFINITY CONSTRUCTION SERVICES	TEMP C/O BOND REFUND - 1705 MAPLE LEAF	500.00
07/01/2025	TRUST	1114	LOMBARDO HOMES	TEMP C/O BOND REFUND - 7473 ABIGAIL TEMP C/O BOND REFUND - 1973 MAGGIE LANE	500.00 500.00 <u>1,000.00</u>
07/01/2025	TRUST	1115	OHM ADVISORS	PLANNING FEES PLANNING FEES PLANNING FEES	279.75 577.50 193.50 <u>1,050.75</u>
07/01/2025	TRUST	1116	SUPERIOR TWP GENERAL FUND	INTEREST OWED TO GENERAL FROM 2024 PER A \$ OWED FOR PLANNING ADMIN FEES - M/I HOM	3,112.00 2,450.00 <u>5,562.00</u>
07/09/2025	TRUST	1117	OHM ADVISORS	ENGINEERING SERVICES ENGINEERING SERVICES ENGINEERING SERVICES ENGINEERING SERVICES ENGINEERING SERVICES ENGINEERING SERVICES ENGINEERING SERVICES ENGINEERING SERVICES	804.25 901.25 430.00 5,410.75 322.50 824.00 1,036.00 267.75 <u>9,996.50</u>
07/09/2025	TRUST	1118	VOID	Void Reason: Created From Check Run Process	V
07/09/2025	TRUST	1119	SUPERIOR TWP GENERAL FUND	TRAILER FEES - 2025	229.00
07/09/2025	TRUST	1120	WASHTENAW COUNTY TREASURER	TRAILER FEES - JUNE 2025	1,145.00
07/15/2025	TRUST	1121	LOMBARDO HOMES	TEMP C/O BOND REFUND - 1976 MAGGIE LANE TEMP C/O BOND REFUND - 7466 ABIGAIL DR	500.00 500.00 <u>1,000.00</u>
07/15/2025	TRUST	1122	SUPERIOR TWP GENERAL FUND	TRAILER FEES - JUNE 2025	173.00
07/15/2025	TRUST	1123	WASHTENAW COUNTY TREASURER	TRAILER FEES - JUNE 2025	865.00 <u>25,553.75</u>
Total Paper Check:					25,553.75
TRUST TOTALS:					
Total of 13 Checks:					25,553.75
Less 1 Void Checks:					0.00

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SUPERIOR TOWNSHIP UTILITY DEPARTMENT
CHECK REGISTER
JUNE 17 THROUGH JULY 21, 2025

DATE	NUM	NAME	MEMO	AMOUNT
100 - CASH - O&M				
101 - CHECKING - CHASE 205000485529				
06/17/25	15784	BLUE CROSS BLUE SHIELD	MEDICAL INSURANCE -SEPT 24	(14,857.16)
06/17/25	15785	COMCAST	INTERNET - MAINT. FAC. -JUNE	(385.03)
06/17/25	15786	DOAN CONSTRUCTION INC.	MB- R&R SIDEWALK RAMP, DETECTABLE WARNING...	(4,969.00)
06/17/25	15787	MEDMUTUAL LIFE	LIFE INSURANCE - JULY 24	(79.45)
06/17/25	15788	MML WORKERS' COMP. FUND	WORKERS' COMP. - JULY 25- JUNE 26	(12,648.51)
06/17/25	15789	SUPERIOR TOWNSHIP CREDIT CAR...	ADOBE MONTHLY CHARGE	(21.19)
06/17/25	15790	SUPERIOR TWP. PAYROLL FUND	PAYROLL 6/18/2025	(29,374.90)
06/25/25	15791	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLIES/SUPERIOR DAY	(197.73)
06/25/25	15792	ANN ARBOR CHARTER TOWNSHIP	W/S PURCHASED - MAY25	(10,185.90)
06/25/25	15793	DAN ALLEN	REIMBURSEMENT FOR DOT PHYSICAL	(95.00)
06/25/25	15794	DELTA DENTAL PLAN OF MICHIGAN	DENTAL INSURANCE - JULY 25	(859.70)
06/25/25	15795	DTE	GAS/ELEC - JUNE	(1,857.30)
06/25/25	15796	GARY FOSTER	REIMBURSEMENT FOR DOT PHYSICAL	(95.00)
06/25/25	15797	GENE BUTMAN FORD	FORD RANGER OIL CHANGE AND TIRE ROTATION - T...	(87.69)
06/25/25	15798	LIVE VOICE	ANSWERING SERVICE	(176.12)
06/25/25	15799	LOMA TRUCKING	STONE	(3,800.94)
06/25/25	15800	ON GRADE SPECIALISTS	WATER MAIN BREAK REPAIR AT 1652 SHEFFIELD ...	(4,147.55)
06/25/25	15801	PARAGON LABORATORIES	GEDDES SITE ONE BACTI SAMPLES - DISTRIBUTION ...	(75.00)
06/25/25	15802	PFEFFER, HANNIFORD & PALKA	2024 AUDIT	(8,100.00)
06/25/25	15803	PROFESSIONAL BUILDING MAINTEN...	CLEANING OF BUILDINGS	(1,042.00)
06/25/25	15804	QUADIENT LEASING USA, INC.	FOLDER LEASE	(1,271.10)
06/25/25	15805	SUPERIOR TOWNSHIP CREDIT CAR...	QB MONTHLY CHARGE FOR USERS -JUNE	(338.00)
06/25/25	15806	SUPERIOR TWP. PAYROLL FUND	PENSION - HCPS - JUNE 2025	(7,458.53)
06/25/25	15807	TAZ NETWORKS INC.	SETUP OF NEW COMPUTER FOR FRONT COUNTER - ...	(751.50)
06/25/25	15808	VICKI L WILLIAMS	OVERAGE ON INACTIVE ACCOUNT	(98.38)
06/25/25	15809	VISION SERVICE PLAN	VISION INSURANCE - JUNY 25	(170.61)
06/25/25	15810	YOST SAND AND GRAVEL	TOPSOIL FOR 290 W. CLARK RD.	(44.00)
06/25/25	15811	YPSILANTI COMM. UTILITIES AUTHO...	W/S PURCH. - MAY25	(206,370.85)
07/01/25	15812	AMAZON CAPITAL SERVICES, INC.	PAPER TOWEL	(65.49)
07/01/25	15813	GARY FOSTER	WORK PANT REIMB.	(154.43)
07/01/25	15814	PRECISION FENCE, LLC	BARRIERS AT CLARK RD. LIFT STATION	(2,500.00)
07/01/25	15815	SAM'S CLUB	ANNUAL MEMBERSHIP/SHOP SUPPLIES	(372.50)
07/01/25	15816	SUPERIOR TWP. PAYROLL FUND	PAYROLL 7/3/2025	(29,796.85)
07/01/25	15817	TRUGREEN	LAWN SERVICE - JUNE	(540.05)
07/01/25	15818	VERIZON	CELL PHONES - JUN25	(471.15)

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SUPERIOR TOWNSHIP UTILITY DEPARTMENT
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DATE	NUM	NAME	MEMO	AMOUNT
07/09/25	15819	ALL STAR ALARM LLC	ALARM SERVICE CHARGE	(450.72)
07/09/25	15820	AMAZON CAPITAL SERVICES, INC.	OFFICE SUPPLIES	(146.95)
07/09/25	15821	BADGER METER	MONTHLY SERVICES - JUN25	(3,318.44)
07/09/25	15822	CINTAS CORPORATION	FIRST AID CABINET RESTOCK	(77.53)
07/09/25	15823	COMCAST	INTERENET - JUNE 25	(566.72)
07/09/25	15824	COMCAST - PHONES	PHONES ADMIN/MAINT -JULY	(366.38)
07/09/25	15825	DTE	GAS/ELEC - JUNE 25	(1,894.72)
07/09/25	15826	LOMA TRUCKING	CLASS II SAND FOR MF	(1,664.52)
07/09/25	15827	MARCO	PRINTER COPIES	(357.26)
07/09/25	15828	OHM ENGINEERING ADVISORS	GENERAL ASSISTANCE/ PROFESSIONAL FEES	(6,444.18)
07/09/25	15829	PARAGON LABORATORIES	BACTI TSTING SAMPLES	(75.00)
07/09/25	15830	QUADIENT	POSTAGE METER REFILLS	(2,008.54)
07/09/25	15831	TITAN PRO WASH, LLC	POWER WASH - ADMIN BLDG	(891.32)
07/09/25	15832	TRITECH SOFTWARE SYSTEMS	LUCITY ACCESS ANNUAL SUBSCRIPTION FEES	(480.03)
07/09/25	15833	TRUGREEN	LAWN SERVICE - JUNE	(258.12)
07/09/25	15834	WEX BANK	FUEL - JUNE	(288.91)
07/09/25	15835	YPSILANTI COMM. UTILITIES AUTHO...	W/S PURCH. - AR PROPERTIES - JUN25	(235.58)
07/15/25	15836	ANN ARBOR CHARTER TOWNSHIP	W/S PURCHASED - JUNE 2025	(17,010.65)
07/15/25	15837	BILL BROWN FORD	SERVICE TRUCK REPAIRS	(1,614.80)
07/15/25	15838	MICHIGAN RURAL WATER ASSOCIA...	SUBMERSIBLE PUMP AND CEC'S FOR LICENSES	(170.00)
07/15/25	15839	MILLENNIUM BUSINESS SYSTEMS	COPIER LEASE	(410.99)
07/15/25	15840	PAMAR ENTERPRISES	HYDRANT METER RENTAL DEPOSIT REFUND	(4,283.08)
07/15/25	15841	REDWOOD LIVING INC.	REFUND W/S OVERPAYMENT	(1,502.78)
07/15/25	15842	RICKEY HARDING	REIMBURSEMENT FOR S-1 LICENSE	(95.00)
07/15/25	15843	SUPERIOR TOWNSHIP CREDIT CAR...	ZIP RECRUITER -POSTING FOR FIELD TECH II POSITI...	(336.00)
07/15/25	15844	SUPERIOR TWP. PAYROLL FUND	PAYROLL 7/17/25	(28,971.94)
07/15/25	15845	TAZ NETWORKS INC.	FLAT RATE FEE - JULY 2025	(1,149.22)
07/15/25	15846	WASHTENAW COUNTY SOIL EROSION	SOIL EROSION INSPECTION FOR STAMFORD RD. P...	(50.00)
07/15/25	15847	YPSILANTI COMM. UTILITIES AUTHO...	W/S PURCH. - JUN25	(196,676.78)
TOTAL 101 · CHECKING - CHASE 205000485529				(615,254.77)
TOTAL 100 · CASH - O&M				(615,254.77)

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SUPERIOR TOWNSHIP UTILITY DEPARTMENT
CHECK REGISTER
JUNE 17 THROUGH JULY 21, 2025

DATE	NUM	NAME	MEMO	AMOUNT
		120 · CASH - CAPITAL RESERVE		
		125 · CR CHKG. - CHASE 639918234		
06/17/25	1261	DOAN CONSTRUCTION INC.	PREP & POUR 8" CONCRETE PAVEMENT PUMP ST...	(32,000.00)
		TOTAL 125 · CR CHKG. - CHASE 639918234		(32,000.00)
		TOTAL 120 · CASH - CAPITAL RESERVE		(32,000.00)
		TOTAL		(647,254.77)