

**CITY OF BELLEVILLE
REGULAR CITY COUNCIL MEETING
AGENDA
Tuesday, January 16, 2024 - 7:30 pm**

The City of Belleville City Council has elected to utilize a hybrid of in-person and virtual access through "Zoom" to the regularly scheduled City Council Meeting. This model is intended to facilitate all persons who wish to participate in the City Council Meeting. For those who wish to participate via Zoom, the information is listed below.

Join Zoom Meeting

<https://us02web.zoom.us/j/85324264407?pwd=QWdEV3lseGxJejFLdEoxZmhyMFV3Zz09>

Meeting ID: 853 2426 4407

Passcode: 946016

One tap mobile

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- +1 646 931 3860 US
- +1 301 715 8592 US (Washington DC)
- +1 305 224 1968 US
- +1 309 205 3325 US
- +1 669 900 6833 US (San Jose)
- +1 689 278 1000 US
- +1 719 359 4580 US
- +1 253 205 0468 US
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)
- +1 360 209 5623 US
- +1 386 347 5053 US
- +1 408 638 0968 US (San Jose)
- +1 507 473 4847 US
- +1 564 217 2000 US
- +1 669 444 9171 US

Meeting ID: 853 2426 4407

Passcode: 946016

Find your local number: <https://us02web.zoom.us/j/85324264407?pwd=QWdEV3lseGxJejFLdEoxZmhyMFV3Zz09>

- 1. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE**
- 2. ROLL CALL**
- 3. PRESENTATIONS & CITIZENS COMMENTS**

A. Presentations

- None

B. Council Follow Up List

C. Citizen Comments on Non-Agenda Items

4. APPROVAL OF AGENDA

5. APPROVAL OF MINUTES

A. December 21, 2023 Special Meeting of the City Council

B. January 2, 2024 Regular Meeting of the City Council

6. PUBLIC HEARING

A. None

7. INTRODUCTION OF ORDINANCES

A. Ordinance # 24-001 – Amendment to Section 5.5 of the Zoning Code

8. GENERAL BUSINESS DISCUSSION

A. Resolution # 24-002 – Re-Appointments to Boards and Commissions

B. Social Media Policy

C. Injury Policy

D. Parks and Recreation Master Plan Refresh

E. Washtenaw Area Mutual Aid Agreement

F. Review of Service Contracts

9. ACCOUNTS PAYABLE AND DEPARTMENTAL EXPENDITURES

10. CITY MANAGER COMMENTS

11. CITY COUNCIL MEMBER COMMENTS

12. MAYOR'S COMMENTS

13. CITIZENS COMMENTS

14. ACTION ITEMS FOR NEXT REGULARLY SCHEDULED MEETING

15. ADJOURNMENT

**BELLEVILLE CITY COUNCIL
SPECIAL MEETING MINUTES
December 21, 2023**

A special meeting of the City of Belleville City Council was called to order at 6:00 P.M., at the Municipal Building, 6 Main Street, Belleville, MI 48111, by Mayor Ken Voigt.

1. Roll Call

Mayor Voigt	Present
Mayor Pro Tem Bates	Present
Councilperson Beebe	Present
Councilperson Kissel	Present
Councilperson Priest	Present

2. General Business

A. IT Service Provider Selection.

Discussion occurred about the groups that bid on the IT Service Provider RFP. **Motion by Beebe, Second by Bates to select VC3 with their regular monthly rate quote. Motion carried unanimously by roll call vote. AYES – 5 (Voigt, Bates, Beebe, Kissel, Priest) NAYS – 0 ABSTAIN – 0 ABSENT – 0**

3. Adjournment

Motion by Bates, seconded by Beebe to adjourn at 6:30pm. Motion carried unanimously.

Respectfully submitted by: Jason Smith, MPA, City Manager

CITY OF BELLEVILLE
REGULAR CITY COUNCIL MEETING MINUTES
Tuesday, January 2, 2024 - 7:30 pm

The regular meeting of the City Council was held via a hybrid of in-person and virtual access through ZOOM.

The regular meeting of the Belleville City Council was called to order by Mayor Voigt at 7:30 p.m.

1. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

2. ROLL CALL

Council Member Beebe	Present
Council Member Kissel	Present
Council Member Priest	Present
Mayor Pro-Tem Bates	Absent
Mayor Voigt	Present

3. PRESENTATIONS & CITIZENS COMMENTS

A. Presentations

- None.

B. Council Follow Up List

- No comments.

C. Citizen Comments on Non-Agenda Items

- John Juriga
 - i. Stated that there will be a jazz program at the Belleville Area District Library on Wednesday, January 10th at 7:30 p.m.

4. APPROVAL OF AGENDA

MOTION: Motion by Beebe, supported by Kissel to approve the agenda as presented.

ROLL CALL VOTE:	Council Member Beebe	Aye
	Council Member Kissel	Aye
	Council Member Priest	Aye
	Mayor Voigt	Aye

Motion Carried.

5. APPROVAL OF MINUTES

A. December 18, 2023, Regular Meeting of the City Council

MOTION: Motion by Beebe, supported by Kissel approving the minutes of the Regular City Council Meeting, held on December 18, 2023.

ROLL CALL VOTE:	Council Member Beebe	Aye
	Council Member Kissel	Aye
	Council Member Priest	Aye
	Mayor Voigt	Aye

Motion Carried.

6. PUBLIC HEARINGS

A. None.

7. INTRODUCTION OF ORDINANCES

A. None.

8. GENERAL BUSINESS DISCUSSION

A. Goal Setting for 2024

- The Council compiled and ranked a list of top goals that they would like to accomplish in 2024, in various areas of the city:
 - i. Police and Fire
 - 1. Ordinance Enforcement
 - 2. Building Up Reserve program
 - ii. Parks
 - 1. Horizon Park
 - 2. Maintenance
 - 3. Emptying of garbage cans
 - iii. Economic Development
 - 1. Synergy between the city and DDA
 - 2. Incentives to fill vacant storefronts and lots
 - 3. Transparency in budget report
 - iv. Department of Public Services (DPS)
 - 1. Road program and sidewalk assessment
 - 2. Deferred Maintenance Lists and Plans
 - v. City Wide (Planning/Zoning/Building)
 - 1. Senior transportation
 - 2. Social media presence
 - 3. Communication/community newsletters
 - vi. Roads and Sidewalks
 - 1. Clean up of gutters and leaves on curbs
 - 2. Completion of sidewalks where there are gaps

9. ACCOUNTS PAYABLE AND DEPARTMENTAL EXPENDITURES

MOTION: Motion by Priest, supported by Kissel to approve Accounts Payable and Departmental Expenditures in excess of \$500, as presented.

ROLL CALL VOTE:	Council Member Beebe	Aye
	Council Member Kissel	Aye
	Council Member Priest	Aye
	Mayor Voigt	Aye

Motion Carried.

10. CITY MANAGER COMMENTS

- The speed radar sign ordered by the Police Department has been delivered.
- The parts needed to repair Police Department vehicle #223 have arrived, and it will take approximately 3 days to complete the repairs.

- The Police Department has an interview on Friday with an officer who worked for the department previously.
- The last of the funds from FEMA for the purchase of a new fire truck have been received, and as a result a check will be sent to R&R Fire Truck Repair to complete the sale.
- An extension request for the city's financial audit has been submitted. If approved, it would give the city until May to have the audit completed.
- The registration for CapCon is now open.
- The MML is willing to present an in-person Essentials of Local Government Training class, if Council and Board/Commission Members would like to attend.
- An auction of old and unused city property will be conducted soon.
- Karen Drew from WDIV conducted an interview with City Manager Smith featuring the City of Belleville for a local segment. The interview included stops at local businesses in an effort to promote the city. The station will be returning in February to conduct a live segment.

11. CITY COUNCIL MEMBER COMMENTS

- Council Member Beebe
 - City Manager Smith did a nice job on the goal setting project.
 - Would like to see the city's water metering looked into to ensure that reads are accurate, as a result of various issues that have been observed.
 - Would like to see an ongoing project timeline for the city's I.T. transition as it occurs.
 - Noted that he saw a member of the city's DPS cleaning up leaves.
- Council Member Kissel
 - Appreciates the city's efforts to provide consistency and transparency via the goal setting project.
 - Noted that she also witnessed DPS doing leaf cleanup in the city.
 - Stated that Firefighter Kissel will be producing ID badges for City Council Members.
- Council Member Priest
 - Disappointed that the news segment didn't cover the left-turn light at Denton Rd./Main St.
 - Inquired if the I.T. contract with VC3 had been signed.

12. MAYOR'S COMMENTS

- No comments.

13. CITIZENS COMMENTS

- No comments.

14. ACTION ITEMS FOR NEXT REGULARLY SCHEDULED MEETING

- None.

15. ADJOURNMENT

MOTION: Motion by Priest, supported by Kissel to adjourn at 8:31 PM.

No objections were noted.

Motion Carried.

Submitted by Briana Hootman, City Clerk/Treasurer

ORDINANCE NO. 24-001

**AN ORDINANCE TO AMEND ARTICLE 5.5, SECTION D, TO ADD PART G – SEASONAL PARKING –
BOATS, PONTOONS, AND PERSONAL WATERCRAFT**

WHEREAS, The City of Belleville Planning Commission regularly reviews the zoning code in order to promote efficiency and economy in the operation of City Government, and;

WHEREAS, there exists a need for seasonal storage of boats within a lakefront community such as the City of Belleville, and;

WHEREAS, the City of Belleville Planning Commission has recommended to City Council amending the zoning code to address this need;

NOW, THEREFORE, THE PEOPLE OF THE CITY OF BELLEVILLE ORDAIN:

That Article 5.5, Section D of the City's Zoning Code is amended to ADD:

- G. Seasonal Parking – Boats, Pontoons, and Personal Watercraft.
 - i. Boats, Pontoon Boats, and Personal Watercraft are permitted to be parked in a residential driveway, from May 1 through September 15, at least 12 feet from the street, measured from the edge of nearest the dwelling, if there is not a sidewalk, or at least one foot from a sidewalk edge nearest the dwelling where a sidewalk exists to the closest part of the boat/trailer in a straight line, so long as to not block any street signs, sidewalks or obstruct traffic view. The boat must be trailered, operable, and be currently registered to the property owner or the property owner's spouse, parent, or child with a valid driver's or boater's license. The boat, pontoon, and personal watercraft must have a current registration sticker.

The ordinance shall take effect 30 days from the date of its passage.

The foregoing ordinance was duly adopted at a regular meeting of the Belleville City Council held on February 5, 2024

Briana Hootman, Clerk

Kenneth Voigt, Mayor

Date of First Reading:	January 16, 2024
Date of Second Reading:	February 5, 2024
Date of Adoption:	February 5, 2024
Effective Date:	March 6, 2024

**CITY OF BELLEVILLE
RESOLUTION NO. 24-003**

**RESOLUTION TO RECOMMEND AMENDMENTS TO SECTION 5.5 OF THE
ZONING CODE**

WHEREAS, The City of Belleville Planning Commission regularly reviews the zoning code in order to promote efficiency and economy in the operation of City Government,

WHEREAS, there exists a need for seasonal storage of boats within a lakefront community such as the City of Belleville,

NOW THEREFORE, BE IT RESOLVED, that the Planning Commission recommends to the Belleville City Council the following amendment be adopted:

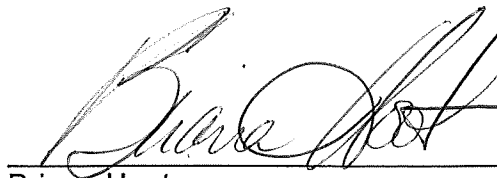
(7) SEASONAL PARKING – Boats, Pontoon, and Personal Watercraft

(a) Boats, Pontoon Boats, and Personal Watercraft are permitted to be parked in a residential driveway, from May 1 through September 15, at least 12 feet from the street, measured from the edge of nearest the dwelling, if there is not a sidewalk, or at least one foot from a sidewalk edge nearest the dwelling where a sidewalk exists to the closest part of the boat/trailer in a straight line, so long as to not block any street signs, sidewalks or obstruct traffic view. The boat must be trailered, operable, and be currently registered to the property owner or the property owner's spouse, parent, or child with a valid driver's or boater's license. The boat, pontoon, and personal watercraft must have a current registration sticker.

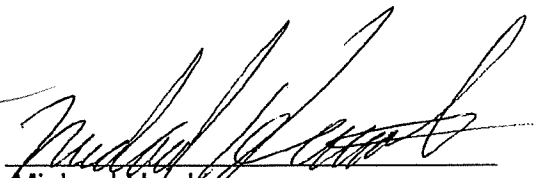
MOTION	SECOND
Renard	Kowalski

AYES	NAYS	ABSENT	VOTE
6	0	2	

The recommendation will be forwarded to the Belleville City Council for consideration.



Briana Hootman
City Clerk/Treasurer



Michael Hawkins
Chair, Planning Commission

Agenda Date: January 11, 2024

**CITY OF BELLEVILLE
RESOLUTION NO. 24-002**

**RESOLUTION TO APPROVE MAYOR'S APPOINTMENTS TO
BOARDS & COMMISSIONS**

NOW THEREFORE, BE IT RESOLVED that the Council for the City of Belleville hereby approves the following Mayor's appointment(s)/reappointments to Boards and Commissions:

RE-APPOINTMENTS

Downtown Development Authority

NAME	TERM TO EXPIRE
Kelly McWilliams	12/31/2027

MOTION	SECOND

AYES	NAYS	ABSENT	VOTE

Briana Hootman
City Clerk/Treasurer

Kenneth Voigt
Mayor

Agenda Date: January 16, 2024

City of Belleville
6 Main Street ♦ Belleville, MI 48111-2788
Jason Smith, MPA, City Manager
jsmith@belleville.mi.us
734-252-4307 ♦ Fax 734-697-6837 ♦
www.bellevilleonthelake.com



To: Belleville City Council
From: Jason Smith, MPA – City Manager
Date: 1/12/2024
Re: Social Media Policy

RECOMMENDATION: *Motion to approve the social media policy and include it in the City's Personnel Policies*

As the city improves their IT infrastructure and moves toward being more active in the social media space, a strong social media policy is important to have.

This policy outlines employee's freedom of speech rights and expectations for social media behavior, as well as an employee's expectations when using the city's official social media accounts. The intent of this policy is to align with existing court decisions regarding citizen access, and court decisions that have defined what "state action" is and when a personal account becomes an account that undertakes state actions and is subject to different rules.

The policy also encourages elected officials and internal staff that wish to engage in state action to do so with a different account, to separate the private individual and the public figurehead.

Your consideration and concurrence are appreciated.



Social Media Policy

HISTORY

DATE

TYPE

Development

11/2023

Initial Creation of Policy

The City of Belleville ("City") understands that social media can be a convenient way to participate and interact in discussions and share information. However, the use of social media also presents a certain risk to the City, including unauthorized disclosure of confidential information, exposure to discrimination and harassment claims, and activity detrimental to the City's mission and functions. To assist in making responsible decisions about the use of social media, the City has established the following guidelines, which apply to all City employees.

Social media are technologies that enable online users to interact and share information publicly or privately with one another. Social media include a variety of internet-based communication tools, such as, but not limited to, Facebook, TikTok, X (formerly Twitter), LinkedIn, Pinterest, Snapchat, Instagram, Threads, Tumblr, Reddit, blogs, and wikipedia pages.

Social media use, whether on or off duty, that adversely affects an employee's job performance, the performance of other City employees, or that otherwise adversely affects the City's mission and functions, may result in disciplinary actions, up to and including termination. Note that employees have First Amendment freedoms to speech and association, however do not have freedoms from consequences stemming from said speech that creates unauthorized disclosure of confidential information, exposure to discrimination and harassment claims, or activity detrimental to the City's mission and functions.

The following additional rules also apply to employee's use of social media, on and off duty:

- 1) Social media content that relates to City business may be a public record subject to retention and disclosure under state law. It is recommended that employees, particularly elected officials, who intend to share content that relates to city business create a separate page for this, as content may be public record subject to retention and disclosure under state law. For that reason, except for when assigned as part of their official duties on official city social media accounts, employees are prohibited from using social media to conduct official City business.
- 2) Employees are required to protect and maintain the confidentiality of all privileged and confidential information.
- 3) Employees are required to protect intellectual property owned by the City, including any trademarks, copyrights, or patents. Unauthorized use or disclosure of such intellectual property is prohibited.
- 4) Employees may not create a link from their blog, website, or other social networking sites to a City website if such a link causes the viewer to reasonably believe that the city endorses the contents of the employee's social media site.

HISTORY	DATE	TYPE
Development	11/2023	Initial Creation of Policy

Although employees may identify themselves as employees of the City, City employees shall not identify their personal social media accounts as an official account of the City of Belleville. City employees shall not identify themselves in a manner that suggests or implies that they are speaking as a representative of the City, even when the communication occurs in a private setting, unless utilizing an official City social media account. If any confusion is likely, the employee shall expressly state with a disclaimer that they are speaking in a personal, individual, capacity and not for or on behalf of the City. Employees may not post statements or otherwise conduct themselves in such a manner that is inappropriate or detrimental to City business. Behavior included in this prohibition includes conduct that is rude, condescending, or otherwise disparages the professional capabilities of an employee of the City.

Official City of Belleville Social Media Accounts

The City of Belleville may create social media accounts across numerous platforms. Government entities are increasingly using social media to share information with the public, and to allow members of the public to communicate with them about matters relating to government.

Government entities and employees who use social media accounts to carry out their official duties are engaged in “state action” and are therefore bound by the First Amendment.

The following rules apply to all official City of Belleville social media accounts:

- 1) Users of the official City of Belleville social media accounts may not block, remove, or restrict accounts on the basis of differing viewpoints.
 - a. Users may be blocked, restricted, or removed ONLY for threats of violence, hate speech, pornography, or by written authorization of the City Attorney.
- 2) Users of the official City of Belleville social media accounts may not block, remove, or restrict comments on the basis of differing viewpoints.
 - a. Users may turn comments completely off.
 - b. Users may remove comments that contain threats of violence, hate speech, pornography, or by written authorization of the City Attorney.

Users of the official City of Belleville social media accounts who violate these rules shall be subject to disciplinary action, up to and including termination.

HISTORY	DATE	TYPE
Development	11/2023	Initial Creation of Policy

City of Belleville
6 Main Street ♦ Belleville, MI 48111-2788
Jason Smith, MPA, City Manager
jsmith@belleville.mi.us
734-252-4307 ♦ Fax 734-697-6837 ♦
www.bellevilleonthelake.com



To: Belleville City Council
From: Jason Smith, MPA – City Manager
Date: 1/12/2024
Re: Injury Policy

RECOMMENDATION: *Motion to approve the Injury Policy and add it to the Personnel Policy.*

Recently an employee was injured on the job and as we navigated addressing their injury, we noticed that there was no internal injury policy that outlined the proper steps necessary to ensure the employee's injury was addressed and they were getting the necessary medical care they needed, but also make sure all insurance documentation was satisfied. While we walked through addressing the injury, we documented the steps we took, and outlined them into the policy.

Your consideration and concurrence are appreciated.



Injury Policy

HISTORY

Development

DATE

11/2023

TYPE

Policy Creation

All on-the-job injuries must be reported by the injured employee to the immediate supervisor. Injuries must be reported as soon as practical, but no later than the end of the shift in which the injury occurred.

The injured employee shall complete an internal incident form, and a supervisor shall complete the MML Employer's Report of Injury Short Form accident report and submit it to the City Manager. The internal incident report will be completed by injured employee whenever possible. The injured employee may be aided in the completion of the report by a Department Head that is NOT the injured employee's immediate supervisor. Any witnesses to the incident should be listed on incident form in the event future investigation is needed.

After the incident report is completed, the injured employee must immediately report to the city's occupational health organization of record. The occupational health organization shall examine the employee, administer a substance test where applicable, and determine a course of treatment.

The employee shall provide a Physician Work Activity Status Report, which shall include the injured employee's name, treating provider (Doctor, LPN, etc.), diagnosis, Medications prescribed and/or dispensed, and patient status (including return to regular duty date). This report shall be provided to the injured employee's immediate supervisor as soon as practical, but no later than 3 business days after the injury occurred.

The employee will be eligible to return to work upon presenting an authorization or release from a doctor to return to work. The release should be presented to the immediate supervisor. The Physician Work Activity Status Report may serve as the authorization to return to work.

HISTORY

DATE

TYPE

Development

11/2023

Policy Creation



Parks and Recreation

Master Plan Refresh

DECEMBER 18, 2023

CITY OF BELLEVILLE, MICHIGAN
6 Main Street, Belleville, MI 48111

Acknowledgements

Mayor

Ken Voigt

City Council

Mayor Pro Tem Kelly Bates

Jeremiah Beebe

Julie Kissel

Randy Priest

City Manager

Jason Smith

Assistant City Manager/Project Administrator

Steve Jones

Clerk

Briana Hootman

Director of DPS

Rick Rutherford

Police Chief

Kris Faull

Fire Chief

Brian Loranger

The council and staff would like to say a special thank you to Kerreen Conley and Tom Fielder for their passion and dedication to the Belleville Community, and their years of service to the City of Belleville.

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Executive Summary

As of 2023, we present a comprehensive refresh to the Parks and Recreation Master Plan, reflecting the evolving needs and aspirations of our vibrant community. This refresh builds upon the foundation established in the original master plan, incorporating valuable insights gathered through extensive community engagement, rigorous assessments, and contemporary best practices in parks and recreation planning. As mentioned in the Executive Summary of the 2003 version of this plan, particular elements or features may change over time, as this document is meant to evolve with us as the parks evolve and community needs and desires change.

This Parks and Recreation Master Plan Refresh is a dynamic and community-driven roadmap, embodying our commitment to creating and maintaining spaces that enhance the quality of life for residents of our community. By embracing innovation, sustainability, and inclusivity, we aim to cultivate an environment that fosters well-being, recreation, and community cohesion.

The plan will update the City of Belleville's community demographics, using 2020 census data, the current parks and recreation inventory, and outline the roadmap for maintenance, upgrades, and improvements to the city's park infrastructure. Belleville is known for its high quality of life, proximity to Belleville Lake, a "Main Street" downtown filled with locally owned businesses, and just a few minutes' drive from major amenities.

The success of this refresh depends on continued collaboration with the community, local government, and stakeholders. Together, we look forward to bringing this vision to life and creating parks and recreational spaces that reflect the unique character and aspirations of our community.

Sincerely,

Jason Smith, MPA

City Manager

Introduction

This process started in 1995 with the Parks and Recreation Master Plan, which was redone in 2003 by the city, the Parks and Recreation Commission, City Council, and McKenna Associates. This update will celebrate the accomplishments made by the city since the 1995 plan and reflect the changes in the community's overall makeup. The refreshed plan will serve as a guide in decision-making, and aid in the targeting of available grant funding.

The plan includes an update of the social and demographic characteristics considered in the context of the community's historical, physical, and geographical circumstances. All the existing facilities and programs available in the city have been re-inventoried and reviewed. The inventory includes City, school, county, regional, state, and private facilities.

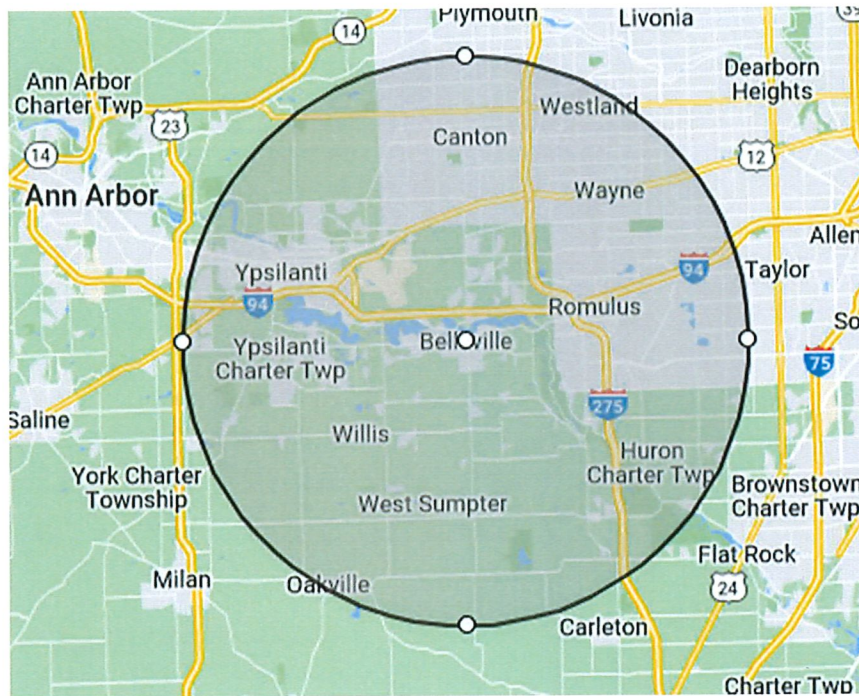
An important goal of the plan is to establish a basis for funding the various improvement projects and programming. The city has used a variety of funding sources including general fund revenues, and grants from State and Federal agencies. It is intended that additional funding be obtained from all available sources.

Community Description

Physical Characteristics

Regional Setting

From the 2003 plan: "The City of Belleville lies in the gently rolling terrain along the southern shoreline of Belleville Lake in the center of Van Buren Township in Wayne County, Michigan. While the city is mainly a residential community, it does contain a unique, and traditional downtown". The city is approximately 9 miles from Detroit Metro Airport to the east, and 21 miles from Ann Arbor to the West.



Community Resources

The original plat of the Village of Belleville was recorded in 1848. In 1905, Belleville was first incorporated as a Village. In 1924-25, the Detroit Edison Company constructed a dam across the Huron River, which created the six-mile-long lake now known as Belleville Lake. In 1946, Belleville became incorporated as a city. The lake is active in the summer, with several boat launches and recreational activities taking place.

The community is also home to the Belleville Area District Library, with its new facility constructed in 2020. The library supports residents in the Tri-Community (Sumpter and Van Buren Townships, and the City of Belleville). The Belleville Area Museum, a partnership between the City of Belleville and Van Buren Township, re-opened in 2023 after interior renovations.

The city also features numerous places of worship and service clubs. The Belleville Yacht Club resides just outside the city limits but is very active in community events.

Educationally, Van Buren Public Schools features three schools within the city limits; Belleville High School, Owen Intermediate School (formerly South Middle School), and Edgemont Elementary School. Wayne County Community College's Western Campus sits just 4.5 miles from the city, with Washtenaw Community College 9.5 miles away. Eastern Michigan University is ten miles from Belleville, and the University of Michigan is 17 miles away.

Generalized Existing Land Use

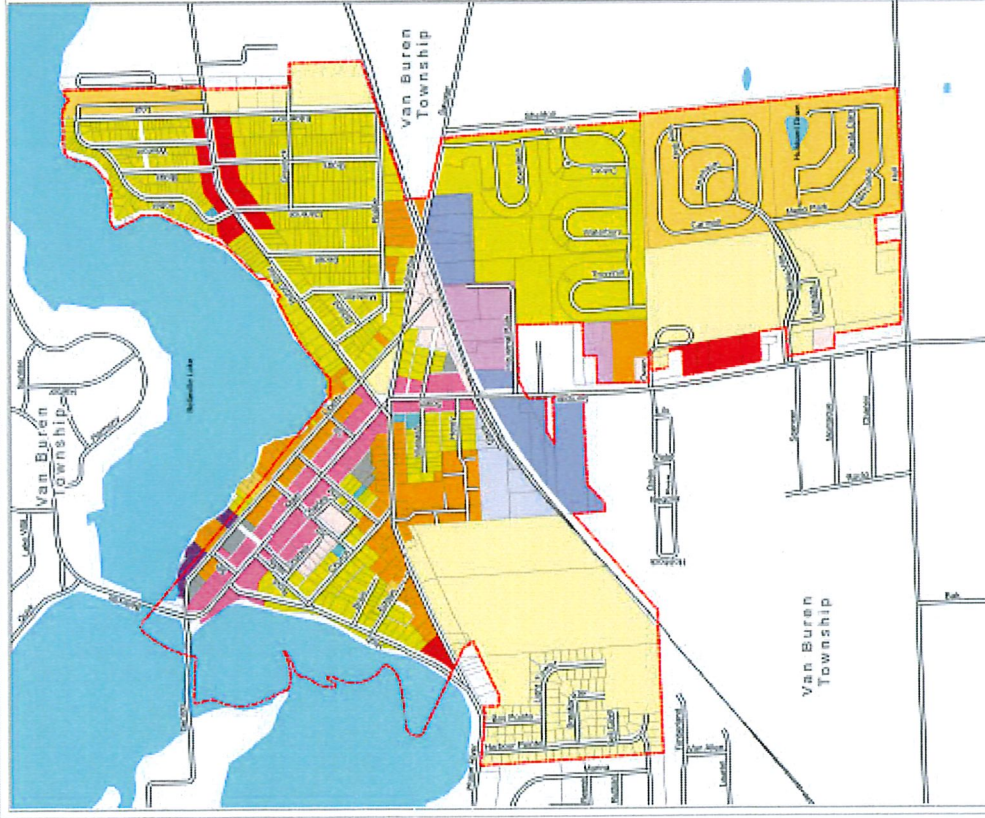
Residential uses are the dominant land use in the city. The commercial uses run through downtown and along the major arterial roads. Newly-constructed condos and single-family homes along Belleville Lake in the Doane's Landing area are zoned as a Planned Use Development. A small industrial area extends along the south side of the railroad tracks. The city features four parks within the city limits.

Many single-family homes are established on the east side of the city, with mixed uses emanating from the downtown area. There are two large subdivisions, Harbor Pointe to the west, and Victoria Commons to the east. To the south lies the Belle Villa neighborhood. Belle Villa Lakes is a senior community, and Belle Villa Meadows is a mobile home community.

Transportation

Belleville has several transportation options within a few minutes' drive of the city. I-94 is just north of Belleville, and I-275 is just two miles east. Willow Run Airport is just five miles west, and Detroit Metropolitan International Airport is eight miles east. Suburban Mobility Authority for Regional Transportation (SMART) buses also provide transportation.

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Zoning Map City of Belleville Wayne County, Michigan



- R-1 One-family Residential (9,600 sq ft)
- R-2 One-family Residential (8,800 sq ft)
- R-3 Residential
- R-M Multiple-family Residential
- B-1 Local Business
- B-2 Central Business
- B-3 General Business
- O-1 Office Service
- I-1 Industrial
- I-2 Industrial
- I-P Industrial Park
- P-1 Vehicular Parking
- PUD Planned Unit Development
- Belleville City Limit



Digital User Note:
Click on a district heading in the map legend to go directly to the corresponding district regulations.

Adopted _____, 2013

Mayer _____

Clark _____

clearzoning
CLEAR AND CONNECTED

Sources: Michigan Geographic Data Library,
City of Belleville
May 14, 2013



City of Belleville Zoning Ordinance
clearzoning

Map 2 - Zoning Map

Population and Households

Growth Trends and Projections

Belleville is considered a “bedroom” community with most residents working outside the city. From 1980 to 2000, Belleville experienced some significant gains in population, thanks in large part to Harbor Pointe and Victoria Commons subdivisions being built. As accurately predicted by the 2003 parks plan, future growth did not sustain this rate, as new growth has emerged through smaller redevelopment projects and residential infill.

Table 1 - General Population Characteristics

Category	1980	2000	% Change 1980-2000	2000	2020	% Change 2000-2020	Total Change 1980-2020
Total Population	3366	3997	8.57%	3997	3978	-0.24%	8.33%
Total Households	1430	1842	12.59%	1842	1847	0.14%	12.73%
Average Household Size	2.35	2.16	-4.21%	2.16	2.2	0.92%	-3.30%
Average Family Size	2.89	2.87	-0.35%	2.87	2.08	-15.96%	-16.30%
Median Age	31	37.5	^ 6.5 years	37.5	40.9	^ 3.4 years	^ 9.9 years

From 1980 to 2020, the city has experienced an 8.33% increase in population, with the majority of that occurring from 1980 to 2000. After a decline in the last two decades of the 20th century, the average household size has increased in the first two decades of the 21st century, from 2.16 in 2000 to 2.2 in 2020. The community’s median age continues to rise, although at a slower rate. From 1980 to 2000, the median age jumped 6.5 years, and just 3.4 years from 2000 to 2020.

Age Structure

The type of recreation services needed in a community partly depends on the makeup of the population. The table below describes the sizes of Belleville’s age groups. The under 5 age group makes up 9.28% of the population. This group relies on “tot lot” style parks and day care facilities for its recreation needs. Children aged 5 to 19 place focus more on active recreation, such as basketball, ball fields (soccer, baseball, football, etc.), swimming, and indoor facilities. This demographic represents 13.17% of Belleville’s population (5.63% for ages 5-14, and 7.54% for ages 15-19). The 20 to 44 age group leans toward a hybrid of active recreation favored by the younger age groups, and passive recreation that older age groups tend to prefer. This group represents the largest age segment in Belleville, at 33.91%. Mature families (45-64) and retirement-aged population demand access to passive recreation, with a small need for some low-impact active recreation. These groups tend to focus on social meetings such as card games and bingo, as well as walking, jogging, and pickleball. The 45-64 age group is the second largest group in the city, at 25.09%, and the 65 and older group is the third largest at 18.55%.

The largest increase from 2000 is the 65 and older age group, increasing 3.39% in the last 20 years. This group is followed very closely by the Under 5 age group, at 3.32%. Belleville has seen the sharpest decline in the 5 to 14 age group, with a 6.4% drop, and the 20 to 44 age group with a decline of 4.07% since 2000.

Table 2 - Population Age Structure

Age Group	Life Phase	2000		2020	
		Number	Percent	Number	Percent
Under 5	Pre-School	238	5.95%	369	9.28%
5 to 14	Elementary School	481	12.03%	224	5.63%
15 to 19	Secondary School	226	5.65%	300	7.54%
20 to 44	Family Forming	1518	37.98%	1349	33.91%
45 to 64	Mature Families	928	23.22%	998	25.09%
65 and Over	Retirement	606	15.16%	738	18.55%

Racial and Ethnic Composition

Belleville is a predominately white community, with 68.98% of the population identifying as white. This segment of the population saw the largest decrease between 1980 and 2020, down 28.29%. Individuals who identify as black saw the largest increase in population, making up 16.99% of Belleville's population, an increase of 15.57% since 1980. The next largest segment is those identifying as multi-racial or other, at 6.99%, an increase of 6.31%. Residents who identified as Latinx make up 5.98% of the population, with those identifying as Native, Asian, or Pacific Islander making up 0.08% and 0.98%, respectively.

Table 3 – Population Racial Composition

Ethnicity	1980		2000		2020	
	Number	Percent	Number	Percent	Number	Percent
White	3274	97.27%	3499	87.54%	2744	68.98%
Black	48	1.43%	315	7.88%	676	16.99%
Latino	21	0.62%	101	2.53%	238	5.98%
Native		0.00%	16	0.40%	3	0.08%
Asian or Pacific Islander		0.00%	47	1.18%	39	0.98%
Other	23	0.68%	38	0.95%	278	6.99%

Education

Belleville continues to see increases in the post-secondary educational attainment. While 81.7% of the population report having completed high school, this is down from 87.7% in 2000, but an increase from the 1990 numbers. Residents reporting having completed a bachelor's degree also declined to 20.2% from the 2000 numbers. The one segment where Belleville saw an increase in reported educational attainment was in the Graduate, Professional, and Doctorate degrees, at 12.1%. This number is up from 10% in 2000 and significantly higher than the 1990 reporting of 5.8%. Residents with a greater level of education tend to place a greater value and higher demand from their community on leisure activities.

Table 4 – Educational Attainment

Category	1990	2000	2020
High School Diploma	78.2%	87.7%	81.7%
Bachelor's Degree	13.6%	24.2%	20.2%
Graduate or Professional Degree	5.8%	10.0%	12.1%

Income Characteristics

The median household income during the 2020 census for Belleville was \$51,602; which is up from the 2000 census reporting of \$44,196; however, this number is significantly less when the 2000 median household income is adjusted for inflation. The median income for the year 2000 when viewed in 2020 dollars is \$67,481.01. Based upon Belleville's average family size of 2.08, approximately 28.13% of the population lives below the 2023 Federal Poverty Guidelines, which is \$39,440.

Table 5 – Income Characteristics

Income	Number	Percent
Under \$10k	260	6.54%
\$10k - \$30k	547	13.75%
\$30k - \$50k	638	16.04%
\$50k - \$75k	718	18.05%
\$75k - \$100k	284	7.14%
\$100k - \$125k	215	5.40%
\$125k - \$150k	76	1.91%
\$150k - \$200k	149	3.75%
\$200k and Above	143	3.59%

Income data has important recreation planning implications since residents with low to moderate incomes rely heavily on public recreation opportunities versus for-profit and private facilities. This is especially true for residents below the poverty line and senior populations.

Implications

The recreational implications of Belleville's characteristics include:

- Belleville Lake provides an excellent opportunity for water-related recreational programming and facility development. Belleville Lake is a community-wide and regional recreational resource.
- Good highway connections nearby facilitate development of recreational attractions that can be used to boost tourism in the community.
- The central business district is connected to the park system and surrounding residential neighborhoods. It can provide complementary recreational facilities for the community while providing useful facilities for community visitors and business. The downtown's proximity to Belleville Lake is an important community resource.
- Natural features that are not useful for development can be used for nature trails.
- The population makeup is such that there is a need for both active and passive recreation opportunities to satisfy the demands of all age segments. The makeup should be tracked regularly to evolve and adapt the plan to demographic changes.
- Income trends indicate the need for public facilities rather than private clubs. Pickleball courts, updated playscapes, and water resources will be well-received by this population.

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Inventory & Evaluation of Existing Recreational Resources

The City of Belleville has four primary outdoor parks covering approximately 37.06 acres.

Primary Parks

Horizon Park

Horizon Park is an approximately 1.31-acre linear park between High Street and Belleville Lake that provides exquisite views. Horizon Park is home to the Belleville War Memorial and features a picnic pavilion, arbor, benches and tables, restrooms, lake access and wonderful lake views. The Horizon Park Waterfront offers a lakeside boardwalk, courtesy boat docks, and ADA accessible canoe/kayak launch. A favorite activity of area residents is watching the sun set over the lake at Horizon Park.

Previous proposals to increase use have included the planting of spreader shrubs to prevent soil erosion at the bank, and a natural amphitheater.

Doane's Landing

At the foot of the Belleville Bridge, Doane's Landing is a community gathering place for individual quiet time and for fun events offering lakefront vistas.

Victory Park

Victory Park is a 1.75-acre park located in the heart of Belleville, at the intersection fondly known as "Five Points". Victory Park offers a children's play area, picnic facilities, a gazebo, and features a statue of the famous explorer LaSalle. It is home to the renovated Victory Station building. Victory Station is available to rent for meetings and special events. A statue of LaSalle was privately donated in 1985 and faces the Five Points intersection.

Village Park

This 24-acre park was developed in conjunction with Victoria Commons, a 220-unit single family residential development. It features an ADA accessible children's playground, walking trails, basketball courts, and sand volleyball courts. A striking feature of Village Park are three large ponds and the surrounding trails; the main path around the large pond was paved and made ADA accessible in 2010.

Secondary Parks and Community Spaces

Fourth Street Square

A section of Fourth Street from Main Street to an alley running behind the storefronts on the north side of Main Street was closed to create a downtown square in 1984. The square features seating and

landscaping and serves as the central point for events and programming within the Central Business District. It is the epicenter of most activities including the Farmer's Market, Christmas Parade, LakeFest, and WinterFest.

Liberty Bell Park

Liberty Bell Park is located on the east side of Belleville Road as it becomes Main Street at the north entrance to Belleville. The park was officially designated as such in 1983 and has been maintained as a scenic greenspace. The site has Belleville Lake frontage with excellent views, and it is home to the "Booville" signage during the month of October.

Belleville High School

Belleville High School is located within the City of Belleville on over 34 acres of land. Included on this land are three ball diamonds, a football field with bleachers and lights, a track, and eight community tennis courts, which were funded by city organizations.

Owen Intermediate School

Owen Intermediate School is situated on about 29 acres. The school has a gym, football field, ball diamonds, and a soccer field that can be reserved by community organizations. This facility includes nearly five acres of dense woods and a ready-made nature study area.

Edgemont Elementary School

Edgemont Elementary School is located on over 8 acres and has a playground, soccer field, and gymnasium which are used for neighborhood activities. This area provides recreation opportunities and open space for surrounding residential neighborhoods.

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Summary of Recreational Deficiencies

Park space is sufficient. Ongoing maintenance and improvement of existing facilities will increase use and benefit the community.

Other observations of needs and deficiencies based on the preceding inventory and analysis include the following:

- Active non-school recreational facilities are limited in the city. Except for school grounds, there are no soccer or softball fields in the community. Village Park does include basketball courts.
- Belleville's circumscribed land area and small population limit the development of a dedicated Parks and Recreation Department with its own staff.
- Belleville's distinctive identity that includes a traditional town plan and Main Street, as well as its location on Belleville Lake give Belleville an attractive sense of place and make it an appealing destination throughout the region with significant recreational implications.
- The City of Belleville has significant regional recreational assets due to its location to Belleville Lake and Lower Huron MetroPark. Playing a crucial role in non-motorized pathways and networks to connect these assets to the people will be a key undertaking for Belleville.

Public Input & Survey

The city has not conducted any public input or survey work since the 2003 plan. At that time, the community had the following feedback:

- The geographic distribution of the parks rated very high, while recreation opportunities were ranked satisfactory to fair.
- A family recreation center, swimming, basketball/volleyball courts, and a visual/performing arts center received strong support for indoor facilities.
- Outdoor recreational needs included more non-motorized paths for jogging, cycling, and general exercise scored very high. Outdoor swimming, picnic facilities, and nature trails also received support.
- Residents voiced a desire for swim programming, nature and conservation programming, music, crafts, dance/theater and visual arts.
- The potential costs/fees, crowding, locations, limited hours, noise, security, and crime were listed as the most commonly cited problems.

Recreation Goals & Objectives

The City of Belleville has had much success in accomplishing several short-range objectives over the course of the 1995 and 2003 plans. The new goals for this plan are somewhat like the 2003 plan:

- Continue to enhance and improve the City's parks by expanding the range of features for each facility as appropriate within the existing park footprints.
- Ensure that the needs of all age groups, such as teens and senior citizens, are addressed. Public/Private partnerships or an agreement with the school system to provide indoor facilities to offset the limited space available, particularly for a new indoor recreation facility.
- Continue to work in partnership with Van Buren and Sumpter Townships, Wayne County, and the State of Michigan to enhance recreational opportunities.

Parks and Recreation Plan

In reviewing the existing parks plan, the physical and demographic traits of the community, and the inventory of existing parks, an assessment of need was completed. The following projects are proposed for 2023-2033.

Proposed Projects

Project 1: Organizational Opportunities with Van Buren Township

The City of Belleville and Van Buren Township share numerous assets. The residents rely on many of Van Buren's recreational activities, while Van Buren residents identify strongly with the character and sense of place in the City of Belleville. The need to work cooperatively and complementary to one another is imperative.

1. Develop an ad hoc joint working group or committee to identify and plan for recreation activities.
2. Investigate joint grant opportunities, particularly with greenways or downtown public space connectivity.

Project 2: Greenways and Non-Motorized Network

Over the last several years, a linked network of greenways and non-motorized paths across the entire state has gone from a vision to a reality. Working with organizations that are heavily involved in the trail connectivity will be important for the completion of these trails, as well as connecting the City to other regional assets.

1. Complete grants for route planning, concept design, and engineering.
2. Complete a Planning and Design study for connectivity.
3. Funding phased improvements.

Project 3: Horizon Park

Horizon Park has been identified by the City Council as the park that should be a “jewel” of the Belleville Park system. Proposals for development have been presented throughout the years.

1. Planting spreader shrubs to prevent soil erosion of the bank.
2. Continued/Improved boardwalks with safe lake level access, including ADA compliant access to the lakeshore.
3. Landscaping, terracing, or other methods of shore erosion.
4. Improved lighting along the walking areas.
5. Construction of a natural amphitheater.

Project 4: Park Improvements

Continue to improve and enhance existing city parks with ongoing maintenance, improved and updated facilities, such as playscapes, landscaping, and accessibility.

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Parks and Recreation Funding

Parks and Recreation Funding

Given the small size of the city and limited funding available, general revenues are dedicated to fund basic city operations. Capital funding of new projects is generally limited with most funding of new facilities provided through the Community Development Block Grant (CDBG) program. In addition to CDBG funding, the city also actively seeks grant opportunities.

The city does not employ a parks and recreation staff or director, nor does it sponsor organized recreational programming.

Funding Sources

There are several existing or potential funding sources available for park and recreation facility improvements.

- **General Fund.** The general fund is the basic operating fund of the city and the traditional source of operating funds for parks and recreation. General Fund revenues are derived from property taxes, state-shared revenues, federal grants, license and permit fees, charges for services, interest on investments, and court fines or forfeitures. Recreation program user fees are usually channeled through the General Fund.
- **Millage.** A property tax millage can be used to finance specific parks and recreation projects or for the operation of recreation facilities. The dedicated millage has gained favor in many communities because the voters are increasingly wary of approving millage increases for non-specified purposes. Approval by voters is required before a millage can be assessed. Any millage is subject to a periodic renewal by vote of the people.
- **User Fees.** Fees can be charged by the city to the users of specific recreation facilities or for enrollment in recreation programming. User fees can provide a substantial amount of support for certain parks and recreation facilities. Other communities in the region have established user fees for certain facilities.
- **Bond Programs.** Several bond programs can be used for parks and recreation facilities.
 - **General Obligations Bonds.** General Obligations Bonds are issued for specific community projects and may not be used for other purposes. These bonds are usually paid off with property tax revenues.
 - **Revenue Bonds.** Revenue Bonds are issued for construction of public projects that generate revenues. The bonds are then retired using income generated by the project.
 - **Special Assessment Bonds.** Special Assessment Bonds are issued to pay for projects that benefit a particular segment of the population. For example, recreation improvements

that benefit a defined subdivision or neighborhood could be financed using special assessment bonds, in which case the residents who receive the benefit would be assessed.

- **Create a Regional Recreational Authority.** The city should pursue an agreement with the other Tri-Community entities to create a broader funding base. Creation of a regional authority could achieve that goal.
- **State-Level Grants.** The State of Michigan has several departments that offer grants for various programming and assets. The Michigan Department of Natural Resources is a prime source of parks and recreation grant funding.
- **Community Development Block Grant (CDBG).** Revenues obtained through the federal CDBG program can be used for a variety of projects, including development of recreation facilities.
- **Donations.** Businesses, corporations, private clubs, and community organizations will often contribute to recreation and other improvement programs to benefit the communities in which they are located. Private sector contributions may be in the form of monetary contributions, the donation of the land, providing volunteers, or the contribution of equipment and facilities.
- **Foundations.** A foundation is a special non-profit organization that is established as a mechanism through which land, cash, and securities can be donated for the benefit of parks and recreation services. The assets are distributed by the foundation Board of Directors.

Interlocal Agreement
for the
Washtenaw Area Mutual Aid Council
(WAMAC)

This Washtenaw Area Mutual Aid Council Interlocal Agreement ("Agreement") is entered into, by and among the Charter Township of Ann Arbor, the Charter Township of Augusta, the Charter Township of Green Oak, the Charter Township of Pittsfield, the Charter Township of Superior, the Charter Township of Van Buren, the Charter Township of Ypsilanti, the Chelsea Area Fire Authority, the City of Ann Arbor, the City of Belleville, the City of South Lyon, the City of Ypsilanti, the Village of Clinton, the Dexter Area Fire Department, Clinton Township (Lenawee County), Hamburg Township, Manchester Township, Milan Area Fire Department, Northfield Township, Salem Township, Saline Area Fire Department, Scio Township, and Sumpter Township. The governmental entities who are members to this Agreement may be referred to collectively as the ("Parties") and individually as a ("Party")

The governmental entities who are members to this Agreement may be referred to collectively as the ("Parties") and individually as a ("Party").

WHEREAS, this Interlocal Agreement is for the governmental units which are Parties hereto to join together to establish the Washtenaw Area Mutual Aid Council for the purposes set forth herein pursuant to and under the authority of the Urban Cooperation Act of 1967, Act 7 of the Public Acts of 1967, as amended; the Intergovernmental Contracts Between Municipal Corporations Act, Act 35 of the Public Acts of 1951, as amended, and the Joint Public Buildings Act, Act 150 of the Public Acts of 1923, as amended.

IT IS AGREED AS FOLLOWS:

ARTICLE I - PURPOSE

The purpose of this Agreement is to establish the Washtenaw Area Mutual Aid Council ("WAMAC" or "the Council" herein) to meet the needs of all Washtenaw County and nearby fire departments and provide for the purchase and ownership of equipment, property, buildings, and apparatus, payment of obligations and the hiring of necessary staff. The activities and services to be provided shall include, but are not limited to, the joint ownership and operation of equipment, and the standardization of policies amongst the governmental units, which are parties hereto, which policies will afford and promote

effective fire and rescue services within the governmental entities which are parties to this agreement.

Additionally, WAMAC shall oversee and be responsible for a Technical Rescue Team, a Swift Water Rescue Team and any future specialized county fire rescue team (collectively, "Technical Response" team or teams) that is made up of shared public resources and which are public safety first responders. WAMAC can and may collect fees and donations to support specialized teams, conduct training and sponsor events, and will act as the fiduciary for the specialized teams, related training, and sponsoring fire events.

The mission of the Technical Response teams is to provide the citizens of Washtenaw County and of Southeastern Michigan with advanced technical rescue response. These teams expand and enhance the capabilities of fire-rescue response for confined space rescue, high angle rescue, and urban search and rescue when deployed to natural and manmade disasters.

ARTICLE II - WASHTENAW AREA MUTUAL AID COUNCIL

Section 1. Creation of the Washtenaw Area Mutual Aid Council

Upon the signing of this Agreement by the Parties and the filing of it with the Monroe, Oakland, Lenawee, Jackson, Wayne, Washtenaw and Livingston County Clerks and the Secretary of State, the Washtenaw Area Mutual Aid Council is created and is established as a separate public corporation pursuant to the statutory authority cited herein, with the powers, functions and duties provided in this Agreement and by law.

Section 2. Name

The name of the entity shall be the Washtenaw Area Mutual Aid Council ("WAMAC"). The Council may recommend a new name. Upon approval of a new name, the Parties shall enter into a written Amendment of this Agreement and file it with the Secretary of State, and with the Monroe, Oakland, Lenawee, Jackson, Wayne, Washtenaw, and Livingston County Clerks, which filing shall have the effect of changing the name of the entity.

Section 3. Composition of Council

- A. The Council shall be composed of one representative from each of the Parties who shall be referred to as members, or singularly as a member.
- B. Each Party shall appoint their respective Fire Chiefs or a designee who shall serve at the pleasure of their respective Party and may be removed by resolution of their

respective Party at any time, with or without cause. Fire Chiefs or designees may not serve on WAMAC beyond their terms of employment with their respective Party.

- C. Any vacancy on the Council arising for any reason shall be filled by appointment by the respective Party within sixty (60) days of the vacancy, to serve for the remainder of the unexpired term. An Interim Fire Chief may fill a vacancy until a permanent Fire Chief is selected. In the event that a Party does not have an Interim Fire Chief available to fill the vacancy, the Party may appoint a designee to attend meetings and cast votes on behalf of the Party until the Party's Fire Chief vacancy is filled.
- D. Members of the Council shall not be paid by the Council for attending meetings or performing duties of the Council.
- E. A new Party may join WAMAC upon approval of a Resolution by the prospective Party's governing body, affirmative approval by a majority the Washtenaw Area Mutual Aid Council Parties, and the approval of an amendment to the Agreement by each of the then existing Parties.

Section 4. Officers

- A. The Council shall elect at its first meeting of each year, from its membership, a President, Vice President, Treasurer, and Secretary, who shall hold office for terms of two (2) years, and until a successor is elected, or until resignation or removal. The terms shall be staggered so that the President and Treasurer shall be elected at the same time, and then the Vice President and Secretary will be elected the next year. Initially, the Vice President and Secretary shall serve a one (1) year term.
- B. Vacancies in any office shall be filled by the Council within sixty (60) days of the vacancy. The officer filling the vacancy shall serve for the remainder of the unexpired term.
- C. The President shall preside at all meetings of the Council and shall have all privileges and duties of a Member of the Council. The Vice President shall preside at all meetings of the Council at which the President is absent. The Treasurer shall have those powers and duties set forth in Article V, Section 3 and 4 hereof. The Secretary shall keep or cause to be made, all non-financial records, reports and minutes required by this Agreement.
- D. Any documents (other than checks which are signed by the Treasurer) requiring a signature on behalf of the Council shall be co-signed by the President and Secretary. In the event the President is unable to sign the Vice President may do so. In the event the Secretary is unavailable, the Council may appoint a temporary secretary solely for the purpose of signing a specified document.

Section 5. Meetings

- A. The Council shall meet at least once every quarter and shall at its first meeting of each year establish a regular meeting schedule which shall be posted at the offices of the Parties. Meetings shall be held in compliance with the Open Meetings Act, MCL 15.261 *et seq.*, including notice and posting requirements. Meetings shall be held in compliance with the Open Meetings Act (MCL 15.261 *et seq.*). Meetings may be held by electronic means only when permitted by law.
- B. Special meetings of the Council may be called by the President, or in the absence of the President, by the Vice President.
- C. Each Council Member shall receive five (5) days written notice of all regular meetings and two (2) days written notice of all special meetings. Written notice of meetings may be provided electronically via email. All notices of all meetings shall be posted as required by the Michigan Open Meetings Act. If WAMAC maintains an official website, it shall post the public notices on its homepage or on a page dedicated to public notices. If WAMAC does not have an office, it must also send a notice to the Clerk of each County listed in Article III Section 1, with a request for the Clerk to post the notice in their office.
- D. All meetings of the Council shall in every respect, conform with the requirements of the Open Meetings Act, Act 267 of 1976, as amended.

Section 6. Quorum

In order to conduct business, a quorum must be present which shall consist of a majority of the Council.

Section 7. Voting

Except when a larger majority is required by law, once a quorum has been established, a majority vote of the members present shall be necessary for the Council to take any official action at a regular or special meeting. A two-thirds vote of all members (except in the case of a vote to include a new Party which requires affirmative approval by a majority of the Parties) is required to amend this Agreement or its bylaws, or to terminate a Party's membership.

Section 8. Minutes and Freedom of Information Act

Complete written minutes of all Council meetings shall be kept in compliance with the applicable provisions of the Michigan Open Meetings Act, copies of which shall be sent to all members of Council and to the Clerk of each of the Parties, as soon as reasonably possible following a Council meeting. Except as otherwise provided by law,

records of the Council's performance of its official functions shall be made available to the public in compliance with the Michigan Freedom of Information Act, 1976 P.A. 442.

Section 9. Rules

Robert's Rules of Orders, when not in conflict with this Agreement or any rules the Council may adopt, shall govern all meetings.

Section 10. Registered Office

The registered office of the Council shall be the office of the Washtenaw Area Mutual Aid Council, care of City of Ann Arbor Fire Department, 111 North Fifth Ave, Ann Arbor, MI 48104. The Council may designate another location as the registered office.

Section 11. Privileges and Immunity from Liability

All of the privileges and immunities from liability, and exemptions from law, ordinances and rules, which apply to the activity of officers, representatives, members, agents and employees of the parties hereto shall apply to the same degree and extent to the performance of such functions and duties of such officers, representatives, members, agents and employees of the Council under this Agreement.

ARTICLE III – EQUIPMENT APPARATUS AND FUNDS

The Parties agree that the equipment and apparatus described in Exhibit A shall be transferred to and/or otherwise acquired from the Washtenaw Area Mutual Aid Association (“WAMAA”) and will be owned and held in the name of WAMAC. The location for the equipment and apparatus is as shown on Exhibit A. The Parties also agree that the funds and assets currently being held by WAMAA will be transferred to WAMAC.

ARTICLE IV - POWERS

Section 1. General Powers

The Council shall have the following powers, authority and obligations:

- A. Subject to the approval of two-thirds the governing bodies of each of the Parties, WAMAC may purchase, lease, construct, own, receive, exercise right of dominion over and hold in its own name real property, including land, buildings and appurtenances for the express purposes provided in Article I.
- B. Subject to the approval of the governing bodies of each of the Parties, contract with other governmental entities and public agencies, and with private persons or organizations, as appropriate, to carry out Council functions or fulfill Council obligations. Approval of the governing bodies of the parties hereto shall not be required when the contract involves less than \$50,000.00 in expenditures, or is an employment contract, or is for a purchase authorized in an approved budget, as provided herein, and unless said contract approval is required by law by the Parties' governing bodies.
- C. Hire and employ a business manager and such other personnel as may be determined necessary, who shall serve at the pleasure of the Council, subject to applicable law.
- D. Accept funds, grants, voluntary work, or other assistance, to carry out Council functions and obligations, from any source, public or private, including, but not limited to, local governmental funding of specific projects, state and federal grants and private donations. Any application for grants or other public funding shall be communicated to the parties hereto.
- E. Operate and establish policies and rules governing the use of WAMAC equipment, apparatus and real property (whether owned or leased by WAMAC), and Technical Response Teams and other specialty teams, consistent with State or local law. Policies and rules may also be established for personnel. Policies and rules may also be established for the use of a business manager.
- F. Conduct in its own name training programs for emergency personnel from the Parties, act as a fiduciary of funds for the Washtenaw County Training Committee and fulfill all of the Washtenaw County Training Committee's responsibilities required by the State Fire Marshal.
- G. Conduct and carry out any program, activity or function that advance and directly relate to the purposes expressed in Article I.
- H. Establish mutual aid agreements amongst the Parties for the deployment of equipment and specially trained personnel, and the coordination of the Parties, in response to emergency situations.
- I. Coordinate and collaborate with Parties to improve emergency services by assisting with training and education, promoting best practices and policies, and maintaining close relationships amongst personnel and Parties.

- J. Make and enter into contracts, employ contractors or employees, acquire, construct, manage, maintain, or operate buildings or improvements, hold or dispose of property, incur debts, liabilities, or obligations, cooperate with a public agency or another legal entity created by that public agency under the Urban Cooperation Act, make loans from the proceeds of gifts, grants, assistance, funds, or bequests. Nothing in this provision authorizes Council to issue bonds in the name of WAMAC.
- K. Sue and be sued in its own name.
- L. Provide funding to other organizations that aid first responders.
- M. Enter into contracts with one or more governmental entity to provide personnel, equipment, specialty team resources, and training to respond to disasters, emergencies and serious threats to public health.
- N. Hire employees, retain consultants and provide them with compensation.
- O. Make claims for federal, county or state aid.
- P. Obtain insurance.
- Q. Operate and train a Technical Response Team (TRT), an Urban Search and Rescue (USAR), Swift Water Rescue (SWRT) teams and other specialty teams if needed.

Section 2. Limitations on Authority

The authority of WAMAC shall be limited as follows:

- A. Upon the approval of a budget, the Council may only carry out such programs and expend such funds as approved in the budget for the ensuing year.
- B. The Council shall have no power or authority to levy any type of tax in its own name within the governmental units of the Parties, or to issue any type of bond in its name, or in any way indebted any of the Parties.
- C. The Council may not make policy or commitments for any Party.

Section 3. Insurance

The Council shall obtain policies of insurance, as a part of its budget, for comprehensive liability and property damage, worker's compensation, motor vehicle insurance, the construction and/or operation of any real estate, and other appropriate and necessary purposes. The Council shall have the Parties named as "additional insured", on

the comprehensive general liability insurance policy. The insurance shall, at a minimum, provide the following coverages:

- A. General Liability \$1,000,000 each occurrence / \$3,000,000 annual aggregate.
- B. Management Liability (including employment practices liability, employee benefit liability, management decisions, and cyber liability) \$1,000,000 each wrongful act / \$3,000,000 aggregate.
- C. Automobile Liability for owned, hired, and non-owned autos \$1,000,000 per occurrence.
- D. If WAMAC has direct employees, Workers' Compensation coverage meeting statutory coverage requirements.
- E. Umbrella or Excess Liability extending over the above coverage, in the amount of \$1,000,000 each occurrence.
- F. Coverage for owned vehicles, property and equipment, and crime (employee dishonesty) dependent on what WAMAC owns and/or the amount of money that is handled by WAMAC.

ARTICLE V - FINANCE

Section 1. Fiscal Year

The fiscal year of the Council shall begin on January 1, unless a different fiscal year is approved by a majority vote of the Council.

Section 2. Annual Budget and Membership Dues

- A. Each year the Council shall develop an annual budget in such detail as required by Act 2 of the Public Acts of 1968 of the State of Michigan, which shall include all sums necessary to carry on the programs authorized herein. The following year's budget shall be submitted to the Clerk or the Chairperson (in the case of an Authority), of each of the Parties hereto by September 1 of each year. The Parties may recommend modifications to the budget through their appointed Council members by **October 1**. If modifications are received by that deadline, the Council will address the requested modifications and may present a final budget with revisions, if any, to the Parties by **November 1**. No later than December 15 of each year, the governing bodies of each of the Parties shall review and approve the budget as presented. That budget will become the Council's on approval by the Parties' governing boards. Failure to timely approve the budget will be considered notice of termination as required by Article VI, Section 2. A.
- B. The Parties shall participate in the ongoing funding of the Council and its programs and activities, through a membership fee as outlined on the attached Exhibit B.

Membership fees and the membership fee structure will be adopted annually as a part of the budget.

- C. Each of the Parties shall pay the membership dues specified in Article V by December 31 of each budget year. In the event that a Party disagrees with the amount established by Council for their membership dues, the Party shall request a meeting with the President of Council by July 1 of the budget year in dispute to attempt to resolve the dispute. If the Party and the President are unable to resolve the matter, the Party may request to terminate their participation, or the Council may consider removal of the Party as provided in Article VI.

Section 3. Treasurer

The Treasurer of WAMAC shall have the responsibility of custody, and control of all funds of the Council. Surplus funds, grants, and gifts shall be held and invested by the Treasurer in compliance with the financial policy adopted by Council. The Treasurer shall make or cause to be made, a full and complete financial report to the Council and to the governing bodies of each of the parties hereto, of the Council's financial transactions at the end of each fiscal year. Such report shall include an independent audit of all receipts and disbursements by a Certified Public Accountant, according to the appropriate audit for WAMAC.

Section 4. Administration

- A. The Treasurer shall administer the financial aspects of WAMAC. All expenditures shall be approved by the Council pursuant to the budget approved by the Parties and paid by the Treasurer according to the methods and procedures established by the Council. The Council shall approve the receipt of gifts, grants, and assistance funds that are to be used for the purposes set forth herein.
- B. WAMAC is established herein as an independent corporate entity, separate and distinct from the Parties hereto. It may have its own employees, who shall not be employees of any of the Parties hereto. Any acts done by any of the Parties in assistance or in cooperation with the Council shall not have any effect upon, nor change the status of the Council, nor create any legal responsibility by any of the Parties hereto for the acts or obligations of the Council.
- C. **Compliance with Tax Requirements:** The Council shall be responsible for compliance with all applicable state and federal tax requirements and other applicable legal filing requirements.

ARTICLE VI - ON-GOING RESPONSIBILITIES & DISSOLUTION

Section 1. Participation and Duration

This Agreement commences on the Effective Date and continues on an indefinite basis until terminated as provided below. The Parties agree that they will participate in the activities and programs of WAMAC and provide payment of membership fees on an on-going basis unless or until terminated in accordance with this Agreement, in order to finance and provide for the purchase and ownership of equipment and apparatus, payment of obligations and the hiring of necessary staff, and conducting activities and services to operate, equip and maintain the Council.

Section 2. Termination of Participation

- A. A Party may only terminate their membership by giving ninety (90) days written notice to the Council and the governing bodies of the Parties, no later than May 1 of any year in which such termination shall be effective. If notice of termination is given, that Party shall remain liable for all obligations incurred by it pursuant to this Agreement, prior to the actual termination and according to the budget approved for that fiscal year.
- B. A Party may be removed from participating in the Agreement upon a vote of two-thirds of the Council and subsequent amendment to the Agreement. If a Party is removed from participation, that Party shall remain liable for all obligations incurred by it pursuant to this Agreement, prior to the actual removal and according to the budget approved for that fiscal year.
- C. In the event of a Party terminating their membership or being removed from membership, the Party shall have no interest, claim or right to any asset, real or personal, of WAMAC.

Section 3. Dissolution

- A. **Termination.** This Agreement shall continue until terminated by the first of the following to occur:
 - 1. The Parties to the Agreement total fewer than fifteen (15); or,
 - 2. A two-thirds vote in favor of termination by the Council.
- B. **Dissolution.** The Council may be dissolved by adoption of a resolution by a majority of the existing members of the Council along with the approval of a plan for the distribution of the Council's assets and surplus funds. Any surplus funds, after paying all bills and division of assets, shall be divided among the Parties according to the proportionate share of contribution made by a Party for the prior

three years. The proposal to dissolve and plan of distribution of assets, including surplus funds, must be provided to the governing body of each Party at least ten (10) days prior to the Council vote on the plan. If the Parties do not agree on the plan to distribute assets, they may choose arbitration. If the Parties do not choose arbitration and cannot agree how to distribute the assets, the Council shall dispose of the assets by public action and deduct the cost of the action prior to any distribution. If dissolution is approved, the Council must comply with all state and federal requirements for dissolution.

ARTICLE VII - MISCELLANEOUS PROVISIONS

Section 1. Amendments

Amendments to this Agreement, other than to add a new Party or as otherwise provided in this Agreement, may be made upon approval of 2/3 vote of the Members of the Council and the approval of 2/3 of the Parties, and shall be approved, processed, and filed as described in Article II, Section 1 and Article VII, Sections 3 and 4.

Section 2. Applicable Laws

This Agreement is made and entered into in the State of Michigan and shall in all respects be interpreted, enforced and governed under the laws of the State of Michigan without regard to the doctrines of conflict of laws. The language of all parts of this Agreement shall in all cases be construed as a whole according to its fair meaning, and not construed strictly for or against any Party.

Section 3. State Approval

As soon as reasonably practicable after the effective date of this Agreement, this Agreement shall be officially submitted to the office of the Governor for approval pursuant to the Urban Cooperation Act of 1967.

Section 4. Effective Date

This Agreement shall be in full force and effect and WAMAC shall be considered as established as an operating public corporation on the date this Agreement was signed by all Parties and filed with the Secretary of State and with the Monroe, Washtenaw, Jackson, Oakland, Lenawee, Wayne and Livingston County Clerks.

Section 5. Duration

This Agreement shall remain in effect and continue on an indefinite basis and shall only be terminated according to the terms hereof.

Section 6. Effect of Agreement

This Agreement shall be binding upon and inure to the benefit of the Parties and the residents of each of the Parties and shall supersede all prior agreements and understandings among the Parties relative to the subject matter.

Section 7. Severability

If any provision of this Agreement, or its application to any person or circumstance, is invalid or unenforceable, the remainder of this Agreement and the application of that provision to other persons or circumstances is not affected but will be enforced to the extent permitted by law.

Section 8. No Waiver of Governmental Immunity

The Parties agree that no provision of the Agreement is intended, nor shall be construed, as a waiver by any Party of any governmental immunity as provided by the Urban Cooperation Act or otherwise under law.

Section 9. Entire Agreement

This Agreement sets forth the entire agreement between the Parties and supersedes any and all prior agreements or understandings between them in any way related to the subject matter hereof. It is further understood and agreed that the terms and conditions herein are contractual and that there are no other agreements, understandings, contracts, or representations between the Parties in any way related to the subject matter hereof, except as expressly stated herein.

Section 10. Captions

The captions, headings, and titles in this Agreement are intended for the convenience of the reader and not intended to have any substantive meaning and are not to be interpreted as part of this Agreement.

Section 11. Jurisdiction and Venue

In the event of any disputes between the Parties over the meaning, interpretation or implementation of the terms, covenants or conditions of this Agreement, the matter under dispute, unless resolved between the parties, shall be submitted to the courts of the State of Michigan, with original jurisdiction and venue vested in the Washtenaw County Circuit Court.

Section 12. Recitals

The Recitals shall be considered an integral part of this Agreement.

Section 13. Counterpart Signatures

This Agreement may be signed by counterpart. The counterparts taken together shall constitute one (1) Agreement.

The **Charter Township of Ann Arbor**, a Michigan municipal corporation located at 1714 Murfin Ave, Ann Arbor, MI 48105, adopted a Resolution on _____ approving the terms and conditions of the Washtenaw Area Mutual Aid Council Interlocal Agreement.

Charter Township of Ann Arbor

By: _____
Diane O'Connell, Supervisor

By: _____
Rena Basch, Clerk

The **Charter Township of Augusta**, a Michigan municipal corporation located at 7530 Talladay Rd, Milan, MI 48160, adopted a Resolution on _____ approving the terms and conditions of the Washtenaw Area Mutual Aid Council Interlocal Agreement.

Charter Township of Augusta

By: _____
Brian Shelby, Supervisor

By: _____
Kim Gonczy, Clerk

The **Charter Township of Green Oak**, a Michigan municipal corporation located at 10001 Silver Lake Rd, Brighton, MI 48116, adopted a Resolution on _____ approving the terms and conditions of the Washtenaw Area Mutual Aid Council Interlocal Agreement.

Charter Township of Green Oak

By: _____
Mark St. Charles, Supervisor

By: _____
Michael H. Sedlak, Clerk

The **Charter Township of Pittsfield**, a Michigan municipal corporation located at 6201 W. Michigan Ave., Ann Arbor, MI 48108-9721, adopted a Resolution on _____ approving the terms and conditions of the Washtenaw Area Mutual Aid Council Interlocal Agreement.

Charter Township of Pittsfield

By: _____
Mandy Grewal, Supervisor

By: _____
Michelle L. Anzaldi, Clerk

The **Charter Township of Superior**, a Michigan municipal corporation located at 3040 N. Prospect Road, Ypsilanti, Michigan 48198, adopted a Resolution on _____ approving the terms and conditions of the Washtenaw Area Mutual Aid Council Interlocal Agreement.

Charter Township of Superior

By: _____
Ken Schwartz, Supervisor

By: _____
Lynette Findley, Clerk

The **Charter Township of Van Buren**, a Michigan municipal corporation located at 46425 Tyler Rd, Van Buren Twp, MI 48111, adopted a Resolution on _____ approving the terms and conditions of the Washtenaw Area Mutual Aid Council Interlocal Agreement.

Charter Township of Van Buren

By: _____
Kevin McNamara, Supervisor

By: _____
Leon Wright, Clerk

The **Charter Township of Ypsilanti**, a Michigan municipal corporation located at 1143 Coleman St, Ypsilanti, MI 48198, adopted a Resolution on _____ approving the terms and conditions of the Washtenaw Area Mutual Aid Council Interlocal Agreement.

Charter Township of Ypsilanti

By: _____
Brenda Stumbo, Supervisor

By: _____
Karen Lovejoy Roe, Clerk

The **Chelsea Area Fire Authority**, a Michigan governmental entity located at 200 W. Middle St, Chelsea, MI 48118, adopted a Resolution on _____ approving the terms and conditions of the Washtenaw Area Mutual Aid Council Interlocal Agreement.

Chelsea Area Fire Authority

By: _____

Tom Osborne, Chairperson

The **City of Ann Arbor**, a Michigan municipal corporation located at 100 N. 5th Ave, Ann Arbor, MI 48104, adopted a Resolution on _____ approving the terms and conditions of the Washtenaw Area Mutual Aid Council Interlocal Agreement.

City of Ann Arbor

By: _____
Christopher Taylor, Mayor

By: _____
Jacqueline Beaudry, Clerk

The **City of Belleville**, a Michigan municipal corporation located at 6 Main St Belleville, MI 48111, adopted a Resolution on _____ approving the terms and conditions of the Washtenaw Area Mutual Aid Council Interlocal Agreement.

City of Belleville

By: _____
Kerreen Conley, Mayor

By: _____
Michelle Bellingham, Clerk

The **City of South Lyon**, a Michigan municipal corporation located at 335 S. Warren St, South Lyon, MI 48178, adopted a Resolution on _____ approving the terms and conditions of the Washtenaw Area Mutual Aid Council Interlocal Agreement.

City of South Lyon

By: _____
Stephen Kennedy, Mayor

By: _____
Lisa Deaton, Clerk

The **City of Ypsilanti**, a Michigan municipal corporation located at 1 South Huron St., Ypsilanti, MI 48197, adopted a Resolution on _____ approving the terms and conditions of the Washtenaw Area Mutual Aid Council Interlocal Agreement.

City of Ypsilanti

By: _____
Lois Richardson, Mayor

By: _____
Andrew Hellenga, Clerk

The **Village of Clinton**, a Michigan municipal corporation located at 119 E. Michigan Ave, Clinton, MI 49236, adopted a Resolution on _____ approving the terms and conditions of the Washtenaw Area Mutual Aid Council Interlocal Agreement.

Village of Clinton

By: _____
Basil Greenleaf, Supervisor

By: _____
Diane Zuker, Clerk

The **Dexter Area Fire Department**, a Michigan governmental entity located at 8140 Main St, Dexter, MI 48130, adopted a Resolution on _____ approving the terms and conditions of the Washtenaw Area Mutual Aid Council Interlocal Agreement.

Dexter Area Fire Department

By: _____
Shawn Keough, Chairperson

Hamburg Township, a Michigan municipal corporation located at 10405 Merrill Rd, Whitmore Lake, MI 48189, adopted a Resolution on _____ approving the terms and conditions of the Washtenaw Area Mutual Aid Council Interlocal Agreement.

Hamburg Township

By: _____
Patrick J. Hohl, Supervisor

By: _____
Mike Dolan, Clerk
Mary Kuzner, Clerk

Manchester Township, a Michigan municipal corporation located at 275 S. Macomb, Manchester, MI 48158, adopted a Resolution on_____ approving the terms and conditions of the Washtenaw Area Mutual Aid Council Interlocal Agreement.

Manchester Township

By: _____
Ronald Milkey, Supervisor

By: _____
Danell Proctor, Clerk

The **Milan Area Fire Department**, a Michigan governmental entity located at 45 Wabash St, Milan, MI 48160, adopted a Resolution on _____ approving the terms and conditions of the Washtenaw Area Mutual Aid Council Interlocal Agreement.

Milan Area Fire Department

By: _____

Michael Armitage, Board Chairperson

Northfield Township, a Michigan municipal corporation located at 8350 Main St, Whitmore Lake, MI 48189, adopted a Resolution on _____ approving the terms and conditions of the Washtenaw Area Mutual Aid Council Interlocal Agreement.

Northfield Township

By: _____
Kenneth Dignan III, Supervisor

By: _____
Kathleen Manley, Clerk

By: _____
Mark D. Lloyd, Manager

Salem Township, a Michigan municipal corporation located at 9600 6 Mile Rd, Northville, MI 48168, adopted a Resolution on _____ approving the terms and conditions of the Washtenaw Area Mutual Aid Council Interlocal Agreement.

Salem Township

By: _____
Gary Wittaker, Supervisor

By: _____
Del Wensley, Clerk

The **Saline Area Fire Department**, a Michigan governmental entity located at 205 E. Michigan Ave, Saline, MI 48176, adopted a Resolution on _____ approving the terms and conditions of the Washtenaw Area Mutual Aid Council Interlocal Agreement.

Saline Area Fire Department

By: _____
_____, Chairperson

By: _____
Jason Sperle, Fire Chief

Scio Township, a Michigan municipal corporation located at 827 N. Zeeb, Ann Arbor, MI 48103, adopted a Resolution on _____ approving the terms and conditions of the Washtenaw Area Mutual Aid Council Interlocal Agreement.

Scio Township

By: _____
Will Hathaway, Supervisor

By: _____
Jessica Flintoft, Clerk

By: _____
Joyce Parker, Manager

Sumpter Township, a Michigan municipal corporation located at 23480 Sumpter Rd, Belleville, MI 8111, adopted a Resolution on _____ approving the terms and conditions of the Washtenaw Area Mutual Aid Council Interlocal Agreement.

Sumpter Township

By: _____
Bryan Huffman, Supervisor

By: _____
Anthony Burdick, Clerk

The **Township of Clinton**, a Michigan municipal corporation located at 172 W. Michigan Ave, Clinton, MI 49236, adopted a Resolution on _____ approving the terms and conditions of the Washtenaw Area Mutual Aid Council Interlocal Agreement.

Township of Clinton

By: _____
Basil Greenleaf, Supervisor

By: _____
Joann Steffens, Clerk

CONTRACT TYPE	VENDOR	START	EXPIRATION	EXTENSION	2024 COST
Legal - General	CMDA				
Legal - Labor	Fournier & Associates	2020	2025	N/A	\$145/hr.
Legal - Marihuana	Foster & Swift				
Assessing	WCA Assessing	2024	2028	N/A	\$30,024.42
Finance	Plante Moran	2022	Ongoing	N/A	\$127,205.00
Water	GLWA	?	Ongoing		\$365,100.00
Water Reading	Mueller				
Wastewater	Downriver Utility Wastewater Authority (DUWA)	?	Ongoing	N/A	\$285,000.00 estimate
Engineering	Hennessey Associates				
Planning / Zoning	Giffels Webster				
IT	VC3	2023	2028	N/A	\$4,890.00
Audit	Alan Young & Associates	2023	2024	N/A	\$16,870.00
DDA Maintenance	DDA	2022	2025	2028	\$150,000.00
Dispatch	Van Buren Township	2020	2022	2023	\$203,500.00 estimate
CLEMIS / Reporting - Police	Oakland County				
School Resource Officer					
Website	TownWeb				
Phone	AT&T / TelNet				
Internet	AT&T				
Copy Machines	Konica Minolta				
Postal Machine	Ricoh				
Document Shredding Services	NeoPost				
Drinking Water - City Hall	Accushred				
Municipal Processing Software	Culligan				
Payment Processing	BS&A				
Senior Transportation	Point & Pay				
Vehicle Fuel Cards	SMART				
Workman's Comp	Wex				
Western Wayne Mobile Field Force	Employee Source				
Emergency Alerts	Wayne County (WW/CMFF)	2021	N/A	Ongoing	\$5,000.00
Garbage	Everbridge (Nixle)	2020	2023	Year-to-Year	\$2,678.00
Pest Control Services	Priority Waste				
First Aid Kit	Terminex				
Mutual Aid	Cintas				
Health Insurance	Washtenaw Area Mutual Aid Council	2024	?	?	?
Life & Disability Benefits	Employee Solve				?
Pension Provider	Blue Care Network				
Banking	Principal Life				
	MERS				
	Chase	N/A	N/A	N/A	Variable

EXPIRED/EXPIRING

RECOMMEND CHANGING
NEW/RENEWED

LOCKED/LIMITED OPTIONS
RECOMMEND KEEPING

ITEM / SERVICE	PREFERRED VENDOR
Election Hardware (Tabulators)	Dominion Voting Services
Election Supplies	Election Source
	Printing Systems Inc
Ballot Printing	Inland Press
Election Accuracy Testing	Election Source
General Printing	Printing Systems Inc
	Johnston Lithograph
Vehicle Oil Changes	Mr. Muffler
Vehicle Outfitting	Emergency Vehicle Outfitting / Eric Williams
Police Body Cameras	Axon
Police Patrol/DPW Vehicles & Repairs	Atchinson Ford
Police Uniforms and Gear	Priority One
Police Ammunition	Michigan Ammo
Police Psychological Exams	Harold Love & Associates
Electrical Services	Snider Electric
Underground Excavation / Pipework	Blue Ribbon Contracting
Floor Matting	Mr. Mat
Office Supplies	Quill
Hardware & Maintenance Supplies	Ace Hardware
	Home Depot
	Menards
Janitorial Supplies	B&R Janitorial
Garage Door Repairs	Crawford Door
Drug Screens / Health Consulting	Concentra
Vehicle Towing / Impound Services	J & T Crova Towing
Vehicle Washes	Zax Auto Wash
Vehicle Tire Purchasing / Maintenance	Belle Tire
Vehicle Parts	Napa Auto Parts
Fire Vehicle Repair / Outfitting	R & R Fire Trucks

**CITY OF BELLEVILLE
RESOLUTION NO. 24-003**

RESOLUTION TO APPROVE DEPARTMENTAL EXPENDITURES

WHEREAS, per City Charter, Chapter XV, Section 15.8, purchases in excess of five hundred dollars must be approved by Council, and

WHEREAS, City Council approves accounts payable.

NOW THEREFORE, BE IT RESOLVED that the Council of Belleville hereby approves accounts payable in the amount of \$416,989.92 and the following departmental purchases in excess of \$500:

Vendor	Department	Amount	Description
Blue Ribbon Contracting	DPW	\$4,090.00	Repair Broken Sewer in County Right of Way
Election Source	Clerk	\$860.00	Coding and Testing – November 2023 Election
Hennesey Engineers	DPW	\$3,753.00	Harbour Pointe Road Survey Work
Michigan Cat	DPW	\$547.52	Fittings for New Backhoe
Work'n'Gear	DPW	\$1,350.00	Uniform Allowance

MOTION:	SECOND:

AYES:	NAYS:	ABSENT:	VOTE:

Briana Hootman
Clerk/Treasurer

Kenneth Voigt
Mayor

Agenda Date: January 16, 2024

City of Belleville
EXPENDITURES IN EXCESS OF \$500

City Charter Section 15.8 requires Council approval of all purchases in excess of \$500.00 and not in excess of \$5000.00. Use this cover sheet for each purchase subject to this provision, and attach supporting documentation.

Vendor: *BIVE RIBBON
CONTRACTING*

Amount: \$ *4090.00*

Purpose: *REPAIR BROCKEN SEWER IN COUNTY R.O.W*



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This request is for Council approval prior to purchase:

This purchase was previously approved by Council:

This purchase is part of a bid approved by Council:

This purchase was budgeted:

This purchase was for an emergency:



☐

This purchase was based on competitive price quotes:

☐

This purchase is not based on competitive quotes because:

Blue Ribbon Contracting, Inc.
38210 W Huron River Dr
Romulus, MI 48174

Invoice

Date 12/29/2023
Invoice # 13597
Job # 23-651

Bill To

City of Belleville
6 Main Street
Belleville, MI 48111

P.O. # Verbal RR

Ship Date 12/29/2023

Terms Net 30

Due Date 1/28/2024

Item	Description	Reference	Qty	Price	Amount
	524 E. Huron River Drive - Belleville Sanitary Sewer Lead Repair at Sanitary Main 12/14/2023 - Thursday				
Miscellaneous	Mobilize	Lump Sum	1	450.00	450.00
Miscellaneous	Laborer	Hours	16	75.00	1,200.00
Miscellaneous	Operator	Hours	8	90.00	720.00
Miscellaneous	Cat 308 Excavator	Hours	8	105.00	840.00
Miscellaneous	Service Truck & Misc. Tools	Hours	8	35.00	280.00
Miscellaneous	Supervision	Hours	2	100.00	200.00
Miscellaneous	Dump Truck & Driver	Hours	2	125.00	250.00
Miscellaneous	Concrete Out	Cubic Yards	1.25	20.00	25.00
Miscellaneous	(1) 6" Fernco, (2) Bags of Cement, Block & Brick	Lump Sum	1	125.00	125.00

RI RT WATER

Office 734-955-2200
Matthew Treder 734-955-2200
e-mail: accounting@brcontracting.net 734-955-2210 fax

Total	\$4,090.00
Payments/Credits	\$0.00
Balance Due	\$4,090.00

City of Belleville
EXPENDITURES IN EXCESS OF \$500

City Charter Section 15.8 requires Council approval of all purchases in excess of \$500.00 and not in excess of \$5000.00. Use this cover sheet for each purchase subject to this provision, and attach supporting documentation.

Vendor	Election Source
Amount	\$860.00
Purpose	Coding and Testing for November 2023 Election

PART 1

☒ **X**

This request is for Council approval prior to purchase: 101-262-932.008

☐ **This purchase was previously approved by Council:**

☐ **This purchase is part of a bid approved by Council:**

☐ **This purchase was budgeted:**

☐ **This purchase was for an emergency:**

PART 2

☐ **This purchase was based on competitive price quotes:**

☐ **This purchase is not based on competitive quotes because:**



4615 Danvers Drive SE
Grand Rapids, MI 49512

November 7th, 2023
Election

INVOICE

DATE	INVOICE #
11/14/2023	23-4114

BILL TO
City of Belleville Briana Hootman 6 Main Street Belleville, MI 48111

SHIP TO
City of Belleville Sherri Scharf 6 Main Street Belleville, MI 48111

**PLEASE REMIT PAYMENT BY CHECK
OR CREDIT CARD TO: ElectionSource
4615 Danvers DR SE
Grand Rapids, MI 49512**

P.O. NO.	TERMS	ASSOCIATE	DUE DATE
	Net 30	H	12/14/2023

DESCRIPTION	QTY	U/M	RATE	AMOUNT
Full Service Testing for ICP Includes creation of State of Michigan Test Chart, Ballot Test Deck Creation & On-Site Testing.	1		260.00	260.00
Additional Ballot Style full Service testing for ICP. Includes creation of State of Michigan Test Chart, Ballot Test Deck Creation & On-Site Testing	1		135.00	135.00
Full Service Testing for the ICX ADA System, Includes Ballot Test Deck Creation & On-Site Testing, Touch Screen Calibration and Program Verification.	1		180.00	180.00
Additional Ballot Style full Service testing for the ICX ADA System. Includes Ballot Test Deck Creation & On-Site Testing, Touch Screen Calibration and Program Verification.	1		120.00	120.00
Additional Absent Voter Test Decks Ran	2		70.00	140.00
Fuel Surcharge per Testing Location	1		25.00	25.00

Credit Card Type: ☐ MC ☐ VISA ☐ American Express ☐ Discover

Name on Credit Card: _____

Credit Card Number: _____

Expiration Date: ____/____/____ CID Number: _____ (Last 3 digits on back of card)

Zip Code _____ (For billing address of card)

Payments/Credits \$0.00

Balance Due \$860.00

Total \$860.00

****A 3.5% CREDIT CARD TRANSACTION FEE WILL BE ADDED TO TOTAL OF INVOICE FOR CC PAYMENTS****

Visit WWW.ELECTIONSOURCE.COM for all our current products and specials!

City of Belleville
EXPENDITURES IN EXCESS OF \$500

City Charter Section 15.8 requires Council approval of all purchases in excess of \$500.00 and not in excess of \$5000.00. Use this cover sheet for each purchase subject to this provision, and attach supporting documentation.

Vendor: HANNESSEY Amount: \$ 3753.00
ENGINEERS

Purpose: HARBOR POINTE ROAD SURVEY WORK



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This request is for Council approval prior to purchase:

This purchase was previously approved by Council:

This purchase is part of a bid approved by Council:

This purchase was budgeted:

This purchase was for an emergency:



☐

This purchase was based on competitive price quotes:

☐

This purchase is not based on competitive quotes because:

City of Belleville
6 Main Street
Attn: Rick Rutherford
dps.belleville.mi.us
Belleville, MI 48111

Invoice number 163772.A
Date 08/17/2023

Project **85139 Harbour Pointe Subdivision**

June 30, 2023 Through August 17, 2023

General Consulting

	Hours	Amount
07/24/2023		
D02 - Civil Engineer VI		
Alan J. Cruz	2.50	227.50
08/01/2023		
D02 - Civil Engineer VI		
Alan J. Cruz	0.50	45.50
Phase subtotal		273.00

Topogrpahical Survey

	Hours	Amount
06/30/2023		
D11 - CAD Operator II		
Richard A. McClellan	8.00	480.00
07/05/2023		
D11 - CAD Operator II		
Richard A. McClellan	7.00	420.00
07/06/2023		
D11 - CAD Operator II		
Richard A. McClellan	3.00	180.00
07/25/2023		
S03 - Three Person Survey Crew		
Dale Thornton	8.00	1,920.00
07/26/2023		
D11 - CAD Operator II		
Richard A. McClellan	5.50	330.00
07/27/2023		
D11 - CAD Operator II		
Richard A. McClellan	2.50	150.00
07/29/2023		

Phase subtotal 3,480.00

Invoice total **3,753.00**

City of Belleville
EXPENDITURES IN EXCESS OF \$500

City Charter Section 15.8 requires Council approval of all purchases in excess of \$500.00 and not in excess of \$5000.00. Use this cover sheet for each purchase subject to this provision, and attach supporting documentation.

Vendor: *ML CAT*

Amount: \$ *547.52*

Purpose: *FITTINGS FOR NEW BACKHOE*



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This request is for Council approval prior to purchase:

This purchase was previously approved by Council:

This purchase is part of a bid approved by Council:

This purchase was budgeted: *water*

This purchase was for an emergency:



☐

This purchase was based on competitive price quotes:

☐

This purchase is not based on competitive quotes because:

Michigan



SITECH™

STATEMENT

12/31/2023

Account Number: 9334

CITY OF BELLEVILLE

6 MAIN ST

BELLEVILLE MI 48111-3920

Invoice date	Invoice #	PO #	Serial #/Model	Days overdue	Amount	Invoice #	Balance	X
PARTS								
11/17/2023	PD15477340	DPW	H9X03076/420XE AMPRITQ	14	547.52	PD15477340	547.52	
Parts Totals					547.52		547.52	

* Indicates the invoice is in dispute

Other (payments) or charge backs on your account.

Date	Type	Reference	Status	Amount	Balance	X
------	------	-----------	--------	--------	---------	---

R. R. WATER

INVOICE BALANCE	\$547.52
PAYMENT/CHARGE BALANCE	\$0.00
TOTAL AMOUNT DUE	\$547.52

Current	1 month	2 months	3 months	4 months	5 months	6+ months
0.00	547.52	0.00	0.00	0.00	0.00	0.00

Title to goods remains with the seller until full payment is received. Returned parts must be accompanied with invoice or packing list and are subject to 15% restocking fee.

Any questions please call (888) 642-4228 or email CREDIT@MACALLISTER.COM

To view, pay, and retrieve invoices online go to: <https://secure.billtrust.com/Macallister/ig/signin>

Please indicate any contact information changes on the reverse side of this form.

CITY OF BELLEVILLE
6 MAIN ST
BELLEVILLE MI 48111-3920

INVOICE BALANCE	\$547.52
PAYMENT/CHARGE BALANCE	\$0.00
TOTAL AMOUNT DUE	\$547.52

WHEN REMITTING, PLEASE INCLUDE THE PERFORATED PORTION OF THIS STATEMENT AND INDICATE INVOICES BEING PAID

AMOUNT DUE	\$547.52
AMOUNT ENCLOSED	

REMIT TO:

MICHIGAN CAT
DEPT.# 77576
P.O. BOX 77000
DETROIT MI 48277-0576

City of Belleville
EXPENDITURES IN EXCESS OF \$500

City Charter Section 15.8 requires Council approval of all purchases in excess of \$500.00 and not in excess of \$5000.00. Use this cover sheet for each purchase subject to this provision, and attach supporting documentation.

Vendor: *WORK N GEAR* Amount: *\$ 1350. —*

Purpose: *UNIFORM ALLOWANCE*



☐
☐
☐
☒
☐

This request is for Council approval prior to purchase:

This purchase was previously approved by Council:

This purchase is part of a bid approved by Council:

This purchase was budgeted: *PER UNION CONTRACT*

This purchase was for an emergency:



☐

This purchase was based on competitive price quotes:

☐

This purchase is not based on competitive quotes because:

Invoice #
HA176562



2300 Crown Colony Drive Suite 300
Quincy, Massachusetts, 02169 United States
781-746-0100

Sold To :
CITY OF BELLEVILLE
6 MAIN STREET
BELLEVILLE, MI 48111
United States
734-697-9577

PAST DUE

Ship To :

Remit "ON ACCOUNT" balance to:
Work 'N Gear, LLC
P.O. Box 843517
Boston, MA 02284-3517

Account # : 1547013
VIP Code : 1547013
VIP Name : CITY OF BELLEVILLE House Account
Comments :

Invoice Date :
07/06/2023

Ship Date :
07/05/2023

Code	Description	Size	Color	Quantity	Unit Price	Extended Amt
	Gift Card #: 111109559037			1.00	450.00	450.00
	Gift Card #: 111109559044			1.00	450.00	450.00
	Gift Card #: 111109559051			1.00	250.00	250.00

Reference Information : RICK RUTHERFORD.

Sub Total	1,150.00
Discount	0.00
Tax	0.00
Total	1,150.00
On Account	1,150.00

Store # : 29999

OVER

ACCOUNTS PAYABLE EXPENDITURES
COUNCIL MEETING ON
JAN 16 2024

DATE	AMOUNT	DESCRIPTION	G. TOTAL
1/16/2024	\$40,338.80	EFT	\$40,338.80
1/16/2024	\$376,651.12	CHECKS	\$376,651.12
GRAND TOTAL			\$ 416,989.92

Check Date	Bank	Check	Vendor	Vendor Name	Invoice Vendor	Description	Amount	Status
Bank CHA2 CHASE NEW ACCOUNT								
01/03/2024	CHA2	7091	2447	R & R FIRE TRUCK REPAIR	R & R FIRE TRUCK REPAIR	NEW FIRE TRUCK	330,000.00	Open
01/11/2024	CHA2	7092	1171	AHEARN SIGNS	AHEARN SIGNS	1/2 MAJOR ROADS & 1/2 WATER	80.00	Open
01/11/2024	CHA2	7093	0817	BELLEVILLE AREA INDEPEN	BELLEVILLE AREA INDEPEN	ADVERTISING/COB COUNCIL MEETING	245.00	Open
				BELLEVILLE AREA INDEPEN	BELLEVILLE AREA INDEPEN	ADVERTISING/COB COUNCIL MEETING	203.00	Open
				BELLEVILLE AREA INDEPEN	BELLEVILLE AREA INDEPEN	ADVERTISING/POLICE AUCTION	35.00	Open
				BELLEVILLE AREA INDEPEN	BELLEVILLE AREA INDEPEN	ADVERTISING/COB COUNCIL MEETING	420.00	Open
							903.00	
01/11/2024	CHA2	7094	0659	BLUE RIBBON CONTRACTING	BLUE RIBBON CONTRACTING	ROAD REPAIRS (524 E HURON DR)	4,090.00	Open
01/11/2024	CHA2	7095	1469\DK	CARDMEMBER SERVICE	CARDMEMBER SERVICE	DEC 3 - JAN 2, 2023 (CITY CREDIT	910.94	Open
01/11/2024	CHA2	7096	4555	CHRISTIAN DEVON HARRIS	CHRISTIAN DEVON HARRIS	ORDER FOR RETURN OF PROPERTY	2,718.39	Open
01/11/2024	CHA2	7097	4219	CINTAS	CINTAS	MEDICAL SUPPLIES POLICE DEPT	87.17	Open
01/11/2024	CHA2	7098	4067	CULLIGAN OF ANN ARBOR\D	CULLIGAN OF ANN ARBOR\D	CITY HALL-DRINKING WATER SUPPLY	52.74	Open
01/11/2024	CHA2	7099	0898	CUMMINGS, MCCLOREY, DAV	CUMMINGS, MCCLOREY, DAV	LEGAL SERVICES - NOV 2023	3,075.00	Open
01/11/2024	CHA2	7100	0075	DTE ENERGY	DTE ENERGY	27 2ND ST STREETLIGHTING - 9100	131.24	Open
				DTE ENERGY	DTE ENERGY	800 N LIBERTY 9100 3977 6497	44.32	Open
				DTE ENERGY	DTE ENERGY	26 5TH ST STREETLIGHTING	362.75	Open
							538.31	
01/11/2024	CHA2	7101	0075	DTE ENERGY	DTE ENERGY	STREET LIGHTING 9100-4050-3245	6,467.90	Open
01/11/2024	CHA2	7102	0076	DTE ENERGY	DTE ENERGY	7 SOUTH ELECTRIC AND COMMERCIAL	86.14	Open
				DTE ENERGY	DTE ENERGY	46785 DENTON RD 910006765127	35.53	Open
				DTE ENERGY	DTE ENERGY	100 N LIBERTY	14.87	Open
				DTE ENERGY	DTE ENERGY	91 4TH ST - 9100 067 6478 1	51.64	Open
				DTE ENERGY	DTE ENERGY	7 SOUTH ELECTRIC AND COMMERCIAL	99.02	Open
				DTE ENERGY	DTE ENERGY	7 MAIN ST - 9100 067 6523 4	146.74	Open
				DTE ENERGY	DTE ENERGY	25 2ND ST GAS & ELECTRIC	677.47	Open
				DTE ENERGY	DTE ENERGY	190 HIGH - 9100 157 2026 1	43.96	Open
				DTE ENERGY	DTE ENERGY	132 HIGH ST - 9100 067 6387 9	59.55	Open
							1,214.92	
01/11/2024	CHA2	7103	4474	EJ USA, INC	EJ USA, INC	WATER-REPAIRAS	334.98	Open
01/11/2024	CHA2	7104	4148	ELECTION SOURCE	ELECTION SOURCE	ELECTION SUPPLIES	860.00	Open
01/11/2024	CHA2	7105	4089	HYDROCORP	HYDROCORP	DEC 2023 CROSS CONNECTION	400.00	Open
01/11/2024	CHA2	7106	3132	KONICA MINOLTA BUSINESS	KONICA MINOLTA BUSINESS	MONTHLY MAINTENANCE FEES - POLIC	32.30	Open
01/11/2024	CHA2	7107	1327	MANS LUMBER AND MILLWOR	MANS LUMBER AND MILLWOR	CITY HALL SUPPLIES AND MAINT	41.96	Open
01/11/2024	CHA2	7108	4527	MISSION POINTE	MISSION POINTE	PAYROLL 12/18/2023 - 12/31/2023	272.00	Open
01/11/2024	CHA2	7109	0403	NAPA AUTO PARTS	NAPA AUTO PARTS	POLICE DEPT - VEHICLE MAINTENANC	180.49	Open
01/11/2024	CHA2	7110	2642	PRIORITY ONE EMERGENCY	PRIORITY ONE EMERGENCY	PD- SUPPLIES AND MAINT	168.98	Open
01/11/2024	CHA2	7111	4544	PRIORITY WASTE, LLC	PRIORITY WASTE, LLC	DPS PICK UP	1,450.00	Open
01/11/2024	CHA2	7112	4544	PRIORITY WASTE, LLC	PRIORITY WASTE, LLC	CITY TRASH WASTE (12/1/2023 TO 1	18,341.84	Open
01/11/2024	CHA2	7113	0162	QUILL CORPORATION	QUILL CORPORATION	SUPPLIES TREASURER	27.99	Open
				QUILL CORPORATION	QUILL CORPORATION	SUPPLIES TREASURER	6.74	Open
				QUILL CORPORATION	QUILL CORPORATION	MUNICIPAL BUILDING-SUPPLIES AND	53.97	Open
							88.70	
01/11/2024	CHA2	7114	4263	RAILROAD MANAGEMENT CO	RAILROAD MANAGEMENT CO	LICENSE FEES	635.65	Open
01/11/2024	CHA2	7115	2379	RICOH USA, INC.	RICOH USA, INC.	COPY CHARGES	275.15	Open
01/11/2024	CHA2	7116	0711	SUMPTER ACE HARDWARE	SUMPTER ACE HARDWARE	CITY HALL - SUPPLIES/MAINTENANCE	4.41	Open
				SUMPTER ACE HARDWARE	SUMPTER ACE HARDWARE	CITY HALL - SUPPLIES/MAINTENANCE	15.27	Open
				SUMPTER ACE HARDWARE	SUMPTER ACE HARDWARE	FIRE DEPT - REPAIR/MAINTENANCE	7.73	Open

User: TAKISHA

DB: Belleville

Check Date	Bank	Check	Vendor	Vendor Name	Invoice Vendor	Description	Amount	Stat
					SUMPTER ACE HARDWARE	DPW SUPPLIES	35.99	Open
							63.40	
01/11/2024	CHA2	7117	0702	WAYNE COUNTY ACCTS RECE	WAYNE COUNTY ACCTS RECE	TRAF SIG ENERGY-10/23	360.65	Open
					WAYNE COUNTY ACCTS RECE	TRAF SIG ENERGY-11/23	360.65	Open
							721.30	
01/11/2024	CHA2	7118	0219	WAYNE COUNTY TREASURER	WAYNE COUNTY TREASURER	BELLE VILLA MEADOWS DEC 2023	615.00	Open
					WAYNE COUNTY TREASURER	LOZA LANE LAKEVIEW NOV & DEC 202	205.00	Open
							820.00	
01/11/2024	CHA2	7119	0219	WAYNE COUNTY TREASURER-	WAYNE COUNTY TREASURER-	BELLE VILLA LAKE MOBILE HOME TAX	440.00	Open
01/11/2024	CHA2	7120	2406	WORK'N GEAR	WORK'N GEAR	UNIFORMS FOR DPW EMPLOYEES	1,150.00	Open
					WORK'N GEAR	UNIFORMS FOR DPW EMPLOYEES	200.00	Open
							1,350.00	
01/11/2024	CHA2	7121	4411	ZAX AUTO WASH	ZAX AUTO WASH	NOV 2023 CAR WASHES - PD	36.00	Open
CHA2 TOTALS:								
Total of 31 Checks:								376,651.12
Less 0 Void Checks:								0.00
Total of 31 Disbursements:								376,651.12

Check Date	Bank	Check	Vendor	Vendor Name	Invoice Vendor	Description	Amount	Status
Bank CHA2 CHASE NEW ACCOUNT								
01/11/2024	CHA2	392 (E)	2545	COMCAST	COMCAST	CITY HALL PHONE BILL DEC 21, 23	451.73	Open
01/11/2024	CHA2	393 (E)	4212	GREAT LAKES WATER AUTHO	GREAT LAKES WATER AUTHO	CITY WATER BILL NOV 1 TO DEC 1,	28,546.42	Open
01/11/2024	CHA2	394 (E)	2453	HENNESSEY ENGINEERS INC	HENNESSEY ENGINEERS INC	85319-BELLEVILLE FIRE STATION PA	409.50	Open
					HENNESSEY ENGINEERS INC	85139 HARBOUR POINT SUB	3,753.00	Open
							4,162.50	
01/11/2024	CHA2	395 (E)	0980	PLANTE & MORAN PLLC	PLANTE & MORAN PLLC	ACCOUNTING SERVICES RENDERED THR	6,566.00	Open
01/11/2024	CHA2	396 (E)	4303	TELNET WORLDWIDE	TELNET WORLDWIDE	TELEPHONE SERVICES	612.15	Open
CHA2 TOTALS:								
Total of 5 Checks:							40,338.80	
Less 0 Void Checks:							0.00	
Total of 5 Disbursements:							40,338.80	