

**CHARTER TOWNSHIP OF OXFORD  
BOARD OF TRUSTEES REGULAR MEETING**

**NOTICE AND AGENDA**

Date: Wednesday, June 8, 2022

Time: 6:30 p.m.

Place: Oxford Township Meeting Room  
300 Dunlap Road, Oxford, MI 48371

1. Call to order
2. Respects to the flag
3. Noting of roll
4. Approval of the agenda
5. Approval of the consent agenda
6. Public comment on items not on the agenda
7. Second Reading:
  - a. Zoning Ordinance 67A.028 Medical Marihuana
8. Fire Department
  - a. IAFF Union Local 4763 Contract Approval
9. Sharpe Engineering Report
10. Unfinished Business
  - a. American Rescue Plan Act (“ARPA”) Committee Allocation of Funds - Clerk Wright
  - b. Single Waste Hauler for Oxford Township – Trustee Nold
11. New Business
  - a. Resolution – Oxford Township Parks and Recreation Director Ron Davis
  - b. J.T. Electric Cash in Lieu of Safety Path Construction – Treasurer Ferrari
  - c. 457(b) Plan Oxford Township Matching Contributions – Treasurer Ferrari
  - d. Assessing Services Contract Renewal with Oakland County – Supervisor Curtis
  - e. Planning Commissioner Resignation – Supervisor Curtis
  - f. Planning Commissioner Appointment – Supervisor Curtis
  - g. Red Barn Water Tower Cleaning – Supervisor Curtis
  - h. Attorney Letter regarding street trees – Supervisor Curtis
  - i. 2022 Road Commission for Oakland County (“RCOC”) Gravel Road Improvement Program- Supervisor Curtis

12. Items Removed from Consent Agenda for Action or Discussion
13. Public Comment
14. Board of Trustees Comments
15. Adjournment
16. Consent Agenda:

### **CONSENT AGENDA**

Approval of Regular Township Board Meeting Minutes of May 11, 2022  
Approval of Treasurer Report for April 2022  
Approval of Clerk Report for April 2022  
Approval of Regular Bills through June 3, 2022  
Approval of Consultant Bills through June 3, 2022  
Committee and Representative Reports for June 8, 2022

The Charter Township of Oxford will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting/hearing. Individuals with disabilities requiring auxiliary aids or services shall contact the Charter Township of Oxford, by writing or calling Curtis W. Wright, Township Clerk at 248-628-9787 as soon as possible to allow the Township sufficient time to have available the aids and services.

Charter Township of Oxford Clerk, Curtis W. Wright  
300 Dunlap Road, Oxford, MI 48371 (248)628-9787

*Oxford Cable Commission re-broadcasts of Oxford Township Board Regular Meetings are on Wednesdays at 7:00 p.m.*

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,  
WEDNESDAY, MAY 11, 2022

A Regular Meeting of the Charter Township of Oxford Board of Trustees was held Wednesday, May 11, 2022 at the Oxford Township Meeting Room, 300 Dunlap Road, Oxford, Michigan 48371.

Members Present: Ferrari, Nold, Payne, Wright, Colvin, Charles, Curtis

Members Absent: None

Also Present: Township Attorney Hans Rentrop, Township Engineer Sharpe, Fire Chief Scholz, Assistant Fire Chief Majestic, Communications and Grants Manager Carnacchio, Administrative Assistant Smith, Recording Secretary McCullough, one camera person (OCTV) and approximately 45 guests.

Supervisor Curtis called the meeting to order at 6:30 p.m.

**RESPECTS TO THE FLAG**

**APPROVAL OF THE AGENDA**

Treasurer Ferrari moved, Trustee Charles seconded, to approve the May 11, 2022 agenda as amended: To move item 9.a. *Fire Department, New Hire Recognition-Shawn Goldie* under item 6. *Public Comment on Items not on the Agenda*.

Ayes: 7      Nays: 0      Absent: 0

Motion Carried.

**APPROVAL OF THE CONSENT AGENDA**

Treasurer Ferrari moved, Trustee Payne seconded, to approve the following May 11, 2022 Consent Agenda items as presented.

- Approval of Regular Township Board Meeting Minutes of April 13, 2022
- Approval of Treasurer Report for February and March 2022
- Approval of Clerk Report for February and March 2022
- Approval of Regular Bills through May 6, 2022
- Approval of Consultant Bills through May 6, 2022
- Approval of Quarterly Revenue and Expenditure Report through April 30, 2022

Roll call:

Ayes: Colvin, Charles, Payne, Nold, Ferrari, Wright, Curtis

Nays: None

Absent: None

Motion Carried.

**PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**

No individuals spoke during this portion of public comment.

**FIRE DEPARTMENT**

**New Hire Recognition – Shawn Goldie**

Chief Peter Scholz conducted the swearing in of Shawn Goldie to the Oxford Fire Department as a full-time Firefighter/Paramedic.

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,  
WEDNESDAY, MAY 11, 2022

**FIRST READING**

**Zoning Ordinance 67A.028 Medical Marihuana**

Supervisor Curtis moved, Trustee Payne seconded, to set a Second Reading and possible adoption of Zoning Ordinance 67A.028 for the June 8, 2022 Charter Township of Oxford Board of Trustees regular meeting.

Roll call:

Ayes: Colvin, Payne, Nold, Wright, Charles, Curtis

Nays: Ferrari

Absent: None

Motion Carried.

**SECOND READING**

**International Property Maintenance Code Ordinance 138**

Treasurer Ferrari moved, Trustee Nold seconded, to adopt the International Property Maintenance Code Ordinance 138 as presented to be added to Chapter 10 of the Oxford Charter Township Code of Ordinances.

Roll call:

Ayes: Curtis, Wright, Ferrari, Nold, Payne, Charles, Colvin

Nays: None

Absent: None

Motion Carried.

**Ordinance No. 132.001 – Medical Marihuana Facilities**

Trustee Payne moved, Trustee Nold seconded, to adopt Ordinance 132.001 as presented to be added to Chapter 14 and Chapter 30 of the Oxford Charter Township Code of Ordinances, including additions as presented at this meeting by Attorney Rentrop.

Roll call:

Ayes: Wright, Curtis, Charles, Nold, Colvin, Payne

Nays: Ferrari

Absent: None

Motion Carried.

**FIRE DEPARTMENT**

**Sale of 2007 Tahoe**

Treasurer Ferrari moved, Trustee Charles seconded, to authorize Fire Chief Pete Scholz to advertise and accept bids for the sale of the Oxford Fire Department 2007 Chevrolet Tahoe.

Roll call:

Ayes: Colvin, Payne, Nold, Ferrari, Curtis, Wright, Charles

Nays: None

Absent: None

Motion Carried.

**Purchase of New Engine Fire Truck**

Treasurer Ferrari moved, Trustee Nold seconded, to approve the proposal from Sutphen Corporation dated May 5, 2022 for the purchase of a Sutphen Custom Heavy-Duty G-9 Pumper complete and delivered in the amount of \$681,244.65 and authorize Fire Chief Pete Scholz to sign any contract or purchase orders on behalf of the Oxford Fire Department.

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,  
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Roll call:

Ayes: Charles, Wright, Curtis, Ferrari, Nold, Payne, Colvin

Nays: None

Absent: None

Motion Carried.

**Request to Sell Engine Number 3**

Treasurer Ferrari moved, Trustee Nold seconded, to authorize Fire Chief Pete Scholz to advertise and sell the Oxford Fire Department 1996 Pierce Engine 3.

Roll call:

Ayes: Ferrari, Colvin, Payne, Nold, Curtis, Wright, Charles

Nays: None

Absent: None

Motion Carried.

**Offer to Purchase Parcel 04-21-404-021**

Treasurer Ferrari moved, Trustee Charles seconded, to approve the Resolution Authorizing Sale of Property as presented and authorize Supervisor Jack Curtis to execute the Purchase Agreement between CSB Investments, LLC and the Charter Township of Oxford and authorize Supervisor Jack Curtis and Clerk Curtis W. Wright to take all steps needed to accomplish the sale of the property, including signing documents on behalf of the Charter Township of Oxford that are necessary or desirable for the closing and transfer of title with the proceeds to be deposited into the Fire Fund (206).

Roll call:

Ayes: Nold, Colvin, Payne, Curtis, Wright, Charles, Ferrari

Nays: None

Absent: None

Motion Carried.

**SHARPE ENGINEERING REPORT**

Engineer Sharpe provided updates on the following:

1. Safety path maintenance and overlay projects;
2. Increase of home sales in Oxford;
3. Receipt of \$100,000 in grant monies for the sewer system.

Communications and Grants Manager Carnacchio shared that he was notified on May 10, 2022 that the Township was awarded a \$100,000 grant from Oakland County through their Local Critical Infrastructure Grant Program to cover the design and planning costs for the sanitary sewer extension from Gateway Drive to Dunlap Road along M-24, and the design of the sewer system that will run under the four streets making up the Brabb-Dewey subdivision. The total cost for both projects is \$316,700. This grant will cover 1/3 of that cost.

**UNFINISHED BUSINESS**

**American Rescue Plan Act (“ARPA”)**

The required Annual Report for Non-Entitlement Units was submitted on April 25, 2022. The ARPA Committee continues to meet and discuss the projects already approved by the Township Board, and to plan for proposed projects with the next receipt of ARPA funds.

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,  
WEDNESDAY, MAY 11, 2022

The Board is welcome to provide any projects to the ARPA Committee for consideration of funding. Attorney Brittney Ellis' opinion letter regarding approved projects to date was included in the packet.

**Oxford Cemetery Paving Project**

Treasurer Ferrari moved, Trustee Nold seconded, to waive the Procurement Policy bidding requirement and award the Oxford Cemetery paving project to Birmingham Sealcoat in the amount of \$34,807.75. This \$34,807.75 amount to be paid with the American Rescue Plan Act funds.

Roll call:

Ayes: Colvin, Nold, Payne, Charles, Ferrari, Wright, Curtis

Nays: None

Absent: None

Motion Carried.

**NEW BUSINESS**

**Requests for Special Checks Between the Check Payment Processing Dates**

Supervisor Curtis moved, Trustee Payne seconded, to allow at the discretion of the Township Clerk that a special check may be issued outside of the current check cycles.

Roll call:

Ayes: Payne, Nold, Colvin, Wright, Curtis, Charles

Nays: Ferrari

Absent: None

Motion Carried.

**Michigan Homeowner Assistance Fund (MIHAF) Program Resolution**

Clerk Wright moved, Trustee Payne seconded, to approve the Michigan Homeowner Assistance Fund Michigan State Housing Development Authority Provider Participation Agreement as presented.

Roll call:

Ayes: Charles, Nold, Payne, Curtis, Ferrari, Wright, Colvin

Nays: None

Absent: None

Motion Carried.

**Resolution in Opposition to the Payment of Highland Park's Sewer Debt**

Treasurer Ferrari moved, Trustee Nold seconded, to approve the Resolution in opposition to the imposition of Highland Park's sewer debt on Oxford Township's residents and businesses as presented.

Roll call:

Ayes: Colvin, Payne, Nold, Ferrari, Curtis, Wright, Charles

Nays: None

Absent: None

Motion Carried.

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,  
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**Oxford Village Tax Collection Posting Agreement**

Treasurer Ferrari moved, Trustee Nold seconded, to authorize Treasurer Joseph G. Ferrari to execute the Agreement for Oxford Village tax BS&A postings as presented and attach the formal agreement to the minutes.

Roll call:

Ayes: Charles, Wright, Curtis, Ferrari, Nold, Payne, Colvin

Nays: None

Absent: None

Motion Carried.

**ITEMS REMOVED FROM CONSENT AGENDA FOR ACTION OR DISCUSSION**

None.

**PUBLIC COMMENT**

One individual spoke during this portion of public comment.

**BOARD OF TRUSTEE COMMENTS**

Trustee Charles provided an update on the spongy moth spraying that will take place in approximately two weeks, the awards ceremony for Oxford Addison Youth Assistance that will be held at Seymour Lake Township Park on Friday, May 13, 2022, and an update on DDA activities.

Treasurer Ferrari stated that he would like to see “distressed” properties better defined in the medical marihuana ordinance.

Trustee Colvin offered her congratulations on the receipt of the \$100,000 grant from Oakland County.

Supervisor Curtis shared the following:

1. C.J. and the rest of the team have acquired \$238,050 in grants and contributions.
2. The additional monies in state revenue sharing as a result of the 2020 Census is \$221,475.
3. A sponsored kickball tournament will be held on May 22, 2022 at 10:30 a.m. at Friendship Park in Lake Orion. Oxford will have a team participating, sponsored by “South Oxford.” This is a charity tournament in which the winning team will be given 50% of the proceeds for a charity of their choice.
4. In support of the Arts in Oxford, a mural will be painted on the wall downtown in the vacant lot in the northwest quadrant. Donations are being accepted for the completion of the mural, which will be painted between June 1-10, 2022.

**ADJOURNMENT**

Treasurer Ferrari moved, Trustee Payne seconded, to adjourn the meeting at 7:54 p.m.

Ayes: 7

Nays: 0

Absent: 0

Motion Carried.

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,  
WEDNESDAY, MAY 11, 2022

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Jack Curtis, Supervisor  
Approved:  
/smm

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Curtis Wright, Clerk

UNOFFICIAL

CASH SUMMARY BY FUND FOR OXFORD TOWNSHIP  
 FROM 04/01/2022 TO 04/30/2022  
 FUND: ALL FUNDS  
 CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 04/01/2022	Total Debits	Total Credits	Ending Balance 04/30/2022
100	GENERAL CLEARING FUND	3,344.00	731,575.10	731,562.58	3,356.52
101	GENERAL FUND	6,049,052.00	137,265.30	173,483.71	6,012,833.59
151	CEMETERY TRUST FUND	28,000.00	0.00	0.00	28,000.00
204	ROAD FUND	173,724.38	20.17	0.00	173,744.55
206	OXFORD FIRE DEPARTMENT FUND	5,646,296.53	617,406.07	879,238.04	5,384,464.56
207	POLICE CONTRACTING (OCSO) FUND	5,380,143.16	278,919.62	550,346.48	5,108,716.30
208	PARKS & RECREATION FUND	1,498,279.87	127,250.82	161,142.93	1,464,387.76
209	CEMETERY MAINTENANCE FUND	3,714.16	0.06	1,365.00	2,349.22
210	ADVANCE LIFE SUPPORT FUND	0.00	0.00	0.00	0.00
211	FIRE & EMS OPERATING FUND	820.00	0.00	0.00	820.00
239	TELECOMMUNICATION FUND	38,892.98	2.32	0.00	38,895.30
249	BUILDING DEPARTMENT FUND	994,223.57	68,917.03	67,455.45	995,685.15
296	CABLE TV FUND	249,795.41	22,930.56	42,590.42	230,135.55
297	SAFETY PATH FUND	277,564.00	5,032.46	9,254.34	273,342.12
298	POLLY ANN TRAIL FUND	134,908.90	29,830.23	18,051.09	146,688.04
308	PARKS DEBT FUND	26,577.57	9,021.80	9,050.00	26,549.37
371	LIBRARY DEBT SERVICE	0.00	0.00	0.00	0.00
396	FIRE DEBT FUND	0.00	0.00	0.00	0.00
431	PARKS CONSTRUCTION BOND FUND	(6.91)	0.00	0.00	(6.91)
470	MUNICIPAL BUILDING FUND	0.00	0.00	0.00	0.00
590	SEWER FUND	1,636,859.87	879,372.33	480,407.83	2,035,824.37
591	WATER FUND	2,778,399.34	30,716.05	22,620.71	2,786,494.68
699	PAYROLL FUND	119.79	84,202.04	84,201.33	120.50
701	TRUST & AGENCY FUND	602,830.98	42,495.41	38,994.90	606,331.49
703	TAX FUND	1,042.53	25.98	12.02	1,056.49
	TOTAL - ALL FUNDS	25,524,582.13	3,064,983.35	3,269,776.83	25,319,788.65



# Clerk's Report April 2022

## FUND BUDGET SUMMARY

Updated: May 23, 2022

<u>Fund</u>	<u>*Fund Equity</u>	<u>Monthly Revenue</u>	<u>Monthly Expenses</u>	<u>Monthly Var</u>	<u>YTD Revenue</u>	<u>YTD Expenses</u>	<u>TYD Var</u>
	<u>Account # 391.000</u>						
101 - General	\$ 2,221,672.00	\$ 114,465.78	\$ 149,871.11	\$ (35,405.33)	\$ 1,727,553.47	\$ 749,241.06	\$ 978,312.41
204 - Road	\$ 273,445.00	\$ 20.17	\$ -	\$ 20.17	\$ 83.68	\$ -	\$ 83.68
206 - Oxford Fire Dept.	\$ 1,839,036.00	\$ 124,623.00	\$ 386,562.51	\$ (261,939.51)	\$ 4,568,496.93	\$ 1,629,503.10	\$ 2,938,993.83
207 - Police Contracting	\$ 2,306,593.00	\$ 5,923.52	\$ 277,350.38	\$ (271,426.86)	\$ 3,254,086.06	\$ 1,348,149.42	\$ 1,905,936.64
208 - Parks & Rec	\$ 463,598.00	\$ 84,201.70	\$ 112,319.45	\$ (28,117.75)	\$ 1,164,202.02	\$ 507,279.77	\$ 656,922.25
209 - Cemetery	\$ 1,212.00	\$ 0.06	\$ 1,365.00	\$ (1,364.94)	\$ 499.74	\$ 1,365.00	\$ (865.26)
239 - Telecommunications	\$ 27,878.00	\$ 2.32	\$ -	\$ 2.32	\$ 9.03	\$ -	\$ 9.03
249 - Building Dept	\$ 1,750,433.00	\$ 35,808.03	\$ 34,346.45	\$ 1,461.58	\$ 114,744.68	\$ 162,217.22	\$ (47,472.54)
296 - Cable	\$ 334,531.00	\$ 3,137.35	\$ 22,635.61	\$ (19,498.26)	\$ 82,016.21	\$ 96,371.40	\$ (14,355.19)
297 - Safety Path	\$ 362,105.00	\$ 32.46	\$ 4,254.34	\$ (4,221.88)	\$ 135.11	\$ 15,003.68	\$ (14,868.57)
298 - Polly Ann Trail	\$ 105,091.00	\$ 14,638.73	\$ 2,859.59	\$ 11,779.14	\$ 57,604.68	\$ 22,469.56	\$ 35,135.12
308 - Parks Debt Fund	\$ 22,080.00	\$ 21.80	\$ 50.00	\$ (28.20)	\$ 221,238.44	\$ 221,816.00	\$ (577.56)
590 - Sewer	\$ 1,648,600.00	\$ 11,498.88	\$ 130,147.83	\$ (118,648.95)	\$ 727,880.19	\$ 937,666.53	\$ (209,786.34)
591 - Water	\$ 1,643,105.00	\$ 18,216.05	\$ 10,120.71	\$ 8,095.34	\$ 340,907.20	\$ 111,094.87	\$ 229,812.33
	<b>\$ 12,999,379.00</b>	<b>\$ 412,589.85</b>	<b>\$ 1,131,882.98</b>	<b>\$ (719,293.13)</b>	<b>\$ 12,259,457.44</b>	<b>\$ 5,802,177.61</b>	<b>\$ 6,457,279.83</b>

\*Per 2020 Audit

**MEMO**

TO: BOARD OF TRUSTEES  
FROM: CURTIS W. WRIGHT, CLERK  
DATE: 06/02/22  
RE: TOTAL MONTHLY BILLS - May



		Pre Paid	To be paid
101	<b>General Fund</b>	\$ 153,798.08	\$ 25,783.17
204	<b>Road Fund</b>	\$ -	\$ -
206	<b>Oxford Fire Dept.</b>	\$ 115,983.22	\$ 90.00
207	<b>Police Contracting Fund</b>	\$ 528,347.47	\$ -
208	<b>Parks &amp; Recreation</b>	\$ 56,375.26	\$ 20.00
209	<b>Cemetery Maintenance</b>	\$ 805.51	\$ 747.50
239	<b>Telecommunications</b>	\$ -	\$ -
249	<b>Building Department</b>	\$ 9,064.56	\$ 13,935.00
296	<b>Cable TV</b>	\$ 6,478.12	\$ -
297	<b>Safety Path</b>	\$ -	\$ 1,322.50
298	<b>Polly Ann Trail</b>	\$ 418.43	\$ 2,166.67
308	<b>Parks Debt Fund</b>	\$ -	\$ -
590	<b>Sewer</b>	\$ 158,988.32	\$ 8,765.00
591	<b>Water</b>	\$ -	\$ 1,230.00
701	<b>Trust &amp; Agency</b>	\$ 14,950.00	\$ 3,110.00
703	<b>Tax</b>	\$ -	\$ -
	<b>Payroll, May (Twp.)</b>	<b>\$ 68,538.80</b>	\$ -
	<b>Payroll, May (Fire Dept.)</b>	<b>\$ 175,589.14</b>	\$ -
	<b>Payroll, May (Parks &amp; Rec)</b>	<b>\$ 38,249.51</b>	\$ -
	<b>Payroll, May (Cable)</b>	<b>\$ 17,441.72</b>	\$ -
	<b>Total</b>	<b>\$ 1,345,028.14</b>	<b>\$ 57,169.84</b>

**CURRENT AGENDA ITEM**

Post Date GL Number	Journal	Summ/Det	Ref # Description	DR Amount	CR Amount
05/16/2022	CD	S	101242	SUMMARY CD 05/16/2022	
100-000-001.000			CHECKING ACCOUNT OXFORD BANK		261,762.20
100-000-084.101			DUE FROM GENERAL FUND	117,276.37 ✓	
100-000-084.206			DUE FROM OXFORD FIRE DEPT	86,603.55 ✓	
100-000-084.207			DUE FROM POLICE	8.71 ✓	
100-000-084.208			DUE FROM PARKS & REC	13,131.69 ✓	
100-000-084.249			DUE FROM BUILDING DEPARTMENT	2,534.01 ✓	
100-000-084.296			DUE FROM CABLE	1,137.77 ✓	
100-000-084.298			DUE FROM POLLY ANN TRAIL FUND	78.43 ✓	
100-000-084.590			DUE FROM SEWER	38,091.67 ✓	
100-000-084.701			DUE FROM TRUST & AGENCY	2,900.00 ✓	
101-000-202.000			ACCOUNTS PAYABLE	117,276.37	
101-000-215.000			DUE TO		117,276.37
206-000-202.000			ACCOUNTS PAYABLE	86,603.55	
206-000-215.000			DUE TO CLEARING FUND		86,603.55
207-000-202.000			ACCOUNTS PAYABLE	8.71	
207-000-215.000			DUE TO CLEARING FUND		8.71
208-000-202.000			ACCOUNTS PAYABLE	13,131.69	
208-000-215.000			DUE TO CLEARING FUND		13,131.69
249-000-202.000			ACCOUNTS PAYABLE	2,534.01	
249-000-215.000			DUE TO CLEARING FUND		2,534.01
296-000-202.000			ACCOUNTS PAYABLE	1,137.77	
296-000-215.000			DUE TO CLEARING FUND		1,137.77
298-000-202.000			ACCOUNTS PAYABLE	78.43	
298-000-215.000			DUE TO CLEARING FUND		78.43
590-000-202.000			ACCOUNTS PAYABLE	38,091.67	
590-000-215.000			DUE TO CLEARING FUND		38,091.67
701-000-202.000			ACCOUNTS PAYABLE	2,900.00	
701-000-215.000			DUE TO OTHER FUNDS		2,900.00
				<u>523,524.40</u>	<u>523,524.40</u>
				<u>523,524.40</u>	<u>523,524.40</u>

PREPAIDS

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
05/16/2022	029	65321	24TH STREET SPORTS TAVERN	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	5,000.00
05/16/2022	029	65322	313 PIZZA BAR	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	3,500.00
05/16/2022	029	65323	51 DINER	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	5,000.00
05/16/2022	029	65327	ALCOGARE LLC	MISCELLANEOUS	962.000	267	2,983.88
05/16/2022	029	65329	ANITA'S KITCHEN	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	5,000.00
05/16/2022	029	65331	APPLIED IMAGING	GF - MAINTENANCE EQUIPMENT	933.000	267	707.16
05/16/2022	029	65336	BOB BROOKS COMPUTER SALES, INC	GF - OFFICE SUPPLIES	728.000	262	208.00
05/16/2022	029	65338	BULLZ BOXING CLUB	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	500.00
05/16/2022	029	65341	CATHERINE COLVIN	MILEAGE EXPENSE	860.000	101	104.13
				MILEAGE EXPENSE	860.000	101	10.00
				MEALS/LODGING EXPENSE	860.001	101	57.77
				CHECK 029 65341 TOTAL FOR FUND 101:			<u>171.90</u>
05/16/2022	029	65344	CHRISTOPHER CARNACCHIO	MILEAGE EXPENSE	860.000	171	103.60
				MEALS/LODGING EXPENSE	860.001	171	56.00
				CHECK 029 65344 TOTAL FOR FUND 101:			<u>159.60</u>
05/16/2022	029	65346	COMMON DENOMINATOR COFFEE COMM	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	3,500.00
05/16/2022	029	65347*#	COUNTY WASTE	GF - TRASH DISPOSAL	929.000	265	148.00
05/16/2022	029	65349*#	DTE ENERGY	GF - UTILITIES STREET LIGHTS	926.000	448	932.24
05/16/2022	029	65350	ELECTIONSOURCE	GF - EQUIPMENT ACQUISTION	977.000	262	321.03
05/16/2022	029	65351	ELIZABETH LAU	MILEAGE/MEALS ON WHEELS	860.002	695	56.17
05/16/2022	029	65353	ETS PERFORMANCE NORTH OAKLAND	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	750.00
05/16/2022	029	65354	EVERGREENS COFFEE & BAKE SHOP	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	3,500.00
05/16/2022	029	65355	FIDLAR TECHNOLOGIES, INC	GF - OFFICE SUPPLIES	728.000	701	301.43

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
05/16/2022	029	65356	FIREHOUSE SUBS LAKE ORION	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	500.00
05/16/2022	029	65357	GENESEE VALLEY VAULT, INC	GF - FEES CEMETERY OPENING/CLOSING	712.011	567	1,000.00
05/16/2022	029	65363	HI-HILL LAWN SERVICE	GF - MAINTENANCE GROUNDS	932.001	265	239.58
05/16/2022	029	65366	IDEAL ESCAPE ROOMS	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	750.00
05/16/2022	029	65367	IGNITE TAVERN	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	750.00
05/16/2022	029	65369	INDEPENDENCE VILLAGE	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	2,500.00
05/16/2022	029	65370*#	ISOLVED BENEFIT SERVICES	GF - INSURANCE MEDICAL	716.000	270	37.91
				GF - INSURANCE MEDICAL	716.000	270	36.13
				CHECK 029 65370 TOTAL FOR FUND 101:			<u>74.04</u>
05/16/2022	029	65372	ITALIA GARDENS RESTAURANT CATERI	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	5,000.00
05/16/2022	029	65374	JACK CURTIS	MILEAGE EXPENSE	860.000	171	110.68
				MEALS/LODGING EXPENSE	860.001	171	43.78
				CHECK 029 65374 TOTAL FOR FUND 101:			<u>154.46</u>
05/16/2022	029	65375	JAMES R CHARLES	GF - MILEAGE EXPENSE	860.000	101	78.39
				GF - MEALS/LODGING EXPENSE	860.001	101	21.45
				CHECK 029 65375 TOTAL FOR FUND 101:			<u>99.84</u>
05/16/2022	029	65376	JET'S PIZZA	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	2,000.00
05/16/2022	029	65377	JETS PIZZA	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	2,000.00
05/16/2022	029	65380	JULIE SAYERS	MILEAGE/MEALS ON WHEELS	860.002	695	88.49
05/16/2022	029	65382	K1 SPEED	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	2,000.00
05/16/2022	029	65384*#	KELLY RICHTER	GF -VRECORDING SECRETARY	827.000	701	140.00
05/16/2022	029	65387	LEGACY 925	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	5,000.00
05/16/2022	029	65396	OAKLAND SCHOOLS	GF - OFFICE SUPPLIES	728.000	701	150.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
05/16/2022	029	65397	OAT SODA	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	500.00
05/16/2022	029	65399	OPA FOOD & SPIRITS	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	750.00
05/16/2022	029	65400	OXFORD TAP	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	5,000.00
05/16/2022	029	65401	OXFORD TWP PARKS AND RECREATION	GF - MAINTENANCE SAFETY PATH	933.297	231	329.00
05/16/2022	029	65403	PRINTING SYSTEMS	GF - OFFICE SUPPLIES	728.000	262	48.37
				GF - OFFICE SUPPLIES	728.000	262	48.45
				GF - OFFICE SUPPLIES	728.000	262	1,996.01
				CHECK 029 65403 TOTAL FOR FUND 101:			<u>2,092.83</u>
05/16/2022	029	65405*#	QUILL	GF - OFFICE SUPPLIES	728.000	267	24.99
				GF - OFFICE SUPPLIES	728.000	267	84.66
				CHECK 029 65405 TOTAL FOR FUND 101:			<u>109.65</u>
05/16/2022	029	65407	RED KNAPPS AMERICAN GRILL	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	2,500.00
05/16/2022	029	65409	RICK'S ON THE LAKE	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	500.00
05/16/2022	029	65412	SAGE TREE PSYCHOLOGY GROUP	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	3,500.00
05/16/2022	029	65413	SAGEBRUSH CANTINA	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	750.00
05/16/2022	029	65417*#	SICK PIZZA COMPANY	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	5,000.00
05/16/2022	029	65418	SOOTHE YOUR SOUL	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	5,000.00
05/16/2022	029	65420	SPLASH ZONE	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	750.00
05/16/2022	029	65421*#	STAPLES BUSINESS CREDIT	GF - OFFICE SUPPLIES	728.000	262	8.99
				GF - OFFICE SUPPLIES	728.000	267	40.93
				GF - OFFICE SUPPLIES	728.000	267	380.55
				GF - OFFICE SUPPLIES	728.000	267	45.99
				GF - OFFICE SUPPLIES	728.000	267	260.04
				GF - OFFICE SUPPLIES	728.000	267	39.99
				GF - OFFICE SUPPLIES	728.000	701	97.95

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				GF - OFFICE SUPPLIES	728.000	701	261.20
				CHECK 029 65421 TOTAL FOR FUND 101:			<u>1,135.64</u>
05/16/2022	029	65424	SUSAN MCCULLOUGH	GF - RECORDING SECRETARY	827.000	101	140.00
05/16/2022	029	65425	SWISS INSURANCE GROUP	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	1,000.00
05/16/2022	029	65427	TIM HORTONS	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	1,500.00
05/16/2022	029	65428	TIM HORTONS	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	1,500.00
05/16/2022	029	65433	TROPICAL SMOOTHIE	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	500.00
05/16/2022	029	65435	TURMAN'S TREE & LANDSCAPE	GF - MAINTENANCE GENERAL	932.000	567	5,000.00
05/16/2022	029	65436	URBAN AIR TRAMPOLINE & ADVENT. P	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	5,000.00
05/16/2022	029	65437	VALENTINOS ITALIAN GRILL	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	5,000.00
05/16/2022	029	65438#	VC3, INC	GF - MISCELLANEOUS	962.000	253	34.16
				COMPUTER PROGRAMMING	970.003	267	150.00
				CHECK 029 65438 TOTAL FOR FUND 101:			<u>184.16</u>
05/16/2022	029	65441	VICTORIAS WINE & DINE	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	5,000.00
05/16/2022	029	65442*#	VIEW NEWSPAPER GROUP	GF - LEGAL NOTICES	903.000	101	134.30
				GF - LEGAL NOTICES	903.000	701	418.00
				GF - LEGAL NOTICES	903.000	701	616.20
				CHECK 029 65442 TOTAL FOR FUND 101:			<u>1,168.50</u>
05/16/2022	029	65443	VOYA INSTITUTIONAL TRUST COMPANY	GF - DEFERRED COMP	231.040	000	934.30
05/16/2022	029	65445	WOLVERINE POWER SYSTEMS	GF - MAINTENANCE EQUIPMENT	933.000	265	980.00
				GF - MAINTENANCE EQUIPMENT	933.000	265	1,266.47
				CHECK 029 65445 TOTAL FOR FUND 101:			<u>2,246.47</u>
05/16/2022	029	65447	WOODCHIPS EXPRESS	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	5,000.00
				Total for fund 101 GENERAL FUND			117,276.37
Fund: 206 OXFORD FIRE DEPARTMENT FUND							

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 206 OXFORD FIRE DEPARTMENT FUND							
05/16/2022	029	65324	ACCUMED GROUP	FIRE - UNALLOCATED COST RECOVERY BILL	802.001	357	7,192.08
05/16/2022	029	65325	AFLAC	FIRE - INSURANCE MEDICAL	716.000	357	107.54
05/16/2022	029	65328	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	728.000	357	15.25
				OFFICE SUPPLIES	728.000	357	199.99
				OFFICE SUPPLIES	728.000	357	22.97
				OFFICE SUPPLIES	728.000	357	39.58
				BUILDING MAINTENANCE-PARTS/SUPPLIES	748.000	357	71.75
				BUILDING MAINTENANCE-PARTS/SUPPLIES	748.000	357	27.98
				BUILDING MAINTENANCE-PARTS/SUPPLIES	748.000	357	33.99
				CHECK 029 65328 TOTAL FOR FUND 206:			<u>411.51</u>
05/16/2022	029	65330	APOLLO FIRE EQUIPMENT	FIRE - OPERATING SUPPLIES-FIRE	742.001	357	363.39
				FIRE - OPERATING SUPPLIES-FIRE	742.001	357	105.00
				CHECK 029 65330 TOTAL FOR FUND 206:			<u>468.39</u>
05/16/2022	029	65332*#	BASIC	FIRE - INSURANCE MEDICAL	716.000	357	62.64
05/16/2022	029	65333	BATTERY WORLD	FIRE - OPERATING SUPPLIES-FIRE	742.001	357	84.15
05/16/2022	029	65335	BLUE CROSS BLUE SHIELD OF MICHIG	FIRE - INSURANCE MEDICAL	716.000	357	40,821.82
05/16/2022	029	65337	BOUND TREE MEDICAL, LLC	FIRE - OPERATING SUPPLIES-MEDICAL	742.000	357	223.47
				FIRE - OPERATING SUPPLIES-MEDICAL	742.000	357	6.92
				CHECK 029 65337 TOTAL FOR FUND 206:			<u>230.39</u>
05/16/2022	029	65339	BYERS WRECKER SERVICE	FIRE VEHICLE MAINTENANCE (LABOR) MEDI	934.002	357	260.00
05/16/2022	029	65347*#	COUNTY WASTE	FIRE - TRASH DISPOSAL	929.000	357	184.00
05/16/2022	029	65359	GRAINGER	FIRE - OPERATING SUPPLIES-FIRE	742.001	357	469.34
05/16/2022	029	65360	GREAT WOLF LODGE	EDUCATION WORKSHOPS AND CONFERENCES	957.000	357	231.74
05/16/2022	029	65362	HALT FIRE, INC.	FIRE - VEHICLE MAINTENANCE-FIRE	791.001	357	114.86
05/16/2022	029	65365	HOME DEPOT CREDIT SERVICES	FIRE - SAFETY BEGINS @ HOME EXPENSES	791.004	357	10,494.52

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 206 OXFORD FIRE DEPARTMENT FUND							
05/16/2022	029	65370*#	ISOLVED BENEFIT SERVICES	FIRE - INSURANCE MEDICAL	716.000	336	89.20
				FIRE - INSURANCE MEDICAL	716.000	336	85.00
				FIRE -INSURANCE MEDICAL	716.000	357	17.84
				FIRE - INSURANCE MEDICAL	716.000	357	17.00
				CHECK 029 65370 TOTAL FOR FUND 206:			<u>209.04</u>
05/16/2022	029	65373	J & B MEDICAL SUPPLY	OPERATING SUPPLIES-MEDICAL	742.000	357	568.08
05/16/2022	029	65379	JONATHAN JONES	UNIFORM EXPENSE UNIFORMS	731.000	357	107.49
05/16/2022	029	65381	JUSTIN TEMPLETON	UNIFORM EXPENSE UNIFORMS	731.000	357	166.89
05/16/2022	029	65385	KEVIN SNELL	FIRE - EDUCATION TRAINING	957.001	357	3,574.00
05/16/2022	029	65391	NICHOLS PAPER & SUPPLY CO	BUILDING MAINTENANCE-PARTS/SUPPLIES	748.000	357	73.96
				BUILDING MAINTENANCE-PARTS/SUPPLIES	748.000	357	40.46
				BUILDING MAINTENANCE-PARTS/SUPPLIES	748.000	357	37.19
				CHECK 029 65391 TOTAL FOR FUND 206:			<u>151.61</u>
05/16/2022	029	65393	NYE UNIFORM	FIRE - UNIFORM EXPENSE UNIFORMS	731.000	357	193.50
				UNIFORM EXPENSE UNIFORMS	731.000	357	192.00
				FIRE - UNIFORM EXPENSE UNIFORMS	731.000	357	129.50
				FIRE - UNIFORMS-PAID ON CALL	754.000	357	159.50
				CHECK 029 65393 TOTAL FOR FUND 206:			<u>674.50</u>
05/16/2022	029	65406	R & R FIRE TRUCK REPAIR	VEHICLE MAINTENANCE-MEDICAL	791.003	357	371.00
05/16/2022	029	65410	RICOH USA INC	FIRE - PRINTING & PUBLISHING	729.000	357	237.66
05/16/2022	029	65415	SARAH DIETERS	FIRE - UNIFORMS-PAID ON CALL	754.000	357	100.00
05/16/2022	029	65422*#	STEVE'S OXFORD AUTOMOTIVE	FIRE - VEHICLE MAINTENANCE-MEDICAL	791.003	357	57.57
05/16/2022	029	65423	STONES ACE OF OXFORD	BUILDING MAINTENANCE-PARTS/SUPPLIES	748.000	357	19.98
				BUILDING MAINTENANCE-PARTS/SUPPLIES	748.000	357	21.99
				BUILDING MAINTENANCE-PARTS/SUPPLIES	748.000	357	27.99

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 206 OXFORD FIRE DEPARTMENT FUND							
				BUILDING MAINTENANCE-PARTS/SUPPLIES	748.000	357	55.98
				BUILDING MAINTENANCE-PARTS/SUPPLIES	748.000	357	7.99
				BUILDING MAINTENANCE-PARTS/SUPPLIES	748.000	357	22.13
				BUILDING MAINTENANCE-PARTS/SUPPLIES	748.000	357	55.96
				BUILDING MAINTENANCE-PARTS/SUPPLIES	748.000	357	42.96
				BUILDING MAINTENANCE-PARTS/SUPPLIES	748.000	357	16.51
				CHECK 029 65423 TOTAL FOR FUND 206:			<u>271.49</u>
05/16/2022	029	65426	TELEFLEX LLC	OPERATING SUPPLIES-MEDICAL	742.000	357	127.50
05/16/2022	029	65434	TRUGREEN	GROUNDS MAINTENANCE	932.001	357	130.67
				GROUNDS MAINTENANCE	932.001	357	154.64
				CHECK 029 65434 TOTAL FOR FUND 206:			<u>285.31</u>
05/16/2022	029	65439*#	VERIZON WIRELESS	FIRE - CELL PHONES	854.000	357	30.04
				CELL PHONES	854.000	357	125.10
				CHECK 029 65439 TOTAL FOR FUND 206:			<u>155.14</u>
05/16/2022	029	65440	VFIS	INSURANCE LIABILITY	955.000	357	4,416.93
				INSURANCE FIREFIGHTERS	955.010	357	3,762.57
				FLEET INSURANCE	955.020	357	8,179.50
				CHECK 029 65440 TOTAL FOR FUND 206:			<u>16,359.00</u>
05/16/2022	029	65444	W.S. DARLEY & CO.	FIRE - TOOLS	752.000	357	515.53
05/16/2022	029	65446	WONDER CLEANERS	DRY CLEANING	723.000	357	305.85
05/16/2022	029	65448	ZOLL MEDICAL CORPORATION	SUBSCRIPTIONS	732.000	357	1,232.91
				Total for fund 206 OXFORD FIRE DEPARTMENT FUND			86,603.55
Fund: 207 POLICE CONTRACTING (OCSD) FUND							
05/16/2022	029	65370*#	ISOLVED BENEFIT SERVICES	POLICE - INSURANCE MEDICAL	716.000	302	4.46
				POLICE - INSURANCE MEDICAL	716.000	302	4.25
				CHECK 029 65370 TOTAL FOR FUND 207:			<u>8.71</u>
				Total for fund 207 POLICE CONTRACTING (OCSD) FU			8.71
Fund: 208 PARKS & RECREATION FUND							

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 208 PARKS & RECREATION FUND							
05/16/2022	029	65326	AIRGAS USA, LLC	PR - RENTAL FEES EQUIPMENT - SEYMOUR	943.661	757	25.28
05/16/2022	029	65334	BIANCO TOURS	PR - PROF/CONT TRAVEL	816.671	758	2,518.50
				PR - PROF/CONT TRAVEL	816.671	758	1,860.00
				CHECK 029 65334 TOTAL FOR FUND 208:			<u>4,378.50</u>
05/16/2022	029	65342	CHARTER COMMUNICATIONS	PR - TELEPHONE SEYMOUR	853.661	757	137.97
05/16/2022	029	65343	CHERYL GOODWIN	PR - PROF/CONT SENIOR HEALTH & WELLNE	816.403	758	409.50
05/16/2022	029	65348	DONNA MARTIN	PROF/CONT SENIOR LIFE SKILLS	816.404	758	192.00
05/16/2022	029	65349*#	DTE ENERGY	PR - UTILITIES - ELECTRIC - SEYMOUR	921.661	767	15.87
05/16/2022	029	65352	ENVIRONMENTAL WOOD SOLUTIONS	PR - PARK MEMORIALS	974.700	757	585.00
				PR - PARK MEMORIALS	974.700	757	195.00
				CHECK 029 65352 TOTAL FOR FUND 208:			<u>780.00</u>
05/16/2022	029	65358	GOLDEN MEADOWS PHOTOGRAPHY	PR - PROF/CONT DADDY/DAUGHTER	816.614	752	184.00
05/16/2022	029	65364	HOME DEPOT CREDIT SERVICES	PR - MAINTENANCE BUILDINGS - SEYMOUR	931.661	757	470.94
				PR - MAINTENANCE RENTAL HOUSE EXPENSE	931.664	757	159.00
				PR - COMMUNITY GARDEN EXPENSES	932.107	757	445.56
				CHECK 029 65364 TOTAL FOR FUND 208:			<u>1,075.50</u>
05/16/2022	029	65368	INDEPENDENCE TWP PARKS/REC/SENIO	PR - PROF/CONT TRAVEL	816.671	758	168.50
				PR - PROF/CONT TRAVEL	816.671	758	162.40
				CHECK 029 65368 TOTAL FOR FUND 208:			<u>330.90</u>
05/16/2022	029	65371	ITALIA GARDENS OXFORD LLC	PR - SENIOR ENRICHMENT SUPPLIES	728.402	758	223.13
05/16/2022	029	65383	KELLY LEWIS	PROF/CONT SENIOR LIFE SKILLS	816.404	758	33.81
05/16/2022	029	65384*#	KELLY RICHTER	PR - RECORDING SECRETARY	827.000	751	140.00
05/16/2022	029	65390#	NAEIR	PR - OPER. SUPPLIES SEYMOUR CELEBRATI	740.620	752	94.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 208 PARKS & RECREATION FUND							
				PR - STONY GROUNDS MAINT./LAND IMPROV	974.660	757	194.50
				CHECK 029 65390 TOTAL FOR FUND 208:			<u>288.50</u>
05/16/2022	029	65392	NORTH COUNTY VBL	PR - OPER. SUPPLIES YOUTH VOLLEYBALL	740.628	752	125.00
05/16/2022	029	65395	OAKLAND COUNTY PARKS AND RECREAT	PROF/CONT TRAVEL	816.671	758	450.00
05/16/2022	029	65398	OFFICE DEPOT	PR - OFFICE SUPPLIES	728.000	751	110.50
05/16/2022	029	65402	PITNEY BOWES RESERVE ACCOUNT	PR - POSTAGE	730.000	751	500.00
05/16/2022	029	65408*#	REPUBLIC SERVICES #253	PR - MAINT BLDG & GROUNDS-CIVIC CENT	931.665	751	112.85
				PR - RENTAL FEES EQUIPMENT - SEYMOUR	943.661	757	226.12
				CHECK 029 65408 TOTAL FOR FUND 208:			<u>338.97</u>
05/16/2022	029	65411	RML SERVICES LLC	MAINTENANCE BLDG & GROUNDS-CIVIC CENT	931.665	751	701.02
05/16/2022	029	65417*#	SICK PIZZA COMPANY	PR - SENIOR HEALTH & WELLNESS SUPPLIE	728.403	758	161.89
05/16/2022	029	65422*#	STEVE'S OXFORD AUTOMOTIVE	PR - MAINT MOWER/EQUIPMENT REPAIRS	932.101	757	36.58
05/16/2022	029	65430	TOM DECKER	PR - SENIOR ATHLETICS SUPPLIES	728.401	758	637.00
05/16/2022	029	65431	TOOL SPORT & SIGN CO, INC	PR - OPER. SUPPLIES YOUTH SOFTBALL	740.621	752	300.00
				PR - OPER. SUPPLIES YOUTH SOFTBALL	740.621	752	16.50
				PR - OPER. SUPPLIES YOUTH SOCCER	740.625	752	256.00
				PR - OPER. SUPPLIES KIDDIE KICKERS	740.626	752	506.75
				CHECK 029 65431 TOTAL FOR FUND 208:			<u>1,079.25</u>
05/16/2022	029	65432	TRACTOR SUPPLY CREDIT PLAN	PR - MAINTENANCE MOWER/EQUIPMENT REPA	932.101	757	168.93
05/16/2022	029	65439*#	VERIZON WIRELESS	CELL PHONES	854.000	751	65.53
				CELL PHONES	854.000	752	102.31
				CELL PHONES	854.000	757	102.31
				CELL PHONES	854.000	758	76.76
				CHECK 029 65439 TOTAL FOR FUND 208:			<u>346.91</u>

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 208 PARKS & RECREATION FUND							
05/16/2022	029	65442*#	VIEW NEWSPAPER GROUP	PR - CONTINGENCY	890.000	751	260.68
Total for fund 208 PARKS & RECREATION FUND							13,131.69
Fund: 249 BUILDING DEPARTMENT FUND							
05/16/2022	029	65332*#	BASIC	BLDG - INSURANCE MEDICAL	716.000	289	963.63
05/16/2022	029	65370*#	ISOLVED BENEFIT SERVICES	BLDG - INSURANCE MEDICAL	716.000	289	11.15
				BLDG - INSURANCE MEDICAL	716.000	289	10.62
CHECK 029 65370 TOTAL FOR FUND 249:							21.77
05/16/2022	029	65405*#	QUILL	BLDG - OFFICE SUPPLIES	728.000	289	192.92
				BLDG - OFFICE SUPPLIES	728.000	289	71.66
CHECK 029 65405 TOTAL FOR FUND 249:							264.58
05/16/2022	029	65421*#	STAPLES BUSINESS CREDIT	BLDG - OFFICE SUPPLIES	728.000	289	39.99
				BLDG - OFFICE SUPPLIES	728.000	289	14.99
				BLDG - OFFICE SUPPLIES	728.000	289	1,229.05
CHECK 029 65421 TOTAL FOR FUND 249:							1,284.03
Total for fund 249 BUILDING DEPARTMENT FUND							2,534.01
Fund: 296 CABLE TV FUND							
05/16/2022	029	65361	GUARDIAN ALARM	CABLE - SERVICES PROFESSIONAL	819.001	296	67.20
05/16/2022	029	65388	METRO PC LLC DBA METRO TELECOM	CABLE - SERVICES PROFESSIONAL	819.001	296	75.00
				CABLE - SERVICES PROFESSIONAL	819.001	296	112.50
CHECK 029 65388 TOTAL FOR FUND 296:							187.50
05/16/2022	029	65404	PURE WATER PARTNERS	CABLE - OFFICE SUPPLIES	728.000	296	40.00
05/16/2022	029	65408*#	REPUBLIC SERVICES #253	CABLE - TRASH DISPOSAL	929.000	296	112.85
05/16/2022	029	65416	SARAH MACY	CABLE - OFFICE SUPPLIES	728.000	296	50.00
05/16/2022	029	65429	TIME WARNER CABLE	CABLE - TELEPHONE WEB/ATT	853.001	296	680.22

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 296 CABLE TV FUND							
Total for fund 296 CABLE TV FUND							1,137.77
Fund: 298 POLLY ANN TRAIL FUND							
05/16/2022	029	65340	CARDMEMBER SERVICE	PATC - MAINTENANCE OF GROUNDS	932.000	853	25.12
				PATC - EQUIPMENT AND HARDWARE	933.664	853	18.01
				PATC - FUEL AND OIL	934.000	853	16.31
				PATC - MISC ADVERTISING AND WEB	962.011	853	10.99
				PATC - MISCELLANEOUS LICENSES AND FEE	962.012	853	8.00
CHECK 029 65340 TOTAL FOR FUND 298:							<u>78.43</u>
Total for fund 298 POLLY ANN TRAIL FUND							78.43
Fund: 590 SEWER FUND							
05/16/2022	029	65394	OAKLAND COUNTY	SEWER - PRINCIPAL PAYMENT	991.000	527	22,545.99
				SEWER - INTEREST PAYMENT	993.000	527	15,221.78
CHECK 029 65394 TOTAL FOR FUND 590:							<u>37,767.77</u>
05/16/2022	029	65442*#	VIEW NEWSPAPER GROUP	SEWER - LEGAL NOTICES	903.000	527	276.50
				SEWER - LEGAL NOTICES	903.000	527	47.40
CHECK 029 65442 TOTAL FOR FUND 590:							<u>323.90</u>
Total for fund 590 SEWER FUND							38,091.67
Fund: 701 TRUST & AGENCY FUND							
05/16/2022	029	65345	CJM Builders LLC	BC062-21 - PB0060-21	283.000	000	400.00
				BC026-22 - PB0060-21	283.000	000	700.00
				BSER049-20 - PSE0057-20	283.000	000	500.00
CHECK 029 65345 TOTAL FOR FUND 701:							<u>1,600.00</u>
05/16/2022	029	65378	John Hennig Carpentry Inc.	BC075-22 - PB22-0073	283.000	000	100.00
05/16/2022	029	65386	Krafty Construction	BC054-22 - PB22-0048	283.000	000	100.00
05/16/2022	029	65389	MJC PAINT CREEK LLC	BC169-20 - PB0157-20	283.000	000	500.00
05/16/2022	029	65414	SAN JUAN POOLS OF MICHIGAN LLC	BSER043-21 - PSE0044-21	283.000	000	500.00
05/16/2022	029	65419	SOS Now Building and Contracting	BC029-22 - PB22-0030	283.000	000	100.00
Total for fund 701 TRUST & AGENCY FUND							2,900.00
TOTAL - ALL FUNDS							261,762.20

06/02/2022 01:19 PM  
User: SMCCULLOUGH  
DB: Oxford Township

CHECK DISBURSEMENT REPORT FOR OXFORD TOWNSHIP  
CHECK NUMBER 65321 - 65448

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
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'\*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND  
'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

Post Date GL Number	Journal	Summ/Det	Ref # Description	DR Amount	CR Amount
05/31/2022	CD	S	101618	SUMMARY CD 05/31/2022	
100-000-001.000			CHECKING ACCOUNT OXFORD BANK		783,446.77
100-000-084.101			DUE FROM GENERAL FUND	36,521.71 ✓	
100-000-084.206			DUE FROM OXFORD FIRE DEPT	29,379.67 ✓	
100-000-084.207			DUE FROM POLICE	528,338.76 ✓	
100-000-084.208			DUE FROM PARKS & REC	43,243.57 ✓	
100-000-084.209			DUE FROM CEMETERY MAINTENANCE	805.51 ✓	
100-000-084.249			DUE FROM BUILDING DEPARTMENT	6,530.55 ✓	
100-000-084.296			DUE FROM CABLE	5,340.35 ✓	
100-000-084.298			DUE FROM POLLY ANN TRAIL FUND	340.00 ✓	
100-000-084.590			DUE FROM SEWER	120,896.65 ✓	
100-000-084.701			DUE FROM TRUST & AGENCY	12,050.00 ✓	
101-000-202.000			ACCOUNTS PAYABLE	36,521.71	
101-000-215.000			DUE TO		36,521.71
206-000-202.000			ACCOUNTS PAYABLE	29,379.67	
206-000-215.000			DUE TO CLEARING FUND		29,379.67
207-000-202.000			ACCOUNTS PAYABLE	528,338.76	
207-000-215.000			DUE TO CLEARING FUND		528,338.76
208-000-202.000			ACCOUNTS PAYABLE	43,243.57	
208-000-215.000			DUE TO CLEARING FUND		43,243.57
209-000-202.000			ACCOUNTS PAYABLE	805.51	
209-000-215.000			DUE TO CLEARING FUND		805.51
249-000-202.000			ACCOUNTS PAYABLE	6,530.55	
249-000-215.000			DUE TO CLEARING FUND		6,530.55
296-000-202.000			ACCOUNTS PAYABLE	5,340.35	
296-000-215.000			DUE TO CLEARING FUND		5,340.35
298-000-202.000			ACCOUNTS PAYABLE	340.00	
298-000-215.000			DUE TO CLEARING FUND		340.00
590-000-202.000			ACCOUNTS PAYABLE	120,896.65	
590-000-215.000			DUE TO CLEARING FUND		120,896.65
701-000-202.000			ACCOUNTS PAYABLE	12,050.00	
701-000-215.000			DUE TO OTHER FUNDS		12,050.00
				<u>1,566,893.54</u>	<u>1,566,893.54</u>
				<u>1,566,893.54</u>	<u>1,566,893.54</u>

PREPAIDS

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
05/31/2022	029	65449	AARON'S LAWN IN ORDER LLC	CONTRACT CEMETERY MAINTENANCE	825.000	567	5,700.00
05/31/2022	029	65456*#	BLUE CROSS BLUE SHIELD OF MICHIG	GF - INSURANCE MEDICAL	716.000	270	16,281.42
				GF - INSURANCE MEDICAL - OLD FIRE FUN	716.001	270	554.48
				GF - INSURANCE MEDICAL - OLD POLICE F	716.002	270	1,086.31
				GF - INSURANCE MEDICAL - OLD POLICE F	716.002	270	1,257.56
				CHECK 029 65456 TOTAL FOR FUND 101:			<u>19,179.77</u>
05/31/2022	029	65464	CASEY REMSING	GF - MILEAGE/MEALS ON WHEELS	860.002	695	440.55
05/31/2022	029	65466	CHRISTOPHER CARNACCHIO	GF - MISCELLANEOUS	962.000	171	11.99
05/31/2022	029	65476	DELONG PLUMBING	GF - MAINTENANCE EQUIPMENT	933.000	265	150.00
05/31/2022	029	65477	DETROIT BURGER BAR	OAK COUNTY RESTAURANT RELIEF GRANT RE	528.001	000	2,500.00
05/31/2022	029	65480*#	FALCON LAWN SPRINKLER, INC.	GF - MAINTENANCE GROUNDS	932.001	265	153.75
05/31/2022	029	65484	GENESEE VALLEY VAULT, INC	FEES CEMETERY OPENING/CLOSING	712.011	567	650.00
05/31/2022	029	65486*#	J.C. EHRlich	GF - MAINTENANCE BLDG/GROUNDS	931.000	265	76.84
05/31/2022	029	65491	JULIE SAYERS	GF - MILEAGE/MEALS ON WHEELS	860.002	695	82.88
05/31/2022	029	65492*#	KCL GROUP BENEFITS	GF - INSURANCE MEDICAL	716.000	270	129.96
05/31/2022	029	65499	MARGARET PAYNE	MILEAGE EXPENSE	860.000	101	108.69
				MEALS/LODGING EXPENSE	860.001	101	39.43
				CHECK 029 65499 TOTAL FOR FUND 101:			<u>148.12</u>
05/31/2022	029	65505*#	MISWITCH COMMUNICATIONS, INC	GF - TRASH DISPOSAL	929.000	265	757.81
05/31/2022	029	65508	NE OAKLAND HISTORICAL SOCIETY	NE OAKLAND HISTORICAL SOCIETY	881.001	803	1,650.00
05/31/2022	029	65512*#	O.C.W.R.C.	GF - UTILITIES WATER	927.001	265	94.23
				UTILITIES WATER	927.001	265	101.82

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				GF - UTILITIES WATER	927.001	265	221.22
				CHECK 029 65512 TOTAL FOR FUND 101:			<u>417.27</u>
05/31/2022	029	65520	PLM LAKE & LAND MANAGEMENT	GF - SQUAW LAKE/CLEAR LK S.A.D.	962.021	572	1,181.70
05/31/2022	029	65521	PRINTING SYSTEMS	GF - OFFICE SUPPLIES	728.000	262	50.26
05/31/2022	029	65523	RICOH USA INC	MAINTENANCE EQUIPMENT	933.000	267	56.54
05/31/2022	029	65531	SUSAN MCCULLOUGH	GF - RECORDING SECRETARY	827.000	701	140.00
05/31/2022	029	65532	THE KELLY FIRM	GF - ARPA LEGAL FEES	962.024	267	1,155.00
05/31/2022	029	65538	VC3, INC	GF - MAINTENANCE EQUIPMENT	933.000	267	813.90
05/31/2022	029	65540	VOYA INSTITUTIONAL TRUST COMPANY	GF - DEFERRED COMP	231.040	000	935.37
05/31/2022	029	65542	XTREME SHREDS, LLC	GF - TRASH DISPOSAL	929.000	265	140.00
				Total for fund 101 GENERAL FUND			36,521.71
Fund: 206 OXFORD FIRE DEPARTMENT FUND							
05/31/2022	029	65452	ANTHONY GRAYBILL	FIRE - EDUCATION TRAINING	957.001	357	445.00
05/31/2022	029	65454	BATTERY WORLD	FIRE - OPERATING SUPPLIES-FIRE	742.001	357	89.85
05/31/2022	029	65455	BENJAMIN PARSHALL	FIRE - EDUCATION TRAINING	957.001	357	25.00
05/31/2022	029	65458	BOUND TREE MEDICAL, LLC	FIRE - OPERATING SUPPLIES-MEDICAL	742.000	357	11.00
				FIRE - OPERATING SUPPLIES-MEDICAL	742.000	357	157.70
				FIRE - OPERATING SUPPLIES-MEDICAL	742.000	357	8,849.60
				FIRE - OPERATING SUPPLIES-MEDICAL	742.000	357	518.00
				FIRE - OPERATING SUPPLIES-MEDICAL	742.000	357	8.80
				FIRE - OPERATING SUPPLIES-MEDICAL	742.000	357	2.20
				CHECK 029 65458 TOTAL FOR FUND 206:			<u>9,547.30</u>
05/31/2022	029	65459	BOWMAN CHEVROLET	FIRE - VEHICLE MAINTENANCE-MEDICAL	791.003	357	135.41
05/31/2022	029	65462	BUTZEL LONG	FIRE - LEGAL FEES	826.000	357	774.00
05/31/2022	029	65465	CHARTER COMMUNICATIONS	FIRE - TELEPHONE	853.000	357	64.99
05/31/2022	029	65467	CINTAS FIRE	BUILDING MAINTENANCE-PARTS/SUPPLIES	748.000	357	135.01

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 206 OXFORD FIRE DEPARTMENT FUND							
05/31/2022	029	65478	EDGAR SEDANO	FIRE - UNIFORM EXPENSE UNIFORMS	731.000	357	92.75
05/31/2022	029	65481	FIRESTONE COMPLETE AUTO CARE	VEHICLE MAINTENANCE-MEDICAL	791.003	357	343.18
				VEHICLE MAINTENANCE (LABOR) MEDICAL	934.002	357	70.25
				VEHICLE MAINTENANCE (LABOR) MEDICAL	934.002	357	45.14
				CHECK 029 65481 TOTAL FOR FUND 206:			<u>458.57</u>
05/31/2022	029	65482	FIRSTNET - AT&T MOBILITY	FIRE - CELL PHONES	854.000	357	429.95
05/31/2022	029	65486*#	J.C. EHRlich	FIRE - GROUNDS MAINTENANCE	932.001	357	51.98
				FIRE - GROUNDS MAINTENANCE	932.001	357	51.98
				CHECK 029 65486 TOTAL FOR FUND 206:			<u>103.96</u>
05/31/2022	029	65495	KURT FECHTER	FIRE - UNIFORM EXPENSE UNIFORMS	731.000	357	155.51
05/31/2022	029	65509	NICHOLS PAPER & SUPPLY CO	BUILDING MAINTENANCE-PARTS/SUPPLIES	748.000	357	31.84
05/31/2022	029	65511	NYE UNIFORM	FIRE - UNIFORM EXPENSE UNIFORMS	731.000	357	148.50
05/31/2022	029	65512*#	O.C.W.R.C.	FIRE - UTILITIES WATER	927.001	357	94.23
				FIRE - UTILITIES WATER	927.001	357	124.49
				CHECK 029 65512 TOTAL FOR FUND 206:			<u>218.72</u>
05/31/2022	029	65513*#	OAKLAND COUNTY TREASURER	FIRE - DISPATCHING	805.000	357	11,450.18
05/31/2022	029	65514	OAKLAND FUELS	FIRE - GAS DIESEL FUEL	780.010	357	2,208.00
05/31/2022	029	65516	ODP BUSINESS SOLUTIONS, LLC	FIRE - OFFICE SUPPLIES	728.000	357	268.97
05/31/2022	029	65529	STANDARD INSURANCE COMPANY	FIRE - INSURANCE MEDICAL	716.000	357	1,887.77
05/31/2022	029	65530	STEVE'S OXFORD AUTOMOTIVE	FIRE - VEHICLE MAINTENANCE-MEDICAL	791.003	357	267.28
05/31/2022	029	65539	VILLAGE OF OXFORD	FIRE - UTILITIES SEWER/WATER	927.000	357	191.83
				FIRE - UTILITIES WATER	927.001	357	249.28
				CHECK 029 65539 TOTAL FOR FUND 206:			<u>441.11</u>
				Total for fund 206 OXFORD FIRE DEPARTMENT FUND			29,379.67

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 207 POLICE CONTRACTING (OCSD) FUND							
05/31/2022	029	65456*#	BLUE CROSS BLUE SHIELD OF MICHIG	POLICE - INSURANCE MEDICAL	716.000	302	1,339.80
05/31/2022	029	65492*#	KCL GROUP BENEFITS	POLICE - INSURANCE MEDICAL	716.000	302	19.37
05/31/2022	029	65513*#	OAKLAND COUNTY TREASURER	POLICE - WAGES OVERTIME	709.001	302	11,644.75
				POLICE - CONTRACT O.C.S.D.	711.001	302	515,334.84
				CHECK 029 65513 TOTAL FOR FUND 207:			<u>526,979.59</u>
				Total for fund 207 POLICE CONTRACTING (OCSD) FU			528,338.76
Fund: 208 PARKS & RECREATION FUND							
05/31/2022	029	65453	ANYONE CAN PAINT LLC	PR - PROF/CONT SENIOR ARTS	816.406	758	360.00
05/31/2022	029	65456*#	BLUE CROSS BLUE SHIELD OF MICHIG	PR - INSURANCE MEDICAL	716.000	751	6,727.62
05/31/2022	029	65457	BOB CHAPA	PR - OPER. SUPPLIES YOUTH SOFTBALL	740.621	752	960.00
05/31/2022	029	65460	BSN SPORTS LLC	PR - OPER. SUPPLIES SELECT SOCCER LEA	740.637	752	4,084.05
05/31/2022	029	65461	BURDICK STREET LANDSCAPE SUPPLY	PR - MAINTENANCE MOWER/EQUIPMENT REPA	932.101	757	1,243.81
05/31/2022	029	65471	DAFOE'S FEED	PR - SEYMOUR GROUND MAINT/LAND IMPROV	974.661	757	672.00
				PR - SPLASH PARK MAINTENANCE EXPENSES	975.002	757	325.00
				CHECK 029 65471 TOTAL FOR FUND 208:			<u>997.00</u>
05/31/2022	029	65472	DAN SULLIVAN	PR - OPER. SUPPLIES SPLASH PARK	740.800	757	200.00
05/31/2022	029	65473	DAN WAIT	PR - OPER. SUPPLIES YOUTH SOFTBALL	740.621	752	960.00
05/31/2022	029	65479	ERIC BARNETTE	PR - YOUTH LIFE SKILL CLASSES	964.639	752	15.00
05/31/2022	029	65487	JACK BRACCI	PR - WAGES & FEES YOUTH SOCCER	710.625	752	69.38
05/31/2022	029	65488	JEFF LIJANA	PR - OPER. SUPPLIES YOUTH SOFTBALL	740.621	752	520.00
05/31/2022	029	65489	JOHN DEERE FINANCIAL	PR - MAINTENANCE MOWER/EQUIPMENT REPA	932.101	757	140.03
05/31/2022	029	65493	KEN DUDEK	PR - PROF/CONT SEYMOUR CELEBRATION	816.620	752	850.00
05/31/2022	029	65494	KEN MURPHY	PR - PROF/CONT SEYMOUR CELEBRATION	816.620	752	650.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 208 PARKS & RECREATION FUND							
05/31/2022	029	65498	MADISON MACY	PR - OPER. SUPPLIES YOUTH SOFTBALL	740.621	752	960.00
05/31/2022	029	65501	MARY ROWLEY	PR - COMMUNITY GARDEN EXPENSES	932.107	757	150.00
05/31/2022	029	65503	MIKE SANCHEZ	PR - OPER. SUPPLIES YOUTH SOFTBALL	740.621	752	960.00
05/31/2022	029	65504	MILES LAWRENCE	PR - OPER. SUPPLIES YOUTH SPORTS MISC	740.633	752	103.00
05/31/2022	029	65505*#	MISWITCH COMMUNICATIONS, INC	PR - TELEPHONE	853.000	751	189.11
05/31/2022	029	65506	MPARKS	PR - OPER. SUPPLIES YOUTH SOFTBALL	740.621	752	725.00
05/31/2022	029	65507	MR OZ STONECARVING	PR - PARK MEMORIALS	974.700	757	490.00
05/31/2022	029	65515	ODP BUSINESS SOLUTIONS LLC	PR - OFFICE SUPPLIES	728.000	751	36.69
				PR - OFFICE SUPPLIES	728.000	751	72.90
				PR - OFFICE SUPPLIES	728.000	751	244.84
				CHECK 029 65515 TOTAL FOR FUND 208:			<u>354.43</u>
05/31/2022	029	65517	OXFORD TWP PARKS AND RECREATION	PR - OPER. SUPPLIES YOUTH SOFTBALL	740.621	752	5,560.00
05/31/2022	029	65519#	PETTY CASH - OXFORD TWP PARKS/RE	PR - OPER. SUPPLIES SEYMOUR CELEBRATI	740.620	752	250.00
				PR - PROF/CONT SENIOR ENRICHMENT	816.402	758	140.00
				CHECK 029 65519 TOTAL FOR FUND 208:			<u>390.00</u>
05/31/2022	029	65522	PROGRESSIVE PLUMBING SUPPLY CO	PR - MAINTENANCE BUILDINGS - STONY	931.660	757	149.95
05/31/2022	029	65525	RUSS CARDONA	PR - PROF/CONT SEYMOUR CELEBRATION	816.620	752	600.00
05/31/2022	029	65535	TOOL SPORT & SIGN CO, INC	PR - OPER. SUPPLIES SEYMOUR CELEBRATI	740.620	752	538.00
05/31/2022	029	65536	TRI COUNTY EQUIPMENT	PR - INSURANCE CLAIMS	952.000	757	12,000.00
05/31/2022	029	65537*#	TURNER SANITATION	SUPPLIES POWELL GROUND MAINT/LAND IMP	974.662	757	235.00
05/31/2022	029	65541	WEX BANK	PR - GAS/DIESEL SEYMOUR	934.661	757	2,062.19
				Total for fund 208 PARKS & RECREATION FUND			43,243.57
Fund: 209 CEMETERY MAINTENANCE FUND							

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 209 CEMETERY MAINTENANCE FUND							
05/31/2022	029	65480*#	FALCON LAWN SPRINKLER, INC.	MAINTENANCE GENERAL	932.000	276	173.96
				MAINTENANCE GENERAL	932.000	276	237.26
				MAINTENANCE GENERAL	932.000	276	394.29
				CHECK 029 65480 TOTAL FOR FUND 209:			<u>805.51</u>
				Total for fund 209 CEMETERY MAINTENANCE FUND			805.51
Fund: 249 BUILDING DEPARTMENT FUND							
05/31/2022	029	65456*#	BLUE CROSS BLUE SHIELD OF MICHIG	BLDG - INSURANCE MEDICAL	716.000	289	5,065.93
05/31/2022	029	65492*#	KCL GROUP BENEFITS	BLDG - INSURANCE MEDICAL	716.000	289	64.62
05/31/2022	029	65518	PATRICK H PAYNE	BLDG - MILEAGE EXPENSE	860.000	289	350.00
05/31/2022	029	65524	ROBERT GERDS	MILEAGE EXPENSE	860.000	289	700.00
05/31/2022	029	65534	TOM BERGER	MILEAGE EXPENSE	860.000	289	350.00
				Total for fund 249 BUILDING DEPARTMENT FUND			6,530.55
Fund: 296 CABLE TV FUND							
05/31/2022	029	65450	ADDISON TOWNSHIP	CABLE - FEES ADDISON TWP. FRANCHISE F	800.001	296	5,154.90
05/31/2022	029	65451	ALVIN CAMPBELL	CABLE - MILEAGE EXPENSE	860.000	296	46.80
05/31/2022	029	65475	DAVID F KENNY	CABLE - MILEAGE EXPENSE	860.000	296	32.76
05/31/2022	029	65490	JOSEPH CALHOUN	CABLE - MILEAGE EXPENSE	860.000	296	31.01
05/31/2022	029	65496	KYLE SNAGE	CABLE - MILEAGE EXPENSE	860.000	296	59.67
05/31/2022	029	65500	MARISSA HRUSKA	CABLE - MILEAGE EXPENSE	860.000	296	15.21
				Total for fund 296 CABLE TV FUND			5,340.35
Fund: 298 POLLY ANN TRAIL FUND							
05/31/2022	029	65537*#	TURNER SANITATION	PATC - MAINTENANCE OF GROUNDS	932.000	853	340.00
				Total for fund 298 POLLY ANN TRAIL FUND			340.00
Fund: 590 SEWER FUND							
05/31/2022	029	65485	GREAT LAKES WATER AUTHORITY	SEWER - FEES COUNTY USAGE	800.003	527	3,154.14
05/31/2022	029	65513*#	OAKLAND COUNTY TREASURER	SEWER - FEES COUNTY USAGE	800.003	527	117,742.51

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 590 SEWER FUND							
				Total for fund 590 SEWER FUND			120,896.65
Fund: 701 TRUST & AGENCY FUND							
05/31/2022	029	65463	C & L WARD BROS CO.	BC038-22 - PB22-0035	283.000	000	100.00
				BC044-22 - PB22-0041	283.000	000	100.00
				BC200-21 - PB0198-21	283.000	000	100.00
				BC062-22 - PB22-0066	283.000	000	100.00
				CHECK 029 65463 TOTAL FOR FUND 701:			<u>400.00</u>
05/31/2022	029	65468	CLEARVIEW HOMES, LLC	BC114-21 - PB0109-21	283.000	000	450.00
05/31/2022	029	65469	Concraft Inc.	BC201-21 - PB0200-21	283.000	000	100.00
05/31/2022	029	65470	Creative Decks and Finished Carp	BC050-22 - PB22-0044	283.000	000	100.00
05/31/2022	029	65474	DAVID & KAREN GREEN	T&A BLDG BOND CASH DEPOSITS	283.000	000	400.00
05/31/2022	029	65483	Foundation Systems of Michigan I	BC161-21 - PB0157-21	283.000	000	100.00
05/31/2022	029	65497	Lars David Inc.	BC070-22 - PB22-0070	283.000	000	100.00
05/31/2022	029	65502	Michael Nastasy	BC147-21 - PB0144-21	283.000	000	200.00
05/31/2022	029	65510	North Coast Solar LLC	BC066-22 - PB22-0067	283.000	000	100.00
05/31/2022	029	65526	SAN JUAN POOLS OF MICHIGAN LLC	BC067-21 - PB0064-21	283.000	000	100.00
05/31/2022	029	65527	Signature Construction & Mainten	BC046-22 - PB22-0038	283.000	000	100.00
05/31/2022	029	65528	SILVERADO CUSTOM HOMES INC	BC107-21 - PB0102-21	283.000	000	400.00
				BC065-22 - PB0102-21	283.000	000	2,500.00
				BC041-22 - PB0084-21	283.000	000	4,500.00
				BC088-21 - PB0084-21	283.000	000	500.00
				BSER053-21 - PSE0053-21	283.000	000	500.00
				BC108-21 - PB0103-21	283.000	000	400.00
				CHECK 029 65528 TOTAL FOR FUND 701:			<u>8,800.00</u>
05/31/2022	029	65533	Timothy Carroll & Susan Hiltz	BSER049-21 - PSE0048-21	283.000	000	600.00
				BSER038-22 - PSE0048-21	283.000	000	500.00
				CHECK 029 65533 TOTAL FOR FUND 701:			<u>1,100.00</u>

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 701 TRUST & AGENCY FUND							
				Total for fund 701 TRUST & AGENCY FUND			12,050.00
TOTAL - ALL FUNDS							783,446.77

'\*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

## Payroll Liability

<b>Total Cash Required</b>		<b>\$31,837.78</b>
Debit for FSDD (Full Service Direct Deposit)	OXFORD BANK, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1968	\$22,268.51
Debit for Taxes	OXFORD BANK, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1968	\$9,569.27
Total cash required for OXFORD BANK, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1968		\$31,837.78

### Important Note

Your cash required total does not include your fees for service. The invoice with the details of your fees will be sent the Monday after you process your payroll with the debit from your account occurring 3 banking days later.

## PREPAIDS

## Payroll Liability

<b>Total Cash Required</b>		<b>\$36,701.02</b>
Debit for FSDD (Full Service Direct Deposit)	OXFORD BANK, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1968	\$26,026.77
Debit for Taxes	OXFORD BANK, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1968	\$10,674.25
Total cash required for OXFORD BANK, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1968		\$36,701.02

### Important Note

Your cash required total does not include your fees for service. The invoice with the details of your fees will be sent the Monday after you process your payroll with the debit from your account occurring 3 banking days later.

## PREPAIDS

**Statistical Summary**

Company: 7TH - CHARTER TOWN Service Center: 0056 Great Lakes  
 Week#: 19 Pay Date: 05/12/2022  
 Qtr/Year: 2/2022 Run Time/Date: 11:40:34 AM EDT 05/09/2022

Status: Under Review  
 P/E Date: 05/07/2022

Taxes Debited	Federal Income Tax	6,976.46	
	Earned Income Credit Advances	0.00	
	Social Security - EE	3,855.23	
	Social Security - ER	3,855.22	3,855.22
	Social Security Adj - EE	0.00	
	Medicare - EE	901.64	
	Medicare - ER	901.62	901.62
	Medicare Adj - EE	0.00	4,756.84
	Medicare Surtax - EE	0.00	
	Medicare Surtax Adj - EE	0.00	
	Federal Unemployment Tax	0.00	
	FMLA-PSL Payments Credit	0.00	
	FMLA-PSL ER FICA Credit	0.00	
	FMLA-PSL Health Care Premium Credit	0.00	
	Employee Retention Qualified Payments Credit	0.00	
	Employee Retention Qualified Health Care Credit	0.00	
	COBRA Premium Assistance Payments	0.00	
	State Income Tax	2,524.16	
	Non Resident State Income Tax	0.00	
	State Unemployment Insurance - EE	0.00	
	State Unemployment Insurance Adj - EE	0.00	
	State Disability Insurance - EE	0.00	
	State Disability Insurance Adj - EE	0.00	
	State Unemployment/Disability Ins - ER	18.67	18.67
	State Family Leave Insurance - EE	0.00	
	State Family Leave Insurance - ER	0.00	
	State Family Leave Insurance Adj - EE	0.00	
	State Medical Leave Insurance - EE	0.00	
	State Medical Leave Insurance - ER	0.00	
	State Medical Leave Insurance Adj - EE	0.00	
	State Cares Fund - EE	0.00	
	Transit Tax - EE	0.00	
	Workers' Benefit Fund Assessment - EE	0.00	
	Workers' Benefit Fund Assessment - ER	0.00	
	Local Income Tax	0.00	
	School District Tax	0.00	
	<b>Total Taxes Debited</b>		<b>19,033.00</b>
	Full Service Direct Deposit Acct. No.0167204Tran/ABA072404333		45,494.65
	Wage Garnishments Acct. No.0167204Tran/ABA072404333		985.99

**Total Liability**

PREPAIDS

Total Amount Debited From Your Account			Statistical Summary	
Bank Debits & Other Liability	Checks		65,513.64	65,513.64
	Adjustments/Prepay/Voids	0.00		65,513.64
Taxes- Your Responsibility	None this payroll	0.00		65,513.64
				65,513.64

**Statistical Summary**

Company: 7TH - CHARTER TOWN Service Center: 0056 Great Lakes  
 Week#: 21 Pay Date: 05/26/2022  
 Qtr/Year: 2/2022 Run Time/Date: 14:32:14 PM EDT 05/22/2022

Status: Under Review  
 P/E Date: 05/21/2022

Taxes Debited			
Federal Income Tax	12,299.97		
Earned Income Credit Advances	0.00		
Social Security - EE	6,412.28		
Social Security - ER	6,412.29	6,412.29	
Social Security Adj - EE	0.00		
Medicare - EE	1,499.64		
Medicare - ER	1,499.65	1,499.65	
Medicare Adj - EE	0.00	7,911.94	
Medicare Surtax - EE	0.00		
Medicare Surtax Adj - EE	0.00		
Federal Unemployment Tax	0.00		
FMLA-PSL Payments Credit	0.00		
FMLA-PSL ER FICA Credit	0.00		
FMLA-PSL Health Care Premium Credit	0.00		
Employee Retention Qualified Payments Credit	0.00		
Employee Retention Qualified Health Care Credit	0.00		
COBRA Premium Assistance Payments	0.00		
State Income Tax	4,252.49		
Non Resident State Income Tax	0.00		
State Unemployment Insurance - EE	0.00		
State Unemployment Insurance Adj - EE	0.00		
State Disability Insurance - EE	0.00		
State Disability Insurance Adj - EE	0.00		
State Unemployment/Disability Ins - ER	182.42	182.42	
State Family Leave Insurance - EE	0.00		
State Family Leave Insurance - ER	0.00		
State Family Leave Insurance Adj - EE	0.00		
State Medical Leave Insurance - EE	0.00		
State Medical Leave Insurance - ER	0.00		
State Medical Leave Insurance Adj - EE	0.00		
State Cares Fund - EE	0.00		
Transit Tax - EE	0.00		
Workers' Benefit Fund Assessment - EE	0.00		
Workers' Benefit Fund Assessment - ER	0.00		
Local Income Tax	0.00		
School District Tax	0.00		
<b>Total Taxes Debited</b>		<b>32,558.74</b>	
<b>Other Transfers</b>			
Full Service Direct Deposit Acct. No.0167204Tran/ABA072404333		76,367.86	
Wage Garnishments Acct. No.0167204Tran/ABA072404333		1,148.90	

**Total Liability**

PREPAIDS

ry\_7TH\_21

Statistical Summary

<b>Total Amount Debited From Your Account</b>		<b>110,075.50</b>	<b>110,075.50</b>
<b>Bank Debits &amp; Other Liability</b>	Checks	0.00	<b>110,075.50</b>
	Adjustments/Prepay/Voids	0.00	<b>110,075.50</b>
<b>Taxes- Your Responsibility</b>	None this payroll		<b>110,075.50</b>

## Payroll Liability

<b>Total Cash Required</b>		<b>\$19,232.77</b>
Debit for Checks (Net Pay)	Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXXXX83-1	\$66.07
Debit for FSDD (Full Service Direct Deposit)	Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXXXX83-1	\$14,015.63
Debit for Taxes	Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXXXX83-1	\$5,151.07
Total cash required for Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXXXX83-1		\$19,232.77

### Important Note

Your cash required total does not include your fees for service. The invoice with the details of your fees will be sent the Monday after you process your payroll with the debit from your account occurring 3 banking days later.

## PREPAIDS

### Payroll Liability

<b>Total Cash Required</b>		<b>\$19,016.74</b>
Debit for FSDD (Full Service Direct Deposit)	Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXXXX83-1	\$13,814.89
Debit for Taxes	Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXXXX83-1	\$5,201.85
Total cash required for Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXXXX83-1		\$19,016.74

#### Important Note

Your cash required total does not include your fees for service. The invoice with the details of your fees will be sent the Monday after you process your payroll with the debit from your account occurring 3 banking days later.

## PREPAIDS

## Payroll Liability

<b>Total Cash Required</b>		<b>\$8,888.05</b>
Debit for FSDD (Full Service Direct Deposit)	Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1976	\$6,972.42
Debit for Taxes	Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1976	\$1,915.63
Total cash required for Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1976		\$8,888.05

### Important Note

Your cash required total does not include your fees for service. The invoice with the details of your fees will be sent the Monday after you process your payroll with the debit from your account occurring 3 banking days later.

## PREPAIDS

## Payroll Liability

<b>Total Cash Required</b>		<b>\$8,553.67</b>
Debit for FSDD (Full Service Direct Deposit)	Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1976	\$6,687.29
Debit for Taxes	Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1976	\$1,866.38
Total cash required for Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1976		\$8,553.67

### Important Note

Your cash required total does not include your fees for service. The invoice with the details of your fees will be sent the Monday after you process your payroll with the debit from your account occurring 3 banking days later.

## PREPAIDS

Post Date GL Number	Journal	Summ/Det	Ref # Description	DR Amount	CR Amount
06/08/2022	CD	S	101737	SUMMARY CD 06/08/2022	
100-000-001.000			CHECKING ACCOUNT OXFORD BANK		57,169.84
100-000-084.101			DUE FROM GENERAL FUND	25,783.17	
100-000-084.206			DUE FROM OXFORD FIRE DEPT	90.00	
100-000-084.208			DUE FROM PARKS & REC	20.00	
100-000-084.209			DUE FROM CEMETERY MAINTENANCE	747.50	
100-000-084.249			DUE FROM BUILDING DEPARTMENT	13,935.00	
100-000-084.297			DUE FROM SAFETY PATH	1,322.50	
100-000-084.298			DUE FROM POLLY ANN TRAIL FUND	2,166.67	
100-000-084.590			DUE FROM SEWER	8,765.00	
100-000-084.591			DUE FROM WATER	1,230.00	
100-000-084.701			DUE FROM TRUST & AGENCY	3,110.00	
101-000-202.000			ACCOUNTS PAYABLE	25,783.17	
101-000-215.000			DUE TO		25,783.17
206-000-202.000			ACCOUNTS PAYABLE	90.00	
206-000-215.000			DUE TO CLEARING FUND		90.00
208-000-202.000			ACCOUNTS PAYABLE	20.00	
208-000-215.000			DUE TO CLEARING FUND		20.00
209-000-202.000			ACCOUNTS PAYABLE	747.50	
209-000-215.000			DUE TO CLEARING FUND		747.50
249-000-202.000			ACCOUNTS PAYABLE	13,935.00	
249-000-215.000			DUE TO CLEARING FUND		13,935.00
297-000-202.000			ACCOUNTS PAYABLE	1,322.50	
297-000-215.000			DUE TO CLEARING FUND		1,322.50
298-000-202.000			ACCOUNTS PAYABLE	2,166.67	
298-000-215.000			DUE TO CLEARING FUND		2,166.67
590-000-202.000			ACCOUNTS PAYABLE	8,765.00	
590-000-215.000			DUE TO CLEARING FUND		8,765.00
591-000-202.000			ACCOUNTS PAYABLE	1,230.00	
591-000-215.000			DUE TO CLEARING FUND		1,230.00
701-000-202.000			ACCOUNTS PAYABLE	3,110.00	
701-000-215.000			DUE TO OTHER FUNDS		3,110.00
				<u>114,339.68</u>	<u>114,339.68</u>
				<u>114,339.68</u>	<u>114,339.68</u>

TO BE PAIDS

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
06/08/2022	029	65543	ADKISON, NEED & ALLEN, P.L.L.C	GF - LEGAL FEES	826.000	266	4,344.72
06/08/2022	029	65544	AMERICAN LEGION POST 108	GF - MISCELLANEOUS	962.000	567	575.95
06/08/2022	029	65545*#	CARLISLE/WORTMAN ASSOCIATES	GF - PLANNER/PROF. SERVICES PLANNER	801.000	701	300.00
				GF - PLANNER/PROF. SERVICES PLANNER	801.000	701	200.00
				GF - PLANNER/PROF. SERVICES PLANNER	801.000	701	920.00
				GF - PLANNER/PROF. SERVICES PLANNER	801.000	701	3,520.00
				GF - PLANNER/PROF. SERVICES PLANNER	801.000	701	1,210.00
				GF - PLANNER/PROF. SERVICES	801.009	701	1,920.00
				GF - PLANNER/PROF. SERVICES	801.009	701	2,000.00
				CHECK 029 65545 TOTAL FOR FUND 101:			10,070.00
06/08/2022	029	65546*#	GARY R RENTROP PC	GF - LEGAL FEES	826.000	266	390.00
				GF - LEGAL FEES	826.000	266	75.00
				CHECK 029 65546 TOTAL FOR FUND 101:			465.00
06/08/2022	029	65550*#	SHARPE ENGINEERING	GF - MAINTENANCE SAFETY PATH	933.297	231	8,987.50
				ENGINEERING FEES - GENERAL	821.000	447	840.00
				GF - ENGINEERING FEES - GENERAL	821.000	447	500.00
				CHECK 029 65550 TOTAL FOR FUND 101:			10,327.50
				Total for fund 101 GENERAL FUND			25,783.17
Fund: 206 OXFORD FIRE DEPARTMENT FUND							
06/08/2022	029	65546*#	GARY R RENTROP PC	FIRE - LEGAL FEES	826.000	357	90.00
				Total for fund 206 OXFORD FIRE DEPARTMENT FUND			90.00
Fund: 208 PARKS & RECREATION FUND							
06/08/2022	029	65546*#	GARY R RENTROP PC	PR - LEGAL FEES	826.000	751	20.00
				Total for fund 208 PARKS & RECREATION FUND			20.00
Fund: 209 CEMETERY MAINTENANCE FUND							
06/08/2022	029	65550*#	SHARPE ENGINEERING	CEMETERY - ENGINEERING FEES - GENERAL	821.000	276	747.50
				Total for fund 209 CEMETERY MAINTENANCE FUND			747.50
Fund: 249 BUILDING DEPARTMENT FUND							

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
06/08/2022	029	65546*#	GARY R RENTROP PC	BLDG - LEGAL FEES	826.000	289	2,180.00
06/08/2022	029	65548	PAYNE ELECTRIC LLC	BLDG - FEES ELECTRIC INSPECTORS	712.001	289	2,565.00
06/08/2022	029	65549*#	ROBERT GERDS	BLDG - FEES HEATING INSPECTOR	712.002	289	2,205.00
				BLDG - FEES HEATING INSPECTOR	712.002	289	295.00
				BLDG - FEES PLUMBING INSPECTOR	712.004	289	1,330.00
				CHECK 029 65549 TOTAL FOR FUND 249:			<u>3,830.00</u>
06/08/2022	029	65550*#	SHARPE ENGINEERING	BLDG - SOIL EROSION INSPECTOR	712.013	289	2,615.00
06/08/2022	029	65551	TOM BERGER	BLDG - FEES BUILDING INSPECTOR	712.009	289	2,745.00
				Total for fund 249 BUILDING DEPARTMENT FUND			13,935.00
Fund: 297 SAFETY PATH FUND							
06/08/2022	029	65550*#	SHARPE ENGINEERING	SAFETY PATH - ENGINEERING FEES - GENE	821.000	852	1,322.50
				Total for fund 297 SAFETY PATH FUND			1,322.50
Fund: 298 POLLY ANN TRAIL FUND							
06/08/2022	029	65547	LINDA MORAN SERVICES, LLC	PATC - CONTRACTED SERVICES PATC	824.000	853	2,166.67
				Total for fund 298 POLLY ANN TRAIL FUND			2,166.67
Fund: 590 SEWER FUND							
06/08/2022	029	65546*#	GARY R RENTROP PC	SEWER FUND - LEGAL FEES	826.000	527	230.00
				SEWER - LEGAL FEES	826.000	527	75.00
				SEWER - M24 SEWER EXTENSION S.A.D.	962.025	527	2,500.00
				CHECK 029 65546 TOTAL FOR FUND 590:			<u>2,805.00</u>
06/08/2022	029	65549*#	ROBERT GERDS	SEWER - INSPECTOR FEES	712.000	527	180.00
06/08/2022	029	65550*#	SHARPE ENGINEERING	SEWER FGUND - ENGINEERING FEES - GENE	821.000	527	150.00
				SEWER - ENGINEERING FEES - GENERAL	821.000	527	1,675.00
				SEWER - M24 SEWER EXTENSION S.A.D.	962.025	527	3,955.00
				CHECK 029 65550 TOTAL FOR FUND 590:			<u>5,780.00</u>
				Total for fund 590 SEWER FUND			8,765.00
Fund: 591 WATER FUND							

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
06/08/2022	029	65546*#	GARY R RENTROP PC	WATER - LEGAL FEES	826.000	538	190.00
				WATER - LEGAL FEES	826.000	538	640.00
				CHECK 029 65546 TOTAL FOR FUND 591:			<u>830.00</u>
06/08/2022	029	65549*#	ROBERT GERDS	WATER - INSPECTOR FEES	712.000	538	180.00
06/08/2022	029	65550*#	SHARPE ENGINEERING	WATER - DRAHNER RD EASEMENT ACQUISITI	971.001	538	220.00
				Total for fund 591 WATER FUND			1,230.00
Fund: 701 TRUST & AGENCY FUND							
06/08/2022	029	65545*#	CARLISLE/WORTMAN ASSOCIATES	Consultant Fees	283.001	000	40.00
				Consultation (Escrow)	283.001	000	160.00
				CHECK 029 65545 TOTAL FOR FUND 701:			<u>200.00</u>
06/08/2022	029	65546*#	GARY R RENTROP PC	Consultation (Escrow)	283.001	000	50.00
				Consultation (Escrow)	283.001	000	60.00
				Consultation (Escrow)	283.001	000	1,960.00
				Consultation (Escrow)	283.001	000	270.00
				Consultation (Escrow)	283.001	000	200.00
				Consultation (Escrow)	283.001	000	15.00
				Consultation (Escrow)	283.001	000	15.00
				CHECK 029 65546 TOTAL FOR FUND 701:			<u>2,570.00</u>
06/08/2022	029	65550*#	SHARPE ENGINEERING	Consultation (Escrow)	283.001	000	340.00
				Total for fund 701 TRUST & AGENCY FUND			3,110.00
				TOTAL - ALL FUNDS			57,169.84

'\*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND  
 '#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

# Committee and Representative Reports

June 8, 2022

American Rescue Plan Act

Cemetery

CDBG

Compensation

Election Commission

Gravel Inspection

Hazardous Waste (NO Haz)

Highway / Roads

North Oakland Transportation Authority (NOTA)

Oxford Area Cable Communications Commission (OACCC)

Oxford Addison Youth Assistance

Oxford Downtown Development Authority

Planned Unit Development (PUD)

Planning Commission

Polly Ann Trail

Safety Path

Southeast Michigan Council of Governments (SEMCOG)

Spongy Moth

Union Negotiations

Village Planning Commission

Water & Sewer

ZBA

# AMERICAN RESCUE PLAN ACT COMMITTEE REPORT

Date: June 8, 2022

To: Board of Trustees

From: American Rescue Plan Act ("ARPA") Committee  
(*Jon Nold; Margie Payne; Curtis Wright; Danielle Smith*)

Re: ARPA Committee Update

Dear Board Members:

The Committee continues to meet.

Funding has been approved by the Township Board and allocated as follows:

- \$100,000 for Camp Oakland Sanitary Sewer Pump Station upgrade.
- \$100,000 for the Oxford Fire Department and funding for the proposed fire station on the west side of M-24 Highway south of Oakwood Road and north of Metamora Road.
- \$300,000 for the North Area Sanitary Sewer Special Assessment District project on the east side of M-24 Highway.
- \$100,000 for cemetery improvements.
- \$150,000 for Ray Road Safety Path construction.
- \$200,000 for the proposed fire station on the west side of M-24 Highway south of Oakwood Road and north of Metamora Road.

\$50,000 is proposed to be allocated for improvements to the Polly Ann Trail for consideration of approval at the June 8, 2022 Township Board Meeting.

The ARPA Committee is in the process of analyzing the next round of proposed projects to recommend funding allocation amounts to the Township Board for consideration of approval.

# CEMETERY COMMITTEE REPORT

Date: June 8, 2022

To: Board of Trustees

From: Cemetery Committee  
(*Jack Curtis; Curtis Wright*)

Re: Oxford Township Cemetery  
North Oxford Cemetery  
Mt. Pleasant Cemetery

Dear Board Members:

- Turman's Tree Service has completed the stump grinding and restoration of the areas where trees were removed on the north side of Oxford Cemetery earlier this year
- ITC Holdings has donated \$5,000 toward tree planting that will be scheduled in the Fall 2022 to replace some the trees that were removed. The planting location and type of trees are still to be determined.
- The water has been turned on in all cemeteries. Falcon Lawn Service has serviced Oxford Township for several years activating and turning off the water service in the three (3) cemeteries.
- Paving the center drive on the north side of Oxford Cemetery has been completed. American Rescue Plan Act funds will be used to pay for this project The cost was approximately \$35,000.
- The Committee is exploring the possibility of a third-party company to maintain the cemetery flags and flag poles.
- Flags have been placed on veteran's graves by the American Legion. There were 576 flags (*4 gross*) purchased.

# ELECTION COMMISSION

Date: June 8, 2022

To: Board of Trustees

From: Election Commission  
(*Rod Charles; Jonathan Nold; Curtis Wright*)

Re: Election Commission Report

Dear Board Members:

There will be two (2) elections scheduled in 2022:

**August 2, 2022**  
**November 8, 2022**

The Election Commission will be meeting:

between **June 23, 2022 and July 12, 2022** to appoint Precinct Election Inspectors for the August 2, 2022 Primary Election, and they will meet again

between **September 29, 2022 and October 18, 2022** to appoint Precinct Election Inspectors for the November 8, 2022 General Election.

Absent Voter Ballot Applications have been mailed out to permanent Absent Voters. The most recent count of permanent Absent Voters is 6,887.

# **HIGHWAY AND ROADS COMMITTEE**

Date: June 8, 2022

To: Board of Trustees

From: Highway and Roads Committee  
(*Jack Curtis; Joseph Ferrari; Curtis Wright*)

Re: Highway and Roads

Dear Board Members:

Chloriding of all public gravel roads in Oxford Township has started for 2022. Five (5) applications will be placed.

Supervisor Curtis has been working with the Road Commission for Oakland County for the possibility to pave Dunlap Road from the end of existing pavement all the way to M-24.

Gravelling of Sanders Road, and gravelling West Drahner Road from Sanders Road to Baldwin Road will take place in 2022. It is anticipated to use Tri-Party funds to pay for the project. Oxford Township has approximately \$209,413 in Tri-Party Funds available for future road improvements.

Tri-Party projects are funded:

1/3 contribution from the Road Commission for Oakland County.

1/3 contribution from Oakland County.

1/3 contribution from the local municipality.

# POLLY ANN TRAIL

Date: June 8, 2022

To: Board of Trustees

From: Polly Ann Trailway Management Council Representatives  
(Jonathan Nold; Curtis Wright)

Re: Polly Ann Trail

Dear Board Members:

- American Rescue Plan Act funds have been allocated:
  - \$78,000.00 by Orion Township for a vault restroom
  - \$82,716.47 by Orion Township for Polly Ann Trail resurfacing (*estimated amount*)
  - \$30,000.00 by Addison Township
  - \$50,000.00 by Oxford Township (*if approved at the Township Board's June 8, 2022 Meeting*)
- The beverage container drive in March 2022 raised approximately \$4,275.00. Oxford Addison Youth Assistance assisted and they will received 50% of the proceeds.
- The Event Application has been approved by the Polly Ann Trailway Management Council.
- The Polly Ann Trail's 25th anniversary event will be held August 27, 2022.
- Placement of lighting from November 15, 2022 through January 9, 2023 on the Larry Obrecht Bridge was approved for the Holiday season.

# SAFETY PATH COMMITTEE

Date: June 8, 2022

To: Board of Trustees

From: Safety Path Committee  
(*Joseph Ferrari; Margie Payne; Curtis Wright*)

Re: Safety Paths

Dear Board Members:

- Safety Path improvements have been completed along several areas in Oxford Township. Some of the improvements include:
  - Asphalt patching
  - Asphalt overlay
  - Boardwalk replacement
  - Fencing replacement
- \$150,000.00 of American Rescue Plan Act funds have been allocated toward the completion of the Ray Road safety path. Easements have been secured to proceed with the project. Additional funding will have to be determined when this project will be bid for construction.
- There has been no update from MDOT regarding a piece of property along M-24 Highway east of Teelin Drive and south of Drahner Road. This property could allow for creating a safety path that connects to the safety path system in Orion Township.
- Recommended to accept cash-in-lieu of J.T. Electric constructing a safety path along a portion of Thomas Road in the northern area of Oxford Township.
- The Safety Path Committee is considering recommending to place a safety path millage question on the November 2024 Election ballot.

# **SPONGY MOTH COMMITTEE**

Date: June 8, 2022

To: Board of Trustees

From: Spongy Moth Committee  
(*Rod Charles; Curtis Wright*)

Re: Spongy Moths

Dear Board Members:

Spongy Moth spraying occurred on Monday May 23, 2022.

There were approximately 450 acres that was sprayed in Oxford Township.

It is hopeful there will be a follow up meeting with Oakland County Representatives to review the spraying results and discuss any potential improvements for 2023 if spraying is necessary.

A thank you Oakland County Moth Suppression team, and Commissioner Mike Spisz for coordinating the Spongy Moth Program for 2022.

# WATER AND SEWER COMMITTEE

Date: June 8, 2022

To: Board of Trustees

From: Water and Sewer Committee  
(*Jack Curtis; Jonathan Nold; Curtis Wright*)

Re: Water and Sewer System

Dear Board Members:

The Water and Sewer Committee ("Committee") has been busy.

Some items include:

- A Special Assessment District with property owners continues in progress to create an M-24 sewer district where the property owners would participate in the cost of extending the new 18" sanitary sewer line north to service their properties with the opportunity to service the Brabb Dewey Subdivision. Construction will be scheduled for 2023. \$300,000 in ARPA Funds have been allocated, and grant funding is being pursued for the project.
- The Committee along with Sharpe Engineering continues working on another new wellfield location east side of M-24 Highway.
- The Camp Oakland Sewer Pump Station will be upsized to handle the increased use from future development. The Engineering design is on schedule to have this project completed in 2022.
- The Committee continues to work on completing the East Drahnner Road Water Main line. An easement still needs to be acquired from the American Legion, and Trident Crest Homes. Once complete this will loop the water system in this water district area.
- The Committee is reviewing and analyzing data with Paul Stauder to determine the required amount to charge for a sewer connection fee and possibly a quarterly sewer billing rate increase.
- Fire hydrants are being painted by the fire department. There are 708 hydrants in Oxford.
- A Notice has been mailed with the May 2022 water bills requesting water users refrain from water use during peak usage hours during the day.

Date: June 8, 2022

To: Board of Trustees

From: Jack Curtis, Supervisor

Re: Second Reading - Zoning Ordinance 67A.028 Medical Marihuana

Dear Board Members:

Attached for a Second Reading are amendments to the Oxford Township Zoning Ordinance 67A Sections 2.2, 3.1, 3.4, 3.5, 5.35, 6.26, 8.6, and amending the Zoning Map recommended for approval by the Planning Commission in regard to a marihuana:

1. Cultivation building.
2. Provisioning center.
3. Secure transporter.

The Township Attorney, Township Planner, and Planning Commission have worked on the amendments and the following information is attached for your review:

- Transmittal letter dated April 7, 2022 from Attorney Hans Rentrop.
- The proposed Zoning Ordinance amendment language.
- The proposed Zoning Ordinance amendment language with the amendments highlighted.
- The January 27, 2022 Planning Commission Meeting Minutes.
- The January 27, 2022 Planning Commission Notice of Public Hearing.

The following motion is offered for consideration:

**I move to adopt Ordinance 67A.028 amendments to the Charter Township of Oxford Zoning Ordinance as presented.**



LAW OFFICES

**ADKISON, NEED, ALLEN, & RENTROP**

PROFESSIONAL LIMITED LIABILITY COMPANY

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OF COUNSEL:  
PHILLIP G. ADKISON  
KEVIN M. CHUDLER  
KATHERINE A. TOMASIK

April 7, 2022

VIA ELECTRONIC MAIL

Board of Trustees  
Charter Township of Oxford  
300 Dunlap Road  
Oxford, MI 48371

**Re: Update Regarding Partial Opt-in to Allow Commercial Medical Marihuana Facilities  
Proposed Code of Ordinance Amendment for Introduction  
Proposed Zoning Ordinance Amendment for Review**

Dear Board Members:

Enclosed for your consideration is a proposed Amendment to the Township Code of Ordinances allowing the licensing of certain medical marihuana facilities under the Michigan Medical Marihuana Facilities Licensing Act ("MMFLA") for introduction or first reading. Also enclosed is an Amendment to the Zoning Ordinance to address the locations of the proposed medical marihuana facilities. This Zoning Ordinance Amendment is for your review and reference. No action is to be taken on it at this time since it will be going back before the Planning Commission before your first reading.

Background

As you may recall, a proposed Code Amendment and Zoning Ordinance Amendment addressing medical marihuana facilities was scheduled for your consideration at the regular Township Board meeting in February. However, it was pulled from the Agenda prior to the meeting. Since that time, the Michigan Court of Appeals rendered a decision that suggests municipalities may exercise greater control over the licensing of medical marihuana facilities under the MMFLA. Both the proposed Code Amendment and Zoning Ordinance Amendment have been revised to reflect this decision. However, because the Township Planning Commission reviews a Zoning Ordinance amendment prior to Township Board approval, the revised Zoning

Ordinance, with the most recent changes, must go back before the Planning Commission before you can formally consider it.

At your meeting on April 13, 2022, we recommend you consider the proposed Code Amendment for introduction. The changes made since it was proposed in early February, in response to the Michigan Court of Appeals decision, generally address the process and considerations you are to give to an applicant seeking a license for a medical marihuana facility.

#### General Discussion

Attached again for your reference is our February 3, 2022, letter regarding the proposed Code Amendment and Zoning Ordinance Amendment to allow limited medical marihuana commercial operations. These are detailed ordinances which touch upon many specific regulations. Generally, speaking these ordinances will allow:

- The Township to issue a license for medical marihuana growers, secure transporters, and provisioning centers (sales outlets for medical only) pursuant to, and consistent with, the MMFLA.
- Commercial medical marihuana activities pursuant to the MMFLA; not commercial recreational marihuana activities pursuant to the Michigan Regulation and Taxation of Marihuana Act (“MRTMA”).
- License growers and secure transporters only in Industrial Zoned Districts. There is presently no limit to the number of licenses that may be issued for these uses.
- Licensed provisioning centers only in the proposed Marihuana Provisioning Center Overlay and only as a special land use. Presently, only four licenses can be issued for this use.
- Two classes of growers. Up to 1,000 plants would be allowed under the largest class license.
- All marihuana activities, including growing, are to be conducted indoors.

The application process is as follows: The applicant (1) seeks special land use approval from the Planning Commission; then (2) seeks licensing approval from the Township Board which, if issued, will be contingent upon a license being issued by the State of Michigan, and finally (3) seeks a license from the State of Michigan for the use tentatively approved by the Township.

#### Conclusion

If the Township is interested in allowing limited commercial operations associated with marihuana, these ordinances will enable such action. As previously stated, the law surrounding

the regulation of marihuana continues to change and evolve as is evident by the Court of Appeals' decision that came down since this was last scheduled to come before you. However, these ordinances, under the current law, are a measured and controlled introduction to the commercial operations of medical marihuana.

I plan to attend your April 13, 2022, Township Board meeting, but please let me know if you have any questions in the meantime.

Very truly yours,

**ADKISON, NEED, ALLEN, & RENTROP, PLLC**



G. Hans Rentrop

GHR/mjl  
Enclosures

cc: Zachary Michels, Planner (*with enclosures; via electronic mail*)

CHARTER TOWNSHIP OF OXFORD  
COUNTY OF OAKLAND  
STATE OF MICHIGAN

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO AMEND THE CHARTER TOWNSHIP OF OXFORD ZONING ORDINANCE, ORDINANCE NO. 67A, AS AMENDED, BY AMENDING THE TEXT OF SECTIONS 2.2, 3.1, 3.4, 3.5, 5.35, 6.26, AND 8.6 AND BY AMENDING THE ZONING MAP.

THE CHARTER TOWNSHIP OF OXFORD ORDAINS:

**Section 1.** Amendment of text provisions of the Charter Township of Oxford Zoning Ordinance, Ordinance No. 67A, as amended.

**A.** Article 2, Section 2.2, Marihuana Definitions, of the Charter Township of Oxford Zoning Ordinance, is hereby amended to read as follows:

*Marihuana Definitions.* Some of the words and phrases defined below are also defined in the Michigan Medical Marihuana Act ("MMMA"), MCL 333.26421 et seq.; the Michigan Medical Marihuana Facilities Licensing Act ("MMFLA"), MCL 333.27101 et seq.; and the Michigan Regulation of Taxation of Marihuana Act ("MRTMA"), MCL 333.27951 et seq. If a term is not defined below but is defined in the MMMA, MMFLA or MRTMA, then the definition in the MMMA, MMFLA, or MRTMA shall apply. The words and phrases below are defined as follows:

1. *Marihuana.* Means that term as defined in Section 7106 of the Public Health Code, 1978 PA 368, MCL 333.7106.
2. *Marihuana Cultivation Building.* Means a permanent freestanding building on one lot of record where more than twelve (12) marihuana plants are being grown in compliance with the MMMA or MMFLA.
3. *Marihuana Dispensary.* Means a building or part of a building where there is a transfer of marihuana between primary caregivers or between qualifying patients. This definition does not include a building in which the transfer of marihuana occurs between a primary caregiver and his or her qualifying patient.
4. *Medical Marihuana Facility.* Means a location at which a license holder is licensed to operate under the Medical Marihuana Facilities Licensing Act ("MMFLA") and the Township Code of Ordinances.
5. *Marihuana Grower or Grower.* Means a state operating license holder that is a commercial entity located in this state that cultivates, dries, trims, or cures and packages marihuana for sale to a processor or provisioning center.

6. *Marihuana Operation Building.* Includes marihuana cultivation buildings and medical marihuana facilities.
7. *Marihuana Provisioning Center or Provisioning Center.* Means a state operating license holder that is a commercial entity located in this state that purchases marihuana from a grower or processor and sells, supplies, or provides marihuana to qualifying patients, directly or through the registered primary caregivers of patients. Provisioning center includes any commercial property where marihuana is sold at retail to qualifying patients or primary caregivers. A non-commercial location used by a primary caregiver to assist a qualifying patient connected to the caregiver through the state's marihuana registration process in accordance with the Michigan Medical Marihuana Act, being MCL 333.26421 *et seq.*, is not a provisioning center for purposes of this Ordinance.
8. *Marihuana Secure Transporter or Secure Transporter.* Means a state operating license holder that is a commercial entity located in this state that stores marihuana and transports marihuana between medical marihuana facilities for a fee.
9. *Medical Use.* Means the acquisition, possession, cultivation, manufacture, use, internal possession, delivery, transfer, or transportation of marihuana, marihuana infused products, or paraphernalia relating to the administration of marihuana to treat or alleviate a registered qualifying patient's debilitating medical condition or symptoms associated with the debilitating medical condition.
10. *Plant.* Means any marihuana plant with not more than one readily observable root formation.
11. *Primary Caregiver.* Means the term as defined by the Michigan Medical Marihuana Act ("MMMA"), being MCL 333.26421 *et seq.*
12. *Qualifying Patient.* Means the term as defined by the Michigan Medical Marihuana Act ("MMMA"), being MCL 333.26421 *et seq.*
13. *Registry Identification Card.* Means a document issued by the Michigan Marihuana Regulatory Agency that identifies a person as a registered qualifying patient or registered primary caregiver.

**B. Article 3, Section 3.1 of the Charter Township of Oxford Zoning Ordinance, is hereby amended to read as follows:**

**3.1 Establishment of Zoning Districts.** For the purposes of this Ordinance, Oxford Charter Township is hereby divided into the following districts:

---

AG	Agriculture (20 acres)
SF-3	Suburban Farms (10 acres)
SF-2	Suburban Farms (5 acres)
SF-1	Suburban Farms (2.5 acres)
R-3	Single-Family Residential (1 acre)
R-2	Single-Family Residential (25,000 sq. ft.)
R-1	Single-Family Residential (12,000 sq. ft.)
R-1A	Single-Family Residential (6,000 sq. ft.)
RM	Multi-Family Residential
MHC	Manufactured Housing Community
C-1	Local Commercial
C-2	General Commercial
O	Office
RO	Research-Office
I-1	Light Industrial
I-2	General Industrial
R	Recreation
G	Gravel and Sand Overlay
MP	Marihuana Provisioning Overlay

**C. Article 3, Section 3.4 of the Charter Township of Oxford Zoning Ordinance, is hereby amended to add the following text:**

- N. MP, Marihuana Provisioning Overlay. The Marihuana Provisioning Overlay Districts are intended to allow, with reasonable regulations, the distribution of marihuana allowed by the Michigan Medical Marihuana Act (Initiated Law of 2008), the Michigan Medical Marihuana Facilities Act (PA 281 of 2016), and the Charter Township of Oxford Code of Ordinances. Confining provisioning centers to these overlay districts is intended to protect the health, safety, and general welfare of persons and property by limiting land uses related to distribution to those areas most compatible with the uses. By limiting provisioning centers to the overlay districts and maintaining distance between them, the Township intends to balance any adverse effect of such facilities by enabling the development and revitalization of underutilized and economically distressed areas of commercially zoned property within the Township. The overlay districts are intended to ensure that neighborhood character is preserved, and commercial retail viability and variety is enhanced by separating and spacing the geographic locations of the provisioning centers. Further, the location of these districts in high-visibility areas along M-24 is intended to reduce the risk of criminal activity, particularly theft.

**D. Article 3, Section 3.5(H), of the Charter Township of Oxford Zoning Ordinance, is hereby amended to read as follows:**

H. Industrial and Manufacturing Uses	AG	SF-3	SF-2	SF-1	R-3	R-2	R-1	R-1A	RM	MHC	C-1	C-2	O	RO	I-1	I-2	G	R	\$\$*
1. Any use whose principal function is technical training	-	-	-	-	-	-	-	-	-	-	S	P	S	P	P	P	-	-	
2. Agricultural wholesale or retail facility, including bulk storage of commodities in elevators or other transfer structures	-	-	-	-	-	-	-	-	-	-	-	-	-	-	P	P	-	-	
3. Bulk propane sales and dispensing stations, subject to state licensing regulations	-	-	-	-	-	-	-	-	-	-	S	S	-	-	S	S	-	-	
4. Bulk storage of refined petroleum products above or below ground	-	-	-	-	-	-	-	-	-	-	-	-	-	-	S	S	-	-	
5. Cartage, trucking, or distribution center	-	-	-	-	-	-	-	-	-	-	-	-	-	-	S	P	-	-	
6. Central dry cleaning or laundry processing plant	-	-	-	-	-	-	-	-	-	-	-	-	-	-	S	S	-	-	
7. Commercial composting	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	S	-	-	
8. Commercial outdoor storage	-	-	-	-	-	-	-	-	-	-	-	-	-	-	S	S	-	-	10.5
9. Concrete or asphalt mixing plant	-	-	-	-	-	-	-	-	-	-	-	-	-	-	S	S	-	-	5.8
10. Contractor establishment, equipment and material storage yard	-	-	-	-	-	-	-	-	-	-	-	-	-	-	P	P	-	-	10.5
11. Heavy vehicle repair establishment, including trucks, farm and construction equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	S	S	-	-	5.18
12. Industrial, Heavy	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	P	-	-	
13. Industrial, Light	-	-	-	-	-	-	-	-	-	-	-	-	-	-	P	P	-	-	
14. Junk yard or salvage operation	-	-	-	-	-	-	-	-	-	-	-	-	-	-	S	S	-	-	5.21
15. Lumber or saw mill	-	-	-	-	-	-	-	-	-	-	-	-	-	-	S	P	-	-	
16. Laboratory and office for industrial or scientific research, development and testing, including limited manufacturing operations	-	-	-	-	-	-	-	-	-	-	-	-	S	S	S	P	-	-	



E. Article 3, Section 3.5, of the Charter Township of Oxford Zoning Ordinance, is hereby amended to add the following table:

J. Marihuana Uses	AG	SF-3	SF-2	SF-1	R-3	R-2	R-1	R-1A	RM	MHC	C-1	C-2	O	RO	I-1	I-2	R	G	MP	\$\$*
1. Marihuana cultivation building	-	-	-	-	-	-	-	-	-	-	-	-	-	-	S	S	-	-	-	5.35, 6.26
2. Marihuana provisioning center	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	S	5.35, 6.26
3. Marihuana secure transporter	-	-	-	-	-	-	-	-	-	-	-	-	-	-	S	S	-	-	-	5.35, 6.26

F. Article 5, Section 5.35, Marihuana Cultivation Buildings, of the Charter Township of Oxford Zoning Ordinance, is hereby amended as follows:

**5.35 Marihuana Uses.**

A. Purpose and Intent.

It is the intent of this section to provide reasonable conditions for the cultivation and distribution of marihuana allowed by the Michigan Medical Marihuana Act, MCL 333.26421 *et seq.* and the Michigan Medical Marihuana Facilities Licensing Act, MCL 333.27101 *et seq.* These are unique land uses with ramifications not addressed by more traditional zoning. Although some specific uses of marihuana may not be prosecuted according to the Michigan Medical Marihuana Act, Michigan Medical Marihuana Facilities Licensing Act, or the Michigan Regulation of Taxation of Marihuana Act, marihuana continues to be classified as a Schedule 1 controlled substance under federal law making it unlawful under federal law to use, manufacture, distribute, or dispense, or possess with intent to manufacture, distribute, or dispense marihuana. By seeking local approval of a medical marihuana facility under this Ordinance, applicants acknowledge and accept that local approval, licensure, and regulation of marihuana facilities represents a new and evolving area of law that presents entrepreneurial risks and uncertainties, risks that the applicant fully acknowledges, accepts, and assumes.

It is the intent of this section to protect the health, safety, and general welfare of persons and property by limiting land uses related to marihuana cultivation and distribution to those districts that are most compatible with such uses. Additional regulations in this section are intended to provide reasonable restrictions within the districts so that the uses do not compromise the health, safety, and general welfare of persons in the district, or other uses allowed in the district.

B. Prohibited. The following marihuana uses are prohibited:

1. Marihuana dispensaries;
  2. Marihuana facilities, as defined in the Michigan Medical Marihuana Facilities Licensing Act, except for growers, provisioning centers, and secured transporters licensed pursuant to the Township's Code of Ordinances and provided such uses are consistent with this Ordinance;
  3. Marihuana establishments, as defined by the Michigan Regulation and Taxation of Marihuana Act; and
  4. Other marihuana uses not expressly permitted by this Ordinance.
  5. The colocation of any medical marihuana facility.
- C. Marihuana Growing.
1. The growing of more than twelve (12) marihuana plants shall only occur in a marihuana cultivation building.
  2. Marihuana cultivation buildings shall have designated loading areas in which a secure transporter can make or receive deliveries.
- D. Provisioning Centers.
1. Location and Access. Marihuana provisioning centers shall be located on property adjacent to, and with immediate access upon, M-24.
  2. Spacing. There shall be a minimum distance of one thousand two hundred fifty (1,250) feet between marihuana provisioning centers located within the Township's zoning jurisdiction.
  3. Freestanding. Marihuana provisioning centers shall exclusively occupy a freestanding structure, which, for purposes of this section, means a single use, single occupant, commercial stand-alone structure. By way of example, and not by limitation, duplexes, multi-tenant spaces, strip malls, and similar structures are not freestanding structures for purposes of this section.
  4. Overlay. There shall be no more than one (1) marihuana provisioning center in any marihuana provisioning overlay district.
- E. Special Site Design Standards.
1. Visibility.

- (a) **Marihuana Cultivation Building.** Growing operations shall not be visible from any point outside a marihuana cultivation building.
  - (b) **Provisioning Center.** No product offered for sale by a provisioning center shall be visible from outside the building nor shall any signs occupy any exterior windows of a provisioning center. Provisioning centers may have exterior windows for the purpose of providing natural light.
- 2. **Drive-through.** Drive-throughs shall be prohibited.
- 3. **Rooftops.** Rooftop screening shall be complementary to the exterior of the marihuana cultivation building and all rooftop mechanical devices shall be screened from view.
- F. **Performance Guarantee.** The Township shall require the posting of a performance guarantee with respect to any improvements required to be completed as a condition of approval under this section.
- G. **Access & Identification.** A primary caregiver operating a marihuana cultivation building under the Michigan Medical Marihuana Act shall assign an identifying number to every person for whom the primary caregiver intends to grow and cultivate medical marihuana at the marihuana cultivation building including the primary caregiver if the primary caregiver is also a qualifying patient. The primary caregiver shall keep a list identifying the registry identification card of the persons to whom a number is assigned which shall be made available to law enforcement pursuant to a lawfully issued subpoena or search warrant.
  - 1. **Separate Grow Areas.** The primary caregiver shall keep the marihuana plants grown for a qualifying patient of the primary caregiver separate from the marihuana plants grown by the primary caregiver for other qualifying patients. Each qualifying patient's plants shall be kept in an enclosed locked facility to which only the primary caregiver has access. Upon each enclosed locked facility shall be prominently and permanently displayed the identifying number of the person for whom the medical marihuana is grown and cultivated.
  - 2. **Access Log.** The primary caregiver shall keep a written log including the identifying number, date and time of every person entering the marihuana cultivation building, which shall be made available to law enforcement pursuant to a lawfully issued subpoena or search warrant. The primary caregiver shall also keep a written log including the date and time marihuana was removed from the enclosed locked facility and the amount of marihuana removed.

3. The primary caregiver shall certify under oath that the written records kept are correct and accurate.
  4. A primary caregiver operating a marihuana cultivation building shall secure every entrance to the building.
- H. Inspections. A marihuana operation building shall be subject to the following inspections:
1. Initial Inspection. The marihuana operation building shall be subject to the same inspections as all other buildings as required by this Ordinance and the Charter Township of Oxford Code of Ordinances.
  2. Annual Inspections. The marihuana operation building may be inspected annually by the Township Zoning Official to confirm that it is being operated in compliance with this Zoning Ordinance. The Township Zoning Official shall limit his inspection to only those issues associated with compliance with this Zoning Ordinance and shall not make inquiry into the identity of any qualifying patient. Marihuana cultivation buildings shall be available for inspection by the Township between the hours of 9:00 a.m. and 9:00 p.m. Eastern Time upon two (2) hours' notice.
- I. General. The following provisions apply to marihuana operation buildings.
1. Marihuana operation buildings shall comply with all applicable state and local licensing regulations. Annual proof of such compliance shall be a condition of special land use approval.
  2. No smoking, inhalation, or consumption of marihuana shall take place on the premises, or inside, of a marihuana operation building.
  3. Retail sales of products customarily incidental and accessory to the use of marihuana is prohibited at marihuana operation buildings, except that products customarily incidental and accessory to the use of medical marihuana and which are allowed to be sold at retail under state law may be offered for retail sale at licensed provisioning centers.
  4. All activities associated with marihuana operation shall be conducted indoors including, but not limited to, the growing of all plants. This provision shall not apply to a secure transporter actively providing transport services.
  5. Outdoor storage is prohibited at marihuana operation buildings. The foregoing notwithstanding, a secure transporter may store vehicles used in the transport of medical marihuana outside as permitted by

this Ordinance, state law, and consistent with any approved site plan.

6. Marihuana operation buildings shall comply with all applicable provisions of this Ordinance, the Township Code of Ordinances, the Michigan Medical Marihuana Act, and the Medical Marihuana Facilities Licensing Act. This section preempts any other section of this Ordinance when there is a conflict between this section and another section. This section does not preempt the Michigan Medical Marihuana Act.
7. Marihuana Plant Limits.
  - (a) Plants grown pursuant to the Michigan Medical Marihuana Act. No more than seventy-two (72) plants shall be grown in any marihuana cultivation building unless the operator is a licensed grower under the Medical Marihuana Facilities License Act and the Township Code of Ordinances.
  - (b) Plants grown pursuant to the Medical Marihuana Facilities Licensing Act. The maximum number of plants shall be limited to the maximum permitted by a grower's license issued pursuant to the Township Code of Ordinances, and otherwise compliant with this Ordinance.
8. A security system shall be installed in each marihuana operation building which shall include monitoring cameras with audio capability. Recordings and data from the security system shall be kept a minimum of three hundred and sixty-five (365) days. The recordings shall be made available to law enforcement pursuant to a lawfully issued subpoena or search warrant.
9. Odors generated by marihuana cultivation in any marihuana operation building shall be contained within the marihuana operation building, or the portion of the building used for marihuana cultivation.
10. Marihuana operation buildings shall not be open to anyone besides the applicable primary caregiver or licensed grower, provisioning center operator, or secure transporter, between the hours of 9:00 p.m. to 9:00 a.m. Eastern Time.
11. No marihuana operation building may dispense, sell, or otherwise transfer tobacco or alcohol for consumption on or off the premises.
12. Exterior signage or advertising is prohibited for all marihuana operation buildings except that provisioning centers may have wall

signs and monument signs which satisfy the requirements of this Ordinance.

- J. Application Requirements and Review: The application for, and review of, a special land use permit for a marihuana operation building shall be made in accordance with Article 4 except that the following shall also be required:
1. A security plan and floor plan shall be submitted with the special land use application and site plan application for a marihuana operation building. The security plan shall:
    - (a) Identify the number and location of all monitoring cameras, the format in which all recordings are maintained, and where the recordings will be stored. The recording format shall be of a type capable of being reviewed by the Township.
    - (b) The security plan shall, when applicable, identify the number of plants to be grown, the location of the secured locked facilities assigned to qualifying patients, the location where chemicals and fertilizers are stored, and the layout of the building which shall identify any other entities occupying the building. The security and floor plan shall be a confidential document kept by the Township and exempt from disclosure under the Freedom of Information Act.
  2. A waste disposal plan shall be included with all applications for a marihuana cultivation building which shall detail plans for the disposal of chemicals and fertilizers and plans for plant waste disposal including the disposal of any excess marihuana grown at the marihuana cultivation building. The Township Building Official shall determine whether the waste disposal plan meets all Township requirements and may require the applicant to provide proof the disposal plan satisfies county and state requirements.
  3. Proof of an ownership or leasehold interest in the marihuana operation building by the applicant.
  4. Plans showing any building to house a provisioning center is either new construction or the redevelopment and rehabilitation of an existing freestanding building (as defined by this section). Any existing freestanding building to be redeveloped and revitalized must have been vacant for more than twelve (12) months prior to the date the application is made to meet the goal of revitalizing the underutilized and economically distressed overlay areas.

**G. Article 6, Section 6.26, of the Charter Township of Oxford Zoning Ordinance, is hereby amended as follows:**

**6.26 Marihuana Regulations.**

- A. Medical Marihuana Act. This Ordinance shall not limit an individual's rights under the Michigan Medical Marihuana Act. The Michigan Medical Marihuana Act supersedes this Ordinance where there is a conflict between them.
- B. Medical Marihuana Registered Qualifying Patient. A qualified patient with a registry identification card may grow and use medical marihuana for his or her own use in any zoning district consistent with the Michigan Medical Marihuana Act.
- C. Medical Marihuana Registered Primary Caregiver. A primary caregiver with a registry identification card may grow up to twelve (12) medical marihuana plants in any zoning district.
- D. Medical Marihuana Facilities. Marihuana Facilities, as defined by the Michigan Medical Marihuana Facilities Licensing Act are regulated as follows:
  - 1. Permitted. Class A growers, Class B growers, provisioning centers, and secure transporters are permitted when licensed under the Michigan Medical Marihuana Facilities Licensing Act, the Township Code of Ordinances, and when compliant with this Ordinance.
  - 2. Prohibited. Class C growers, processors, and safety compliance facilities are prohibited in all zoning districts as are all other marihuana facilities that do not meet the requirements of the Township Code of Ordinances and this Ordinance.
- E. Marihuana Establishments. Marihuana establishments, as defined by the Michigan Regulation and Taxation of Marihuana Act, are prohibited in all zoning districts.

**H. Article 8, Section 8.6(C)(1), of the Charter Township of Oxford Zoning Ordinance, is hereby amended as follows:**

- |  |   |                           |
|--|---|---------------------------|
| 1. Retail Stores, including Pharmacies, Convenience Stores, Video Rental Establishments, Discount Stores, Marihuana Provisioning Centers, and other similar uses, except as otherwise specified herein | 1 | Per each 200 sq ft of GFA |
|--|---|---------------------------|

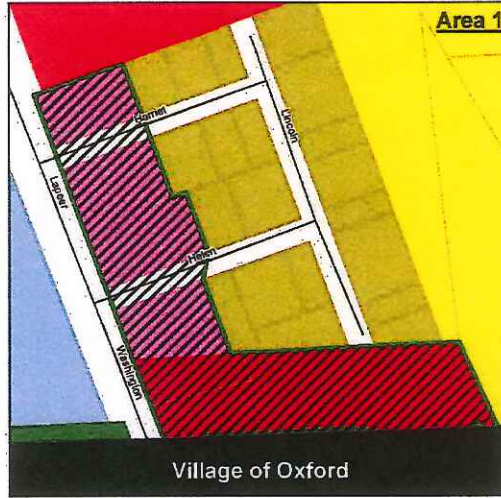
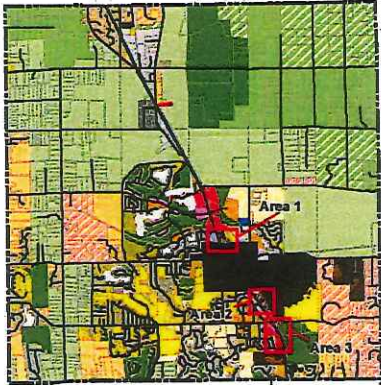
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**I. Article 8, Section 8.6(D)(2), of the Charter Township of Oxford Zoning Ordinance, is hereby amended as follows:**

2.	Warehouses and storage buildings and Marihuana cultivation buildings	1	Per each two (2) employees computed on the basis of the greatest number of persons employed at any one time, <u>or</u>
		1	Per each 2,000 sq ft of GFA (whichever is greater)

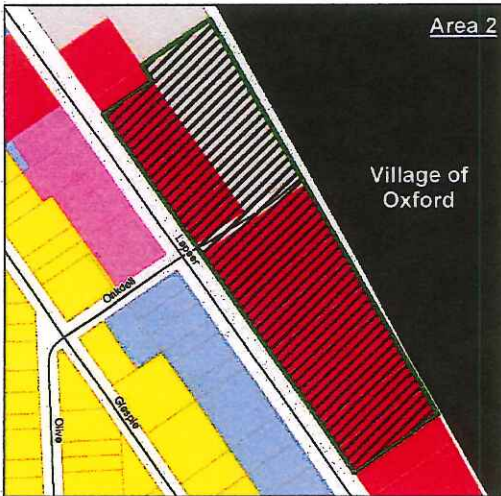
**Section 2. Amendment of the Zoning Map of the Charter Township of Oxford.**

**A. The Zoning Map of the Charter Township of Oxford, is hereby amended to add the following Marihuana Provisioning Overlays:**



**Zoning**

AG Agricultural (20 ac. min.)	MHC Manufactured Housing Community
SF-3 Suburban Farms (10 ac. min.)	PUD Planned Unit Development
SF-2 Suburban Farms (5 ac. min.)	C-1 Local Commercial
SF-1 Suburban Farms (2.5 ac. min.)	C-2 General Commercial
R-3 Single Family (1 ac. min.)	O Office
R-2 Single Family (25,000 s.f. min.)	I-1 Light Industrial
R-1 Single Family (12,000 s.f. min.)	I-2 General Industrial
R-1A Single Family (6,000 s.f. min.)	R Recreation
RM Multiple Family	Marihuana Provisioning Overlay



Insert Certification and Amended Box

**Zoning District Map:  
Marihuana Overlay**

Oxford Township  
Oakland County

Parcel Data from  
Oakland County GIS

May 4, 2022  
Car/Bo/Wortman Associates, Inc.  
Ann Arbor, Michigan

**Section 3. Savings.**

All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this ordinance takes effect are saved and may be consummated according to the law in force when they are commenced.

**Section 4. Validity and Severability.**

This Ordinance and the various parts, sentences, paragraphs, sections and clauses it contains are hereby declared to be severable. Should any part, sentence, paragraph, section or clause be declared unconstitutional or invalid by any court of competent jurisdiction for any reason, such judgment shall not affect the validity of the Ordinance as a whole or any part thereof, other than the part so declared to be unconstitutional or invalid.

Furthermore, should the application of any provision of this Ordinance to a particular property, building or structure be adjudged invalid by any court of competent jurisdiction, such judgment shall not affect the application of said provision to any other property, building or structure in the Township, unless otherwise stated in the judgment.

**Section 5. Repealer.**

All ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this ordinance full force and effect.

**Section 6. Effective Date.**

The effective date of this Ordinance shall depend on whether a request is made in accordance with state law to have the Ordinance submitted to the Township electors for approval. A notice of intent to make such a request must be filed with the Township Clerk within 7 days after publication of this Ordinance by a registered elector residing in the Township. If such a notice has not been timely submitted, this Ordinance shall take effect on the eighth day following publication. If a notice of intent is timely filed, a petition requesting the submission of this Ordinance to the Township electors for their approval must be filed with the Township Clerk within 30 days after the publication. A petition requesting submission of this Ordinance to a vote of the electors must be signed by a number of registered Township electors that is not less than 15% of the total vote cast in the Township for all candidates for governor at the last preceding general election at which a governor was elected. Upon the filing of a notice of intent, the Ordinance herein shall not take effect until one of the following occurs: (a) the expiration of 30 days after publication, if a petition is not filed within that time; (b) if a petition is filed within 30 days after publication and the Township Clerk determines that the petition is inadequate; (c) if a petition is filed within 30 days after publication, the Township Clerk determines that the petition is adequate, and the Ordinance is approved by a majority of the registered electors residing in the Township at the next regular election or a special election called for that purpose.

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

For Township Board Review (5-11-2022)

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

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

Adopted at a meeting of the Charter Township of Oxford Board of Trustees held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Jack Curtis, Supervisor  
Charter Township of Oxford

\_\_\_\_\_  
Curtis Wright, Clerk  
Charter Township of Oxford

STATE OF MICHIGAN    )  
                                  )SS  
COUNTY OF OAKLAND    )

I, Curtis Wright, duly elected Clerk of the Charter Township of Oxford, do hereby certify that the foregoing is a complete and true copy of Ordinance No. \_\_\_\_\_, adopted by the Charter Township of Oxford at a meeting of the Board of Trustees held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Curtis Wright, Clerk

PUBLISHED: \_\_\_\_\_

EFFECTIVE: *Eight (8) days after publication*

CHARTER TOWNSHIP OF OXFORD  
COUNTY OF OAKLAND  
STATE OF MICHIGAN

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO AMEND THE CHARTER TOWNSHIP OF OXFORD ZONING ORDINANCE, ORDINANCE NO. 67A, AS AMENDED, BY AMENDING THE TEXT OF SECTIONS 2.2, 3.1, 3.4, 3.5, 5.35, 6.26, AND 8.6 AND BY AMENDING THE ZONING MAP.

THE CHARTER TOWNSHIP OF OXFORD ORDAINS:

**Section 1.** Amendment of text provisions of the Charter Township of Oxford Zoning Ordinance, Ordinance No. 67A, as amended.

A. Article 2, Section 2.2, Marihuana Definitions, of the Charter Township of Oxford Zoning Ordinance, is hereby amended to read as follows:

*Marihuana Definitions.* Some of the words and phrases defined below are also defined in the Michigan Medical Marihuana Act (“MMMA”), MCL 333.26421 et seq.; the Michigan Medical Marihuana Facilities Licensing Act (“MMFLA”), MCL 333.27101 et seq.; and the Michigan Regulation of Taxation of Marihuana Act (“MRTMA”), MCL 333.27951 et seq. If a term is not defined below but is defined in the MMMA, MMFLA or MRTMA, then the definition in the MMMA, MMFLA, or MRTMA shall apply. The words and phrases below are defined as follows:

1. *Marihuana.* Means that term as defined in Section 7106 of the Public Health Code, 1978 PA 368, MCL 333.7106.
2. *Marihuana eCultivation bBuilding.* Means a permanent freestanding building on one lot of record where more than twelve (12) marihuana plants are being grown in compliance with the MMMA or MMFLA.
3. *Marihuana dDispensary.* Means a building or part of a building where there is a transfer of marihuana between primary caregivers or between qualifying patients. This definition does not include a building in which the transfer of marihuana occurs between a primary caregiver and his or her qualifying patient.
4. *Medical mMarihuana fFacility.* Means a location at which a license holder is licensed to operate under the Medical Marihuana Facilities Licensing Act (“MMFLA”) and the Township Code of Ordinances.
5. *Marihuana Grower or Grower.* Means a state operating license holder that is a commercial entity located in this state that cultivates, dries, trims, or cures and packages marihuana for sale to a processor or provisioning center.

6. *Marihuana Operation Building.* Includes marihuana cultivation buildings and medical marihuana facilities.
7. *Marihuana Provisioning Center or Provisioning Center.* Means a state operating license holder that is a commercial entity located in this state that purchases marihuana from a grower or processor and sells, supplies, or provides marihuana to qualifying patients, directly or through the registered primary caregivers of patients. Provisioning center includes any commercial property where marihuana is sold at retail to qualifying patients or primary caregivers. A non-commercial location used by a primary caregiver to assist a qualifying patient connected to the caregiver through the state's marihuana registration process in accordance with the Michigan Medical Marihuana Act, being MCL 333.26421 *et seq.*, is not a provisioning center for purposes of this Ordinance.
8. *Marihuana Secure Transporter or Secure Transporter.* Means a state operating license holder that is a commercial entity located in this state that stores marihuana and transports marihuana between medical marihuana facilities for a fee.
9. *Medical Use.* Means the acquisition, possession, cultivation, manufacture, use, internal possession, delivery, transfer, or transportation of marihuana, marihuana infused products, or paraphernalia relating to the administration of marihuana to treat or alleviate a registered qualifying patient's debilitating medical condition or symptoms associated with the debilitating medical condition.
10. *Plant.* Means any marihuana plant with not more than one readily observable root formation.
11. *Primary Caregiver.* ~~Means a person who is at least 21 years old and who has agreed to assist with a patient's medical use of marihuana and who has not been convicted of any felony within the past 10 years and has never been convicted of a felony involving illegal drugs or a felony that is an assaultive crime as defined in section 9a of chapter X of the code of criminal procedure, 1927 PA 175, MCL 770.9a.~~ Means the term as defined by the Michigan Medical Marihuana Act ("MMMA"), being MCL 333.26421 *et seq.*
12. *Qualifying pPatient.* ~~Means a person who has been diagnosed by a physician~~ the term as having a debilitating medical condition defined by the Michigan Medical Marihuana Act ("MMMA"), being MCL 333.26421 *et seq.*
13. *Registry iIdentification eCard.* Means a document issued by the Michigan Marihuana Regulatory Agency that identifies a person as a registered qualifying patient or registered primary caregiver.

B. Article 3, Section 3.1 of the Charter Township of Oxford Zoning Ordinance, is hereby amended to read as follows:

3.1 Establishment of Zoning Districts. For the purposes of this Ordinance, Oxford Charter Township is hereby divided into the following districts:

AG	Agriculture (20 acres)
SF-3	Suburban Farms (10 acres)
SF-2	Suburban Farms (5 acres)
SF-1	Suburban Farms (2.5 acres)
R-3	Single-Family Residential (1 acre)
R-2	Single-Family Residential (25,000 sq. ft.)
R-1	Single-Family Residential (12,000 sq. ft.)
R-1A	Single-Family Residential (6,000 sq. ft.)
RM	Multi-Family Residential
MHC	Manufactured Housing Community
C-1	Local Commercial
C-2	General Commercial
O	Office
RO	Research-Office
I-1	Light Industrial
I-2	General Industrial
R	Recreation
G	Gravel and Sand Overlay
<u>MP</u>	<u>Marihuana Provisioning Overlay</u>

C. Article 3, Section 3.4 of the Charter Township of Oxford Zoning Ordinance, is hereby amended to add the following text:

- N. MP, Marihuana Provisioning Overlay. The Marihuana Provisioning Overlay Districts are intended to allow, with reasonable regulations, the distribution of marihuana allowed by the Michigan Medical Marihuana Act (Initiated Law of 2008), the Michigan Medical Marihuana Facilities Act (PA 281 of 2016), and the Charter Township of Oxford Code of Ordinances. Confining provisioning centers to these overlay districts is intended to protect the health, safety, and general welfare of persons and property by limiting land uses related to distribution to those areas most compatible with the uses. By limiting provisioning centers to the overlay districts and maintaining distance between them, the Township intends to balance any adverse effect of such facilities by enabling the development and revitalization of underutilized and economically distressed areas of commercially zoned property within the Township. The overlay districts are intended to ensure that neighborhood character is preserved, and commercial retail viability

and variety is enhanced by separating and spacing the geographic locations of the provisioning centers. Further, the location of these districts in high-visibility areas along M-24 is intended to reduce the risk of criminal activity, particularly theft.

D. Article 3, Section 3.5(H), of the Charter Township of Oxford Zoning Ordinance, is hereby amended to read as follows:

H. Industrial and Manufacturing Uses	AG	SF-3	SF-2	SF-1	R-3	R-2	R-1	R-1A	RM	MHC	C-1	C-2	O	RO	I-1	I-2	G	R	\$\$*
1. Any use whose principal function is technical training	-	-	-	-	-	-	-	-	-	-	S	P	S	P	P	P	-	-	
2. Agricultural wholesale or retail facility, including bulk storage of commodities in elevators or other transfer structures	-	-	-	-	-	-	-	-	-	-	-	-	-	-	P	P	-	-	
3. Bulk propane sales and dispensing stations, subject to state licensing regulations	-	-	-	-	-	-	-	-	-	-	S	S	-	-	S	S	-	-	
4. Bulk storage of refined petroleum products above or below ground	-	-	-	-	-	-	-	-	-	-	-	-	-	-	S	S	-	-	
5. Cartage, trucking, or distribution center	-	-	-	-	-	-	-	-	-	-	-	-	-	-	S	P	-	-	
6. Central dry cleaning or laundry processing plant	-	-	-	-	-	-	-	-	-	-	-	-	-	-	S	S	-	-	
7. Commercial composting	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	S	-	-	
8. Commercial outdoor storage	-	-	-	-	-	-	-	-	-	-	-	-	-	-	S	S	-	-	10.5
9. Concrete or asphalt mixing plant	-	-	-	-	-	-	-	-	-	-	-	-	-	-	S	S	-	-	5.8
10. Contractor establishment, equipment and material storage yard	-	-	-	-	-	-	-	-	-	-	-	-	-	-	P	P	-	-	10.5
11. Heavy vehicle repair establishment, including trucks, farm and construction equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	S	S	-	-	5.18
12. Industrial, Heavy	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	P	-	-	
13. Industrial, Light	-	-	-	-	-	-	-	-	-	-	-	-	-	-	P	P	-	-	

For Township Board Review (5-11-2022)

14. Junk yard or salvage operation	-	-	-	-	-	-	-	-	-	-	-	-	-	-	S	S	-	-	5.21
15. Lumber or saw mill	-	-	-	-	-	-	-	-	-	-	-	-	-	-	S	P	-	-	
16. Laboratory and office for industrial or scientific research, development and testing, including limited manufacturing operations incidental to these uses equal to no more than twenty-five (25) percent of the total usable floor area	-	-	-	-	-	-	-	-	-	-	-	-	S	S	S	P	-	-	
17. Manufacture of monuments, cut stone, stone, or clay products	-	-	-	-	-	-	-	-	-	-	-	-	-	-	S	S	-	-	
18. Materials recycling facility	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	S	-	-	
<del>19. Marihuana cultivation building</del>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	S	S	5.35, 6.26
<del>20.19.</del> Pharmaceutical manufacturing and similar or related uses, excluding retail sales	-	-	-	-	-	-	-	-	-	-	-	S	-	P	P	P	-	-	
<del>24.20.</del> Plants for processing, transportation and marketing of sand, gravel, or stone, together with accessory buildings, equipment and facilities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	P	-	
<del>22.21.</del> Production, processing, or packaging of such products as cosmetics or toiletries	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	S	-	-	
<del>23.22.</del> Prototype development and testing facility, including limited manufacturing operations incidental to these uses equal to no more than twenty-five (25) percent of the total usable floor area	-	-	-	-	-	-	-	-	-	-	-	-	S	S	P	-	-	-	
<del>24.23.</del> Recreational vehicle storage	-	-	-	-	-	-	-	-	-	-	-	-	-	-	S	S	-	-	10.5
<del>25.24.</del> Recycling collection center	-	-	-	-	-	-	-	-	-	-	-	-	-	-	S	S	-	-	

26.25. Self-storage facility	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	P	P	-	-	
27.26. Slaughterhouse	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	S	-	-	
28.27. Storage and stockpiling of sand, gravel, or stone mined	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	P	-	
29.28. Temporary, open-air use of an industrial character	-	-	-	-	-	-	-	-	-	-	-	-	-	-	S	S	S	-	-	
30.29. Yard waste composting facility	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	S	-	-	5.33
34.30. Wholesale or warehouse establishment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	P	P	-	-	-	

E. Article 3, Section 3.5, of the Charter Township of Oxford Zoning Ordinance, is hereby amended to add the following table:

<u>J. Marihuana Uses</u>	AG	SF-3	SF-2	SF-1	R-3	R-2	R-1	R-1A	RM	MHC	C-1	C-2	O	RO	I-1	I-2	R	G	MPO	<u>\$\$*</u>
<u>1. Marihuana cultivation building</u>	::	::	::	::	::	::	::	::	::	::	::	::	::	::	S	S	::	::	::	<u>5.35,</u> <u>6.26</u>
<u>2. Marihuana provisioning center</u>	::	::	::	::	::	::	::	::	::	::	::	::	::	::	::	::	::	::	S	<u>5.35,</u> <u>6.26</u>
<u>3. Marihuana secure transporter</u>	::	::	::	::	::	::	::	::	::	::	::	::	::	::	S	S	::	::	::	<u>5.35,</u> <u>6.26</u>

F. Article 5, Section 5.35, Marihuana Cultivation Buildings, of the Charter Township of Oxford Zoning Ordinance, is hereby amended as follows:

5.35 Marihuana Uses.

A. Purpose and Intent.

It is the intent of this section to provide reasonable conditions for the cultivation and distribution of marihuana allowed by the Michigan Medical Marihuana Act, MCL 333.26421 *et seq.* ~~This is and the Michigan Medical Marihuana Facilities Licensing Act, MCL 333.27101 et seq.~~ These are unique land uses with ramifications not addressed by more traditional zoning. Although some specific uses of marihuana may not be prosecuted according to the Michigan Medical Marihuana Act, Michigan Medical Marihuana Facilities Licensing Act, or the Michigan Regulation of Taxation of Marihuana Act, marihuana continues to be classified as a Schedule 1 controlled substance under federal law making it unlawful under federal law to use, manufacture, distribute, or dispense, or possess with intent to manufacture, distribute, or dispense marihuana. By seeking local

approval of a medical marihuana facility under this Ordinance, applicants acknowledge and accept that local approval, licensure, and regulation of marihuana facilities represents a new and evolving area of law that presents entrepreneurial risks and uncertainties, risks that the applicant fully acknowledges, accepts, and assumes.

It is the intent of this section to protect the health, safety, and general welfare of persons and property by limiting land uses related to marihuana cultivation and distribution ~~to the district those districts~~ that is are most compatible with such uses. Additional regulations in this section are intended to provide reasonable restrictions within the districts so that this use does the uses do not compromise the health, safety, and general welfare of persons in the district, or other uses allowed in the district.

B. Special Land Use Approval. All marihuana cultivation buildings shall be subject to special land use approval, pursuant to Article 4 and as otherwise required in this section. Such special land use permit shall be contingent upon compliance with the terms and conditions of this section. Prohibited. The following marihuana uses are prohibited:

1. Marihuana dispensaries, including medical marihuana dispensaries are prohibited in all districts;
2. Marihuana facilities, as defined in the Michigan Medical Marihuana Facilities Licensing Act, except for growers, provisioning centers, and secured transporters licensed pursuant to the Township's Code of Ordinances and provided such uses are consistent with this Ordinance;
3. Marihuana establishments, as defined by the Michigan Regulation and Taxation of Marihuana Act; and
4. Other marihuana uses not expressly permitted by this Ordinance.
5. The colocation of any medical marihuana facility.

C. Marihuana Growing.

1. The growing of more than twelve (12) marihuana plants shall only occur in a marihuana cultivation building.
2. Marihuana cultivation buildings shall have bay doors designated loading areas in which a secure transporter can make or receive deliveries.

D. Provisioning Centers.

1. Location and Access. Marihuana provisioning centers shall be located on property adjacent to, and with immediate access upon, M-24.
2. Spacing. There shall be a minimum distance of one thousand two hundred fifty (1,250) feet between marihuana provisioning centers located within the Township's zoning jurisdiction.
3. Freestanding. Marihuana provisioning centers shall exclusively occupy a freestanding structure, which, for purposes of this section, means a single use, single occupant, commercial stand-alone structure. By way of example, and not by limitation, duplexes, multi-tenant spaces, strip malls, and similar structures are not freestanding structures for purposes of this section.
- 2.4. Overlay. There shall be no more than one (1) marihuana provisioning center in any marihuana provisioning overlay district.

C.E. Special Site Design Standards.

1. Visibility.
  - (a) Marihuana Cultivation Building. Growing operations shall not be visible from any point outside ~~the~~ marihuana cultivation building.
  - (b) Provisioning Center. No product offered for sale by a provisioning center shall be visible from outside the building nor shall any signs occupy any exterior windows of a provisioning center. Provisioning centers may have exterior windows for the purpose of providing natural light.
2. Drive-through. Drive-throughs shall be prohibited~~The marihuana cultivation building shall not be permitted to have drive thru facilities.~~
3. Rooftops. Rooftop screening shall be complementary to the exterior of the marihuana cultivation building and all rooftop mechanical devices shall be screened from view.

D.F. Performance Guarantee. The Township ~~Board may~~ shall require the posting of a performance guarantee with respect to any improvements required to be completed as a condition of approval under this section.

E.G. Access & Identification. A primary caregiver operating a marihuana cultivation building under the Michigan Medical Marihuana Act shall assign an identifying number to every person for whom the primary caregiver intends to grow and cultivate medical marihuana at the marihuana

cultivation building including the primary caregiver if the primary caregiver is also a qualifying patient. The primary caregiver shall keep a list identifying the registry identification card of the persons to whom a number is assigned which shall be made available to law enforcement pursuant to a lawfully issued subpoena or search warrant.

1. **Separate Grow Areas.** The primary caregiver shall keep the marihuana plants grown for a qualifying patient of the primary caregiver separate from the marihuana plants grown by the primary caregiver for other qualifying patients. Each qualifying patient's plants shall be kept in an enclosed locked facility to which only the primary caregiver has access. Upon each enclosed locked facility shall be prominently and permanently displayed the identifying number of the person for whom the medical marihuana is grown and cultivated.
2. **Access Log.** The primary caregiver shall keep a written log including the identifying number, date and time of every person entering the marihuana cultivation building, which shall be made available to law enforcement pursuant to a lawfully issued subpoena or search warrant. The primary caregiver shall also keep a written log including the date and time marihuana was removed from the enclosed locked facility and the amount of marihuana removed.
3. The primary caregiver shall certify under oath that the written records kept are correct and accurate.
4. A primary caregiver operating a marihuana cultivation building shall secure every entrance to the building.

**F.H. Inspections.** A marihuana cultivationoperation building shall be subject to the following inspections:

1. **Initial Inspection.** The marihuana cultivationoperation building shall be subject to the same inspections as all other buildings as required by this Ordinance and the Charter Township of Oxford Code of Ordinances.
2. **Annual Inspections.** The marihuana cultivationoperation building may be inspected annually by the Township Zoning Official to confirm that it is being operated in compliance with this Zoning Ordinance. The Township Zoning Official shall limit his inspection to only those issues associated with compliance with this Zoning Ordinance and shall not make inquiry into the identity of any qualifying patient. ~~The m~~Marihuana cultivation buildings shall be available for inspection by the Township between the hours of ~~89~~:00 a.m. and ~~89~~:00 p.m. Eastern Time upon two (2) hours' notice.

G.I. General. The following provisions apply to marihuana cultivationoperation buildings.

1. Marihuana cultivationoperation buildings shall comply with all applicable state and local licensing regulations. ~~Initial and a~~Annual proof of such compliance shall be a condition of special land use approval. ~~and the continuance thereof.~~
2. No smoking, inhalation, or consumption of marihuana shall take place on the premises, or inside, of a marihuana cultivationoperation building.
3. Retail sales of products customarily incidental and accessory to the use of marihuana is prohibited at marihuana cultivationoperation buildings, except that products customarily incidental and accessory to the use of medical marihuana and which are allowed to be sold at retail under state law may be offered for retail sale at licensed provisioning centers.
4. All activities associated with marihuana cultivationoperation shall be conducted indoors including, but not limited to, the growing of all plants. This provision shall not apply to a secure transporter actively providing transport services.
5. Outdoor storage is prohibited at marihuana cultivationoperation buildings. The foregoing notwithstanding, a secure transporter may store vehicles used in the transport of medical marihuana outside as permitted by this Ordinance, state law, and consistent with any approved site plan.
6. Marihuana cultivationoperation buildings shall comply with all applicable provisions of this Ordinance, the Township Code of Ordinances, ~~and~~ the Michigan Medical Marihuana Act, and the Medical Marihuana Facilities Licensing Act. This section preempts any other section of this Ordinance when there is a conflict between this section and another section. This section does not preempt the Michigan Medical Marihuana Act.

7. Marihuana Plant Limits.

(a) Plants grown pursuant to the Michigan Medical Marihuana Act. No more than seventy-two (72) plants shall be grown in any marihuana cultivation building unless the operator is a licensed grower under the Medical Marihuana Facilities License Act and the Township Code of Ordinances.

(a)(b) Plants grown pursuant to the Medical Marihuana Facilities Licensing Act. The maximum number of plants

shall be limited to the maximum permitted by a grower's license issued pursuant to the Township Code of Ordinances, and otherwise compliant with this Ordinance.

~~7.8.~~ A security system shall be installed in each marihuana operation ~~cultivation~~ building which shall include monitoring cameras with audio capability. Recordings and data from the security system shall be kept a minimum of three hundred and sixty-five (365) days. The recordings shall be made available to law enforcement pursuant to a lawfully issued subpoena or search warrant.

~~8.9.~~ Odors generated by ~~the~~ marihuana cultivation in any marihuana operation building shall be contained within the marihuana ~~cultivation~~operation building, or the portion of ~~the~~ building used for marihuana cultivation.

~~9.~~ No minors persons under the age of 18 are permitted in a the marihuana cultivation operation building unless the individual is a qualifying patient and accompanied by his/her primary caregiver, documented legal without a parent and/or guardian.

10. ~~The m~~Marihuana ~~cultivation~~operation buildings shall not be open to anyone besides the applicable but the primary caregiver or licensed grower, provisioning center operator, or secure transporter. between the hours of ~~89~~:00 p.m. to ~~89~~:00 a.m. Eastern Time.

~~11.~~ The parking requirements for marihuana cultivation buildings shall be consistent with that of "Industrial Parking Requirements" set forth in Section 8.6(D)(2) of this Ordinance.

~~12.~~ Marihuana Facilities, as defined by the Michigan Medical Marihuana Facilities Licensing Act, are prohibited.

~~13.11.~~ Marihuana Establishments, as defined by the Michigan Regulation and Taxation of Marihuana Act, are prohibited. No marihuana cultivation operation building may dispense, sell, or otherwise transfer tobacco or alcohol for consumption on or off the premises.

~~14.12.~~ Exterior signage or advertising is prohibited for all marihuana operation buildings except that provisioning centers may have wall signs and monument signs which satisfy the requirements of this Ordinance.

~~H.J.~~ Application Requirements and Review: The application for, and review of, a special land use permit for a marihuana ~~cultivation~~operation building shall be made in accordance with Article 4 except that the following shall also be required:

1. A security plan and floor plan shall be submitted with the special land use application and site plan application for a marihuana cultivationoperation building. The security plan shall:
  - (a) Identify the number and location of all monitoring cameras, the format in which all recordings are maintained, and where the recordings will be stored. The recording format shall be of a type capable of being reviewed by the Township.
  - (b) The security plan shall, when applicable, identify the number of plants to be grown, the location of the secured locked facilities assigned to qualifying patients, the location where chemicals and fertilizers are stored, and the layout of the building which shall identify any other entities occupying the building. The security and floor plan shall be a confidential document kept by the Township and exempt from disclosure under the Freedom of Information Act.
2. A waste disposal plan shall be included with all applications for a marihuana cultivation building which shall detail plans for the disposal of chemicals and fertilizers and plans for plant waste disposal including the disposal of any excess marihuana grown at the marihuana cultivation building. The Township Building Official shall determine whether the waste disposal plan meets all Township requirements and may require the applicant to provide proof the disposal plan satisfies county and state requirements.
3. Proof of an ownership or leasehold interest in the marihuana cultivationoperation building by the primary caregiver applicant.
4. Plans showing any building to house a provisioning center is either new construction or the redevelopment and rehabilitation of an existing freestanding building (as defined by this section). Any existing freestanding building to be redeveloped and revitalized must have been vacant for more than twelve (12) months prior to the date the application is made to meet the goal of revitalizing the underutilized and economically distressed overlay areas. ~~roof the applicant is licensed under the Township Code of Ordinances when the Code requires a license.~~

G. Article 6, Section 6.26, of the Charter Township of Oxford Zoning Ordinance, is hereby amended as follows:

**6.26 Marihuana Regulations.**

- A. Medical Marihuana Act. This Ordinance shall not limit an individual's rights under the Michigan Medical Marihuana Act. The Michigan Medical

Marihuana Act supersedes this Ordinance where there is a conflict between them.

- B. Medical Marihuana Registered Qualifying Patient. A qualified patient with a registry identification card may grow and use medical marihuana for his or her own use in any zoning district consistent with the Michigan Medical Marihuana Act.
- C. Medical Marihuana Registered Primary Caregiver. A primary caregiver with a registry identification card may grow up to twelve (12) medical marihuana plants in any zoning district ~~consistent with the Michigan Medical Marihuana Act except that a primary caregiver with a registry identification card who seeks to grow more than twelve (12) marihuana plants is subject to the requirements of Article 3 and Article 5.~~
- D. Medical Marihuana Facilities. Marihuana Facilities, as defined by the Michigan Medical Marihuana Facilities Licensing Act are ~~prohibited in all zoning districts~~regulated as follows:-
  - 1. Permitted. Class A growers, Class B growers, provisioning centers, and secure transporters are permitted when licensed under the Michigan Medical Marihuana Facilities Licensing Act, the Township Code of Ordinances, and when compliant with this Ordinance.
  - 2. Prohibited. Class C growers, processors, and safety compliance facilities are prohibited in all zoning districts as are all other marihuana facilities that do not meet the requirements of the Township Code of Ordinances and this Ordinance.
- E. Marihuana Establishments. Marihuana establishments, as defined by the Michigan Regulation and Taxation of Marihuana Act, are prohibited in all zoning districts.

**H. Article 8, Section 8.6(C)(1), of the Charter Township of Oxford Zoning Ordinance, is hereby amended as follows:**

- |  |   |                           |
|--|---|---------------------------|
| 1. Retail Stores, including Pharmacies, Convenience Stores, Video Rental Establishments, Discount Stores, <u>Marihuana Provisioning Centers</u> , and other similar uses, except as otherwise specified herein | 1 | Per each 200 sq ft of GFA |
|--|---|---------------------------|

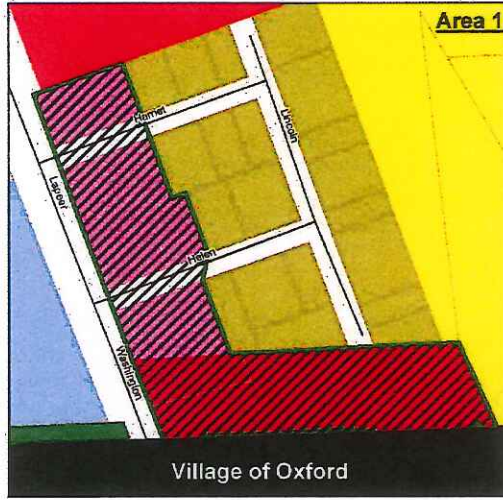
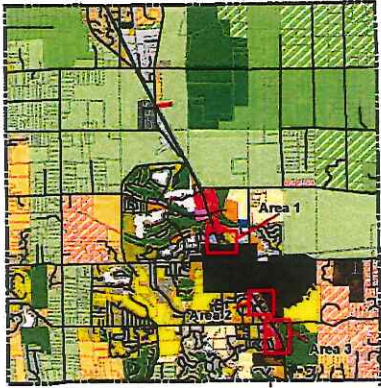
**I. Article 8, Section 8.6(D)(2), of the Charter Township of Oxford Zoning Ordinance, is hereby amended as follows:**

---

2.	Warehouses and storage buildings <u>and Marihuana cultivation buildings</u>	1	Per each two (2) employees computed on the basis of the greatest number of persons employed at any one time, <u>or</u>
		1	Per each 2,000 sq ft of GFA (whichever is greater)

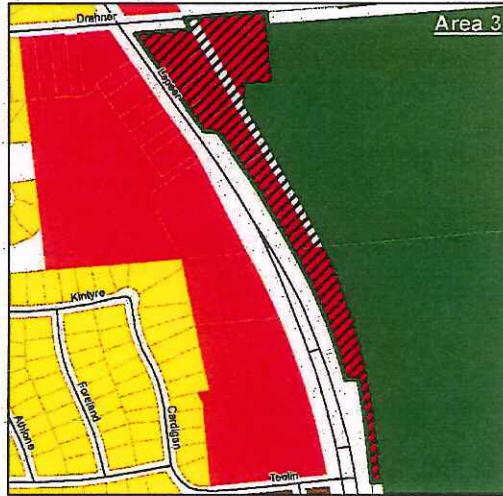
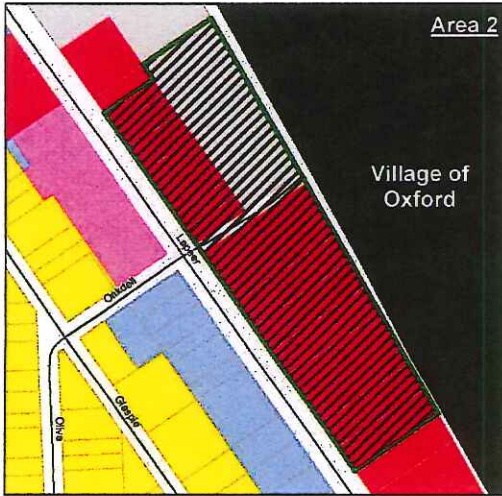
**Section 2. Amendment of the Zoning Map of the Charter Township of Oxford.**

**A.** The Zoning Map of the Charter Township of Oxford, is hereby amended to add the following Marihuana Provisioning Overlays:



**Zoning**

AG Agricultural (20 ac. min.)	MHC Manufactured Housing Community
SF-3 Suburban Farms (10 ac. min.)	PUD Planned Unit Development
SF-2 Suburban Farms (5 ac. min.)	C-1 Local Commercial
SF-1 Suburban Farms (2.5 ac. min.)	C-2 General Commercial
R-3 Single Family (1 ac. min.)	O Office
R-2 Single Family (25,000 s.f. min.)	I-1 Light Industrial
R-1 Single Family (12,000 s.f. min.)	I-2 General Industrial
R-1A Single Family (6,000 s.f. min.)	R Recreation
RM Multiple Family	Marihuana Provisioning Overlay



Insert Certification and Amended Box

**Zoning District Map:  
Marihuana Overlay**

Oxford Township  
Oakland County

Parcel Data from  
Oakland County GIS

May 4, 2022  
Carlisle/Wortman Associates, Inc.  
Ann Arbor, Michigan



**Section 3. Savings.**

All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this ordinance takes effect are saved and may be consummated according to the law in force when they are commenced.

**Section 4. Validity and Severability.**

This Ordinance and the various parts, sentences, paragraphs, sections and clauses it contains are hereby declared to be severable. Should any part, sentence, paragraph, section or clause be declared unconstitutional or invalid by any court of competent jurisdiction for any reason, such judgment shall not affect the validity of the Ordinance as a whole or any part thereof, other than the part so declared to be unconstitutional or invalid.

Furthermore, should the application of any provision of this Ordinance to a particular property, building or structure be adjudged invalid by any court of competent jurisdiction, such judgment shall not affect the application of said provision to any other property, building or structure in the Township, unless otherwise stated in the judgment.

**Section 5. Repealer.**

All ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this ordinance full force and effect.

**Section 6. Effective Date.**

The effective date of this Ordinance shall depend on whether a request is made in accordance with state law to have the Ordinance submitted to the Township electors for approval. A notice of intent to make such a request must be filed with the Township Clerk within 7 days after publication of this Ordinance by a registered elector residing in the Township. If such a notice has not been timely submitted, this Ordinance shall take effect on the eighth day following publication. If a notice of intent is timely filed, a petition requesting the submission of this Ordinance to the Township electors for their approval must be filed with the Township Clerk within 30 days after the publication. A petition requesting submission of this Ordinance to a vote of the electors must be signed by a number of registered Township electors that is not less than 15% of the total vote cast in the Township for all candidates for governor at the last preceding general election at which a governor was elected. Upon the filing of a notice of intent, the Ordinance herein shall not take effect until one of the following occurs: (a) the expiration of 30 days after publication, if a petition is not filed within that time; (b) if a petition is filed within 30 days after publication and the Township Clerk determines that the petition is inadequate; (c) if a petition is filed within 30 days after publication, the Township Clerk determines that the petition is adequate, and the Ordinance is approved by a majority of the registered electors residing in the Township at the next regular election or a special election called for that purpose.

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

For Township Board Review (5-11-2022)

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

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

Adopted at a meeting of the Charter Township of Oxford Board of Trustees held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Jack Curtis, Supervisor  
Charter Township of Oxford

\_\_\_\_\_  
Curtis Wright, Clerk  
Charter Township of Oxford

STATE OF MICHIGAN    )  
                                  )SS  
COUNTY OF OAKLAND    )

I, Curtis Wright, duly elected Clerk of the Charter Township of Oxford, do hereby certify that the foregoing is a complete and true copy of Ordinance No. \_\_\_\_\_, adopted by the Charter Township of Oxford at a meeting of the Board of Trustees held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Curtis Wright, Clerk

PUBLISHED: \_\_\_\_\_

EFFECTIVE: *Eight (8) days after publication*

CHARTER TOWNSHIP OF OXFORD PLANNING COMMISSION REGULAR MEETING  
THURSDAY, JANUARY 27, 2022

A regular meeting of the Charter Township of Oxford Planning Commission was held Thursday, January 27, 2022 at the Oxford Township Meeting Room, 300 Dunlap Road, Oxford, Michigan 48371.

The meeting was called to order by Chairman Berger at 7:00 p.m.

**RESPECTS TO THE FLAG**

**ROLL CALL**

Members Present: **Jon Nold, Robert Turner, Korey Bailey, Ashley Ross, Tom Berger**

Members Absent: **Michael Spisz (excused), Ed Hunwick (excused)**

Also Present: Township Attorney Hans Rentrop, Township Planner Zach Michels, Recording Secretary Susan McCullough, one OCTV cameraperson and 7 guests.

**APPROVAL OF AGENDA**

Commissioner Nold moved, Commissioner Ross seconded, to approve the Charter Township of Oxford regular Planning Commission agenda for Thursday, January 27, 2022 as presented.

Ayes: 5                      Nays: 0                      Absent: 2

Motion Carried.

**CONFLICTS OF INTEREST/EX-PARTE CONTACT**

**APPROVAL OF THE MINUTES**

**Planning Commission Regular Meeting – January 6, 2022**

Commissioner Nold moved, Commissioner Bailey seconded, to approve the regular Planning Commission meeting minutes for January 6, 2022 as presented.

Ayes: 5                      Nays: 0                      Absent: 2

Motion Carried.

**PUBLIC COMMENTS ON ITEMS NOT SCHEDULED FOR PUBLIC HEARING OR ON THE AGENDA**

Public comment began at 7:01 p.m.

There being no public comment on non-agenda items, public comment ended at 7:02 p.m.

**PUBLIC HEARING**

**Zoning Ordinance Text Amendment to regulate medical marihuana within Oxford Township**

The purpose of this hearing is to receive public comments on a proposed Zoning Ordinance text amendment to definitions, including medical marihuana definitions; zoning districts; schedule of uses; medical marihuana cultivation buildings; medical marihuana facilities; medical marihuana regulations; parking; and table of contents within Oxford Township.

Presentation by the Petitioner

The petition was presented by Township attorney Rentrop, as representative of the Petitioner, the Charter Township of Oxford.

CHARTER TOWNSHIP OF OXFORD PLANNING COMMISSION REGULAR MEETING  
THURSDAY, JANUARY 27, 2022

Open Public Hearing

Commissioner Nold moved, Commissioner Ross seconded, to open the public hearing at 7:24 p.m.

Ayes: 5                      Nays: 0                      Absent: 2

Motion Carried.

1. **Evelyn Archer Piotrowski, 750 Lakes Edge Dr., Oxford, MI**, spoke concerning the location of medical marihuana facilities and the recent Village Council action. She further spoke regarding the impact of such facilities on crime, the impact on the youth, and the increased burden to law enforcement.
2. **Mary Beth Darby, 3271 Springwood Ct., Orion, MI**, stated that she would like to become involved in the cannabis business and would like clarification on the reasoning for locating facilities in the industrial district.
3. **Justin Dunaskiss, 409 Shady Oaks St., Lake Orion, MI**, expressed concern with the location of facilities and asked the Commission to reconsider the location.

Close Public Hearing

There being no further comment, Commissioner Nold moved, Commissioner Bailey seconded, to close the public hearing at 7:35 p.m.

Ayes: 5                      Nays: 0                      Absent: 2

Motion Carried.

Comments from Township Consultants and Staff

Township Attorney Rentrop and Township Planner Michels were available to answer any questions of the Commission.

Review of Correspondence

There was no correspondence received from residents.

Commissioner Nold moved, Commissioner Bailey seconded, to recommend to the Township Board approval of the proposed amendments to Charter Township of Oxford Zoning Ordinance No. 67A, as amended, to definitions, including medical marihuana definitions, zoning districts, schedule of uses, medical marihuana cultivation buildings, medical marihuana facilities, medical marihuana regulations, parking, and table of contents by amending the text of Sections 2.2, 3.5, 5.35 and 6.26 by amending the Zoning Map.

Roll Call:

Ayes: Ross, Nold, Turner, Bailey, Berger

Nays: None

Absent: Spisz, Hunwick

Motion Carried.

Commissioner Nold moved, Commissioner Ross seconded, to amend the following

1. Page 5, item **J. Marijuana Uses**, omit item "4. Qualifying Patient or Primary caregiver, 12 marihuana plants or less."
2. Page 5, item **J. Marijuana Uses**, far right column change heading from "**MO**" to "**MP**"
3. Page 6, Section 5.35 Marijuana Uses, item D.2. Provisioning Centers change to read:

CHARTER TOWNSHIP OF OXFORD PLANNING COMMISSION REGULAR MEETING  
THURSDAY, JANUARY 27, 2022

2. *Spacing. There shall be a minimum distance of one thousand two hundred fifty (1,250) feet between marihuana provisioning centers within the Township zoning jurisdiction.*

Roll Call:

Ayes: Turner, Nold, Ross, Bailey, Berger

Nays: None

Absent: Spisz, Hunwick

Motion Carried.

**UNFINISHED BUSINESS**

**Confirmation of Committee Appointments for 2022**

Commissioner Nold moved, Commissioner Ross seconded, to confirm that appointments to the following committees will expire on 12/31/2022:

**Economic Development Committee of the Planning Commission**

Ed Hunwick

Michael Spisz

Ashley Ross

**Gravel Inspection Sub Committee of the Township Board**

Tom Berger

**Ordinance Review Committee of the Planning Commission**

Tom Berger

Ed Hunwick

Jon Nold

Robert Turner (alternate)

**PUD Committee of the Township Board**

Tom Berger

Ed Hunwick

**Village Planning Commission (TB/PC Rep)**

Jon Nold

**Zoning Board of Appeals**

Korey Bailey

Ayes: 5                      Nays: 0                      Absent: 2

Motion Carried.

**NEW BUSINESS**

**COMMUNICATIONS AND/OR COMMITTEE REPORTS**

**Economic Development Committee**

None.

**Ordinance Review Committee**

None.

**PLANNER/ENGINEER REPORTS**

**Planner – Carlisle|Wortman**

Planner Michels provided an update regarding ongoing and upcoming projects.

CHARTER TOWNSHIP OF OXFORD PLANNING COMMISSION REGULAR MEETING  
THURSDAY, JANUARY 27, 2022

Engineer – Sharpe Engineering

None.

**COMMISSIONERS' COMMENTS, COMMENTS FROM BUILDING OFFICIAL AND/OR ZONING ADMINISTRATOR, COMMENTS AND INFORMATION FROM RECORDING SECRETARY**

Commissioner Nold stated that a lot of time and effort has been put into the recommendation made tonight with regard to the proposed Zoning Ordinance text amendments to regulate medical marihuana.

**ADJOURNMENT**

Chairman Berger adjourned the meeting at 8:01 p.m.

\_\_\_\_\_  
Tom Berger, Chairman

\_\_\_\_\_  
Ed Hunwick, Secretary

Date approved: \_\_\_\_\_  
smm



January 7, 2022

**CHARTER TOWNSHIP OF OXFORD  
PLANNING COMMISSION NOTICE  
OF PUBLIC HEARING**

**Thursday, January 27, 2022, at 7:00 pm**

Notice is hereby given that, under the provisions of the Charter Township of Oxford Zoning Ordinance and the Michigan Zoning Enabling Act, the Charter Township of Oxford Planning Commission will conduct a Public Hearing at **Township Meeting Room, 300 Dunlap Rd, Oxford, MI 48371.**

The purpose of the public hearing is to receive public comments regarding:

**Zoning Ordinance Text Amendment to: definitions, including medical marihuana definitions; zoning districts; schedule of uses; medical marihuana cultivation buildings; medical marihuana facilities; medical marihuana regulations; parking; and table of contents.**

Documents related to the public hearing will be available for inspection at the Township Building Department, during normal business hours (8:00 am - 5:00 pm weekdays, excluding holidays).

Members of the public are welcome to attend the public meeting in person or by counsel to express views on the petition. Written comments should be addressed to Thomas Berger, Planning Commission Chair, 300 Dunlap Rd, Oxford, MI 48371, or may be sent by email to Cheryl Lotan, [clotan@oxfordtownship.org](mailto:clotan@oxfordtownship.org). All correspondence must be received by 12:00 noon on date of the public meeting.

The Planning Commission will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting upon seven days' notice to the Planning Commission. Individuals with disabilities requiring auxiliary aids or services should contact Curtis Wright, Township Clerk, at (248) 628-9787 or [cwright@oxfordtownship.org](mailto:cwright@oxfordtownship.org), as soon as possible to allow the Township sufficient time to make the aids and service available.

Published:	Oxford Leader	January 12, 2022
Posted:	Oxford Township	January 12, 2022
	Village of Oxford	January 12, 2022

Date: June 8, 2022

To: Board of Trustees

From: Oxford Fire Department

Re: International Association of Fire Fighters (“IAFF”) Union Local 4763 Agreement

Dear Board Members:

The current IAFF Union Local 4763 Agreement expired at the end of 2021.

A new Agreement is attached for your review.

If the Board is in favor, the following motion is offered for your consideration:

**I move to approve the Labor Agreement between the Township of Oxford, Oakland County, Michigan and the Oxford Fire Fighters Union International Association of Fire Fighters Local 4763 effective \_\_\_\_\_ as presented and authorize Supervisor Jack Curtis and Fire Chief Peter Scholz to sign the Agreement on behalf of the Township of Oxford as necessary.**



# OXFORD FIRE DEPARTMENT

96 N. Washington St. • PO Box 911 • Oxford, Michigan, 48371  
Ph. (248) 628-2525 • Fax. (248) 969-9489

June 2, 2022

## Re: Final Fire Department Contract Tentative Agreement Changes

Chief Scholz,

The final tentative agreement between the Township and the fire fighters union has been completed and forwarded to you as "Fire Contract TA 2022-2024 Final Red Lettered". Any changes made in the contract through negotiations and mediation are documented in red lettering in the document. To make review easier.

The pages which have changes on them are as follows:

- iii, 4, 7, 8, 9, 14, 17, 18, 19, 20, 21, 22, 24, 26, 27, 31, 32, 34, 36, 38, 42, 43, 44, 51, 52, 53, 55, and 56 (new page altogether)

I have reviewed the document multiple times and confirmed with Kevin Snell that all changes are agreed upon as they occurred through the negotiations and mediation processes.

Sincerely,

Matthew Majestic

Assistant Chief

Date: March 9, 2022

To: Board of Trustees

From: American Rescue Plan Act ("ARPA") Committee  
(Jon Nold, Margie Payne, Curtis Wright)

Re: ARPA Committee Fund Recommendations

Dear Board Members:

Currently, to date, the Charter Township of Oxford has received \$1,015,694.03 in ARPA funding (*receipt copies attached*) which represents over 50% of the estimated \$2,023,243.00 Oxford Township will receive. The Township Board has approved the allocation of ARPA Funds for the following projects:

\$100,000.00 for Camp Oakland Sanitary Sewer Pump Station upgrade.

\$300,000.00 for M-24 Sewer Line Extension.

\$100,000.00 for Fire Radios, and funding for proposed Fire Station #3.

\$100,000.00 for Cemetery Maintenance improvements (*including drainage, paving, and tree planting*).

\$150,000.00 for Ray Road Safety Path construction.

\$200,000.00 for Proposed Fire Station #3

**\$950,000.00** = Township Board approved ARPA fund allocations.

\$65,694.03 in ARPA funds remain available for use.

The ARPA has received additional requests for funding and is recommending approval for the following:

**\$50,000.00** for Polly Ann Trail resurfacing improvements.

If approved, there will be \$15,694.03 funds remaining in which the ARPA Committee would like set aside for legal counsel expenses.

Also, Orion Township has allocated an estimated \$82,000 in ARPA funds, and Addison Township has allocated \$30,000 in ARPA funds for the resurfacing of the Polly Ann Trail.

Attached is a letter from Polly Ann Trail Manager Linda Moran requesting an allocation of Oxford Township's ARPA funds.

**I move to allocate \$50,000.00 of the Oxford Township American Rescue Plan Act funds to the Polly Ann Trailway Management Council for the purpose of resurfacing the Polly Ann Trail.**



# Polly Ann Trailway Management Council

23 E. Elmwood St.  
P.O. Box 112

Leonard, MI, 48367  
www.pollyanntrailway.org

248-981-1242

February 21, 2022

Mr. Jack Curtis, Supervisor  
Charter Township of Oxford  
300 Dunlap Road  
Oxford, MI 48371

Re: American Rescue Plan Act Funds

Dear Supervisor Curtis and Honorable Board of Trustees:

Thank you for allowing the Polly Ann Trailway Management Council to submit a request to Oxford Township for a portion of their ARPA funds to go towards the resurfacing of the Polly Ann Trail that runs through Oxford Township.

The Polly Ann Trail is a Pure Michigan Trail that consists of 16.9-miles of crushed stone surface that runs through five communities in Oakland County. This Trail is used daily by our constituents, with hundreds of thousands of people annually using the Trail to meet their recreation needs.

The portion of the Polly Ann Trail that runs through Oakland County is managed by the Polly Ann Trail Management Council and Manager. The Council and Manager have been charged with the maintenance, operation, safety, and longevity of the Trail. A high-priority action item within the 2021-2025 Polly Ann Trail Master Plan is the need to resurface the Trail, which is critical to maintaining the Trail and Council's sustainability and integrity.

The resurfacing project along the portion of the Trail in Oxford Township would mostly consist of placing a top coating of asphalt with some gravel resurfacing. If Oxford Township were to pool their ARPA funding with the other five communities simultaneously and collectively, it would comply with the spirit and all five components of what this funding was designed for:

***"From Rescue to Prosperity: A Roadmap to Michigan's Future, focuses the state's ARPA resources in a coordinated manner across five key areas: infrastructure, fiscal health, thriving communities, strong economy, and public health and safety."***

Throughout the discussion of utilizing ARPA funds it has been encouraged and provisioned to pool funds for regional projects and has since delineated instructions on how to pool these funds accordingly:

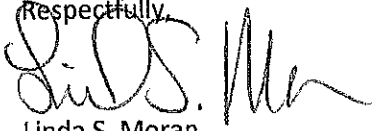
***"... when pooling funds for regional projects, recipients may expend funds directly on the project or transfer funds to another government that is undertaking the project on behalf of multiple recipients..."***

Most recently, at its February 22, 2022 ARPA Allocation Special Meeting, the Orion Township Board of Trustees approved the use of Orion Township ARPA funds to go towards resurfacing the section of the Polly Ann Trail that runs through Orion Township.

By pooling resources together for our collective regional benefit, we will be better able to attract grants, and by having funds readily available, we will be able to match these available grants. Without these funds it will only be words on a five -year master plan.

Again, we are urging Oxford Township, Honorable Trustees, and the ARPA Ad-Hoc Committee to allocate their funds to the resurfacing of the Polly Ann Trail.

Respectfully,

A handwritten signature in black ink, appearing to read "Linda S. Moran". The signature is fluid and cursive, with the first name "Linda" being the most prominent part.

Linda S. Moran

Polly Ann Trail Manager

Oakland County

Date: June 8, 2022

To: Board of Trustees

From: Single Waste Hauler Committee  
(Jon Nold, Margie Payne, Curtis Wright)

Re: Single Waste Hauler

Dear Board Members:

At the March 9, 2022 Board Meeting, a committee was approved to investigate the possibility of contracting for a single waste hauler to service Oxford Township.

The Committee consulted James Frey from Resource Recycling Systems, Inc. (RRS). RRS has assisted several other communities in transitioning to one company providing the waste disposal services.

Attached is a proposal from RRS to assist the Board in the procurement process for a single waste hauler to service the Oxford Township.

Also, there will need to be proposed ordinance amendments to be drafted by the Ordinance Review Committee.

The following motion is offered for consideration:

**I move to approve Task 1 – Scoping a Single Hauler Procurement Process and to approve Task 2 – Preparation of the Single Hauler Request of the Proposal/Work Authorization for Single Hauler Procurement proposal from Resource Recycling Systems, Inc. dated May 31, 2022 in an amount not to exceed \$6,000.00 and authorize Supervisor Jack Curtis to sign the Project Authorization on behalf of Oxford Township for Task 1 and Task 2.**

**This \$6,000.00 amount to be expensed to account 101-267-861.000 Contracted Services.**

**Further the Ordinance Review Committee is authorized to provide a draft of any necessary language to be included in the Oxford Township Zoning Ordinance 67A referencing a Single Waste Hauler.**

**TO: CURTIS WRIGHT, OXFORD TOWNSHIP CLERK**  
**FROM: JAMES FREY, RRS**  
**DATE: 5.31.2022**  
**RE: UPDATED PROPOSAL/WORK AUTHORIZATION - SINGLE HAULER PROCUREMENT**

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## BACKGROUND AND PROJECT OBJECTIVES

Oxford Township is considering undertaking a procurement process to solicit proposals in the open market for the collection of municipal solid waste (MSW), recyclables, and yard waste by a single contractor. The collection of MSW, recyclables, and yard waste is currently provided by a set of 4-7 vendors that are not registered with the Township. Key outcomes of this process include reduced wear and tear on newly paved roads, better services, and reduced costs. A contract with a single vendor also provides the township with more oversight for resident complaints with contractual control over service delivery.

Oxford Township is seeking an estimate for services to scope a procurement process, produce a written Request for Proposal (RFP), undertake the procurement process and finally, lend any needed support for the implementation of the single hauler program. The following work plan is set up as a sequence of gated process phases that the Township can authorize in sequence. The estimate plans for two onsite meetings (two Board meetings), phone/zoom meetings and one draft and final proposed RFP document.

## SCOPE OF WORK

RRS has prepared the following Project Approach including Project Plan and Budget in response to that need, as communicated in discussions with the Oxford Township officials.

## WORK PLAN NARRATIVE

RRS has outlined the following project plan to assist the Oxford Township with this process:

### **Task 1 – Scoping a Single Hauler Procurement Process**

RRS will prepare a short “two pager” that provides a concise summary of the benefits realized through implementation of a single hauler collection system for the Township, how that would differ from the current situation, and the steps that would be required to undertake a successful procurement to achieve those objectives. The deliverable for this Task would be a visually appealing two pager that would be easily accessible for both Township officials and their interested constituents. It is anticipated that the Township would review the document, participate in a zoom meeting with RRS to answer any questions and then decide whether to authorize RRS to move forward with Task 2.

*Task 1 Timing and Cost: Completed 2 weeks after project authorization – at a fixed cost of \$1,500*

### **Task 2 – Preparation of the Single Hauler Request for Proposal (RFP)**

Once authorized to begin Task 2, RRS will undertake the following two subtasks to prepare a single hauler RFP package for the Township’s consideration.

**Task 2.a: Review Key Components of a Hauler RFP**

RRS will work closely with the Oxford Township Team to review an options checklist of key components of a single hauler RFP. This will require one or more virtual meetings facilitated by RRS to go over these options and select those that are most suited to Oxford Township needs. Examples include the choice of hauler handling all customer billing vs a single invoice to the township, whether to have the carts owned (in the long term) by the Township not the hauler, how are complaints handled, requiring a contractor representative on-site during the critical initial roll-out stage, etc. The results of these discussions will guide RRS in compiling the draft RFP

**Task 2.b: Draft the Hauler Collection Services RFP**

Based on the above results, RRS will draft the single hauler collection services RFP to solicit proposals from vendors to provide the selected services. The RRS team will prepare the draft RFP for collection and processing/disposal of residential recyclables, MSW, and yard waste within the Oxford Township in order to award a contract for these services. The RFP draft will integrate Oxford Township procurement requirements in preparation for Oxford Township administration of the RFP process and will include the criteria that will be used in vendor selection. The draft RFP, including a sample hauler service agreement, will be reviewed with the Oxford Township Team, finalized for consideration by the Township Board, and then presented by RRS to the Township Board as they consider taking the next step of authorizing release of the RFP. RRS will prepare and present a set of slides to summarize key components of the RFP and the proposed schedule for moving forward should the board approve and authorize RRS to move forward with Task 3.

*Task 2 Timing and Cost: Completed 4 weeks after Task 2 authorization – at a fixed cost of \$4,500*

**Task 3 – Procurement Process Facilitation and Support**

Once authorized to begin Task 3, RRS will work with Township officials to complete the single hauler procurement process. This will include release of the RFP through the Township's procurement mechanism, informing vendors of the availability of the RFP, convening the pre-proposal meeting, preparing draft Township responses to vendor questions and any required addenda, coordinating review and evaluation of the submitted proposals, overseeing the clarifying question and best and final offer process and supporting the Township team in developing a recommendation for the Township Board's consideration. A recommendations memo will be prepared and RRS will support the presentation of the recommendation to the Board including a proposed schedule for moving forward should the board approve and authorize RRS to move forward with Task 4.

*Task 3 Timing and Cost: Completed 6 to 10 weeks after Task 3 authorization – at a fixed cost of \$4,500*

**Task 4 – Single Hauler Implementation Support**

Once authorized to begin Task 4, RRS will work with Township officials to finalize the contract with the selected hauler and support the Township officials in working with the selected hauler to develop and then execute the selected haulers implementation plan.

*Task 4 Timing and Cost: To be determined based on Hauler's proposed implementation schedule - \$2,000 Allowance*

**PROJECT TIMELINE**

Upon receipt of the signed Project Authorization page of the proposal, RRS and the client will identify a start date agreeable to both parties.

**PROJECT BUDGET**

RRS will complete Task 1 for a fixed fee of \$1,500. Once Task 2 is authorized, RRS will complete it for a fixed fee of \$4,500. Once Task 3 is authorized, RRS will complete it for a fixed fee of \$4,500. RRS is recommending a \$2,000 allowance for RRS to support Task 4 should it be authorized. Total fee for all four tasks is \$12,500. Any work that falls outside of this scope of work will be subject to a change order process where the specific project assignment and budget will be outlined and authorized by both entities. RRS will not execute any out-of-scope work until an authorized change order is in place.



# PROJECT AUTHORIZATION

## Oxford Township: Single Hauler Procurement Support

### RESOURCE RECYCLING SYSTEMS, INC. (RRS)

416 Longshore Drive  
Ann Arbor, MI 48105  
Office: 734.996.1361  
Fax: 734.996.5595  
[www.recycle.com](http://www.recycle.com)

### PROJECT MANAGER

James Frey  
734.417.4415 | [frey@recycle.com](mailto:frey@recycle.com)

### INVOICING CONTACT

Ché Pomo  
734.996.1361 ext. 101 | [cpomo@recycle.com](mailto:cpomo@recycle.com)

### TIMELINE

Upon receipt of the signed Project Authorization page of the proposal, RRS and the client will identify a start date agreeable to both parties. The following preliminary project timeline will be discussed and confirmed at project authorization.

Possible Start Date: June 1, 2022    End Date: December 31, 2022

### PROJECT BUDGET

Compensation for this scope of work will be on a fixed fee basis for each task as described above, not including on-demand tasks. Any work that falls outside of this scope of work will be subject to a change order process where the specific project assignment and budget will be outlined and authorized by both entities. RRS will not execute any out-of- scope work until an authorized change order is in place.

### FORCE MAJEURE CONDITION

The client and RRS each acknowledge that the COVID-19 pandemic constitutes a force majeure condition and that failure or omission by RRS to carry out or observe any of the provisions of its contract with the client as a result of the unavailability of staff, travel restrictions, stay at home orders or other effects of the COVID-19 pandemic shall not give rise to any claim against RRS or be deemed to be a breach of that contract by RRS. In the event that RRS is unable to carry out or observe any of the provisions of its contract with the client for such reasons, RRS will use all reasonable efforts to remove such reasons or mitigate the effects thereof, and upon removal and remedying of such reasons RRS resume the performance of its obligations.

### PAYMENT TERMS

RRS will invoice on a monthly billing cycle at the conclusion of each Task, with fees not to exceed the costs as shown in the above proposal. The client will process and make payment on the invoices within the next immediate pay cycle and no later than 30 days from receipt of the invoice.

### CONTRACT TERMS

RRS agrees to complete the work scope above in accordance with the terms and conditions of this proposal. Upon receipt of the signed Project Authorization page of the proposal, RRS and the client will identify a start date agreeable to both parties. A purchase order or authorization letter/email may accompany the signed Project Authorization page. If a change of work scope and/or additional funding is required during the course of the project, RRS will submit a change order to the client for approval before work continues.

\_\_\_\_\_  
AUTHORIZED CLIENT SIGNATURE

\_\_\_\_\_  
PRINTED NAME

\_\_\_\_\_  
DATE

\_\_\_\_\_  
AUTHORIZED RRS SIGNATURE

\_\_\_\_\_  
PRINTED NAME

\_\_\_\_\_  
DATE

## TERMS AND CONDITIONS

1. **AUTHORIZATION TO PROCEED.** Signing this form shall be construed as authorization by CLIENT for Resource Recycling Systems (RRS) to proceed with the work, unless otherwise provided for in the authorization.
2. **CLIENT RESPONSIBILITIES.** CLIENT must furnish full information as related to the project and agree to requirements when requested and to make available pertinent existing data.
3. **CONFIDENTIALITY.** RRS shall not share information provided by the CLIENT with anyone other than necessary RRS personnel, unless otherwise directed by the CLIENT.
4. **EXPENSES.** ~~RRS anticipates no Expenses for this Project. Unless stipulated otherwise, CLIENT shall compensate RRS for reimbursable expenses defined as: Those costs incurred on or directly for CLIENT project, including but not limited to necessary transportation costs, meals and lodging, laboratory analyses, computer services, special equipment services, trade show charges, delivery charges, telephone, and telefax charges, copying and binding charges and outside technical/professional services. Reimbursement for these expenses shall be on the basis of actual charges plus ten percent with prior approval by CLIENT when furnished by outside sources and on the basis of usual commercial charges or separate rate schedules when furnished by RRS.~~
5. **COST ESTIMATES.** Any cost estimates provided by RRS will be on a basis of experience and judgment, but because it has no control over market conditions or bidding procedures, RRS cannot warrant that bids or ultimate costs will not vary from these cost estimates.
6. **PROFESSIONAL STANDARDS/WARRANTY.** RRS shall be responsible to the level of competency presently maintained by other practicing consultants in the same type of work in CLIENT'S community, for the professional and technical soundness, accuracy, and adequacy of all work and materials furnished under this authorization. RRS makes no other warranty, express or implied, with regard to its capacity, the work performed under this authorization, or the ultimate performance or compliance of the project.
7. **TERMINATION.** Either CLIENT or RRS may terminate this authorization with or without cause by giving 30 days written notice to the other party. In such event, CLIENT shall forthwith pay RRS in full for all work previously performed prior to effective date of termination. Upon receipt of such payment, RRS will return to CLIENT all documents and information which is the property of CLIENT. If no notice of termination is given, obligations created by this authorization shall be terminated upon completion of all applicable requirements of the authorization.
8. **MEDIATION/ARBITRATION.** To resolve any conflicts that arise during the project or following completion of the project, the CLIENT and RRS agree that all disputes between them relating to this agreement shall be submitted to nonbinding mediation unless the parties mutually agree otherwise. In the event the parties to this agreement are unable to reach a settlement of any dispute arising out of the services under this agreement in accordance with this section then such controversy or claim arising out of or relating to this agreement, or the breach thereof, shall be settled by arbitration in accordance with the Commercial Arbitration Rules of the American Arbitration Association, and judgment upon the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof.
9. **LEGAL EXPENSES.** In the event legal action, including arbitration, is brought by CLIENT or RRS against the other to enforce any of the obligations hereunder or arising out of any dispute concerning the terms and conditions hereby created, ~~each the losing party shall pay the prevailing party its reasonable amounts forfor their own~~ fees, costs and expenses incurred as a result of that action.
10. **PAYMENT TO RRS.** In addition to any other remedies RRS may have, RRS shall have the absolute right to cease performing any basic or additional services in the event payment has not been made on a current basis.
11. **LIMITATION OF LIABILITY.** RRS's liability to the CLIENT for any cause or combination of causes, whether arising out of claims based upon contract, warranty, negligence, strict liability or otherwise, is in the aggregate, limited to an amount no greater than the fee earned under this agreement.
12. **OWNERSHIP OF WORK PRODUCT.** CLIENT shall be the owner of the Deliverables delivered to the CLIENT, subject to the following reserved rights of RRS: (1) RRS is the sole owner of all analytical concepts and protocols contained in or used to develop those Deliverables, (2) RRS is the sole owner of any data included in those Deliverables that was collected by RRS other than in performing its work under this Agreement and (3) RRS may include the data collected in performing its work under this Agreement in the general database maintained by RRS and RRS is the sole owner of that general data base.
13. **AUTHORIZATION TO USE CLIENT NAME, LOGOS, PROJECT MATERIALS.** CLIENT grants to RRS a non-exclusive, royalty free license to use CLIENT's name, logos, and related project materials for use in promotional materials and for marketing and advertising purposes unless otherwise specified in a non-disclosure agreement.
14. **COMPLETE AGREEMENT.** This agreement and its attachments constitute the full and complete agreement of RRS and CLIENT regarding the subject matter of this agreement, and no other agreements, written or oral shall apply. This agreement may be modified only by written agreement signed by both parties.
15. **GOVERNING LAW.** This agreement shall be governed by and construed in accordance with the laws of the State of Michigan.
16. **NONDISCRIMINATION.** RRS covenants not to discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, marital status, financial status or protected activity. In addition, RRS covenants not to discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment, because of a disability that is unrelated to the individual's ability to perform the duties of a particular job or position. A breach of these covenants may be regarded as a material breach of this agreement.

## **ATTACHMENT A**

### **PROJECT PROTOCOLS FOR COVID-19 SAFETY**

With the spread of the coronavirus or "COVID-19", RRS has adopted these protocols and has established a general COVID-19 Preparedness and Response for our everyday operations and a COVID-19 On-Site Safety Plan for all on-site field work with our clients. RRS draws guidance from the US Center for Disease Control and Prevention (CDC), Occupational Safety and Health Administration (OSHA) and other state, local and provincial public health guidance.

These Protocols will be incorporated into each contract for services by RRS until the CDC has determined that the COVID-19 pandemic has abated.

#### **RRS STAFFING**

With the increasing rate of COVID-19 cases, RRS cannot guarantee the ongoing availability of the specific staff proposed to complete this scope of work. RRS will communicate any key personnel changes to the client within five business days of a necessary staffing substitution; RRS will provide competent and qualified personnel to meet the scope of the project. But until the COVID-19 pandemic has abated, both RRS and the client acknowledge that the dynamics of our project are subject to change as a result of staffing changes due to COVID-19. Any project changes and/or short notice scheduling adjustments necessitated by COVID-19 considerations may require the project work plan, timeline, and budget to be modified.

#### **TRAVEL RESTRICTIONS AND STAY AT HOME ORDERS**

Due to the fluid and location-specific nature of travel restrictions and stay at home orders, both RRS and the client acknowledge that the dynamics of every project and all on-site work are subject to change. Any necessary project changes and/or scheduling adjustments as a result of travel restrictions or stay at home orders may require the project work plan, key personnel, timeline, and budget to be modified. RRS agrees to communicate any such project changes and/or scheduling changes as soon as reasonably possible. The client agrees to provide RRS with as much advance notice as is reasonably possible if any project work plan components, site specific COVID-19 concerns or scheduling adjustments are needed.

#### **ON-SITE AND/OR FIELD WORK AT CLIENT LOCATION**

For all on-site work at a client location, a RRS Safety Plan will be drafted, reviewed, approved, and signed by both RRS and the client in advance of on-site travel. The Safety Plan will confirm all on-site safety and COVID-19 precautions including pre-trip, travel and on-site safety and protective measures to be taken by both RRS and the client. If at any time, the client stops or does not follow the approved Safety Plan, RRS staff will have the right to leave the client location due to the safety concern.

All on-site work contracts are subject to a COVID-19 contingency administrative fee to cover unexpected issues such as disruption of work on-site due to a potential COVID-19 exposure or positive COVID-19 case. The administrative fee will only be used as a contingency if a COVID-19 issue arises while RRS staff are on-site.

If in the event on-site work needs to be canceled due to COVID-19, the following will apply to the payment of services related to the on-site work.

- If the client cancels the on-site work in advance of RRS travel on-site, the client will only be responsible for the payment of time and materials (labor hours and expenses) expended up until the client cancels the on-site work.
- If the client cancels the on-site work while RRS is on-site at client location, the client will be responsible for payment of time and materials (labor hours and expenses) for all work conducted and scheduled to be conducted while on-site at client location.
- If RRS feels that the client is not properly following the Safety Plan and/or is concerned about the health and safety of RRS staff on-site at client location, RRS has the right to leave the client location due to the safety concerns. If this occurs, the client will only be responsible for the payment of time and materials (labor hours and expenses) for all work conducted while RRS was on-site at the client location.

#### **FORCE MAJEURE CONDITION**

The client and RRS each acknowledge that the COVID-19 pandemic constitutes a force majeure condition and that failure or omission by RRS to carry out or observe any of the provisions of its contract with the client as a result of the unavailability of staff, travel restrictions, stay at home orders or other effects of the COVID-19 pandemic shall not give rise to any claim against RRS or be deemed to be a breach of that contract by RRS. In the event that RRS is unable to carry out or observe any of the provisions of its contract with the client for such reasons, RRS will use all reasonable efforts to remove such reasons or mitigate the effects thereof, and upon removal and remedying of such reasons RRS resume the performance of its obligations.

**WHEREAS**, Ronald M. Davis started as the Oxford Township Parks and Recreation Director on September 11, 1995; and

**WHEREAS**, Director Davis inherited a small department that consisted of two parks, a handful of recreation programs and two full-time staff members (one of whom was him); and

**WHEREAS**, Director Davis spent the next 27 years pouring his heart, soul, knowledge, talent and skills into expanding the Parks and Recreation Department, strengthening the community and building relationships and partnerships; and

**WHEREAS**, the Parks and Recreation Department under Director Davis' leadership has grown by leaps and bounds in terms of parks, facilities, amenities, programs, special events and services; and

**WHEREAS**, the Parks and Recreation Department now includes four parks totaling 500 acres, a splash pad, four playgrounds including a community-built playground (Kids Kingdom), two 18-hole disc golf courses, two sledding hills, an outdoor ice-skating rink, a senior center, a community room, an administrative office, four tennis/pickleball courts, eight soccer fields, four baseball fields, four softball fields, eight picnic pavilions, two fishing/observation piers, a basketball court, a boat launch, a beach, miles of nature trails, a community garden and a soon-to-be-built farmers market pavilion; and

**WHEREAS**, the Parks and Recreation Department now offers a vast array of engaging and educational programs and special events for people of all ages, abilities and income levels; and

**WHEREAS**, Director Davis and his team created the wildly popular Seymour Celebration, an annual event that brings thousands and thousands of people to our community to experience a carnival, fireworks and other fun features; and

**WHEREAS**, Director Davis has secured countless grants, donations and sponsorships to improve our parks, enhance our recreation experiences and expand our opportunities for leisure, fun and fulfillment; and

**WHEREAS**, Director Davis is well known and widely respected for his boundless passion, bold leadership, inspiring vision, limitless energy, creative thinking, cooperative spirit, natural friendliness and can-do attitude; and

**WHEREAS**, Director Davis spearheaded a water drive and convoy (H2O – Help to Oxford) that collected and transported more than 52,000 bottles of water and other supplies to the thousands of men, women and children in Oxford, Mississippi who had been displaced by Hurricane Katrina in 2005; and

**WHEREAS**, Director Davis has created a legacy of kindness, compassion, cooperation, innovation, selflessness and love.

**NOW, THEREFORE, BE IT RESOLVED**, that the Charter Township of Oxford Board of Trustees wishes to express its sincere gratitude to Parks and Recreation Director Ron Davis for his 27 years of faithful service, unparalleled leadership and unwavering commitment to this community.

Ron Davis is the spark that ignites the blaze. Ron Davis is the halftime pep talk that rings in the battle-weary football player's ears as he marches down the field to win the game. Ron Davis is that little voice in our heads that tells us, "We can do anything!"

Ron Davis is Oxford. He is our determination. He is our willingness to pull together to get the job done. He is our hope for a better tomorrow.

Thank you for everything, Ron. You are leaving this place better than you found it. Oxford is forever in your debt, sir.

Date: June 8, 2022

To: Board of Trustees

From: Safety Path Committee  
(*Joseph Ferrari, Margie Payne, Curtis Wright*)

Re: J.T. Electric – Cash in Lieu of Safety Path Construction

Dear Board Members:

J.T. Electric located at 3606 Thomas Road is constructing a new building on their property. As part of the Site Plan approval a safety path is a safety path is required to be installed along the frontage of Thomas Road.

As an option, J.T. Electric has agreed to pay cash in lieu of constructing a safety path. This is one of the conditions approved by the Oxford Township Planning Commission, and the Oxford Township Safety Path Committee.

Attached for your review is:

- A copy of Section 42-105(b) allowing for cash in lieu of safety path construction.
- The cost estimate provided by Sharpe Engineering.
- A copy of the Agreement between the Charter Township of Oxford and John W. Glinski
- An email from Cheryl Lotan requesting this item be placed on the June 8, 2022 Township Board Meeting Agenda.

The following motion is offered for consideration:

**I move to allow John W. Glinski, to provide payment in lieu of construction of a safety path in the amount of \$29,070.00 to the Safety Path Fund as determined by the Construction Cost Estimate from Sharpe Engineering, and a written contract shall be executed by John W. Glinski and the Charter Township of Oxford as a condition of final Site Plan approval, and authorize Supervisor Jack Curtis to sign the written contract on behalf of the Charter Township of Oxford.**

Sec. 42-105. - *Safety path* plan implementation/developer's responsibilities.

(a)

All developers of property along either side of a public roadway shall, upon development of their property, construct a pathway that is located within the public road right-of-way and extends the full width of their property, in accordance with the design and construction standards adopted under article IV of this chapter.

(b)

In lieu of constructing the pathway, and only with the recommendation of the planning commission and *safety path* committee and approval of the township board, a developer may be allowed to pay to the township a sum of money equivalent to the actual cost of construction of the *path*, including permit, engineering, and inspection fees. Except as otherwise provided below, the actual cost of construction, including fees, shall be determined by the township engineer, and shall be based on recent bids received by the township for similar types of *path* construction, except that, in those cases where the construction of a *safety path* as otherwise required herein would be impracticable due to the physical nature and/or layout of the road and/or the property, the township board may waive or reduce the required payment accordingly. All funds collected under this subsection shall be deposited into the *safety path* fund and used for the construction of the *safety path* system.

In all cases in which payment for required *safety paths* is allowed in lieu of construction, a written contract, drafted by the township and indicating the sum of money to be paid to the township and associated provisions, shall be executed by both the developer and the township as a condition of either final site plan or final preliminary plat approval. All provisions of said contract, including the financial contribution to the township *safety path* fund, shall be satisfied prior to issuance of any building permits by the township building department.

(c)

Unless the township board has allowed a developer to pay a sum of money to the township in lieu of constructing a pathway under subsection (b), construction of the *safety path* shall be completed for each phase (if applicable) prior to the issuance of a final certificate of occupancy for any building structure located on the parcel adjacent to which the *safety path* is to be located. The developer shall be responsible for securing all necessary permits, paying all necessary fees, and obtaining necessary inspections from the township, the road commission for the county, and/or the state department of transportation.

In order to ensure completion of the *path*, the developer shall deposit cash to be placed into the township's trust and agency fund, in the amount of the estimated cost of the *safety path* plus ten percent to guarantee the completion of such *path*. The cost estimate shall be approved by the township engineer. The escrow amount shall be returned to the developer upon completion of the *safety* pathway and approval by the township engineer and building official.



# CONSTRUCTION COST ESTIMATE

## JT ELECTRIC SAFETY PATH - THOMAS ROAD

T&A Acct: PL0018-21

SE Project: 014.50.01

Date: March 11, 2022

Description: Install +/- 430 LF of asphalt safety path along Thomas Road frontage

BID ITEM	QUANTITY	UNIT	UNIT PRICE	ESTIMATE
Station grading	4.30	STA	\$1,725.00	\$7,417.50
Aggregate Base, 21AA, 4"	75	TN	\$25.00	\$1,875.00
Ramp, 6", conc.	1	EA	\$1,085.00	\$1,085.00
HMA, 4", 36A	85	TN	\$160.00	\$13,600.00
Restoration	1	LS	\$250.00	\$250.00
<b>SUBTOTAL - CONSTRUCTION COSTS</b>				<b>\$24,228</b>

PROFESSIONAL SERVICES			
Engineering Design		4.00%	\$969.10
Bidding		1.50%	\$363.41
MDOT / RCOC Reviews and Permitting		1 Ea	\$1,750.00
Construction Layout		4 hrs @ \$160	\$640.00
Inspection		16 hrs @ \$70	\$1,120.00

<b>SUBTOTAL - PROFESSIONAL SERVICES</b>	<b>\$4,843</b>
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<b>SUBTOTAL - CONSTRUCTION COSTS</b>	<b>\$24,228</b>
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<b>SUBTOTAL - FEES AND SERVICES</b>	<b>\$4,843</b>
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<b>TOTAL ESTIMATED PROJECT COST</b>	<b>\$29,070</b>
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This estimate should only be used for reference as material prices and Contractor's methods of bidding frequently change. The above listed estimates are based on previous experience, anticipated construction conditions, and our best projections as to what future prices may be. This is not a binding maximum price for the project.

**AGREEMENT BETWEEN CHARTER TOWNSHIP OF OXFORD  
and  
John W. Glinski**

This Agreement made on this \_\_\_\_ day of June 2022 by and between the Charter Township of Oxford ("Township), a Michigan Municipal Corporation, and John W. Glinski (the "Developer).

**WHEREAS**, the Developer has received approval of a Final Site Plan for a development within the Township, located at 3606 Thomas Rd and

**WHEREAS**, the Township wishes to continue to develop a system of safety paths within the Township, and maintain a Safety Path Fund in furtherance of this goal; and

**WHEREAS**, the Developer has represented, upon the proposed Final Site Plan submitted to the Township for JT Electric that "Developer has chosen to pay cash to the Safety Path Fund in lieu of constructing a safety path along its development."

**THEREFORE**, in exchange for good and valuable consideration as herein provided and otherwise, the Parties agree as follows:

1. Developer agrees to pay \$29,070.00 into the Township's Safety Path Fund, with this amount derived by the calculation of the Developer's share of the Safety Path system as concurred by Sharpe Engineering (attached).
2. Pursuant to Section 42-105 (b) of the Township Code of Ordinances, the Township hereby waives the requirement of Section 42-105(a) that the Developer provide for a safety path along its development, conditioned upon the Developer's compliance with approval of Final Site Plan.
3. The obligation of Developer agreed to herein shall be binding upon the Developer's heirs, successors-in-title and assignees and shall run with the land.

**WITNESS:**

**CHARTER TOWNSHIP OF OXFORD**

\_\_\_\_\_

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

Its: **Supervisor**

**Developer**

\_\_\_\_\_

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

**John W. Glinski**

## Curtis Wright

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**From:** Cheryl Lotan  
**Sent:** Wednesday, June 1, 2022 9:53 AM  
**To:** Curtis Wright; Kelly Richter  
**Cc:** Tim London; Jack Curtis; Zachary Michels; 'jglinski@jtelectrical.com'  
**Subject:** TB Agenda 6/8/22 Item  
**Attachments:** John Glinski cash in lieu of safety path.pdf

Good Morning,

John W. Glinski on behalf of JT Electric requested pursuant to Section 42-105(b) of the Township Code of Ordinances that he pay into the Township's Safety Path Fund, \$29,070 in lieu of constructing a safety path along his development at 3606 Thomas Rd. The Safety Path Committee approved the request at their meeting on 3/22/2022. The Planning Commission approved the request at their 5/26/2022 meeting.

Please place the item on the next agenda to authorize Supervisor Curtis to sign the Agreement between the Charter Township of Oxford and John W. Glinski (copy is attached). Thank you.

Cheryl

## **MEMO**

Board Members,

No information was submitted for Agenda Item 11. C. – 457 (b)  
Plan Oxford Township Matching Contributions.

Date: June 8, 2022

To: Board of Trustees

From: Jack Curtis, Supervisor

Re: Assessing Services Contract Renewal with Oakland County Equalization

Dear Board Members:

The existing assessing contract between Oakland County Equalization and the Charter Township of Oxford will expire on June 30, 2022.

Attached is a new one (1) year contract commencing July 1, 2022 and expiring June 30, 2023.

The parcel administration cost will increase four percent (4%) from the expiring contract.

The new rates are stated on the attached cover letter from Oakland County, and also in Section 6 on Page 7 of the agreement.

The expiring agreement is also attached for comparison.

The following motion is offered for your consideration:

**I move to enter into a one (1) year contract with Oakland County Equalization Division for assessing services for real property and personal property for the period commencing July 1, 2022 through June 30, 2023 and authorize Supervisor Jack Curtis and Clerk Curtis W. Wright to sign the contract on behalf of the Charter Township of Oxford.**

**Equalization Division**  
(248) 858-0740 | equal@oakgov.com

May 18, 2022

Curtis W. Wright, Clerk  
Charter Township of Oxford  
300 Dunlap Rd.  
Oxford, MI 48371

RE: Renewal of Contract for Assessing Services with the Charter Township of Oxford

Dear Curtis W. Wright:

The existing assessing contract between Oakland County Equalization and the Charter Township of Oxford will expire on June 30, 2022. In anticipation of a renewal of the contract, we have prepared four copies for your review and consideration by your Township Officials.

In preparing the renewal document, our office has reproduced the provisions of the existing contract except for the following provision: the cost per parcel has been adjusted by a 4% increase; as referenced in the letter dated April 14, 2022, from Deputy County Executive Sean Carlson. In summary, the cost per parcel to the Township will be as follows:

<b>Contract Year</b>	<b>Real Property Rate</b>	<b>Personal Property Rate</b>
2022-2023	\$16.62	\$13.72

These rates will be effective for the period July 1, 2022, to June 30, 2023. When the attached renewal contract is approved by your Governing Body and the authorized officials have affixed their signatures, kindly return four (4) copies to Oakland County Equalization Division.

Should you have any questions or concerns, please do not hesitate to reach out. You can contact Kimberly Hampton at 248-858-2039 or me at 248-221-0652.

Sincerely,



Kyle I. Jen  
Director of Management and Budget  
Oakland County

KIJ/kdh  
Enclosures

**CONTRACT FOR OAKLAND COUNTY  
EQUALIZATION DIVISION ASSISTANCE SERVICES  
WITH THE CHARTER TOWNSHIP OF OXFORD  
(Real and Personal Property Services)**

This CONTRACT FOR OAKLAND COUNTY EQUALIZATION DIVISION ASSISTANCE SERVICES WITH THE CHARTER TOWNSHIP OF OXFORD (hereafter, this "Contract") is made and entered into between the COUNTY OF OAKLAND, a Michigan Constitutional and Municipal Corporation, whose address is 1200 North Telegraph Road, Pontiac, Michigan 48341 (hereafter, the "County"), and the CHARTER TOWNSHIP OF OXFORD, a Michigan Constitutional and Municipal Corporation whose address is 300 Dunlap Road, Oxford, Michigan 48371 (hereafter, the "Municipality"). In this Contract, either the County and/or the Municipality may also be referred to individually as a "Party" or jointly as "Parties."

**INTRODUCTORY STATEMENTS**

- A. The Municipality, pursuant to State law, including, but not limited to, the Michigan General Property Tax Act (MCL 211.1, et seq.) is required to perform real and personal property tax appraisals and assessments for all nonexempt real and personal property located within the geographic boundaries of the Municipality for the purpose of levying State and local property taxes.
- B. The Parties recognize and agree that absent an agreement such as this, or pursuant to an order of the State Tax Commission mandating the County to perform all or some of the property tax appraisal and tax assessment responsibilities for real and/or personal property located within the Municipality's geographic boundaries (MCL 211.10(f)), the County, has no obligation to provide these Services to or for the Municipality.
- C. The Michigan General Property Tax Act (MCL 211.34(3)) provides that the County Board of Commissioners, through the Equalization Division, may furnish assistance to local assessing officers in the performance of certain legally mandated property appraisal and assessment responsibilities.
- D. The Municipality has requested the County's Equalization Division assistance in performing the "Equalization Division Assistance Services" (as described and defined in this Contract) and has agreed in return to reimburse the County as provided for in this Contract.
- E. The County has determined that it has sufficient "Equalization Division Personnel," as defined herein, possessing the requisite knowledge and expertise and is agreeable to assisting the Municipality by providing the requested "Equalization Division Assistance Services" under the terms and conditions of this Contract.

NOW, THEREFORE, in consideration of these premises and the mutual promises, representations, and agreements set forth in this Contract, and for other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, the County and the Municipality agree as follows:

- §1. DEFINED TERMS. In addition to the above defined terms (i.e., "Contract", "County", "Municipality", and "Party" and "Parties"), the following words and expressions when printed with the first letter capitalized as shown herein, whether used in the singular or

plural, possessive or nonpossessive, and/or either within or without quotation marks, shall, be defined and interpreted as follows:

- 1.1. "County Agent" or "County Agents" means all Oakland County elected officials, appointed officials, directors, board members, council members, commissioners, authorities, other boards, committees, commissions, employees, managers, departments, divisions, volunteers, agents, representatives, and/or any such persons' successors or predecessors, agents, employees, attorneys, or auditors (whether such persons act or acted in their personal representative or official capacities), and/or any persons acting by, through, under, or in concert with any of them, excluding the Municipality and/or any Municipality Agents, as defined herein. "County Agent" and/or "County Agents" shall also include any person who was a County Agent anytime during the term of this Contract but, for any reason, is no longer employed, appointed, or elected and serving as a County Agent.
- 1.2. "Equalization Division Personnel" means a specific subset of and included as part of the larger group of County Agents as defined above and shall be further defined as all County Agents specifically employed and assigned by the County to work in the Equalization Division of the County's Department of Management and Budget as shown in the current County budget and/or personnel records of the County. For all purposes in this Contract, any reference to County Agents shall also include within that term all Equalization Division Personnel, but any reference in this Contract to Equalization Division Personnel shall not include any County Agent employed by the County in any other function, capacity, or organizational unit of the County other than the Equalization Division of the Department of Management and Budget.
- 1.3. "Municipality Agent" or "Municipality Agents" means all Municipality officers, elected officials, appointed officials, directors, board members, council members, authorities, boards, committees, commissions, employees, managers, departments, divisions, volunteers, agents, representatives, and/or any such persons' successors or predecessors, agents, employees, attorneys, or auditors (whether such persons act or acted in their personal, representative, or official capacities), and/or all persons acting by, through, under, or in concert with any of them, except that no County Agent shall be deemed a Municipality Agent and conversely, no Municipality Agent shall be deemed a County Agent. "Municipality Agent" shall also include any person who was a Municipality Agent at any time during this Contract but for any reason is no longer employed, appointed, or elected in that capacity.
- 1.4. "Claim(s)" mean all alleged losses, claims, complaints, demands for relief or damages, suits, causes of action, proceedings, judgments, deficiencies, liabilities, penalties, litigation costs and expenses, including, but not limited to, any reimbursement for reasonable attorney fees, witness fees, court costs, investigation and/or litigation expenses, any amounts paid in settlement, and/or any other amounts of any kind whatsoever which are imposed on, incurred by, or asserted against a Party, or for which a Party may become legally and/or contractually obligated to pay or defend against, whether direct, indirect or consequential, whether based upon any alleged violation of the constitution (Federal or State), any statute, rule, regulation or the common law, whether in law or equity, tort, contract, or otherwise, and/or whether commenced or threatened and arising out of the performance or participation in this Contract.

- 1.5. "Municipality Taxpayer" means all residents, property owners, persons, or taxable entities within the Municipality, or their representatives or agents, who may be liable or responsible for any property taxes assessed by the Municipality pursuant to any applicable State Property Tax Laws.
- 1.6. "State" shall be defined as the "State of Michigan," a sovereign governmental entity of the United States, and shall also include within its definition all departments or agencies of State government including specifically, but not limited to, the State Tax Commission, the State Tax Tribunal, and/or the State Department of Treasury.
- §2. COUNTY EQUALIZATION DIVISION ASSISTANCE SERVICES. The full and complete scope of all County Equalization Division Assistance Services shall be as described and limited in the following subsections (hereinafter defined and referred to as either "Equalization Division Assistance Services" or "Services").
- 2.1. "EQUALIZATION DIVISION ASSISTANCE SERVICES" OR "SERVICES" TO BE PROVIDED. Equalization Division Assistance Services or Services, to be performed by County for the Municipality as those terms are defined in this Contract, shall only include and shall be limited to the following activities:
- 2.1.1. This Contract is to provide for annual assessment of real and personal property from July 1, 2022 to June 30, 2023 as required by laws of the State of Michigan. The County shall make assessments of real and personal property within the Municipality pursuant to MCL 211.10d.
- 2.1.2. The Equalization Division personnel will appraise all property, process all real and personal property description changes, prepare the assessment roll for real and personal property in the Municipality; attend March, July and December Boards of Review and other such duties as required by the State General Property Tax Laws. The Equalization Division personnel will also be available for consultation on all Michigan Tax Tribunal real and personal property and special assessment appeals and will assist the Municipality in the preparation of both the oral and written defense of appeals, as long as there is a current Contract in effect.
- 2.2. PURPOSE OF COUNTY "SERVICES". The purpose of all Equalization Division Assistance Services or Services to be performed under this Contract shall be to assist (e.g., to help, aid, lend support, and/or participate as an auxiliary, to contribute effort toward completion of a goal, etc.) the Municipality in the performance of that Municipality's official functions, obligations, and the Municipality's legal responsibilities for property tax appraisal and assessment pursuant to the applicable State Property Tax Laws.
- 2.3. MANNER COUNTY TO PROVIDE SERVICES. All Equalization Division Assistance Services or Services to be provided by the County for the Municipality under this Contract shall be performed solely and exclusively by the County's Equalization Division Personnel.
- 2.3.1. Equalization Division Personnel, including those certified as Michigan Master Assessing Officers (MMAO), shall be employed and assigned by the County in such numbers and based on such appropriate qualifications and other factors as decided solely by the County.

- 2.3.2. The County shall be solely and exclusively responsible for furnishing all Equalization Division Personnel with job instructions, job descriptions, and job specifications and shall in all circumstances control, supervise, train, or direct all Equalization Division Personnel in the performance of all Services under this Contract.
- 2.3.3. Except as otherwise expressly provided for herein, the County shall remain the sole and exclusive employer of all County Agents and Equalization Division Personnel and that the County shall remain solely and completely liable for all County Agents' past, present, or future wages, compensation, overtime wages, expenses, fringe benefits, pension or retirement benefits, travel expenses, mileage allowances, training expenses, transportation costs, and/or other allowances or reimbursements of any kind, including, but not limited to, workers' disability compensation benefits, unemployment compensation, Social Security Act protection(s) and benefits, any employment taxes, and/or any other statutory or contractual right or benefit based on or in any way related to any County Agent's employment status.
- 2.3.4. This Contract is neither intended, nor shall it be interpreted, to create, change, grant, modify, supplement, supersede, alter, or otherwise affect or control, in any manner, form, or at any time, any right, privilege, benefit, or any other term or condition of employment, of any kind or nature whatsoever, in, upon, or for any County Agent or Equalization Division Personnel with the County, any applicable County employment and/or union contract, and/or any County rule(s), regulation(s), hours of work, shift assignment, order(s), policy(ies), procedure(s), directive(s), ethical guideline(s), etc., which shall, solely and exclusively, govern and control the employment relationship between the County and any County Agent or Equalization Division Personnel and/or the conduct and actions of any County Agent or any Equalization Division Personnel. To illustrate, but not otherwise limit, this Contract does not and shall not be interpreted to limit, modify, control, or otherwise affect, in any manner:
- 2.3.4.1. The County's sole and exclusive right, obligation, responsibility, and discretion to employ, compensate, assign, reassign, transfer, promote, reclassify, discipline, demote, layoff, furlough, discharge any Equalization Division Personnel and/or pay all Equalization Division Personnel's wages, salaries, allowances, reimbursements, compensation, fringe benefits, or otherwise decide all such terms and conditions of employment and make all employment decisions that affect, in any way, the employment of any Equalization Division Personnel with the County, subject only to its applicable collective bargaining Contracts.
- 2.3.4.2. The County's sole and exclusive right, obligation, and responsibility to determine, establish, modify, or implement all operational policies, procedures, orders, rules, regulations, ethical guidelines, and/or any other judgment, policy or directive which, in any way, governs or controls any activity of any County Agent or Equalization Division Personnel, any necessary County Agent or Equalization Division Personnel's

training standards or proficiency(ies), any level or amount of required supervision, all standards of performance, any sequence or manner of performance, and any level(s) of experience, training, or education required for any Equalization Division Personnel performing any County duty or obligation under the terms of this Contract.

- 2.3.5. Except as expressly provided for under the terms of this Contract and/or laws of this State, no County Agent or Equalization Division Personnel, while such person is currently and/or actively employed or otherwise remains on the payroll of the County as a County Agent shall be employed, utilized, or perform any other services, of any kind, directly or indirectly, in any manner or capacity, or otherwise be available to perform any other work or assignments by or for the Municipality during the term of this Contract. This section shall not prohibit the Municipality from employing any person who was a former County Agent but is no longer employed in that capacity by the County.
  - 2.3.6. Except as otherwise expressly provided by the Contract and/or applicable State law, neither the County, nor any County Agent, nor any Equalization Division Personnel, by virtue of this Contract or otherwise, shall be deemed, considered or claimed to be an employee of the Municipality and/or a Municipality Agent.
  - 2.3.7. The Municipality shall not otherwise provide, furnish or assign any Equalization Division Personnel with any job instructions, job descriptions, job specifications, or job duties, or in any manner attempt to control, supervise, train, or direct any Personnel in the performance of any County's Equalization Division Assistance Services duty or obligation under the terms of this Contract.
- 2.4. LIMITS AND EXCLUSIONS ON COUNTY "SERVICES". Except as otherwise expressly provided for within this Contract, neither the County nor any County Agents shall be responsible for assisting or providing any other services or assistance to the Municipality or assume any additional responsibility for assisting the Municipality in any other way or manner with any Municipality obligations under all State Property Tax Laws, including, but not limited to, providing any attorney or legal representation to the Municipality or any Municipality Agent at any proceeding before the Michigan Tax Tribunal or any other adjudicative body or court, except as expressly provided for in this Contract.
- 2.4.1. The Municipality shall, at all times and under all circumstances, remain solely liable for all costs, legal obligations, and/or civil liabilities associated with or in any way related to any Municipality tax appraisal or assessment functions or any other Municipality legal obligation under any applicable State Property Tax Laws. The Municipality shall employ and retain its own Municipality legal representation, as necessary, to defend any such claim or challenge before the State Tax Tribunal or any other court or review body.
  - 2.4.2. Except for those express statutory and/or regulatory obligations incumbent only upon licensed Equalization Division Personnel (i.e., State Licensed and Certified Real and/or Personal Property Tax Assessors) to

defend property tax appraisals and assessments that they either performed, or were otherwise performed under their supervision, before the Michigan Tax Tribunal, no other County Agents, including any County attorneys shall be authorized, required and/or otherwise obligated under this Contract or pursuant to any other agreement between the Parties to provide any legal representation to or for the Municipality and/or otherwise defend, challenge, contest, appeal, or argue on behalf of the Municipality before the Michigan Tax Tribunal or any other review body or court.

§3. TERM OF CONTRACT. The Parties the term of this Contract shall begin on July 1, 2022 and shall end on June 30, 2023, without any further act or notice from either Party being required. All Services otherwise provided to the Municipality prior to the effective date of this Contract, shall be subject to the terms and conditions provided for herein.

§4. NO TRANSFER OF MUNICIPALITY LEGAL OBLIGATIONS TO COUNTY. Except as expressly provided for in this Contract, the Municipality agrees that this Contract does not, and is not intended to, transfer, delegate, or assign to the County, and/or any County Agent or Equalization Division Personnel any civil or legal responsibility, duty, obligation, duty of care, cost, legal obligation, or liability associated with any governmental function delegated and/or entrusted to the Municipality under any applicable State Property Tax Laws.

4.1. The Municipality shall, at all times and under all circumstances, remain solely liable for all costs, legal obligations, and/or civil liabilities associated with or in any way related to any Municipality tax appraisal or assessment functions or any other Municipality legal obligation. Under no circumstances shall the County be responsible for any costs, obligations, and/or civil liabilities associated with its Municipality function or any responsibility under any State Property Tax Law.

4.2. The Municipality shall not incur or create any debts, liens, liabilities or obligations for the County and shall take all necessary steps to ensure that any debts, liens, liabilities, or obligations that the Municipality may incur shall not become a debt, liability, obligation, or Claim(s) against the County.

4.3. The Municipality shall at all times remain responsible for the ultimate completion of all Municipality duties or obligations under all applicable State Property Tax Laws. Nothing in this Contract shall relieve the Municipality of any Municipality duty or obligation under any applicable State Property Tax Law.

4.4. The Municipality and Municipality Agents shall be and remain responsible for compliance with all Federal, State, and local laws, ordinances, regulations, and agency requirements in any manner affecting any work or performance of this Contract or with any Municipality duty or obligation under any applicable State Property Tax Law.

§5. NO DELEGATION OR DIMINUTION OF ANY GOVERNMENTAL AUTHORITY. The Parties reserve to themselves any rights and obligations related to the provision of all of each Party's respective governmental services, authority, responsibilities, and obligations. Except as otherwise expressly provided herein, this Contract does not, and is not intended to, create, diminish, delegate, transfer, assign, divest, impair, or contravene any constitutional, statutory, and/or other legal right, privilege, power, civil or legal responsibility, obligation, duty of care, liability, capacity, immunity, authority or character of office of either Party.

- 5.1. Notwithstanding any other term or condition in this Contract, that no provision in this Contract is intended, nor shall it be construed, as a waiver of any governmental immunity, as provided by statute or applicable court decisions, by either Party, either for that Party and/or any of that Party's County or Municipal Agents.
- 5.2. Notwithstanding any other provision in this Contract, nothing in this Contract shall be deemed to, in any way, limit or prohibit the Oakland County Board of Commissioners statutory rights and obligations to review and/or further equalize Municipality property values or tax assessments and/or further act upon any Municipality assessment(s) of property taxes under any applicable State Property Tax Laws, including, but not limited to challenging any Municipality assessment before the Michigan Tax Tribunal.

§6. PAYMENT SCHEDULE. The Municipality shall pay to the County the following: For the contract year 2022-2023 the sum of \$16.62 for each real property description and \$13.72 for each personal property description rendered. Payment for the contract year 2022-2023 is payable on or before July 1, 2023.

If during the term of this Contract, there are additional services requested of the County, the Parties shall negotiate additional fees to be paid by the Municipality.

- 6.1. All time incurred for Board of Review dates beyond the regular County working hours to be billed at the applicable Equalization Division personnel's overtime rate and charged to the Municipality over and above any other fees described in this Contract, with the following exceptions:
  - 6.1.1. One evening meeting as required by law under MCL § 211.30(3).
  - 6.1.2. Dates requiring overtime set by the Municipality Charter.
- 6.2. The Municipality shall be responsible for postage on all personal property statements and personal property notices mailed relating to work performed under this Contract. The Municipality agrees to be responsible for all photographic supplies.
- 6.3. If the Municipality fails, for any reason, to pay the County any monies when and as due under this Contract, the Municipality agrees that unless expressly prohibited by law, the County or the County Treasurer, at their sole option, shall be entitled to a setoff from any other Municipality funds that are in the County's possession for any reason. Funds include but are not limited to the Delinquent Tax Revolving Fund ("DTRF"). Any setoff or retention of funds by the County shall be deemed a voluntary assignment of the amount by the Municipality to the County. The Municipality waives any claims against the County or its Officials for any acts related specifically to the County's offsetting or retaining such amounts. This paragraph shall not limit the Municipality's legal right to dispute whether the underlying amount retained by the County was actually due and owing under this Contract.
- 6.4. If the County chooses not to exercise its right to setoff or if any setoff is insufficient to fully pay the County any amounts due and owing the County under this Contract, the County shall have the right to charge up to the then-maximum legal interest on any unpaid amount. Interest charges shall be in addition to any other amounts due to the County under this Contract. Interest charges shall be

calculated using the daily unpaid balance method and accumulate until all outstanding amounts and accumulated interest are fully paid.

- 6.5. Nothing in this Section shall operate to limit the County's right to pursue or exercise any other legal rights or remedies under this Contract against the Municipality to secure reimbursement of amounts due the County under this Contract. The remedies in this Section shall be available to the County on an ongoing and successive basis if Municipality at any time becomes delinquent in its payment. Notwithstanding any other term and condition in this Contract, if the County pursues any legal action in any court to secure its payment under this Contract, the Municipality agrees to pay all costs and expenses, including attorney's fees and court costs, incurred by the County in the collection of any amount owed by the Municipality.
- 6.6. Notwithstanding any other term or condition in this Contract, should the Municipality fail for any reason to timely pay the County the amounts required under this Contract, the County may discontinue, upon thirty (30) days written notice to the Municipality, without any penalty or liability whatsoever, any Services or performance obligations under this Contract.
- §7. LIABILITY. Each Party shall be responsible for any Claims made against that Party and for the acts of County Agents or Municipality Agents, as applicable. In any Claims that may arise from the performance of this Contract, each Party shall seek its own legal representation and bear the costs associated with such representation including any attorney fees.
  - 7.1. This Contract does not and is not intended to create or include any County warranty, promise, covenant or guaranty, either express or implied, of any kind or nature whatsoever in favor of the Municipality, and/or any Municipality Agents, or any Municipality Taxpayer or any other person or entity, or that the County's efforts in the performance of any obligation under this Contract will result in any specific monetary benefit or efficiency, or increase in any tax revenue for the Municipality, or will result in any specific reduction or increase in any property assessment, or guarantee that any Services provided under this Contract will withstand any challenge before the State Tax Tribunal or any court or review body, or any other such performance-based outcome.
  - 7.2. In the event of any alleged breach, wrongful termination, and/or any default of any term or condition of this Contract by either the County or any County Agent, the County and/or any County Agent shall not be liable to the Municipality for any indirect, incidental, special, or consequential damages, including, but not limited to any replacement costs for Services, any loss of income or revenue, and/or any failure by the Municipality to meet any Municipality obligation under any applicable State Property Tax Laws, or any other economic benefit or harm that the Municipality may have realized, but for any alleged breach, wrongful termination, default and/or cancellation of this Contract, or damages beyond or in excess of the amount(s) of any amount paid to, received or retained by the County at the time of the alleged breach or default in connection with or under the terms of this Contract, whether such alleged breach or default is alleged in an action in contract or tort and/or whether or not the Municipality has been advised of the possibility of such damages. This provision and this Contract is intended by the Parties to allocate the risks between the Parties, and the Parties agree that the allocation of each Party's efforts, costs, and obligations under this

Contract reflect this allocation of each Party's risk and the limitations of liability as specified herein.

7.3. Neither Party has any right pursuant to or under this Contract against the other Party to or for any indemnification (i.e., contractually, legally, equitably, or by implication) contribution, subrogation, or other right to be reimbursed by the Party based upon any legal theories or alleged rights of any kind, whether known or unknown, for any alleged losses, claims, complaints, demands for relief or damages, judgments, deficiencies, liability, penalties, litigation costs and expenses of any kind whatsoever which are imposed on, incurred by, or asserted against a Party and which are alleged to have arisen under or are in any way based or predicated upon this Contract.

7.4. If the Municipality requests and the County agrees, the County may prepare the actual tax statement for mailing by the Municipality to Municipality residents. In preparing any such tax statement the County shall rely upon certain data provided by the Municipality beyond the data gathered by the County under this Contract, including, but not limited to, the applicable millage rate. Under no circumstances shall the County be held liable to the Municipality or any third party based upon any error in any tax statement due to information supplied by the Municipality to the County for such purposes.

§8. MUNICIPALITY AGENTS AND COOPERATION WITH THE COUNTY. The Municipality shall be solely responsible for guaranteeing that all Municipality Agents fully cooperate with Equalization Division Personnel in the performance of all Services under this Contract. The County shall be solely responsible for guaranteeing that all Equalization Division personnel fully cooperate with Municipality agents in the performance of all Services under this Contract.

8.1. Municipality Agents shall be employed and assigned based on appropriate qualifications and other factors as decided by the Municipality. The Municipality shall be solely responsible for furnishing all Municipality Agents with all job instructions, job descriptions and job specifications and shall solely control, direct, and supervise all Municipality Agents and shall be solely responsible for the means and manner in which Municipality's duties or obligations under any applicable State Property Tax Laws are satisfied.

8.2. The Municipality shall be solely liable for all Municipality Agents' past, present, or future wages, compensation, overtime wages, expenses, fringe benefits, pension or retirement benefits, travel expenses, mileage allowances, training expenses, transportation costs, and/or other allowances or reimbursements of any kind, including, but not limited to, workers' disability compensation benefits, unemployment compensation, Social Security Act protection(s) and benefits, any employment taxes, and/or any other statutory or contractual right or benefit based on or in any way related to any Municipality Agent's employment status or any alleged violation of any Municipality Agent's statutory, contractual (e.g., union, employment, or labor contract), constitutional, common law employment right, and/or civil rights by the Municipality. The Municipality agrees to indemnify and hold harmless the County from and against all Claim(s) which are imposed upon, incurred by, or asserted against the County or any County Agent by any Municipality Agent and/or which are based upon, result from, or arise from, or are in any way related to any Municipality Agent's wages, compensation, benefits, or

other employment-related or based rights, including, but not limited to, those described in this section.

- 8.3. No Municipality Agent shall, by virtue of this Contract or otherwise, be considered or claimed to be an employee of the County and/or a County Agent. This Contract does not grant or confer, and shall not be interpreted to grant or confer, upon any Municipality Agents or any other individual any status, privilege, right, or benefit of County employment or that of a County Agent.
  - 8.4. The Municipality shall provide the County with information regarding any activity affecting the tax status of any parcel including but not limited to the following: Downtown Development Authorities, Redevelopment Plans, Tax Increment Financing Authorities. In addition, the Municipality shall notify the County immediately of approval of any application for abatement or tax exemption.
  - 8.5. The Municipality shall inform the County Agents regarding any increase in taxation which is governed by the Truth in Taxation Act. Further, the Municipality shall inform the County Agents regarding any millage increase (new) or renewal.
  - 8.6. The Municipality is responsible for Special Assessment billings, maintaining a paper trail of roll changes, maintaining the rolls in balance, and providing the Oakland County Equalization Division with the information necessary to prepare the warrant.
  - 8.7. The Municipality Agents shall perform the following functions:
    - 8.7.1. Mechanically make name changes to Sidwell numbers on a monthly basis using the County's Computer terminals.
    - 8.7.2. Provide a copy of all building permits with Sidwell numbers to the County's Equalization Division on a monthly basis.
    - 8.7.3. Be responsible for the establishment, accuracy, and compilation of all Special Assessment rolls in the Municipality.
    - 8.7.4. Forward all exemption applications, transfer affidavits, personal property statements and all other documents affecting the status or value of property located within the Municipality to the County's Equalization Division in a timely manner.
    - 8.7.5. Forward all information on splits and combinations after approval by the Municipality to the County's Equalization Division.
  - 8.8. In the event that Municipality Agents, for whatever reason, fail or neglect to undertake the tasks in Section 8.7 above, the County's Equalization Division may perform these tasks and it shall be paid on a time and material basis. Such rate shall be based upon the wages plus benefits of the County Agents performing said tasks.
- §9. INDEPENDENT CONTRACTOR. The County's and/or County Agents' legal status and relationship to the Municipality shall be that of an Independent Contractor. No liability, right, or benefits arising out of an employer/employee relationship, either express or implied, shall arise or accrue to either Party as a result of this Contract.
- §10. COUNTY PRIORITIZATION OF COUNTY RESOURCES. This Contract does not, and is not intended to, create either any absolute right in favor of the Municipality or any correspondent absolute duty or obligation upon the County, to guarantee that any specific

number(s) or classification of County Agents will be present on any given day to provide Services to the Municipality.

§11. CANCELLATION OR TERMINATION OF THIS CONTRACT. Except as follows, and notwithstanding any other term or provision in any other section of this Contract, either Party, upon a minimum of ninety (90) calendar days written notice to the other Party, may cancel and/or completely terminate this Contract for any reason, including convenience, without incurring any penalty, expense, or liability to the other Party. The effective date for any such termination is to be clearly stated in the notice.

11.1. At 5:00 p.m. on the effective date of the cancellation of this Contract all Municipality and/or County obligations under this Contract, except those rights and obligations expressly surviving cancellation as provided for in this Contract, shall end.

11.2. All Municipality obligations, including, but not limited to, waivers of liability, record-keeping requirements, any Municipality payment obligations to the County, and/or any other related obligations provided for in this Contract with regard to any acts, occurrences, events, transactions, or Claim(s) either occurring or having their basis in any events or transactions that occurred before the cancellation or completion of this Contract, shall survive the cancellation or completion of this Contract.

§12. EFFECTIVE DATE, CONTRACT APPROVAL, AND AMENDMENT. This Contract, and/or any amendments thereto, shall be approved by resolutions of both the Oakland County Board of Commissioners and the Governing Body of the Municipality. The approval and terms of this Contract, and/or any amendments thereto, shall be entered in the official minutes and proceedings of both the Oakland County Board of Commissioners and the Governing Body of the Municipality and shall also be filed with the office of the County Clerk, the Clerk for the Municipality, and the Secretary of State.

§13. NO THIRD-PARTY BENEFICIARIES. Except as expressly provided herein for the benefit of the Parties, this Contract does not, and is not intended to, create, by implication or otherwise, any direct or indirect obligation, duty, promise, benefit, right to be indemnified (i.e., contractually, legally, equitably, or by implication) and/or any right to be subrogated to any Party's rights in this Contract, and/or any other right of any kind, in favor of any person, including, but not limited to, any County Agent or Municipality Agent or any Municipality Taxpayer, any Taxpayer's legal representative, any organization, any alleged unnamed beneficiary or assignee, and/or any other person.

§14. CONSTRUED AS A WHOLE. The language of all parts of this Contract is intended to and, in all cases, shall be construed as a whole according to its fair meaning, and not construed strictly for or against any Party. As used in this Contract, the singular or plural number, possessive or nonpossessive shall be deemed to include the other whenever the context so suggests or requires.

§15. CAPTIONS. The section headings or titles and/or all section numbers contained in this Contract 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 Contract.

§16. NOTICES. Except as otherwise expressly provided for herein, all correspondence, invoices, and/or any other written notices required, permitted or provided for under this Contract to be delivered to either Party shall be sent to that Party by first class mail. All such written notices, including any notice canceling or terminating this Contract as provided for herein, shall be sent to the other Party's signatory to this Contract, or that

signatory's successor in office, at the addresses shown in this Contract. All correspondence or written notices shall be considered delivered to a Party as of the date that such notice is deposited with sufficient postage with the U.S. Postal Service.

§17. WAIVER OF BREACH. The waiver of a breach of any provision of this Contract shall not operate or be construed as a waiver of any subsequent breach. Each and every right, remedy and power granted to either Party or allowed it by law shall be cumulative and not exclusive of any other.

§18. ENTIRE CONTRACT. This Contract sets forth the entire agreement between the County and the Municipality and supersedes all prior agreements or understandings between them in any way related to the subject matter hereof. All terms and conditions herein are contractual and are not a mere recital and that there are no other agreements, understandings, contracts, or representations between the County and the Municipality in any way related to the subject matter hereof, except as expressly stated herein. This Contract shall not be changed or supplemented orally and may be amended only as otherwise provided herein.

The undersigned execute this Contract on behalf of the Parties and by doing so legally obligate and bind the Parties to this Contract.

IN WITNESS WHEREOF, Jack Curtis, Supervisor of the Charter Township of Oxford, acknowledges that he has been authorized by a resolution of the Governing Body of the Charter Township of Oxford to execute this Contract and accepts and binds the Charter Township of Oxford to this Contract.

EXECUTED: \_\_\_\_\_ DATE: \_\_\_\_\_  
Jack Curtis, Supervisor  
Charter Township of Oxford

WITNESSED: \_\_\_\_\_ DATE: \_\_\_\_\_  
Curtis W. Wright, Clerk  
Charter Township of Oxford

IN WITNESS WHEREOF, David T. Woodward, Chairperson, Oakland County Board of Commissioners, acknowledges that he has been authorized by a resolution of the Oakland County Board of Commissioners to execute this Contract and accepts and binds Oakland County to this Contract.

EXECUTED: \_\_\_\_\_ DATE: \_\_\_\_\_  
David T. Woodward, Chairperson  
Oakland County Board of Commissioners

WITNESSED: \_\_\_\_\_ DATE: \_\_\_\_\_  
(Print Name) \_\_\_\_\_ DATE: \_\_\_\_\_  
County of Oakland

# Expiring Contract

**CONTRACT FOR OAKLAND COUNTY  
EQUALIZATION DIVISION ASSISTANCE SERVICES  
WITH THE CHARTER TOWNSHIP OF OXFORD  
(real and personal property services)**

This CONTRACT FOR OAKLAND COUNTY EQUALIZATION DIVISION ASSISTANCE SERVICES WITH THE CHARTER TOWNSHIP OF OXFORD, (hereafter, this "Contract") is made and entered into between the COUNTY OF OAKLAND, a Michigan Constitutional and Municipal Corporation, whose address is 1200 North Telegraph Road, Pontiac, Michigan 48341 (hereafter, the "County"), and the Charter Township of Oxford, a Michigan Constitutional and Municipal Corporation whose address is 300 Dunlap Road; P.O. Box 3, Oxford, Michigan, 48371 (hereafter, the "Municipality"). In this Contract, either the County and/or the Municipality may also be referred to individually as a "Party" or jointly as "Parties."

**INTRODUCTORY STATEMENTS**

- A. The Municipality, pursuant to the laws of the State of Michigan (hereafter, the "State"), including, but not limited to, the Michigan General Property Tax Act (MCL 211.1, et seq.) is required to perform real and personal property tax appraisals and assessments for all nonexempt real and personal property located within the geographic boundaries of the Municipality for the purpose of levying State and local property taxes.
- B. The Parties recognize and agree that absent an agreement such as this, or pursuant to an order of the State Tax Commission mandating the County to perform all or some of the property tax appraisal and tax assessment responsibilities for real and/or personal property located within the Municipality's geographic boundaries (MCL 211.10(f)), the County, has no obligation to provide these Services to or for the Municipality.
- C. The Michigan General Property Tax Act (MCL 211.34(3)) provides that the County Board of Commissioners, through the Equalization Division may furnish assistance to local assessing officers in the performance of certain of these legally mandated, Municipality, property appraisal and assessment responsibilities.
- D. The Municipality has requested the County's Equalization Division assistance in performing the "Equalization Division Assistance Services" (as described and defined in this Contract) and has agreed in return to reimburse the County as provided for in this Contract.
- E. The County has determined that it has sufficient "Equalization Division Personnel," as defined herein, possessing the requisite knowledge and expertise and is agreeable to assisting the Municipality by providing the requested "Equalization Division Assistance Services" under the terms and conditions of this Contract.

NOW, THEREFORE, in consideration of these premises and the mutual promises, representations, and agreements set forth in this Contract, and for other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, the County and the Municipality mutually agree as follows:

- §1. DEFINED TERMS. In addition to the above defined terms (i.e., "Contract", "County", "Municipality", "Party" and "Parties", and "State"), the Parties agree that the following words and expressions when printed with the first letter capitalized as shown herein, whether used in the singular or plural, possessive or nonpossessive, and/or either within or without quotation marks, shall, be defined and interpreted as follows:

- 1.1. "County Agent" or "County Agents" shall be defined as any and all Oakland County elected officials, appointed officials, directors, board members, council members, commissioners, authorities, other boards, committees, commissions, employees, managers, departments, divisions, volunteers, agents, representatives, and/or any such persons' successors or predecessors, agents, employees, attorneys, or auditors (whether such persons act or acted in their personal representative or official capacities), and/or any persons acting by, through, under, or in concert with any of them, excluding the Municipality and/or any Municipality Agents, as defined herein. "County Agent" and/or "County Agents" shall also include any person who was a County Agent anytime during the term of this Contract but, for any reason, is no longer employed, appointed, or elected and serving as a County Agent.
- 1.2. "Equalization Division Personnel" as used in this Contract shall be defined as a specific subset of, and included as part of the larger group of County Agents as defined above, and shall be further defined as any and all County Agents specifically employed and assigned by the County to work in the Equalization Division of the County's Department of Management and Budget as shown in the current County budget and/or personnel records of the County. For any and all purposes in this Contract, any reference to County Agents shall also include within that term any and all Equalization Division Personnel, but any reference in this Contract to Equalization Division Personnel shall not include any County Agent employed by the County in any other function, capacity or organizational unit of the County other than the Equalization Division of the Department of Management and Budget.
- 1.3. "Municipality Agent" or "Municipality Agents" shall be defined to include any and all Municipality officers, elected officials, appointed officials, directors, board members, council members, authorities, boards, committees, commissions, employees, managers, departments, divisions, volunteers, agents, representatives, and/or any such persons' successors or predecessors, agents, employees, attorneys, or auditors (whether such persons act or acted in their personal, representative, or official capacities), and/or any and all persons acting by, through, under, or in concert with any of them, except that no County Agent shall be deemed a Municipality Agent and conversely, no Municipality Agent shall be deemed a County Agent. "Municipality Agent" shall also include any person who was a Municipality Agent at any time during this Contract but for any reason is no longer employed, appointed, or elected in that capacity.
- 1.4. "Claim(s)" shall be defined to include any and all alleged losses, claims, complaints, demands for relief or damages, suits, causes of action, proceedings, judgments, deficiencies, liability, penalties, litigation costs and expenses, including, but not limited to, any reimbursement for reasonable attorney fees, witness fees, court costs, investigation and/or litigation expenses, any amounts paid in settlement, and/or any other amounts, liabilities or Claim(s) of any kind whatsoever which are imposed on, incurred by, or asserted against either the County and/or any County Agent, as defined herein, or any Claim(s) for which the County and/or any County Agent may become legally and/or contractually obligated to pay or defend against, or any other liabilities of any kind whatsoever, whether direct, indirect or consequential, whether based upon any alleged

violation of the constitution (Federal or State), any statute, rule, regulation or the common law, whether in law or equity, tort, contract, or otherwise, and/or whether commenced or threatened and arising out of any alleged breach of any duty by the County and/or any County Agent to any third-person, the Municipality, including any Municipality Agent or any Municipality Taxpayer under or in connection with this Contract or are based on or result in any way from the County's and/or any County Agent's participation in this Contract.

- 1.5. "Municipality Taxpayer" shall be defined as any and all residents, property owners, persons, or taxable entities within the Municipality, or their representatives or agents, who may be liable or responsible for any property taxes assessed by the Municipality pursuant to any applicable State Property Tax Laws.
- 1.6. "State" shall be defined as the "State of Michigan," a sovereign governmental entity of the United States, and shall also include within its definition any and all departments or agencies of State government including specifically, but not limited to, the State Tax Commission, the State Tax Tribunal, and/or the State Department of Treasury.

§2. COUNTY EQUALIZATION DIVISION ASSISTANCE SERVICES. The Parties agree that the full and complete scope of any and all County Equalization Division Assistance Services shall be as described and limited in the following subsections (hereinafter defined and referred to as either "Equalization Division Assistance Services" or "Services").

- 2.1. "EQUALIZATION DIVISION ASSISTANCE SERVICES" OR "SERVICES" TO BE PROVIDED. "Equalization Division Assistance Services" or "Services", to be performed by County for the Municipality as those terms are defined in this Contract, shall only include and shall be limited to the following activities:
  - 2.1.1. This Contract is to provide for annual assessment of real and personal property from July 1, 2019 to June 30, 2022 as required by laws of the State of Michigan. The County agrees to make assessments of real and personal property within the Municipality pursuant to MCL 211.10d.
  - 2.1.2. The Equalization Division personnel will appraise all property, process all real and personal property description changes, prepare the assessment roll for real and personal property in the Municipality; attend March, July and December Boards of Review and other such duties as required by the State General Property Tax Laws. The Equalization Division personnel will also be available for consultation on all Michigan Tax Tribunal real and personal property and special assessment appeals and will assist the Municipality in the preparation of both the oral and written defense of appeals, as long as there is a current Contract in effect.
- 2.2. PURPOSE OF COUNTY "SERVICES". The Parties agree that the purpose of any and all "Equalization Division Assistance Services" or "Services" to be performed under this Contract shall be to assist (e.g., to help, aid, lend support, and/or participate in as an auxiliary, to contribute effort toward completion of a goal, etc.) the Municipality in the performance of that Municipality's official

functions, obligations, and Municipality's legal responsibilities for property tax appraisal and assessment pursuant to the applicable State Property Tax Laws.

- 2.3. MANNER COUNTY TO PROVIDE SERVICES. The Parties agree that any and all "Equalization Division Assistance Services" or "Services" to be provided by the County for the Municipality under this Contract shall be performed solely and exclusively by the County's "Equalization Division Personnel" as defined herein.
- 2.3.1. Equalization Division Personnel, including those certified as MMAO, shall be employed and assigned by the County in such numbers and based on such appropriate qualifications and other factors as decided solely by the County.
- 2.3.2. The Parties agree that the County shall be solely and exclusively responsible for furnishing all Equalization Division Personnel with all job instructions, job descriptions and job specifications and shall in all circumstances control, supervise, train or direct all Equalization Division Personnel in the performance of any and all Services under this Contract.
- 2.3.3. Except as otherwise expressly provided for herein, the Parties agree and warrant that, at all times and for all purposes relevant to this Contract, the County shall remain the sole and exclusive employer of all County Agents and Equalization Division Personnel and that the County shall remain solely and completely liable for any and all County Agents' past, present, or future wages, compensation, overtime wages, expenses, fringe benefits, pension or retirement benefits, travel expenses, mileage allowances, training expenses, transportation costs, and/or other allowances or reimbursements of any kind, including, but not limited to, workers' disability compensation benefits, unemployment compensation, Social Security Act protection(s) and benefits, any employment taxes, and/or any other statutory or contractual right or benefit based on or in any way related to any County Agent's employment status.
- 2.3.4. This Contract is neither intended, nor shall it be interpreted, to create, change, grant, modify, supplement, supersede, alter, or otherwise affect or control, in any manner, form, or at any time, any right, privilege, benefit, or any other term or condition of employment, of any kind or nature whatsoever, in, upon, or for any County Agent or Equalization Division Personnel with the County, any applicable County employment and/or union contract, and/or any County rule(s), regulation(s), hours of work, shift assignment, order(s), policy(ies), procedure(s), directive(s), ethical guideline(s), etc., which shall, solely and exclusively, govern and control the employment relationship between the County and any County Agent or Equalization Division Personnel and/or the conduct and actions of any County Agent or any Equalization Division Personnel. To illustrate, but not otherwise limit, this Contract does not and shall not be interpreted to limit, modify, control, or otherwise affect, in any manner:
- 2.3.4.1. The County's sole and exclusive right, obligation, responsibility, and discretion to employ, compensate, assign, reassign, transfer, promote, reclassify, discipline, demote,

layoff, furlough, discharge any Equalization Division Personnel and/or pay any and all Equalization Division Personnel's wages, salaries, allowances, reimbursements, compensation, fringe benefits, or otherwise decide any and all such terms and conditions of employment and make any and all employment decisions that affect, in any way, the employment of any Equalization Division Personnel with the County, subject only to its applicable collective bargaining Contracts.

- 2.3.4.2. The County's sole and exclusive right, obligation, and responsibility to determine, establish, modify, or implement any and all operational policies, procedures, orders, rules, regulations, ethical guidelines, and/or any other judgment, policy or directive which, in any way, governs or controls any activity of any County Agent or Equalization Division Personnel, any necessary County Agent or Equalization Division Personnel's training standards or proficiency(ies), any level or amount of required supervision, any and all standards of performance, any sequence or manner of performance, and any level(s) of experience, training, or education required for any Equalization Division Personnel performing any County duty or obligation under the terms of this Contract.
- 2.3.5. The Municipality agrees that except as expressly provided for under the terms of this Contract and/or laws of this State, no County Agent or Equalization Division Personnel, while such person is currently and/or actively employed or otherwise remains on the payroll of the County as a County Agent shall be employed, utilized, or perform any other services, of any kind, directly or indirectly, in any manner or capacity, or otherwise be available to perform any other work or assignments by or for the Municipality during the term of this Contract. This section shall not prohibit the Municipality from employing any person who was a former County Agent but is no longer employed in that capacity by the County.
- 2.3.6. Except as otherwise expressly provided by the Contract and/or applicable State law, the Parties agree and warrant that neither the County, nor any County Agent, nor any Equalization Division Personnel, by virtue of this Contract or otherwise, shall be deemed, considered or claimed to be an employee of the Municipality and/or a Municipality Agent.
- 2.3.7. The Municipality shall not otherwise provide, furnish or assign any Equalization Division Personnel with any job instructions, job descriptions, job specifications, or job duties, or in any manner attempt to control, supervise, train, or direct any Personnel in the performance of any County's Equalization Division Assistance Services duty or obligation under the terms of this Contract.
- 2.4. LIMITS AND EXCLUSIONS ON COUNTY "SERVICES". Except as otherwise expressly provided for within this Contract, neither the County nor any County Agents shall be responsible for assisting or providing any other "Services" or

assistance to the Municipality or assume any additional responsibility for assisting the Municipality in any other way or manner with any Municipality obligations under any and all State Property Tax Laws, including, but not limited to, providing any attorney or legal representation to the Municipality or any Municipality Agent at any proceeding before the Michigan Tax Tribunal or any other adjudicative body or court, except as expressly provided for in this Contract.

2.4.1. The Municipality shall, at all times and under all circumstances, remain solely liable for any and all costs, legal obligations, and/or civil liabilities associated with or in any way related to any Municipality tax appraisal or assessment functions or any other Municipality legal obligation under any applicable State Property Tax Laws. The Municipality shall employ and retain its own Municipality legal representation, as necessary, to defend any such claim or challenge before the State Tax Tribunal or any other court or review body.

2.4.2. Except for those express statutory and/or regulatory obligations incumbent only upon licensed Equalization Division Personnel (i.e., State Licensed and Certified Real and/or Personal Property Tax Assessors) to defend property tax appraisals and assessments that they either performed, or were otherwise performed under their supervision, before the Michigan Tax Tribunal, the Parties agree that no other County Agents, including any County attorneys shall be authorized, required and/or otherwise obligated under this Contract or pursuant to any other agreement between the Parties to provide any legal representation to or for the Municipality and/or otherwise defend, challenge, contest, appeal, or argue on behalf of the Municipality before the Michigan Tax Tribunal or any other review body or court.

§3. TERM OF CONTRACT. The Parties agree that the term of this Contract shall begin on the effective date of this Contract, as otherwise provided herein, and shall end on June 30, 2022, without any further act or notice from either Party being required. Any and all County Services otherwise provided to the Municipality prior to the effective date of this Contract, shall be subject to the terms and conditions provided for herein.

§4. NO TRANSFER OF MUNICIPALITY LEGAL OBLIGATIONS TO COUNTY. Except as expressly provided for in this Contract, the Municipality agrees that this Contract does not, and is not intended to, transfer, delegate, or assign to the County, and/or any County Agent or Equalization Division Personnel any civil or legal responsibility, duty, obligation, duty of care, cost, legal obligation, or liability associated with any governmental function delegated and/or entrusted to the Municipality under any applicable State Property Tax Laws.

4.1. The Municipality shall, at all times and under all circumstances, remain solely liable for any and all costs, legal obligations, and/or civil liabilities associated with or in any way related to any Municipality tax appraisal or assessment functions or any other Municipality legal obligation. The Municipality agrees that under no circumstances shall the County be responsible for any costs, obligations, and/or civil liabilities associated with its Municipality function or any responsibility under any State Property Tax Law.

- 4.2. The Municipality shall not incur or create any debts, liens, liabilities or obligations for the County and shall take all necessary steps to ensure that any debts, liens, liabilities or obligations that the Municipality may incur shall not become a debt, liability, obligation or Claim(s) against the County.
- 4.3. The Parties agree that the Municipality shall at all times remain responsible for the ultimate completion of any and all Municipality duties or obligations under any and all applicable State Property Tax Laws. Nothing in this Contract shall relieve the Municipality of any Municipality duty or obligation under any applicable State Property Tax Law.
- 4.4. The Municipality and Municipality Agents shall be and remain responsible for compliance with all Federal, State, and local laws, ordinances, regulations, and agency requirements in any manner affecting any work or performance of this Contract or with any Municipality duty or obligation under any applicable State Property Tax Law.
- §5. NO DELEGATION OR DIMINUTION OF ANY GOVERNMENTAL AUTHORITY. The Parties reserve to themselves any rights and obligations related to the provision of any and all of each Party's respective governmental services, authority, responsibilities, and obligations. Except as expressly provided otherwise herein, this Contract does not, and is not intended to, create, diminish, delegate, transfer, assign, divest, impair, or contravene any constitutional, statutory, and/or other legal right, privilege, power, civil or legal responsibility, obligation, duty of care, liability, capacity, immunity, authority or character of office of either Party to any other person or Party.
- 5.1. The Parties further agree, notwithstanding any other term or condition in this Contract, that no provision in this Contract is intended, nor shall it be construed, as a waiver of any governmental immunity, as provided by statute or applicable court decisions, by either Party, either for that Party and/or any of that Party's County or Municipal Agents.
- 5.2. Notwithstanding any other provision in this Contract, nothing in this Contract shall be deemed to, in any way, limit or prohibit the Oakland County Board of Commissioners statutory rights and obligations to review and/or further equalize Municipality property values or tax assessments and/or further act upon any Municipality assessment(s) of property taxes under any applicable State Property Tax Laws, including, but not limited to challenging any Municipality assessment before the Michigan Tax Tribunal.
- §6. PAYMENT SCHEDULE. In consideration of the promises set forth in this Contract, the Municipality agrees to pay to the County during the life of this Contract: For the contract year 2019-2020 the sum of \$15.66 for each real property description and \$12.93 for each personal property description rendered; for the contract year 2020-2021, the sum of \$15.82 for each real property description and \$13.06 for each personal property description rendered; and finally, for the contract year 2021-2022 the sum of \$15.98 for each real property description and \$13.19 for each personal property description. Payment for the contract year 2019-2020 is payable on or before July 1, 2020, payment for the contract year 2020-2021 is payable on or before July 1, 2021 and payment for the contract year 2021-2022 is payable on or before July 1, 2022.

If during the term of this Contract, there are additional services requested of the County, the Parties shall negotiate additional fees to be paid by the Municipality.

- 6.1. All time incurred for Board of Review dates beyond the regular County working hours to be billed at the applicable Equalization Division personnel's overtime rate and charged to the Municipality over and above any other fees described in this Contract, with the following exceptions:
  - 6.1.1. One evening meeting as required by law under MCL § 211.30(3).
  - 6.1.2. Dates requiring overtime set by the Municipality Charter.
- 6.2. The Municipality agrees to be responsible for postage on all personal property statements and personal property notices mailed relating to work performed under this Contract. The Municipality agrees to be responsible for all photographic supplies.
- 6.3. If the Municipality fails, for any reason, to pay the County any monies when and as due under this Contract, the Municipality agrees that unless expressly prohibited by law, the County or the County Treasurer, at their sole option, shall be entitled to a setoff from any other Municipality funds that are in the County's possession for any reason. Funds include but are not limited to the Delinquent Tax Revolving Fund ("DTRF"). Any setoff or retention of funds by the County shall be deemed a voluntary assignment of the amount by the Municipality to the County. The Municipality waives any claims against the County or its Officials for any acts related specifically to the County's offsetting or retaining such amounts. This paragraph shall not limit the Municipality's legal right to dispute whether the underlying amount retained by the County was actually due and owing under this Contract.
- 6.4. If the County chooses not to exercise its right to setoff or if any setoff is insufficient to fully pay the County any amounts due and owing the County under this Contract, the County shall have the right to charge up to the then-maximum legal interest on any unpaid amount. Interest charges shall be in addition to any other amounts due to the County under this Contract. Interest charges shall be calculated using the daily unpaid balance method and accumulate until all outstanding amounts and accumulated interest are fully paid.
- 6.5. Nothing in this Section shall operate to limit the County's right to pursue or exercise any other legal rights or remedies under this Contract against the Municipality to secure reimbursement of amounts due the County under this Contract. The remedies in this Section shall be available to the County on an ongoing and successive basis if Municipality at any time becomes delinquent in its payment. Notwithstanding any other term and condition in this Contract, if the County pursues any legal action in any court to secure its payment under this Contract, the Municipality agrees to pay all costs and expenses, including attorney's fees and court costs, incurred by the County in the collection of any amount owed by the Municipality.
- 6.6. Notwithstanding any other term or condition in this Contract, should the Municipality fail for any reason to timely pay the County the amounts required under this Contract, the Municipality agrees that the County may discontinue, upon thirty (30) days written notice to the Municipality, without any penalty or

liability whatsoever, any County services or performance obligations under this Contract.

§7. LIABILITY. The Municipality further agrees that the County shall not be liable to the Municipality for any and all Claim(s), except as otherwise expressly provided for in this Contract.

- 7.1. The Parties agree that this Contract does not and is not intended to create or include any County warranty, promise, covenant or guaranty, either express or implied, of any kind or nature whatsoever in favor of the other Municipality, and/or any Municipality Agents, or any Municipality Taxpayer or any other person or entity, or that the County's efforts in the performance of any obligation under this Contract will result in any specific monetary benefit or efficiency, or increase in any tax revenue for the Municipality, or will result in any specific reduction or increase in any property assessment, or guarantee that any County services provided under this Contract will withstand any challenge before the State Tax Tribunal or any court or review body, or any other such performance-based outcome.
- 7.2. In the event of any alleged breach, wrongful termination, and/or any default of any term or condition of this Contract by either the County or any County Agent, the County and/or any County Agent shall not be liable to the Municipality for any indirect, incidental, special or consequential damages, including, but not limited to any replacement costs for County Services, any loss of income or revenue, and/or any failure by the Municipality to meet any Municipality obligation under any applicable State Property Tax Laws, or any other economic benefit or harm that the Municipality may have realized, but for any alleged breach, wrongful termination, default and/or cancellation of this Contract, or damages beyond or in excess of the amount(s) of any amount paid to, received or retained by the County at the time of the alleged breach or default in connection with or under the terms of this Contract, whether such alleged breach or default is alleged in an action in contract or tort and/or whether or not the Municipality has been advised of the possibility of such damages. This provision and this Contract is intended by the Parties to allocate the risks between the Parties, and the Parties agree that the allocation of each Party's efforts, costs, and obligations under this Contract reflect this allocation of each Party's risk and the limitations of liability as specified herein.
- 7.3. Notwithstanding any other provision in this Contract, with regard to any and all alleged losses, claims, complaints, demands for relief or damages, suits, causes of action, proceedings, judgments, deficiencies, liability, penalties, litigation costs and expenses, including, but not limited to, any reimbursement for reasonable attorney fees, witness fees, court costs, investigation and/or litigation expenses, any amounts paid in settlement, and/or any other amounts, liabilities of any kind whatsoever which are imposed on, incurred by, or asserted against the Municipality or any Municipality Agent by any third person, including but not limited to any Municipality Agent or Municipality Taxpayer, arising out of any activities or Services to be carried out by any County Agent in the performance of this Contract, the Municipality hereby agrees that it shall have no rights pursuant to or under this Contract against the County and/or any County Agents to or for any indemnification (i.e., contractually, legally, equitably, or by implication)

contribution, subrogation, or other right to be reimbursed by the County and/or any of County Agents based upon any and all legal theories or alleged rights of any kind, whether known or unknown, for any and all alleged losses, claims, complaints, demands for relief or damages, judgments, deficiencies, liability, penalties, litigation costs and expenses of any kind whatsoever which are imposed on, incurred by, or asserted against the Municipality and which are alleged to have arisen under or are in any way based or predicated upon this Contract.

- 7.4. If the Municipality requests and the County agrees, the County may prepare the actual tax statement for mailing by the Municipality to Municipality residents. In preparing any such tax statement the County shall rely upon certain data provided by the Municipality beyond the data gathered by the County under this Contract, including, but not limited to, the applicable millage rate. The parties agree that under no circumstances shall the County be held liable to the Municipality or any third party based upon any error in any tax statement due to information supplied by the Municipality to the County for such purposes.

§8. MUNICIPALITY AGENTS AND COOPERATION WITH THE COUNTY. The Municipality agrees that it shall be solely and exclusively responsible, during the term of this Contract, for guaranteeing that all Municipality Agents fully cooperate with Equalization Division Personnel in the performance of all County Services under this Contract. Likewise, the County agrees that it shall be solely and exclusively responsible, during the term of this Contract, for guaranteeing that all Equalization Division personnel fully cooperate with Municipality agents in the performance of all County Services under this Contract.

- 8.1. Municipality Agents shall be employed and assigned based on appropriate qualifications and other factors as decided by the Municipality. The Municipality agrees that it shall be solely responsible for furnishing all Municipality Agents with all job instructions, job descriptions and job specifications and shall solely control, direct, and supervise all Municipality Agents and shall be solely responsible for the means and manner in which Municipality's duties or obligations under any applicable State Property Tax Laws are satisfied.
- 8.2. The Municipality agrees that it shall be solely and completely liable for any and all Municipality Agents' past, present, or future wages, compensation, overtime wages, expenses, fringe benefits, pension or retirement benefits, travel expenses, mileage allowances, training expenses, transportation costs, and/or other allowances or reimbursements of any kind, including, but not limited to, workers' disability compensation benefits, unemployment compensation, Social Security Act protection(s) and benefits, any employment taxes, and/or any other statutory or contractual right or benefit based on or in any way related to any Municipality Agent's employment status or any alleged violation of any Municipality Agent's statutory, contractual (e.g., union, employment, or labor contract), constitutional, common law employment right, and/or civil rights by the Municipality. The Municipality agrees to indemnify and hold harmless the County from and against any and all Claim(s) which are imposed upon, incurred by, or asserted against the County or any County Agent by any Municipality Agent and/or which are based upon, result from, or arise from, or are in any way related to any Municipality Agent's wages, compensation, benefits, or other employment-

related or based rights, including, but not limited to, those described in this section.

- 8.3. The Municipality agrees that no Municipality Agent shall, by virtue of this Contract or otherwise, be considered or claimed to be an employee of the County and/or a County Agent. This Contract does not grant or confer, and shall not be interpreted to grant or confer, upon any Municipality Agents or any other individual any status, privilege, right, or benefit of County employment or that of a County Agent.
  - 8.4. The Municipality agrees to provide the County with information regarding any activity affecting the tax status of any parcel including but not limited to the following: Downtown Development Authorities, Redevelopment Plans, Tax Increment Financing Authorities. In addition, the municipality agrees to notify the County immediately of approval of any application for abatement or tax exemption.
  - 8.5. The Municipality agrees to inform the County Agents regarding any increase in taxation which is governed by the Truth in Taxation Act. Further, the Municipality agrees to inform the County Agents regarding any millage increase (new) or renewal.
  - 8.6. The Municipality will be responsible for Special Assessment billings, maintaining a paper trail of roll changes, maintaining the rolls in balance, and providing the Oakland County Equalization Division with the information necessary to prepare the warrant.
  - 8.7. The Municipality agrees that its agents will perform the following functions:
    - 8.7.1. Mechanically make name changes to Sidwell numbers on a monthly basis using the County's Computer terminals.
    - 8.7.2. Provide a copy of all building permits with Sidwell numbers to the County's Equalization Division on a monthly basis.
    - 8.7.3. Be responsible for the establishment, accuracy and compilation of all Special Assessment rolls in the Municipality.
    - 8.7.4. Forward all exemption applications, transfer affidavits, personal property statements and any and all other documents affecting the status or value of property located within the Municipality to the County's Equalization Division in a timely manner.
    - 8.7.5. Forward all information on splits and combinations after approval by the Municipality to the County's Equalization Division.
  - 8.8. In the event that Municipality Agents, for whatever reason, fail or neglect to undertake the tasks in Section 8.7 above, the County's Equalization Division may perform these tasks and they shall be paid on a time and material basis. Such rate shall be based upon the wages plus benefits of the person or persons performing said tasks.
- §9. INDEPENDENT CONTRACTOR. The Parties agree that at all times and for all purposes under the terms of this Contract, the County's and/or any and all County Agents' legal status and relationship to the Municipality shall be that of an Independent Contractor.

Except as expressly provided herein, each Party will be solely responsible for the acts of its own employees, Agents, and servants during the term of this Contract. No liability, right or benefits arising out of an employer/employee relationship, either express or implied, shall arise or accrue to either Party as a result of this Contract.

- §10. COUNTY PRIORITIZATION OF COUNTY RESOURCES. The Municipality acknowledges and agrees that this Contract does not, and is not intended to, create either any absolute right in favor of the Municipality, or any correspondent absolute duty or obligation upon the County, to guarantee that any specific number(s) or classification of County Agents will be present on any given day to provide County services to the Municipality.
- §11. INDEMNIFICATION. Each Party shall be responsible for any Claims made against that Party and for the acts of its Employees or Agents. In any Claims that may arise from the performance of this Contract, each Party shall seek its own legal representation and bear the costs associated with such representation including any attorney fees. Except as otherwise provided in this Contract, neither Party shall have any right under any legal principle to be indemnified by the other Party or any of its Employees or Agents in connection with any Claim. This Contract does not, and is not intended to, impair, divest, delegate or contravene any constitutional, statutory, and/or other legal right, privilege, power, obligation, duty, or immunity of the Parties. Nothing in this Contract shall be construed as a waiver of governmental immunity for either Party.
- §12. CANCELLATION OR TERMINATION OF THIS CONTRACT. Except as follows, and notwithstanding any other term or provision in any other section of this Contract, either Party, upon a minimum of ninety (90) calendar days written notice to the other Party, may cancel and/or completely terminate this Contract for any reason, including convenience, without incurring any penalty, expense, or liability to the other Party. The effective date for any such termination is to be clearly stated in the notice.
- 12.1. At 5:00 p.m. on the effective date of the cancellation of this Contract all Municipality and/or County obligations under this Contract, except those rights and obligations expressly surviving cancellation as provided for in this Contract, shall end.
- 12.2. The Municipality agrees that any and all Municipality obligations, including, but not limited to, any and all indemnification and hold harmless promises, waivers of liability, record-keeping requirements, any Municipality payment obligations to the County, and/or any other related obligations provided for in this Contract with regard to any acts, occurrences, events, transactions, or Claim(s) either occurring or having their basis in any events or transactions that occurred before the cancellation or completion of this Contract, shall survive the cancellation or completion of this Contract.
- §13. EFFECTIVE DATE, CONTRACT APPROVAL, AND AMENDMENT. The Parties agree that this Contract, and/or any subsequent amendments thereto, shall not become effective prior to the approval by concurrent resolutions of both the Oakland County Board of Commissioners and the Governing Body of the Charter Township of Oxford. The approval and terms of this Contract, and/or any possible subsequent amendments thereto, shall be entered in the official minutes and proceedings of both the Oakland County Board of Commissioners and the Governing Body of the Charter Township of


Oxford and shall also be filed with the office of the Clerk of the County and the Clerk for the Charter Township of Oxford.


- §14. The Parties agree that this Contract, and/or any possible subsequent amendments, shall be filed with the Michigan Secretary of State and this Contract, and/or any possible subsequent amendments, shall not become effective prior to this required filing with the Secretary of State.
- 14.1. The Parties agree that except as expressly provided herein, this Contract shall not be changed, supplemented, or amended, in any manner, except as provided for herein, and no other act, verbal representation, document, usage or custom shall be deemed to amend or modify this Contract in any manner.
- §15. NO THIRD-PARTY BENEFICIARIES. Except as expressly provided herein for the benefit of the Parties (i.e., County or Municipality), this Contract does not, and is not intended to, create, by implication or otherwise, any direct or indirect obligation, duty, promise, benefit, right to be indemnified (i.e., contractually, legally, equitably, or by implication) and/or any right to be subrogated to any Party's rights in this Contract, and/or any other right of any kind, in favor of any person, including, but not limited to, any County Agent or Municipality Agent or any Municipality Taxpayer, any Taxpayer's legal representative, any organization, any alleged unnamed beneficiary or assignee, and/or any other person.
- §16. CONSTRUED AS A WHOLE. The language of all parts of this Contract is intended to and, in all cases, shall be construed as a whole according to its fair meaning, and not construed strictly for or against any Party. As used in this Contract, the singular or plural number, possessive or nonpossessive shall be deemed to include the other whenever the context so suggests or requires.
- §17. CAPTIONS. The section headings or titles and/or all section numbers contained in this Contract 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 Contract.
- §18. NOTICES. Except as otherwise expressly provided for herein, any and all correspondence, invoices, and/or any other written notices required, permitted or provided for under this Contract to be delivered to either Party shall be sent to that Party by first class mail. All such written notices, including any notice canceling or terminating this Contract as provided for herein, shall be sent to the other Party's signatory to this Contract, or that signatory's successor in office, at the addresses shown in this Contract. All correspondence or written notices shall be considered delivered to a Party as of the date that such notice is deposited with sufficient postage with the U.S. Postal Service.
- §19. WAIVER OF BREACH. The waiver of a breach of any provision of this Contract shall not operate or be construed as a waiver of any subsequent breach. Each and every right, remedy and power granted to either Party or allowed it by law shall be cumulative and not exclusive of any other.
- §20. ENTIRE CONTRACT. This Contract, consisting of a total of fourteen (14) pages, sets forth the entire agreement between the County and the Municipality and fully 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 are not a mere recital and that there are no other agreements, understandings, contracts, or representations between the County and the Municipality in

any way related to the subject matter hereof, except as expressly stated herein. This Contract shall not be changed or supplemented orally and may be amended only as otherwise provided herein.

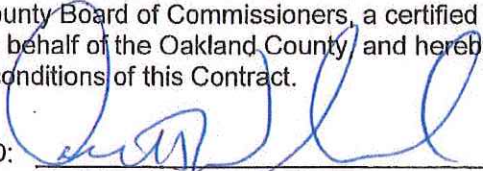
For and in consideration of the mutual assurances, promises, acknowledgments, warrants, representations, and agreements set forth in this Contract, and for other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, the undersigned hereby execute this Contract on behalf of the Parties, and by doing so legally obligate and bind the Parties to the terms and conditions of this Contract.

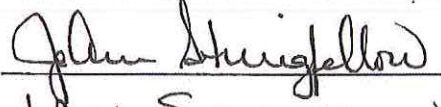
IN WITNESS WHEREOF, William Dunn, Supervisor of the Charter Township of Oxford hereby acknowledges that he has been authorized by a resolution of the Governing Body of the Charter Township of Oxford, a certified copy of which is attached, to execute this Contract on behalf of the Municipality and hereby accepts and binds the Charter Township of Oxford to the terms and conditions of this Contract.

EXECUTED:  DATE: 4-23-19  
William Dunn, Supervisor  
Charter Township of Oxford

WITNESSED:  DATE: 4/23/19  
Curtis W. Wright, Clerk  
Charter Township of Oxford

IN WITNESS WHEREOF, David T. Woodward, Chairperson, Oakland County Board of Commissioners, hereby acknowledges that he has been authorized by a resolution of the Oakland County Board of Commissioners, a certified copy of which is attached, to execute this Contract on behalf of the Oakland County and hereby accepts and binds Oakland County to the terms and conditions of this Contract.

EXECUTED:  DATE: 7-20-19  
David T. Woodward, Chairperson  
Oakland County Board of Commissioners

WITNESSED:  DATE: 7.20.19  
(Print Name) JOANN STRINGFELLOW DATE: \_\_\_\_\_  
County of Oakland

Date: June 8, 2022

To: Board of Trustees

From: Jack Curtis, Supervisor

Re: Ashley Ross resignation from Planning Commission

Dear Board Members:

Ashley Ross has submitted her resignation from the Planning Commission effective May 26, 2022.

Attached is the resignation letter that was forwarded to Supervisor Curtis and Planning Commission Chair Tom Berger.

The following motion is offered:

**I move to approve the resignation of Ashley Ross, with regrets, from the Charter Township of Oxford Planning Commission effective May 26, 2022.**

Supervisor Jack Curtis  
Chairperson Thomas Berger  
300 Dunlap Road  
Oxford MI 48371

Ashley Ross  
16 Pontiac Street  
Oxford, MI 48371

RE: Oxford Township Planning Commission

May 13, 2022

Dear Mr. Curtis & Mr. Berger,

Due to unforeseen personal circumstances, I regretfully must resign from my role on the Oxford Township Planning Commission effective at the conclusion of the next scheduled meeting, Thursday, May 26, 2022.

I am very grateful for the opportunity to serve and have enjoyed my time extensively. Please let me know if you would like to discuss further.

Sincerely,



Ashley Ross

Date: June 8, 2022

To: Board of Trustees

From: Jack Curtis, Supervisor

Re: Planning Commissioner appointment

Dear Board Members:

Ashley Ross has resigned from the Planning Commission effective May 26, 2022.

I am recommending James Fifield to fill the vacancy on the Planning Commission.

Attached is Mr. Fifield's resume for your review.

The following motion is offered for consideration:

**I move to appoint James Fifield to fill the vacancy on the Charter Township of Oxford Planning Commission effective June 8, 2022 with the term expiring December 31, 2024.**

# James Fifield

70 Park St. Oxford, MI 48371

Email: Jwfifield@gmail.com

Cell Phone: (248).872.7446

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## Summary

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Detail-oriented professional with strong technical skills in Paint Materials, Manufacturing, Paint Quality, Paint Applications, and Program Management.

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## Highlights

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- Paint process development
- Color matching, styling and design
- Data interpretation and analysis
- Excellent communication skills
- Early product design feasibility
- Safety-oriented
- Preventative maintenance and calibration
- Paint Chemistry –Pigmentation
- Innovation
- SPC, PFMEA, FMEA
- Proficient in Google and Microsoft Tools
- Teamcenter and CAD
- Six Sigma
- Lean Manufacturing

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## Experience

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### Stellantis (Fiat Chrysler Automobiles)

#### Advanced Topcoat Material and Process Engineer

11/01/21 to Current

Responsible for basecoat and clearcoat technologies for all of North America. Lead material conversions and troubleshoot issues from each manufacturing facility related to topcoat. Address warranty items and assist facilities in maintaining first time capability with topcoat related defects.

#### Early Product/Process Engineer

08/2017 to 11/01/21

Evaluated new model designs and current vehicles for adherence of manufacturing paint standards for application and feasibility to reduce operating costs. Maintained and used design for manufacturing and design for assembly standards to find gaps. Worked with Engineering groups to resolve issues before deadline design steps. Tracked reports and created issue cards to capture issues. Documented lessons learned from new program launches to create new standards aligned with engineering rules. Assisted paint launch teams with product related issues for new vehicle launches.

Lead for projects during new model launches. Developed the two-tone process for the new Grand Cherokee and Grand Wagoneer. Developed and applied new and existing processes before construction of new paint shop facilities based on previous lessons learned. Task force member of paint quality team that was responsible for eliminating quality concerns during launch. Fixed quality issues as needed for Topcoat, Primer, Sealer, and PT/ED. Troubleshoot and root cause investigations for issue elimination.

#### Paint Quality Engineer

04/2016 to 08/2017

Analyzed First Time Capability losses and created plans to increase FTC per plant. Highest loss defects tracked and identified throughout multiple paint shops. Managed projects for reduction in defects through Kaizens with root cause and elimination for sources of contamination. Improved plant quality by evaluating standard process control data for all paint processes. Implemented best practices and created a corporate defect library with focus on sources of contamination.

**Axalta Coating Systems****Color Matching Technician**

11/2014 to 04/2016

Measured and performed visual evaluations of colors. Adjusted formulas for desired results for color matches to standards or color inspiration palettes. Color styling and development to customer direction and design. System management for color prioritization. Part of GM color development team for body and APC applications. Assisted other teams for color development.

**Research and Development Technician**

05/2014 to 11/2014

Assisted Research Chemists in color development by preparing and spraying samples to OEM specifications. Accurately recorded test results for all coatings formulations. Documented experimental test results using computer programs such as Word, Excel. Statistically analyzed and communicated test information. Conducted both qualitative and quantitative analysis. Executed experimental design techniques and evaluation reports. Maintained safety by verifying compliance and assuring proper testing of equipment. Inspected and tested machinery to diagnose malfunctions. Handled, categorized and disposed of chemicals safely.

**Advance Auto Parts****Sales/Delivery Driver**

07/2012 to 09/2014

Sales representative for store. Assisted customers in diagnostics of auto related issues and solutions for problems with advice on how to fix them. Paint care knowledge for all products and auto body detailing. Staging for customer orders and part distribution. Delivered and picked up parts for local automotive repair facilities. Maintained store product and operational standards.

**Groves True Value Hardware****Paint Sales Specialist**

5/2009 to 6/2012

Paint specialist for DIY customers for home paints and coatings. Assisted customers in paint along with color selections and applications. Followed upcoming home paint trends and values for recommended colors choices. Created and mixed paints with color wheel with measured amounts for colorants to create specific colors using balanced clear systems developed by OEMs.

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**Education**

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**Additional Science Courses:**

01/2012 to 12/2013

**Oakland University, Rochester, Michigan, United States**

Higher coursework in Chemistry, Biochemistry, Physics, Astronomy, Education, and Earth Science.

**Bachelor of Science: Biology**

01/2007 to 05/2011

**Central Michigan University, Mt. Pleasant, Michigan, United States**

Coursework in Biology, Chemistry, Cell Biology, Bio-Statistics, Biotechnology, Microbiology, Conservation, Ecology, Genetics, and Physics.

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## Leadership & Community

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**Eagle Scout**

11/2005

Boy Scouts of America, Troop 366, Oxford, MI

*Achieved the rank of Eagle Scout from Troop 366 by completing goals for community involvement with numerous projects. My main project completed, I organized the construction of a reading garden at Leonard Elementary School for teachers to use with students for all types of learning.*

Date: June 8, 2022

To: Board of Trustees

From: Water and Sewer Committee  
*Jack Curtis, Jon Nold, Curtis Wright)*

Re: Red Barn Water Tower Cleaning

Dear Board Members:

Attached is a Memo from the Oakland County Water Resources Commission inquiring if Oxford Township would like the Red Barn Water Tower exterior cleaned.

You may have noticed the Wildcat water tower was recently cleaned and dramatically improved its' appearance.

The following motion is offered for consideration:

**I move to authorize the Oakland County Water Resources Commission to proceed with the cleaning of the Red Barn water tower.**

**The cost for the cleaning of the Red Barn water tower to be paid from the Oxford Township Water Fund Major Maintenance Reserve Funds on deposit with the Oakland County Water Resources Commission.**

## Curtis Wright

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**From:** Kennedy, Katie <kennedyk@oakgov.com>  
**Sent:** Friday, May 27, 2022 2:27 PM  
**To:** Jack Curtis; Curtis Wright; jnoldoxfordtownship@gmail.com; jim@sharpe-engineering.com  
**Cc:** Ploof, Amy; Sandahl, M. Drew; Earp, Zach  
**Subject:** Red Barn Tower Cleaning

Good Afternoon,

The WRC can have Red Barn Tower cleaned in June or early July 2022 if the Township approves. The estimated cost is \$6,250 and would be a budget extra from the Major Maintenance Reserve. Just like Wildcat, the cleaning would take approximately 1 work day and the tank can remain in service during the cleaning. Please provide approval and we will get the work scheduled.

Thank you,  
Katie

**Katrina Kennedy, P.E.**

Civil Engineer II



One Public Works Drive  
Waterford MI 48328  
[kennedyk@oakgov.com](mailto:kennedyk@oakgov.com)  
O: 248-858-1561  
M: 248-452-1457

Date: June 8, 2022

To: Board of Trustees

From: Jack Curtis, Supervisor

Re: Attorney Letter regarding Street Trees

Dear Board Members:

Attached is a letter from Attorney Gary Rentrop in regard to placement of street trees in single family residential districts.

The Board will need to provide direction based on this letter.

ATTORNEYS AND COUNSELORS AT LAW  
RENTROP & MORRISON, P. C.

39572 WOODWARD AVENUE, SUITE 222

BLOOMFIELD HILLS, MICHIGAN 48304

GARY R. RENTROP  
E-mail: grentrop@rentropmorrison.com

TELEPHONE (248) 644-6970  
FACSIMILE (248) 644-7141

May 27, 2022

Oxford Township Board  
c/o Jack Curtis and Curtis Wright  
Charter Township of Oxford  
300 Dunlap Road  
Oxford, MI 48371

Re: Street trees

Dear Board Members:

On May 24, 2022 I met with Supervisor Curtis, Tim London, and Tom Berger. There was a consensus that the current requirement of placing street trees in front of homes in single family residential districts should no longer be a requirement in the Township Zoning Ordinance and that this suggested change to the Zoning Ordinance should be communicated to the Township Board. This consensus was based upon the following:

1. For part of the year, trees cannot be successfully planted, resulting in the need to require the posting of Performance Guarantees to assure the trees are planted at a later date. Monitoring the requirement for street trees and the associated Performance Guarantees has been time-consuming and a headache for the Township, often resulting in disputes and debates with developers.
2. With some projects, this burden of planting street trees has been placed upon the homeowners, putting the Township in the difficult position of enforcing this requirement against homeowners who are often unaware of the requirement.
3. The street tree planting requirement for recent projects has been shifted to the homeowners for their own properties. It has been the experience of the above group that the quality of homes now being built in the Township has resulted in purchasing homeowners putting in their own high-quality landscaping in single-family developments, negating the need for the Township to require street trees on the homeowners' properties.
4. Street trees can damage sidewalks as the root structures grow.
5. Street trees at street corners can impair driver visibility as the trees grow larger.
6. Street tree branches, as they grow, drape over the traveled portion of roadways causing large vehicles to strike the street tree foliage.
7. There is no state law requirement that a municipality require landscaping, including street trees. This is a burden the Township has assumed.

The above group, however, is supportive of continuing the ordinance requirements for trees and other landscaping to be placed in residential common areas (including in single family and multifamily projects) as well as in commercial, industrial, and other non-residential projects.

Respectfully submitted,

  
Gary R. Rentrop

Date: June 8, 2022

To: Board of Trustees

From: Jack Curtis, Supervisor

Re: 2022 Road Commission for Oakland County ("RCOC") Gravel Road Improvement Program

Dear Board Members:

Attached is a Cost Participation Agreement from the RCOC for Oxford Township to participate in their 2022 Gravel Road Improvement Program.

This program will be funded through the RCOC Tri-Party program.

Oxford Township has \$209,413 in Tri-Party funds available for Oxford Township gravel road improvements. Of this \$209,413 Oxford Township will be responsible for 1/3 of the cost equaling \$69,804

If the Board is in favor, the following motion is offered for consideration:

**I move to enter into a Cost Participation Agreement with the Board of County Road Commissioners of the County of Oakland, Michigan and the Charter Township of Oxford for the 2022 Gravel Road Program Board Project Number 56832 in the amount of \$209,413 of which the Charter Township of Oxford will pay \$69,804 of Tri-Party funding as its' share of the cost participation in the 2022 Gravel Road Improvement program.**

## **COST PARTICIPATION AGREEMENT**

### **2022 GRAVEL ROAD PROGRAM**

**Charter Township of Oxford**

**Board Project No. 56832**

This Agreement, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2022, by and between the Board of County Road Commissioners of the County of Oakland, Michigan, hereinafter referred to as the BOARD, and the Charter Township of Oxford, hereinafter referred to as the COMMUNITY, provides as follows:

WHEREAS, the BOARD and the COMMUNITY have agreed to program the spreading of gravel and chloride on various roads under the jurisdiction of the BOARD, as described in Exhibit "A", attached hereto, and made a part hereof, the roads selected will be mutually agreed upon by the BOARD and the COMMUNITY, which are hereinafter referred to as the PROJECT; and

WHEREAS, the estimated total cost of the PROJECT is \$209,413; and

WHEREAS, the PROJECT involves certain designated and approved Tri-Party Program funding in the amount of \$209,413 which amount shall be paid through equal contributions by the BOARD, the COMMUNITY, and the Oakland County Board of Commissioners, hereinafter referred to as the COUNTY; and

WHEREAS, the COMMUNITY and the BOARD have reached a mutual understanding regarding the cost sharing of the PROJECT and wish to commit that understanding to writing in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants set forth herein, it is hereby agreed between the COMMUNITY and the BOARD that:

1. The BOARD shall forthwith undertake and complete the PROJECT, as above described, and shall perform all engineering, inspection and administration in reference thereto.

2. The actual total cost of the PROJECT shall include total payments to the contractor. Any costs incurred by the BOARD prior to this agreement date shall be allowable.
3. The estimated total PROJECT cost of \$209,413 shall be allocated simultaneously and proportionately as follows:
  - a. Tri-Party Program funding in the amount of \$209,413.
  - b. Any PROJECT costs above the Tri-Party Program funding of \$209,413 will be funded first with any available Tri-Party Program funds. If no Tri-Party Program funds are available, any PROJECT costs above \$209,413 will be funded 100% by the COMMUNITY.
4. Upon execution of this Agreement, the BOARD shall submit an invoice to the COMMUNITY in the amount of \$69,804 (being 100% of the COMMUNITY'S Tri-Party contribution).
5. Upon execution of this agreement and approval by the COUNTY, the BOARD shall submit an invoice to the COUNTY in the amount of \$69,804 (being 100% of the COUNTY'S Tri-Party contribution).
  - a. The invoice shall be sent to:

Lynn Sonkiss, Manager of Fiscal Services  
Executive Office Building  
2100 Pontiac Lake Road, Building 41 West  
Waterford, MI 48328
6. Upon receipt of said invoice(s), the COMMUNITY and the COUNTY shall pay to the BOARD the full amount thereof, within thirty (30) days of such receipt.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and date first written above.

BOARD OF ROAD COMMISSIONERS OF THE  
COUNTY OF OAKLAND  
A Public Body Corporate

By \_\_\_\_\_

Its \_\_\_\_\_

CHARTER TOWNSHIP OF OXFORD

By \_\_\_\_\_

Its \_\_\_\_\_

**EXHIBIT A**

**TRI-PARTY PROGRAM**

2022 Gravel Road Program

Charter Township of Oxford

Board Project No. 56832

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Spreading of gravel and chloride on various roads within the township.

ESTIMATED PROJECT COST
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Contractor Payments: **\$209,413**

COST PARTICIPATION BREAKDOWN
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	COMMUNITY	COUNTY	BOARD	TOTAL
TRI-PARTY PROGRAM	\$69,804	\$69,804	\$69,805	\$209,413
TOTAL	\$69,804	\$69,804	\$69,805	<b>\$209,413</b>

## **Curtis Wright**

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**From:** Luebbert, Laura L <lluebbert@rcoc.org>  
**Sent:** Tuesday, May 31, 2022 2:27 PM  
**To:** Jack Curtis  
**Cc:** Joseph Ferrari; Curtis Wright; Campbell, Colin; Danielle Smith; Noechel, Tom; Printz, Steve; Hafendorfer, Jason  
**Subject:** Project# 56832 - 2022 Gravel Road Program, Oxford Township  
**Attachments:** CP.56832 - 2022 Gravel Road Program, Oxford Twp.pdf

Good afternoon,

Attached is the cost participation agreement for the 2022 Gravel Road Program.

Please arrange for the agreement to be signed (on page 3) **without** the date (on page 1). Our Board will fill in the date on page 1 after their approval.

The signed agreement can be returned electronically or through US Mail. Our Board will return a fully executed original to you after their action.

Please feel free to contact me for any questions or concerns.

Sincerely,

***Laura Luebbert***

Engineering Aide

Email: [lluebbert@rcoc.org](mailto:lluebbert@rcoc.org)



Programming Division

31001 Lahser Road

Beverly Hills, MI 48025

Phone: 248-645-2000 Ext. 2213

Fax: 248-645-0618

Report road concerns to 877-858-4804 or [www.rcocweb.org](http://www.rcocweb.org)