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**CHARTER TOWNSHIP OF PLYMOUTH  
BOARD OF TRUSTEES MEETING**

Tuesday, August 09, 2016  
7:00 PM



**A. CALL TO ORDER at \_\_\_\_\_ P.M.**

**B. PLEDGE OF ALLEGIANCE TO THE FLAG**

**C. ROLL CALL:** Shannon Price \_\_\_\_\_, Nancy Conzelman \_\_\_\_\_, Chuck Curmi \_\_\_\_\_,  
Steve Mann, \_\_\_\_\_ Ron Edwards \_\_\_\_\_, Mike Kelly \_\_\_\_\_,  
Bob Doroshewitz \_\_\_\_\_

**D. APPROVAL OF AGENDA**

Regular Meeting - Tuesday, August 09, 2016

**E. APPROVAL OF CONSENT AGENDA**

**E.1 Approval of Minutes:**

Regular Meeting - July 19 2016

**E.2 Acceptance of Utility Easements:**

**E.3 Acceptance of Communications, Resolutions, Reports:**

Building Department Monthly Report - July 2016  
Fire Department Monthly Report - July 2016  
FOIA Monthly Report - July 2016

**E.4 Approval of Township Bills:**

		<b>Year 2016</b>
General Fund	(101)	\$817,634.32
Solid Waste Fund	(226)	116,890.71
Improvement Revolving Fund (Capital Projects)	(246)	7,174.11
Drug Forfeiture Fund	(265)	1,236.76
Golf Course Fund	(510)	2,882.29
Senior Transportation	(588)	10,748.95
Water and Sewer Fund	(592)	190,672.30
Trust and Agency Fund	(701)	7,396.10
Police Bond Fund	(702)	1,650.00
Tax Fund	(703)	-0-
Special Assessment Fund	(805)	21,423.98
<b>Total:</b>		<b>\$1,177,709.52</b>

**F. PUBLIC COMMENTS AND QUESTIONS**



**CHARTER TOWNSHIP OF PLYMOUTH  
BOARD OF TRUSTEES MEETING**

Tuesday, August 09, 2016  
7:00 PM



**G. PUBLIC HEARING**

- 1) Request for Board Action - Consent Amendment for Applied Fitness Solutions

**H. COMMUNITY DEVELOPMENT**

**I. UNFINISHED BUSINESS**

**J. NEW BUSINESS**

- 1) Request for Board Action - Approve WTUA Annual Budget - Resolution 2016-08-09-19
- 2) Request for Board Action - Approve the Senior Alliance 2017-2019 Multi-Year Plan (MYP) for Aging Services
- 3) Request for Board Action - Direction to the Board regarding Clerk's Authority to Open Mail

**K. SUPERVISOR AND TRUSTEE COMMENTS**

**L. CLOSED SESSION: Union negotiations: Open Meetings Act Section 8 (c)**

**M. PUBLIC COMMENTS**

**N. ADJOURNMENT**

**PLEASE TAKE NOTE:** The Charter Township of Plymouth will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at all Township Meetings, to individuals with disabilities at the Meetings/Hearings upon two weeks notice to the Charter Township of Plymouth by writing or calling the following: Human Resource Office, 9955 N Haggerty Road, Plymouth, MI 48170. Phone number (734) 354-3202 TDD units: 1-800-649-3777 (Michigan Relay Services)

**CHARTER TOWNSHIP OF PLYMOUTH  
BOARD OF TRUSTEES  
REGULAR MEETING  
TUESDAY, JULY 19, 2016**

**PROPOSED MINUTES**

Supervisor Price called the meeting to order at 7:03 p.m. and led in the Pledge of Allegiance to the Flag.

**MEMBERS PRESENT:** Shannon Price, Supervisor  
Nancy Conzelman, Clerk  
Ron Edwards, Treasurer  
Charles Curmi, Trustee  
Steve Mann, Trustee  
Michael Kelly, Trustee

**MEMBERS ABSENT:** Robert Doroshewitz, Trustee, Excused

**OTHERS PRESENT:** Patrick Fellrath, Dir. of Public Utilities  
Dan Phillips, Fire Chief  
Thomas Tiderington, Police Chief  
Kevin Bennett, Township Attorney  
David Richmond, Spalding-DeDecker Assoc.  
Alice Geletzke, Recording Secretary  
44 Members of the Public

**C. PROCLAMATION** Honoring Dennis Siedlaczek, Plymouth Township Planning Commission

Dennis Siedlaczek was presented a proclamation honoring him for his eleven years of service on the Planning Commission and wishing him well in the future.

**D. PRESENTATION** – Plymouth Township The Place to Be – Ben Corona

Because of technical difficulties, the presentation was not given and Mr. Price announced that the video will be available on the Township's Facebook page.

**E. APPROVAL OF AGENDA**

Regular Meeting - Tuesday, July 19, 2016

Ms. Conzelman presented an amended agenda with the following changes:

Item H, Closed Session, moved until later in the meeting as Item M.  
Item I.7, Amendment to 1980 Consent Judgment concerning 40700 Ann Arbor Road,  
Applied Fitness Solutions postponed for a Public Hearing until August 9.  
Addition of Item L.1, New Business, Request by Superior Services to work on Farrand  
School roof on Sundays

**CHARTER TOWNSHIP OF PLYMOUTH  
BOARD OF TRUSTEES  
REGULAR MEETING  
TUESDAY, JULY 19, 2016**

**PROPOSED MINUTES**

Moved by Ms. Conzelman and seconded by Mr. Mann to approve the agenda for the Board of Trustees regular meeting of July 19, 2016 as amended. Ayes all.

**F. APPROVAL OF CONSENT AGENDA**

**F.1 Approval of Minutes:**

Regular Meeting - June 14, 2016

**F.2 Acceptance of Utility Easements:**

**F.3 Acceptance of Communications, Resolutions, Reports:**

Building Department - June 2016

Fire Department - June 2016

FOIA - June, 2016

**F.4 Approval of Township Bills:**

		<b>Year 2016</b>
General Fund	(101)	986,447.44
Solid Waste Fund	(226)	161,037.76
Improvement Revolving Fund (Capital Projects)	(246)	444,869.35
Drug Forfeiture Fund	(265)	1,322.40
Golf Course Fund	(510)	13,916.44
Senior Transportation	(588)	12,015.25
Water and Sewer Fund	(592)	995,527.68
Trust and Agency Fund	(701)	57,908.26
Police Bond Fund	(702)	18,644.00
Tax Fund	(703)	10,688.71
Special Assessment Fund	(805)	38,049.48
<b>Total:</b>		<b>\$ \$2,740,426.77</b>

Moved by Ms. Conzelman and seconded by Mr. Edwards to approve the consent agenda for the Board of Trustees regular meeting of July 19, 2016. Ayes all.

**G. PUBLIC COMMENTS AND QUESTIONS**

Duane Zantop had objections regarding political sign compliance and denial of his FOIA request. Doreen Sharp brought up safety concerns regarding traffic control for the fireworks and suggested shuttles be considered. Brian Bentley objected to political sign placement. A

**CHARTER TOWNSHIP OF PLYMOUTH  
BOARD OF TRUSTEES  
REGULAR MEETING  
TUESDAY, JULY 19, 2016**

**PROPOSED MINUTES**

resident asked for an explanation as to why the rate of vandalism and break-ins has risen and also had complaints regarding political signs.

**I. PUBLIC HEARING**

- 1) Request for Board Action - Contract Award for Deer Creek S.A.D. Road Rehabilitation

Patrick Fellrath, Director of Public Services, and Daniel Brooks of Wade Trim Associates reviewed the project and bids received.

Moved by Mr. Curmi and seconded by Mr. Kelly that the contract for the Deer Creek Subdivision SAD Project be conditionally awarded to L. Anthony Construction Company in the amount of \$307,375.50, contingent upon the passage of the Hearing of Assessment, subject to the thirty (30) day appeal process. Ayes all.

- 2) Request for Board Action - Establish Deer Creek S.A.D.#180 and Confirm Assessment Roll - Resolution 2016-07-19-16

Mr. Price opened the public hearing at 7:24 p.m.

Anthony Pallotta asked about how the funds from Wayne County were distributed for the road projects and how he could see what portions of the road are scheduled for repair.

With no further public comment, the hearing was closed at 7:40 p.m.

Because there is to be further discussion of the attorney's opinion in conjunction with this item during closed session, it was moved by Mr. Mann and seconded by Ms. Conzelman to table the establishment of the Deer Creek Subdivision Road Rehabilitation SAD District No. 180. Ayes all.

- 3) Request for Board Action - Contract Award for Hunters Creed S.A.D. Road Rehabilitation Project

After review of the project and bids received by Mr. Fellrath and Mr. Brooks, it was moved by Mr. Curmi and seconded by Mr. Mann that the contract for the Hunters Creek Subdivision SAD Project be conditionally awarded to L. Anthony Construction Company in the amount of \$207,635.00, contingent upon the passage of the Hearing of Assessment, subject to the thirty (30) day appeal process. Ayes all.

- 4) Request for Board Action - Establish Hunters Creed S.A.D. #181 and Confirm Assessment Roll - Resolution 2016-07-19-17

**CHARTER TOWNSHIP OF PLYMOUTH  
BOARD OF TRUSTEES  
REGULAR MEETING  
TUESDAY, JULY 19, 2016**

**PROPOSED MINUTES**

Mr. Price opened the public hearing at 7:47 p.m.

Joe Cleveland asked that consideration be given to asking for a three-year warranty, rather than two.

With no more public comment, the hearing was closed at 7:52 p.m.

Moved by Mr. Mann and seconded by Mr. Edwards to approve Resolution **2016-07-19-17** establishing the Hunters Creek Subdivision Road Rehabilitation SAD District No. 181 and confirming the Assessment Roll as presented, subject to providing a thirty (30) day period to permit any person having interest in the real property to file a written appeal of the Special Assessment with the Michigan Tax Tribunal.

AYES: Conzelman, Edwards, Curmi, Mann, Price, Kelly  
NAYS: None  
ABSENT: Doroshewitz

A copy of the Resolution is on file in the Clerk's office for public perusal.

- 5) Request for Board Action - Award Contract for Ridgewood Hills 2,3,4 S.A.D. Road Rehabilitation

Mr. Fellrath and Mr. Brooks reviewed the project and bids received.

Moved by Mr. Kelly and seconded by Mr. Curmi that the contract for Ridgewood Hills No. 2, No. 3, and No. 4 Subdivisions SAD Project be conditionally awarded to Goretski Construction Company in the amount of \$676,400.00 contingent upon the passage of the Hearing of Assessment, subject to the thirty (30) day appeal process. Ayes all.

- 6) Request for Board Action - Establish Ridgewood Hills 2,3,4 S.A.D. #182 and Confirm Assessment Roll - Resolution **2016-07-19-18**

Mr. Price opened the public hearing at 8:04 p.m. Nazih Huaouy had questions about warranty inspection and when it starts. Ms. Conzelman read the letter received from Robert Gustin in which he listed his protests. There being no further comments, the public hearing was closed at 8:08 p.m.

Moved by Mr. Kelly and seconded by Mr. Curmi to approve Resolution **2016-07-19-18** establishing the Ridgewood Hills No. , No. 3, and No. 4 Subdivisions Road Rehabilitation SAD District No. 182 and confirming the Assessment Roll as presented subject to providing a thirty

**CHARTER TOWNSHIP OF PLYMOUTH  
BOARD OF TRUSTEES  
REGULAR MEETING  
TUESDAY, JULY 19, 2016**

**PROPOSED MINUTES**

(30) day period to permit any person having interest in the real property to file a written appeal of the Special Assessment with the Michigan Tax Tribunal.

AYES: Conzelman, Edwards, Curmi, Mann, Price, Kelly  
NAYS: None  
ABSENT: Doroshewitz

A copy of the Resolution is on file in the Clerk's office for public perusal.

**J. COMMUNITY DEVELOPMENT**

**K. UNFINISHED BUSINESS**

- 1) Request for Board Action - Approve Agreement with City of Plymouth for Partial Payment of Firefighter OPEB

Mr. Price explained that this agreement has been reached for payment of \$330,558.22 constituting the Township's out of pocket costs paid since January 1, 2012 through December 31, 2015, for retiree health care for firefighters who retired from the joint fire department; however, additional negotiations must continue to resolve costs from January 1, 2016 to date and to establish a method for the City to pay their share of Post Termination Health Care Costs moving forward, as well as addressing Pension Costs.

Moved by Mr. Curmi and seconded by Mr. Kelly to approve the Agreement between the Charter Township of Plymouth and City of Plymouth regarding Post Termination Healthcare Costs from January 1, 2012 through December 31, 2015. Ayes all.

**L. NEW BUSINESS**

- 7) Request for Board Action – Request by Superior Services to work on Farrand School roof on Sundays

Moved by Mr. Mann and seconded by Mr. Edwards to approve Superior Services RSH, Inc., request to work on Sunday, July 24, 2016 and Sunday, July 31, 2016 at Farrand Elementary School. Ayes all.

**M. CLOSED SESSION:**

At 8:15 p.m., Ms. Conzelman moved that a closed session be called for discussions regarding contract negotiations with IAFF pursuant to OMA Sections 8(c) and (1) attorney opinion

**CHARTER TOWNSHIP OF PLYMOUTH  
BOARD OF TRUSTEES  
REGULAR MEETING  
TUESDAY, JULY 19, 2016**

**PROPOSED MINUTES**

regarding FOIA appeal and (2) Deer Creek SAD, pursuant to OMA Section 8 (h). Seconded by Mr. Edwards. Ayes all on a roll call vote.

At 9:14 p.m. Ms. Conzelman moved to return to open session. Seconded by Mr. Edwards. Ayes all on a roll call vote.

Moved by Mr. Edwards and seconded by Mr. Mann to approve the tentative agreement dated July 12, 2016, between the Charter Township of Plymouth and the International Association of Fire Fighters (IAFF). Ayes all.

Township Attorney Kevin Bennett explained his opinion regarding the request of the attorney for the condo association located on Woodlands Court, a private drive which the condo owners maintain. The condo owners are also members of the Deer Creek Homeowners Association and requested a 12.82% reduction in the assessment for Deer Creek Park. Mr. Bennett recommended equal assessment based on benefit and history.

Moved by Mr. Curmi and seconded by Mr. Mann to approve Resolution **2016-07-19-16** establishing the Deer Creek Subdivision Road Rehabilitation SAD District No. **180** and confirming the Assessment Roll as presented subject to providing a thirty (30) day period to permit any person having interest in the real property to file a written appeal of the Special Assessment with the Michigan Tax Tribunal.

AYES:	Conzelman, Edwards, Curmi, Mann, Price, Kelly
NAYS:	None
ABSENT:	Doroshewitz

A copy of the Resolution is on file in the Clerk's office for public perusal.

**N. SUPERVISOR AND TRUSTEE COMMENTS**

Mr. Curmi asked about the status of the refund from the Wayne County Treasurer on the DEHOCO property and the amount collected for Fireworks parking. Mr. Edwards noted that \$6,000 was split 50/50 with Special Olympics. Mr. Edwards also said BS&A is up and running. Ms. Conzelman thanked all the sponsors and volunteers who participated in the picnic and fireworks and invited anyone to contact her office if they'll need an absentee ballot for the upcoming election. Mr. Price commented on the growth of the audience for the fireworks and the need to look at traffic control next year, and he asked for patience while the roof at Township Hall is being painted.

**O. PUBLIC COMMENTS**

**CHARTER TOWNSHIP OF PLYMOUTH  
BOARD OF TRUSTEES  
REGULAR MEETING  
TUESDAY, JULY 19, 2016**

**PROPOSED MINUTES**

Duane Zantop questioned whether the release of the Township promotional video now is political. Ed Haggerty felt he was assaulted verbally for a complaint he made back in May. He also objected to the placement of political signage.

**P. ADJOURNMENT**

Moved by Mr. Mann and seconded by Mr. Edwards to adjourn the meeting at 9:45 p.m. Ayes all.

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Nancy C. Conzelman, Township Clerk

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Shannon G. Price, Township Supervisor



**CHARTER TOWNSHIP OF PLYMOUTH**  
**DEPARTMENT OF BUILDING & CODE ENFORCEMENT**



**MONTHLY REPORT**

**July**  
**2016**

# Building Department 2016

<u>Classification</u>	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2015 Totals
<b>Total Building Permits</b>	39	67	78	125	102	115	160						686
<b><u>Trade Permits</u></b>													
Electrical	18	38	30	31	36	43	53						249
Mechanical	40	34	44	60	39	66	62						345
Plumbing	22	37	40	24	22	25	50						220
<b>Total Trade Permits</b>	119	176	192	240	199	249	325	0	0	0	0	0	1500
<b><u>Miscellaneous</u></b>													
Special Inspections	1	0	0	0	1	0	0						2
Temp Certificate of Occupancy	0	1	0	0	0	1	0						2
Re-Occupancy	1	4	5	2	1	2	2						17
Plan Review	9	11	12	9	12	8	7						68
ZBA	0	1	1	0	1	1	1						5
Re-inspection fees	0	5	2	1	1	8	7						24
Vacant Land Resigtration	0	0	1	2	2	1	0						6
<b>Total Miscellaneous</b>	11	22	21	14	18	21	17	0	0	0	0	0	124
<b><u>Application Fee's</u></b>													
Electrical	18	36	27	27	34	37	45						224
Mechanical	40	28	42	57	39	62	57						325
Plumbing	22	35	40	23	21	24	50						215
<b><u>License &amp; Registration</u></b>													
Builders	2	2	9	11	3	8	10						45
Electrical	14	15	16	12	15	12	14						98
Mechanical	5	5	5	8	7	4	5						39
Plumbing	7	6	7	5	11	5	14						55
<b>Total Misc/License/Application</b>	119	149	167	157	148	173	212	0	0	0	0	0	1125
<b>Grand Total</b>	238	325	359	397	347	422	537	0	0	0	0	0	2625
<b><u>Staffing Levels</u></b>													
Chief Building Official	1	1	1	1	1	1	1	1	1	1	1	1	
Part Time Building Inspector	1	1	1	1	1	1	1	1	1	1	1	1	
Full Time Ordinance Officer	1	1	1	1	1	1	1	1	1	1	1	1	
Full Time Admin Assistant	1	1	1	1	1	1	1	1	1	1	1	1	

## New Commerical Building for 2016

Company Name	Property Address	Type of Work	Construction Value	Status	Month
Plymouth Haggerty Associates	9835 Haggerty RD	New medical building	200,000	Issued	February
Plymouth Haggerty Associates	41504 Ann Arbor Rd	New retail building	400,000	Issued	March
Bosch	15000 Haggerty	New chemical building	500,000	Issued	March
Tower Automotive	43955 Plymouth Oaks	New Cold Storage	1,400,000	Issued	July
Total Construction Value			2,500,000		

## New Commercial Additions/Alterations for 2016

Company Name	Property Address	Type of Work	Construction Value	Status	Month
Hella N America	43811 Plymouth Oaks	bathroom remodel	30,000	Issued	January
Troy Design & Manufacturing	14425 Sheldon	computer room	350,000	Issued	January
Bosch	15000 Haggerty	solar array	200,000	Issued	January
Vacant	45550 Commerce Center	Phase I, underground	150,000	Issued	January
NewU	41300 Joy RD	warehouse door	100,000	Issued	January
Better Health	44427 Ann Arbor	demo 2 suites	6,000	Issued	January
Cequent Performance Products	47912 Halyard	Suite expansion	150,000	Issued	February
Building Bridges Therapy	46200 Port	Interior remodel	350,000	Issued	February
ATI Physical Therapy	44191 Plymouth Oak #800	Suite expansion	190,000	Issued	February
Mercy USA	44450 Pintetree 201	Interior remodel	63,000	Issued	February
1000 Degree Pizza	41576 Ann Arbor RD	Tenant finish	80,000	Issued	March
Michigan Manufacturing Tech	45501 Helm	3 additions	950,000	Issued	March
Duckworth & Associates	14496 Sheldon #210	Tenant finish	64,139	Issued	March
Better Health	44427 Ann Arbor RD	Tenant finish	160,000	Issued	April
Federal Mogul	47001 Port ST	Remodel & addition	6,939,000	Issued	April
Constellium	45550 Commerce Center	Tenant finish	1,500,000	Issued	April
QQ Nails	47325 Five Mile	Tenant finish	30,000	Issued	April
Argent International	41016 Concept	Interior remodel	130,000	Issued	April
Hella N America	43811 Plymouth Oaks	Lab expansion	142,000	Issued	April

Company Name	Property Address	Type of Work	Construction Value	Status	Month
Brugola	45555 Port	Remodel & addition	99,000	Issued	April
Secure 24	44675 Helm	Interior remodel	3,500	Issued	April
Troy Design & Manufacturing	14425 Sheldon	Phase II remodel	1,200,000	Issued	May
Zack's	9468 Main	Parking lot	30,000	Issued	May
TRAM	47200 Port	20 additional parking	48,920	Issued	May
TGR	47050 Port	7 additional parking	15,000	Issued	May
Troy Design & Manufacturing	14425 Sheldon	Crane, piers, columns	850,000	Issued	May
Our Lady of Good Counsel	47650 N Territorial	Addition	5,200,000	Issued	June
Webasto-Edscha Cabrio	14967 Pilot	Envior chamber	58,000	Issued	June
Allegra Network	47585 Galleon	20 Parking spaces	340,860	Issued	June
Chiron	44692 Helm #N	Tenant finish	105,000	Issued	June
Troy Design & Manufacturing	14425 Sheldon	Press foundations	2,100,000	Issued	July
Renaissance Roofing	15113 Northville RD	Tenant finish	14,000	Issued	July
Johnson Controls	49200 Halyard	Interior remodel	425,000	Issued	July
Toll Brothers	46979 Five Mile	Interior remodel	300,000	Issued	July
USA Hockey	14900 Beck	Locker Room	245,000	Issued	July
Total Construction Value			22,618,419		
Grand Total Construction Value			<u>25,118,419</u>		

## Residential Housing 2016

<u>Single Family Detached</u>				
	<u>Total #</u>	<u>Total #</u>	<u>Total</u>	<u>Total</u>
	<u>Buildings</u>	<u>Dwelling</u>	<u>Value</u>	<u>Square</u>
			<u>Construction</u>	<u>Feet</u>
January	0			
February	0			
March	1	1	204,854	2,137
April	0			
May	2	2	599,305	5,308
June	0			
July	1	1	235,100	2,454
August	0			
September	0			
October	0			
November	0			
December	0			
Totals	4	4	\$1,039,259	9,899

<u>Single Family Attached (Townhouses/ Row Houses)</u>				
	<u>Total #</u>	<u>Total #</u>	<u>Total</u>	<u>Total</u>
	<u>Buildings</u>	<u>Dwelling</u>	<u>Value</u>	<u>Square</u>
			<u>Construction</u>	<u>Feet</u>
January	0			
February	0			
March	1	3	525,000	3,600
April	0			
May	0			
June	0			
July	0			
August	0			
September	0			
October	0			
November	0			
December	0			
Totals	1	0	\$ 525,000	3,600

<u>Two-Family Buildings (Duplex)</u>				
	<u>Total #</u>	<u>Total #</u>	<u>Total</u>	<u>Total</u>
	<u>Buildings</u>	<u>Dwelling</u>	<u>Value</u>	<u>Square</u>
			<u>Construction</u>	<u>Feet</u>
January	0			
February	0			
March	0			
April	0			
May	0			
June	0			
July	0			
August	0			
September	0			
October	0			
November	0			
December	0			
Totals	0	0	\$ -	-

<u>Three-or-more Family Building (Apartments/Stacked Condos)</u>				
	<u>Total #</u>	<u>Total #</u>	<u>Total</u>	<u>Total</u>
	<u>Buildings</u>	<u>Dwelling</u>	<u>Value</u>	<u>Square</u>
			<u>Construction</u>	<u>Feet</u>
January	1	14	1,210,668	18,900
February	0			
March	0			
April	0			
May	0			
June	0			
July	1	14	1,053,000	16,200
August	0			
September	0			
October	0			
November	0			
December	0			
Totals	2	28	\$ 2,263,668	35,100

	<u>Total #</u>	<u>Total #</u>	<u>Value</u>	<u>Square</u>
	<u>Buildings</u>	<u>Dwelling</u>	<u>Construction</u>	<u>Feet</u>
Totals all categories	7	32	\$ 3,827,927	48,599

# Certificate of Occupancy List

08/02/2016

1/1

CofO Number	Status	Issued To	Address	CofO and Permit Dates	
<b>OF16-0045</b> <u>Permit Number</u> PB16-0347	ISSUED (FINAL) <u>Applicant Name</u> Kite & Fun Things	Kite & Fun Things	40522 ANN ARBOR TR <u>Contractor</u>	<u>CO Date Apply:</u> 07/05/2016 <u>Permit Date Apply:</u> 05/19/2016	<u>CO Date Finaled:</u> 07/05/2016 <u>Permit Date Issued:</u> 7/05/2016
<b>OF16-0046</b> <u>Permit Number</u> PB15-0190	ISSUED (FINAL) <u>Applicant Name</u> HB Manufacturing LLC	New Electric	15000 CLEAT ST <u>Contractor</u> HB Manufacturing LLC	<u>CO Date Apply:</u> 07/14/2016 <u>Permit Date Apply:</u> 04/07/2015	<u>CO Date Finaled:</u> 07/14/2016 <u>Permit Date Issued:</u> 4/14/2015
<b>OF16-0047</b> <u>Permit Number</u> PB16-0146	ISSUED (FINAL) <u>Applicant Name</u> Boyd Construction	QQ Nails & Spa	47325 FIVE MILE RD <u>Contractor</u> Boyd Construction	<u>CO Date Apply:</u> 07/27/2016 <u>Permit Date Apply:</u> 03/28/2016	<u>CO Date Finaled:</u> 07/27/2016 <u>Permit Date Issued:</u> 4/26/2016
<b>OF16-0048</b> <u>Permit Number</u> PB13-0341	ISSUED (FINAL) <u>Applicant Name</u> Thurber Building Co. (Matt Thurber)	Mussen, Warren	46565 Ann Arbor Trail <u>Contractor</u> Thurber Building Co. (Matt T	<u>CO Date Apply:</u> 07/29/2016 <u>Permit Date Apply:</u> 05/28/2013	<u>CO Date Finaled:</u> 07/29/2016 <u>Permit Date Issued:</u> 6/18/2013

All Records

Co.DateFinaled Between 7/1/2016 12:00:00 AM AND

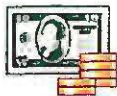
7/31/2016 11:59:59 PM AND

Co.Status = ISSUED (FINAL)

Number of CofO's: 4

Certificates of Occupancy and Re-Occupancy  
Plymouth Township  
July 2016\*  
WTUA

Address	Business Name	Business	Type of work	Business Forms Given Out	
				Yes	No
40522 Ann Arbor TR	Kite & Fun Things	Re-occupancy	Retail sales	X	
47325 Five Mile	QQ Nails & Spa	New Tenant finish	Nail salon		X



## Revenue Breakdown Report

Page: 1 of 30

08/02/2016

Filter: All Records, Transaction.DateToPostOn in <Previous month> [07/01/16 - 07/31/16]

Unit Totals		
Unit Name	Records	Revenue
	348	162,164.00
TOTAL	348	162,164.00

Record Type Totals		
Unit:	Records	Revenue
Name	23	23,650.00
Permit	325	138,514.00
UNIT TOTAL:	348	162,164.00

Record Type Breakdowns		
Unit:		
Record Type: Name	Records	Revenue
	23	23,650.00
TOTAL:	23	23,650.00

Record Type: Permit	Records	Revenue
Building	160	113,821.00
Electrical	53	8,839.00
Mechanical	62	7,598.00
Plumbing	50	8,256.00
TOTAL:	325	138,514.00



**Enforcement List Vacant Properties**

Address	Sid-well Number	Responsible Party	Date of Enforcement Action	Status Of Enforcement Action	Date Enforcement Closed
<b><u>VACANT BLD - RES</u></b>					
11367 43916 JOY RD	R-78-059-03-0216-000		07/07/09	Recv'd Registration	
11367 11677 FRANCIS	R-78-027-01-0129-000		04/09/10	Insp. Completed	09/20/10
11367 42405 HAMMILL	R-78-017-03-0048-301	Rottell, Barbara Joann Trust	08/05/10	Recv'd Registration	03/13/14
11367 11626 BUTTERNUT	R-78-027-01-0160-002		10/26/11	Recv'd Registration	01/16/14
11367 8890 NORTHERN	R-78-059-03-0136-000	Rowe, Kimberly W	01/13/12	Recv'd Registration	
11367 46021 ANN ARBOR TR	R-78-036-99-0011-000	Ritchie, Craig & Joyce	03/09/12	Recv'd Registration	
11367 9024 TAVISTOCK	R-78-066-01-0111-000	Christiana Trust	04/06/12	Recv'd Registration	03/31/15
11367 11677 FRANCIS	R-78-027-01-0129-000		08/06/12	Recv'd Registration	
11367 9440 NORTHERN	R-78-059-03-0167-000	Baczlo Properties, LLC	03/21/13	Recv'd Registration	
11367 11708 PACIOCCO CT	R-78-040-99-0010-702	Miller, Reed	08/05/13	Recv'd Registration	
11367 11432 MONA CT	R-78-064-04-0210-000	Five Brothers	08/13/13	Recv'd Registration	08/17/15
11367 9464 NORTHERN	R-78-059-03-0169-000	Hasimllari, Edmond	09/17/13		05/15/14
11367 40651 FIVE MILE	R-78-022-99-0002-001		10/15/13	Recv'd Registration	
11367 11864 HAGGERTY	R-78-027-01-0001-002		10/28/13	Insp. Scheduled	
11367 41451 CRABTREE LN	R-78-017-02-0521-000		11/27/13	Recv'd Registration	
11367 9464 NORTHERN	R-78-059-03-0169-000	Hasimllari, Edmond	04/30/14	Recv'd Registration	04/14/16
11367 11864 HAGGERTY	R-78-027-01-0001-002		05/14/14	Recv'd Registration	
11367 9037 NORTHERN	R-78-059-03-0201-000	Rupp, David	05/14/14	1st Reg ltr sent	
11367 46643 ANN ARBOR TR	R-78-035-99-0006-006	National Field Network	07/11/14	Recv'd Registration	05/17/16

**Enforcement List Vacant Properties**

Address	Sid-well Number	Responsible Party	Date of Enforcement Action	Status Of Enforcement Action	Date Enforcement Closed
11367 42405 HAMMILL	R-78-017-03-0048-301	Rottell, Barbara Joann Trust	07/28/14	No Violation	08/11/14
11367 49576 DONOVAN BLVD	R-78-041-02-0047-000	Freddie Mac	08/13/14	Recv'd Registration	
11367 45952 CONCORD DR	R-78-036-04-0058-000	Keller Williams, Lloyd Odell	10/22/14	Recv'd Registration	
11367 42082 OAK LANE	R-78-017-99-0033-001	Coldwell Banker Real Estate	01/16/15	Recv'd Registration	
11367 9037 NORTHERN	R-78-059-03-0201-000	Rupp, David	03/25/15	1st Reg ltr sent	
11367 42405 HAMMILL	R-78-017-03-0048-301	Rottell, Barbara Joann Trust	03/31/15	1st Reg ltr sent	
11367 9400 S MAIN	R-78-061-01-0003-000		03/31/15	2nd Notice	
11367 9024 TAVISTOCK	R-78-066-01-0111-000	Christiana Trust	04/25/16	Recv'd Registration	
11367 42480 PARKHURST	R-78-018-01-0046-000		05/17/16	1st Reg ltr sent	
11367 15102 MAPLEWOOD	R-78-017-07-0513-000	Coldwell Banker Preferred	05/18/16	Recv'd Registration	
11367 46425 SOUTHVIEW LANE	R-78-035-01-0018-000		05/25/16	Recv'd Registration	
11367 8810 BALL	R-78-059-02-0021-001		06/14/16	1st Reg ltr sent	
11367 11367 BROWNELL	R-78-064-04-0334-000		07/12/16	Closed	07/13/16
<b>Total: 32</b>					

**Enforcement List Vacant Properties**

Address	Sid-well Number	Responsible Party	Date of Enforcement Action	Status Of Enforcement Action	Date Enforcement Closed
<b><u>VACANT BLD- COM</u></b>					
11367 1303 ANN ARBOR RD	R-78-059-03-0042-000	Gregg Shoner (Trustee)	07/07/09	Recv'd Registration	01/04/12
11367 40347 ANN ARBOR RD	R-78-066-99-0001-001	Newman Family Trust	07/07/09	Violation Issued	04/11/13
11367 14556 JIB	R-78-009-03-0096-002	Elizabeth Stanaj	07/07/09	Recv'd Registration	
11367 41220 JOY RD	R-78-065-99-0011-005	DT2	02/10/12	Resolved	02/21/13
11367 40700 ANN ARBOR RD	R-78-064-03-0154-000	Applied Fitness Solutions	03/25/13	Recv'd Registration	
11367 1492 SHELDON RD	R-78-057-99-0001-013	American Beauty Tanning & Nail	09/23/14	Insp. Completed	
11367 46501 COMMERCE CENT	R-78-011-99-0001-712		10/20/14		
11367 41220 JOY RD	R-78-065-99-0011-005	DT2	03/31/15	Recv'd Registration	
<hr/>					
<b>Total: 8</b>					

08/02/16

**Enforcement List Vacant Properties**

Address	Sid-well Number	Responsible Party	Date of Enforcement Action	Status Of Enforcement Action	Date Enforcement Closed
<b><u>VACANT PROP - CO</u></b>					
11367 JOY RD	R-78-061-99-0026-001	Bruce Gould	07/07/09	Recv'd Registration	05/07/10
11367 JOY RD	R-78-061-99-0027-001	Bruce Gould	07/07/09	Violation Issued	06/14/11
11367 ANN ARBOR RD	R-78-054-99-0015-000	Shari Lightston, Trustee	07/07/09	Recv'd Registration	

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**Total: 3**

**Enforcement List Vacant Properties**

Address	Sid-well Number	Responsible Party	Date of Enforcement Action	Status Of Enforcement Action	Date Enforcement Closed
<b><u>VACANT PROP - RES</u></b>					
11367 Greystone Blvd	R-78-064-99-0022-701	Biondo Design & Building LLC	07/07/09	1st Reg ltr sent	
11367 BECK RD	R-78-040-99-0008-000	Marcus Raymond	07/07/09	1st Reg ltr sent	06/14/11
11367 ANN ARBOR RD	R-78-054-99-0015-000	Shari Lightston, Trustee	08/07/13	2nd Notice	03/28/14
11367 9464 NORTHERN	R-78-059-03-0169-000	Hasimllari, Edmond	10/14/13	Violation Issued	08/15/14
11367 11432 MONA CT	R-78-064-04-0210-000	Five Brothers	08/17/15	Recv'd Registration	
11367 44415 ERIK PASS	R-78-058-01-0046-000		04/06/16		
11367 14801 PLYMOUTH CROS	R-78-017-09-0001-700		05/12/16	Violation Issued	
<hr/>					
<b>Total: 7</b>					

08/02/16

**Enforcement List Vacant Properties**

Address	Sid-well Number	Responsible Party	Date of Enforcement Action	Status Of Enforcement Action	Date Enforcement Closed
<b>Total All Records: 50</b>			Page: 6		



# Plymouth Township Fire Department

## Monthly Report

July 2016

### **Response Information:**

The Plymouth Township Fire Department responded to **256** emergencies this month.

There was an average of **8** per day this month.

PTFD's average response time was 5 minutes 16 seconds to the scene. This includes all responses including non-emergent.

### **Mutual Aid:**

Plymouth Township Fire Department is a member of the Western Wayne County Mutual Aid Association and we provided mutual aid **7** times this month and received mutual aid **7** times.

### **EMS Information:**

HVA transported **92** patients to the hospital.

PTFD transported **19** patients to the hospital.

### **Fire Loss:**

There was \$**10,700.00** worth of damage to possessions and property. We prevented the destruction of \$**1,155,101.00** in property.

### **Fire Prevention:**

Plymouth Township Fire Department provided 102 comprehensive fire inspections to businesses within Plymouth Township.

Fire Safety public education classes are provided to hundreds of children throughout the year. This month, the department conducted **3** fire safety talks to **150**.

This year the fire department has trained **68** citizens in Cardiopulmonary Resuscitation(CPR).

## Incident Type Count Report

Date Range: From 7/1/2016 To 7/31/2016

Selected Station(s): All

### Incident

Type	Description	Count	
Station: ST1			
	111 - Building fire	2	0.78%
	131 - Passenger vehicle fire	1	0.39%
	<b>Total - Fires</b>	<b>3</b>	<b>2.13%</b>
	321 - EMS call, excluding vehicle accident with injury	76	29.69%
	322 - Vehicle accident with injuries	9	3.52%
	324 - Motor vehicle accident with no injuries	5	1.95%
	<b>Total - Rescue &amp; Emergency Medical Service Incidents</b>	<b>90</b>	<b>63.83%</b>
	444 - Power line down	11	4.30%
	445 - Arcing, shorted electrical equipment	2	0.78%
	<b>Total - Hazardous Conditions (No fire)</b>	<b>13</b>	<b>9.22%</b>
	531 - Smoke or odor removal	1	0.39%
	554 - Assist invalid	16	6.25%
	561 - Unauthorized burning	2	0.78%
	<b>Total - Service Call</b>	<b>19</b>	<b>13.48%</b>
	600 - Good intent call, other	1	0.39%
	611 - Dispatched & cancelled en route	7	2.73%
	6111 - Hospice Death	1	0.39%
	631 - Authorized controlled burning	2	0.78%
	652 - Steam, vapor, fog or dust thought to be smoke	1	0.39%
	661 - EMS call, party transported by non-fire agency	1	0.39%
	<b>Total - Good Intent Call</b>	<b>13</b>	<b>9.22%</b>
	700 - False alarm or false call, other	1	0.39%
	733 - Smoke detector activation due to malfunction	1	0.39%
	735 - Alarm system sounded due to malfunction	1	0.39%
	<b>Total - Fals Alarm &amp; False Call</b>	<b>3</b>	<b>2.13%</b>
	<b>Total for Station</b>	<b>141</b>	<b>55.08%</b>
Station: ST2			
	554 - Assist invalid	1	0.39%
	<b>Total - Service Call</b>	<b>1</b>	<b>100.00%</b>
	<b>Total for Station</b>	<b>1</b>	<b>0.39%</b>
Station: ST3			
	111 - Building fire	1	0.39%
	116 - Fuel burner/boiler malfunction, fire confined	1	0.39%
	<b>Total - Fires</b>	<b>2</b>	<b>1.75%</b>
	321 - EMS call, excluding vehicle accident with injury	59	23.05%
	322 - Vehicle accident with injuries	5	1.95%
	324 - Motor vehicle accident with no injuries	2	0.78%
	<b>Total - Rescue &amp; Emergency Medical Service Incidents</b>	<b>66</b>	<b>57.89%</b>
	411 - Gasoline or other flammable liquid spill	1	0.39%



**Incident**

Type	Description	Count	
Station; ST3 - (Continued)			
444	Power line down	10	3.91%
Total - Hazardous Conditions (No fire)		11	9.65%
500	Service Call, other	2	0.78%
551	Assist police or other governmental agency	1	0.39%
554	Assist invalid	9	3.52%
Total - Service Call		12	10.53%
600	Good intent call, other	2	0.78%
611	Dispatched & cancelled en route	12	4.69%
621	Wrong location	1	0.39%
622	No incident found on arrival at dispatch address	1	0.39%
Total - Good Intent Call		16	14.04%
700	False alarm or false call, other	1	0.39%
735	Alarm system sounded due to malfunction	2	0.78%
740	Unintentional transmission of alarm, other	1	0.39%
741	Sprinkler activation, no fire - unintentional	1	0.39%
744	Detector activation, no fire - unintentional	1	0.39%
Total - Fals Alarm & False Call		6	5.26%
900	Special type of incident, other	1	0.39%
Total - Special Incident Type		1	0.88%
Total for Station		114	44.53%
		256	100.00%

# Fire Department Response Times

Stations selected for analysis: All

Shifts selected for analysis: All

For Dates Beginning 7/1/2016 12:00:00AM Ending 7/31/2016 12:00:00AM

Incident Types selected for analysis: All

Incident Response Types selected for analysis: All Responses

Time in Minutes	Dispatch to Enroute	Percent Total	Cumulative Responses Percent	Enroute to Arrival	Percent Total	Cumulative Responses Percent	Dispatch to Arrival	Percent Total	Cumulative Responses Percent
0 - 1	131	62.09	131 62.09	11	5.42	11 5.42	8	3.69	8 3.69
1 - 2	53	25.12	184 87.20	20	9.85	31 15.27	12	5.53	20 9.22
2 - 3	22	10.43	206 97.63	29	14.29	60 29.56	18	8.29	38 17.51
3 - 4	2	0.95	208 98.58	41	20.20	101 49.75	37	17.05	75 34.56
4 - 5	2	0.95	210 99.53	34	16.75	135 66.50	35	16.13	110 50.69
5 - 6	0	0.00	210 99.53	24	11.82	159 78.33	38	17.51	148 68.20
6 - 7	0	0.00	210 99.53	19	9.36	178 87.68	25	11.52	173 79.72
7 - 8	0	0.00	210 99.53	10	4.93	188 92.61	20	9.22	193 88.94
8 - 9	0	0.00	210 99.53	2	0.99	190 93.60	8	3.69	201 92.63
9 - 10	0	0.00	210 99.53	6	2.96	196 96.55	5	2.30	206 94.93
10 +	1	0.47	211 100.00	7	3.45	203 100.00	11	5.07	217 100.00

Incident  
Total: 211

## Average Times per Incident

Average Fire Department Turn Out Time: 0 minute(s) 57 second(s)  
(Dispatch to Enroute)

Average Fire Department Travel Time: 4 minute(s) 22 second(s)  
(Enroute to Arrive)

Average Fire Department Turn Out and Travel Time: 5 minute(s) 16 second(s)  
(Dispatch to Arrive)

# Listing of Mutual Aid Responses by Mutual Aid Department

## Report for: PLYMOUTH TOWNSHIP FIRE DEPARTMENT

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### Department 08204: Canton Twp FD

#### Mutual Aid Given

#### Additional Mutual Aid Departments

0001593	July 13, 2016 14:37	3	08204	1600 S CANTON CENTER
0001609	July 15, 2016 10:24	3	08204	7510 EMBASSY
0001626	July 18, 2016 5:08	3	08204	42599 LILLEY POINTE
0001630	July 18, 2016 16:54	3	08204	On WARREN at SHELDON
0001652	July 22, 2016 15:12	3	08204	1150 S CANTON CENTER
0001696	July 28, 2016 0:52	3	08204	On nb 275 s of joy at E ANN ARBC

**Subtotal Mutual Aid Type** 6

**Subtotal Department** 6

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### Department 08232: City of Northville FD

#### Mutual Aid Received

#### Additional Mutual Aid Departments

0001533	July 8, 2016 19:16	1	08232	In rear of 11637 RUSSELL
0001535	July 8, 2016 19:40	1	08232	11666 HAGGERTY Rd
0001536	July 8, 2016 19:47	1	08232	In rear of 11687 RUSSELL

**Subtotal Mutual Aid Type** 3

#### Automatic Aid Recieved

#### Additional Mutual Aid Departments

0001605	July 14, 2016 16:38	2	08232	11846 BROWNELL
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**Subtotal Mutual Aid Type** 1

#### Automatic Aid Given

#### Additional Mutual Aid Departments

0001565	July 11, 2016 4:04	4	08232	105 HAGGERTY Rd
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**Subtotal Mutual Aid Type** 1

**Subtotal Department** 5

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### Department 08255: Northville Twp FD

#### Mutual Aid Received

#### Additional Mutual Aid Departments

0001529	July 8, 2016 19:06	1	08255	On RIDGE Rd at NORTH Dr
0001547	July 8, 2016 19:10	1	08255	In rear of 14301 ELM
0001606	July 14, 2016 17:45	1	08255	On SHELDON Rd at HELM St

**Subtotal Mutual Aid Type** 3

**Subtotal Department** 3

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**Total** 14

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# Agency Activity Summary

Plymouth Community Fire Dept

Agency: Plymouth Community Fire Dept | Service Date: From 07/01/2016 Through 07/31/2016

**Total Number of ePCRs: 141**

**Total Number of Incidents: 138**

## By Branch

01 Station 1 = 69

03 Station 3 = 72

## Run Disposition

	#	%		#	%
Transports	19	13.5%	Dead Prior To Arrival	1	0.7%
Treated / Transferred Care	92	65.2%	Dead After Arrival	N/A	N/A
Treated / No Transport	8	5.7%	Treat/Transported by Private Veh.	N/A	N/A
No Treatment	N/A	N/A	No Transport / Refused Care	17	12.1%
Transported / Refused Care	N/A	N/A	Other	4	2.8%
Cancelled	N/A	N/A	No Patient Found	N/A	N/A
Left Blank	N/A	N/A			

## Run Type

	#	%		#	%
<b>Emergency Runs</b>	141	100.0%	<b>Non-Emergency Runs</b>	N/A	N/A
Stand By	N/A	N/A	Stand By	N/A	N/A
Mutual Aid	1	0.7%	Mutual Aid	N/A	N/A
Interfacility	N/A	N/A	Interfacility	N/A	N/A
Intercept	N/A	N/A	Intercept	N/A	N/A
<b>Emergency Runs (Scheduled)</b>	N/A	N/A	<b>Non-Emergency Runs (Scheduled)</b>	N/A	N/A
Stand By	N/A	N/A	Stand By	N/A	N/A
Mutual Aid	N/A	N/A	Mutual Aid	N/A	N/A
Interfacility	N/A	N/A	Interfacility	N/A	N/A
Intercept	N/A	N/A	Intercept	N/A	N/A

Emergency Type Left Blank: 0

## Runs by Unit

Unit	Total Runs	Treat/Transp	Treat/Transfer	Treat/No Transp	Transp/Ref. Care	Cancelled	Dead Prior Arr	Dead After Arr	T/T Priv Veh	No Trans/Ref. Care	Other	No Pat. Found
0401	70	9	46	5	0	0	0	0	0	10	0	0
0402	1	0	1	0	0	0	0	0	0	0	0	0
0403	68	10	43	3	0	0	1	0	0	7	4	0
E1	1	0	1	0	0	0	0	0	0	0	0	0
E3	1	0	1	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>141</b>	<b>19</b>	<b>92</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>17</b>	<b>4</b>	<b>0</b>

## Runs by Service Level

Dispatched Service Level	#	%	Recommended Service Level	#	%
BLS	5	3.5%	BLS	16	11.3%
ALS	136	96.5%	ALS1	123	87.2%
SCT	N/A	N/A	ALS2	2	1.4%
			SCT	N/A	N/A
			Rotary Wing	N/A	N/A
			Fixed Wing	N/A	N/A

**Runs by Insurance Type with Service Level** (Multiple insurance types may have

been marked on a run)

Type	BLS	%	ALS1	%	ALS2	%	SCT	%Rotary Wing	%Fixed Wing	%	Total	%
Auto Ins.	1	0.7%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1	0.7%
None	15	10.6%	123	87.2%	2	1.4%	N/A	N/A	N/A	N/A	140	99.3%

**Runs by Primary PI (Note - Primary PI is based on the ICD-10 priority setup in HealthEMS)**

Description	#	%
Abdominal Pain	2	1.4%
Allergic Reaction	1	0.7%
Alt. Level Conscious	1	0.7%
Anxiety	2	1.4%
Behavioral Disorder	4	2.8%
CVA/Stroke	1	0.7%
Cardiac Arrest	1	0.7%
Cardiac Symptoms	2	1.4%
Chest Pain	6	4.3%
Dehydration Symp.	3	2.1%
Depression (acute)	3	2.1%
Diabetic Symptoms	1	0.7%
Dizziness	3	2.1%
Dyspnea-SOB	6	4.3%
Elevated Temp/Fever	2	1.4%
Headache (no trauma)	2	1.4%
Hemorrhage-(severe medical)	1	0.7%
Hyperthermia	1	0.7%
Hyperventilation	1	0.7%
Medication Reaction	1	0.7%
Monitoring Required	1	0.7%
Nausea	1	0.7%
No Medical Problem	5	3.5%
Poisoning	1	0.7%
Post-Op Complication	1	0.7%
Psychiatric Emerg.	4	2.8%
Respiratory Failure	1	0.7%
Seizure	4	2.8%
Sore Throat	2	1.4%
Syncope/Fainting	5	3.5%
Trauma Injury	21	14.9%
Unconscious	1	0.7%
Unknown Medical	16	11.3%
Vomiting	2	1.4%
Vomiting Blood	1	0.7%
Weakness	4	2.8%
Left Blank	27	19.1%
<b>Total</b>	<b>141</b>	<b>100.0%</b>

**Runs by Dispatch (EMD) Code**

<u>Description</u>	<u>#</u>	<u>%</u>
1 Abdominal Pain	3	2.1%
10 Chest Pain [non-traumatic]	11	7.8%
12 Convulsions/Seizures	7	5.0%
13 Diabetic	4	2.8%
15 Electrocution/Lightning	1	0.7%
17 Falls	22	15.6%
2 Allergies/Envenomations	1	0.7%
20 Heat/Cold Exposure	1	0.7%
21 Hemorrhage/Lacerations	1	0.7%
23 Overdose/poisoning	4	2.8%
25 Psychiatric/Abnormal behavior/Suicide Attempt	14	9.9%
26 Sick Person	26	18.4%
28 Stroke [CVA]	2	1.4%
29 Traffic/Accidents	17	12.1%
30 Traumatic Injuries	2	1.4%
31 Unconscious/Fainting	8	5.7%
32 Unknown Problem	2	1.4%
6 Breathing Problems	8	5.7%
88 Not applicable	1	0.7%
9 Cardiac or Respiratory Arrest/Death	1	0.7%
99 Unknown	3	2.1%
<i>Left Blank</i>	2	1.4%
<i>Total</i>	141	100.0%

**Transport From (Category)**

	#	%
Residence (Home)	88	62.4%
Scene of Accident or Acute Event	47	33.3%
Residential, Custodial Facility	2	1.4%
--Left Blank--	4	2.8%
<i>Total</i>	141	100.0%

**Transport From (Facility)**

	#	%
--Left Blank--	141	100.0%
<i>Total</i>	141	100.0%

**Transport To (Destination Facility)**

	#	%
St Mary Livonia ER	69	48.9%
No transport	23	16.3%
--Left Blank--	22	15.6%
Providence Park ER-Novi	8	5.7%
St Joe Ann Arbor ER	7	5.0%
UNIVERSITY OF MICHIGAN ER	5	3.5%
Henry Ford West Bloomfield	2	1.4%
Oakwood Canton	2	1.4%
VA ANN ARBOR ER	1	0.7%
Providence Southfield	1	0.7%
Henry Ford MAIN	1	0.7%
<i>Total</i>	141	100.0%

## **Incident Summary by Incident Type**

**Date Range: From 7/1/2016 To 7/31/2016**

**Incident Type(s) Selected: All**

<b>Incident Type</b>	<b>Incident Count</b>	<b>Used in Ave. Resp.</b>	<b>Average Response Time hh:mm:ss</b>	<b>Total Loss</b>	<b>Total Value</b>
Fire	5	4	00:06:32	\$10,700.00	\$1,155,101.00
EMS/Rescue	156	124	00:06:25	\$0.00	\$0.00
Hazardous Condition	24	20	00:08:27	\$0.00	\$0.00
Service Call	32	17	00:07:33	\$0.00	\$0.00
Good Intent	29	6	00:06:08	\$0.00	\$0.00
False Call	9	9	00:05:44	\$0.00	\$0.00
Other	1	1	00:01:00	\$0.00	\$0.00
<b>Totals</b>	<b>256</b>	<b>181</b>		<b>\$10,700.00</b>	<b>\$1,155,101.00</b>



# FOIA Monthly Report

Run Date: 08/05/2016 3:53 PM

Create Date	Company Name	Customer Full Name	Type of Information Requested	Amount of Payment
7/2/2016		Mr Duane Zantop	Accounting Records	
7/11/2016		Mr. Kurt Heise	Other	
7/13/2016	Civil & Environmental Consultants	Mr. Peter Van Heest	Assessing Records	
7/28/2016		Don Schnettler	Other	
7/29/2016		Estelle Oliansky	Assessing Records	
7/20/2016	The Planning and Zoning Resource Company	Ms. Jessica Combs	Other	
7/25/2016	American Tax Reporting	Eric Daniels	Other	
7/5/2016	Applied Environmental, Inc.	Alicia Chiaravalli	Other	
7/8/2016		John Itsell	Fire Report	
7/12/2016	EBI Consulting	RE Research Associate Kelsey Shields	Other	
7/12/2016		Mary Gow	EMS Report	
7/13/2016	Kerr, Russell and Weber, PLC	Legal Assistant Terri Bunch	Fire Report	
7/13/2016	Civil & Environmental Consultants	Mr. Peter Van Heest	Fire Report	
7/15/2016	Metropolitan Reporting Bureau	Tina Monteiro	Fire Report	
7/19/2016		Ms. Kari Porter	EMS Report	
7/29/2016	Applied Environmental, Inc.	Alicia Chiaravalli	Fire Report	
Total Requests: 16				Total Dollars: 0



## CHARTER TOWNSHIP OF PLYMOUTH REQUEST FOR BOARD ACTION

**MEETING DATE:** August 9, 2016

**ITEM:** Public Hearing on Consent Amendment to 1980 Judgment concerning 40700 Ann Arbor Road, Applied Fitness Solutions

**PRESENTER:** Shannon G. Price, Supervisor  
Jana Radtke, Community Development Director/Planner  
Kevin L. Bennett, Township Attorney

**OTHER INDIVIDUALS IN ATTENDANCE:** Mark LeChard, Applied Fitness Solutions

**BACKGROUND:** In 1980, Calvin C. Rock and the Township became subject to a Judgment regarding the use of 40700 Ann Arbor Road, specifically as a health club. The Judgment remains in place. 40700 Ann Arbor Road, LLC the current owner of the property, leases the property to Applied Fitness Solutions. The current owner and Applied Fitness Solutions have approached the Township about amending the Judgment in the following ways:

1. allow the health club to be used by members or customers between the hours of 10:00 p.m. of one day and 4:00 a.m. of the next succeeding day;
2. allow the use of exterior artificial lighting of the parcel between 11:00 p.m. of one day and 4:00 a.m. of the next succeeding day;
3. Change the sign requirements in the Judgment from specific to allow the uses allowed in the OS-ARC district;
4. Change the references in the Judgment from "Zoning Ordinance No. 47" "Zoning Ordinance No. 99" and the references from the "OS – Office Service zoning district" to the "OS-ARC, Office Service – Ann Arbor Road Corridor Zoning District;" and,
5. Delete the prohibition of public access to the facility from Haggerty Road.

The Township Attorney and the Attorney for 40700 Ann Arbor Road, LLC have agreed upon the format for the proposed Consent Amendment. If the Board approves the proposed Consent Amendment, the Attorneys will file a stipulated motion in Circuit Court for entry of the proposed Consent Amendment.

**ACTION REQUESTED:** Public Hearing / Board Consideration

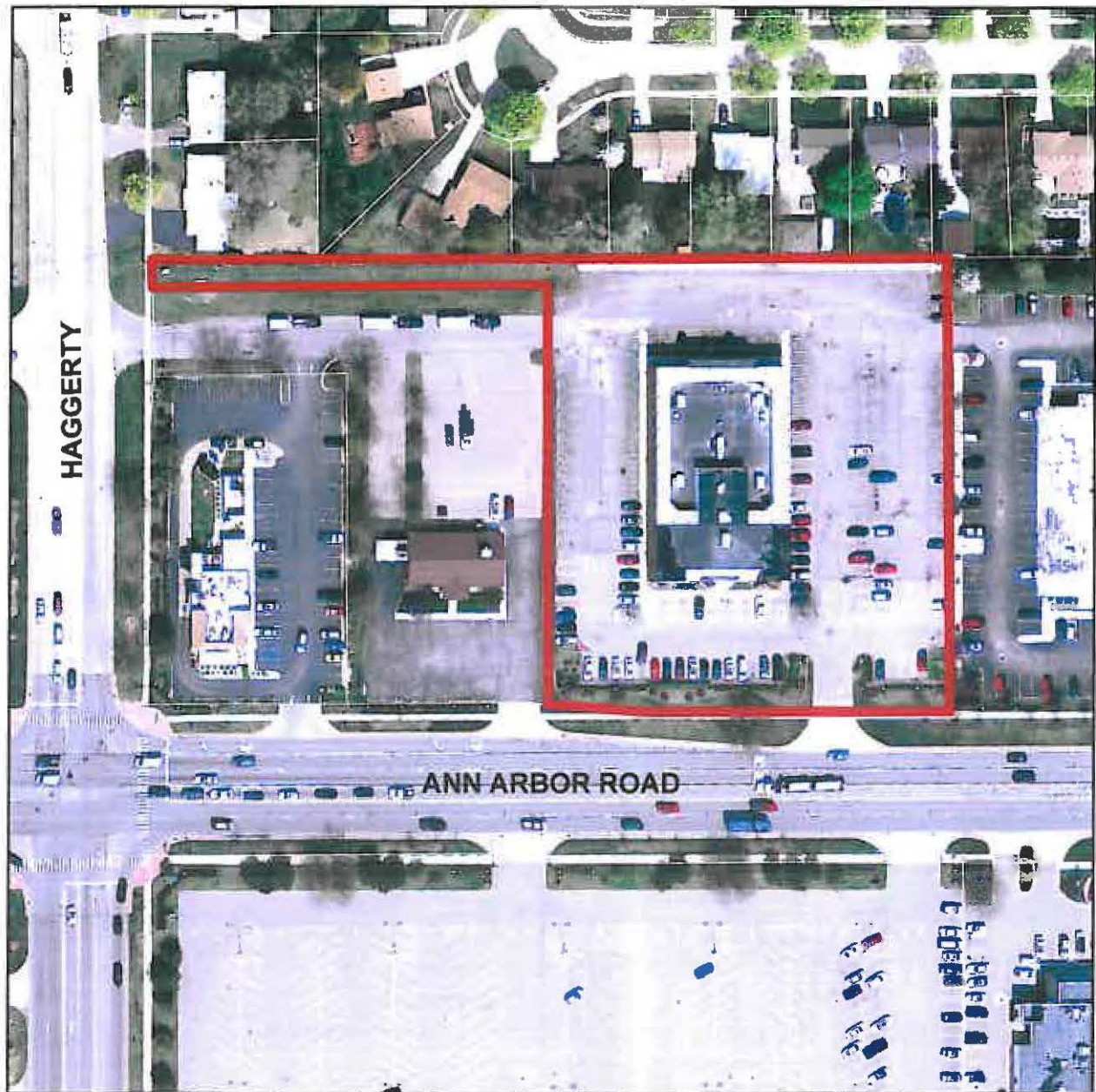
**BUDGET/ACCOUNT NUMBER:** N/A

**RECOMMENDATION:** Approve.

**MODEL RESOLUTION:** I move to approve Motion to Authorize the Township Attorney to file a joint motion with the Attorney for 40700 Ann Arbor Road, LLC to enter into a Consent Amendment to the 1980 Judgment for land use of Applied Fitness Solutions, 40700 Ann Arbor Road.

**ATTACHMENTS:** 1980 Judgment and proposed Consent Amendment





## Applied Fitness Solutions

40700 Ann Arbor Road  
R-78-064-03-0154-000

STATE OF MICHIGAN  
IN THE 3<sup>RD</sup> JUDICIAL CIRCUIT COURT

40700 ANN ARBOR ROAD LLC, Successor  
in interest of CALVIN C. ROCK,

Plaintiff,

v

Case No. 73-225-769-CZ  
HON.

CHARTER TOWNSHIP OF PLYMOUTH,

Defendant.

\_\_\_\_\_  
HEMMING, POLACZYK, CRONIN, WITTHOFF,  
BENNETT & DEMOPOULOS, P.C.  
BY: KEVIN L. BENNETT (P42972)  
Attorney for Defendant  
217 W. Ann Arbor Road, Suite 302  
Plymouth, MI 48170  
734.453.7877  
[kbennett@hpcswb.com](mailto:kbennett@hpcswb.com)

BRYAN D. MARCUS, P.C.  
BY: BRYAN D. MARCUS (P47125)  
Attorney for Plaintiff  
29488 Woodward Avenue, Suite 451  
Royal Oak, MI 48073-0903  
248.320.1071  
[bmarcus.x@gmail.com](mailto:bmarcus.x@gmail.com)

CONSENT FIRST AMENDMENT TO JUDGMENT DATED MAY 13, 1980

At a session of said Court held in  
the courthouse in Detroit, Michigan  
on \_\_\_\_\_

PRESENT: Hon. \_\_\_\_\_

The Court has read Defendant's Motion to Amend the Judgment dated May 13, 1980, and finds that the parties, by their respective counsel, consents to the entry of this First Amendment to Judgment dated May 13, 1980.

IT IS ORDERED:

1. Paragraph 2(c) is amended to allow the health club to be used by members or customers between the hours of 10:00 p.m. of one day and 4:00 a.m. of the next succeeding day.

2. Paragraph 2(d) is amended to allow the use of exterior artificial lighting of the parcel between 11:00 p.m. of one day and 4:00 a.m. of the next succeeding day. The remainder of the paragraph shall remain in full effect.

3. Paragraph 2(h) is amended to read as follows: "The property must comply with the signage requirements of the OS-ARC, Office Service – Ann Arbor Road Corridor Zoning District."

4. The references to "Zoning Ordinance No. 47" shall be changed to "Zoning Ordinance No. 99" and the references to the "OS – Office Service zoning district" shall be changed to the "OS-ARC, Office Service – Ann Arbor Road Corridor Zoning District."

5. Paragraph 2(j) is deleted.

This Consent Amendment to resolves the last pending claim and closes the case.

---

CIRCUIT JUDGE

Approved as to form and content,  
notice of entry waived:

---

KEVIN L. BENNETT (P42972)  
Attorney for Defendant

---

BRYAN D. MARCUS (P47125)  
Attorney for Plaintiff

STATE OF MICHIGAN  
IN THE CIRCUIT COURT FOR THE COUNTY OF WAYNE

CALVIN C. ROCK,

Plaintiff,

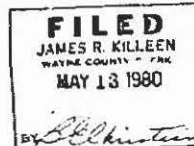
vs.

Case No. 73-225-769 CZ

Theodore R. Bohn  
(P 10955)

TOWNSHIP OF PLYMOUTH,  
a Body Politic; ITS  
SUPERVISOR, ITS CLERK,  
and ITS BUILDING INSPECTOR,  
Jointly and Severally,

Defendants.



JUDGMENT

At a session of said Court held  
in the Courtrooms of the City-  
County Building, Detroit, Mich-  
igan on MAY 13 1980

PRESENT: The Honorable THEODORE R. BOHN  
Judge of the Third Judicial Circuit

The above-entitled cause having been tried before  
this Court in February of 1976, and this Court having entered  
its Opinion on March 3, 1976, and Judgment having been entered  
March 5, 1976, and appeal having been taken and the Court of  
Appeals having issued its per curiam opinion February 8, 1978,  
remanding the case to this Court for additional findings of  
law or fact in light of Kirk v Tyrone Township, 398 Mich 429  
(1976), and this Court being well advised thereafter of the  
decisions of March 27, 1979, in the consolidated cases of Tur-  
kish v City of Warren and Ed Zaagman, Inc. v City of Kentwood,  
406 Mich 137 (1979), and this Court having entered its Order  
on May 22, 1979, remanding to Defendants consideration of the  
proper zoning designation for the subject property and present-  
ation within sixty (60) days of an adopted amendatory ordinance  
comporting with the dictates of equity as well as the require-

MR. RUSSELL  
AND OTHERS

ments of Constitutional reasonableness as applied to the premises, and this Court having thereafter scheduled a hearing to determine and implement the most equitable or "midsatisfactory use" to be made of Plaintiff's parcel, and this Court having been advised by the undersigned parties to the litigation as well as parties of interest in title to the land of their respective agreement to each and all of the provisions of this Judgment and this Court having found the provisions of this Judgment to be the most equitable or "midsatisfactory use" to be made of Plaintiff's parcel:

NOW, THEREFORE,

IT IS ORDERED AND ADJUDGED, as follows:

1. The real property subject to the provisions of this judgment is described as situated in the Township of Plymouth, Wayne County, Michigan, and more particularly described as:

OUTLOT B of ARBOR VILLAGE SUBDIVISION, NO. 2, being a part of the North one-half of Section 36, Town 1 South, Range 8 East, Plymouth Township, Wayne County, Michigan, according to the plat thereof as recorded November 27, 1963, in Liber 87, Pages 32 and 33 of Plats, Wayne County Records;

and hereinafter reference to the same may be made by the term "Plaintiff's parcel".

2. The only uses of land or structures placed on the land constituting Plaintiff's parcel shall be those uses, occupations or structures permitted in the OS zoning use district as established and defined in Zoning Ordinance No. 47, as amended to current date, of the Charter Township of Plymouth, formerly known as the Township of Plymouth, and the "midsatisfactory use" for Plaintiff's parcel, only, of a health club, subject to the following conditions pertaining to such health club use:

- a. No retail sales of goods or sales of goods to the general public or passersby, provided now-

HERA. RUSSELL  
AND WEBER

inal sales of goods directly related to activities performed within the structure to convenience users of the health club may be permitted.

- b. No sale of food or beverage, provided nominal sales of food or beverage of the type customarily dispensed by vending machines, such as juices, candy bars, coffee and soda pop, to convenience users of the health club and for consumption solely within the structure may be permitted.
- c. No occupation or use of the health club by members or customers between the hours of 10:00 p.m. of one day and 6:00 a.m. of the next succeeding day.
- d. No exterior artificial lighting of the Plaintiff's parcel between 11:00 p.m. of one day and 6:00 a.m. of the next succeeding day, provided artificial lighting during such hours in manner and extent subject to the sole determination of the Charter Township of Plymouth may be permitted or required to give illumination for security purposes or to give illumination of signs.
- e. No exterior artificial lighting at any time which may be described as high level flood or spot lighting or which causes or permits the dissemination, spill over, glare or reflection beyond the Plaintiff's parcel and upon the residential property abutting to the north of Plaintiff's parcel so that those persons residing upon said abutting property shall not be annoyed,



disturbed or bothered by light which has its source, in whole or in part, on Plaintiff's parcel.

- f. No outdoor storage of any food refuse or garbage, except that use of a dumpster for non-food garbage or refuse shall not be considered a violation of this provision.
- g. Vehicular parking requirements shall be based on one (1) parking space per 150 square feet of useable space.
- h. Two (2) exterior signs, only, shall be permitted. One of those signs shall be a ground sign to be located along Ann Arbor Road in compliance with Exhibit "A", attached hereto and incorporated herein by reference. The other sign shall be a wall sign to be located on the building's wall which faces Ann Arbor Road in compliance with Exhibit "B", attached hereto and incorporated herein by reference.
- i. All requirements of Zoning Ordinance No. 47, existing now or as hereafter amended, or any successor zoning ordinance, shall apply and control the Plaintiff's parcel, except the hereinbefore specified provisions shall take precedence over any zoning ordinance provisions to the contrary. In order that there be no future misunderstanding, the Plaintiff's parcel shall be subject to site plan review and controls, screening and buffering requirements, sign limitations, landscape and planting requirements, height-bulk-setback-yard requirements, and sidewalk-road alignment, construction and access requirements as are provided in the Zoning

KERR, RUSSELL  
AND WILSON

Ordinance No. 47 and applicable to the OS - Office Service zoning district.

- j. Primary access to the property shall be by way of the Ann Arbor Road frontage. No access to the property shall be permitted by way of the "panhandle", being the 20 foot in width portion of the Plaintiff's parcel extending from Haggerty Road to the main portion of the parcel and generally constituting the north-west portion of Plaintiff's parcel, unless the additional access point at Haggerty Road is approved by the Wayne County Road Commission and unless the Planning Commission of the Charter Township of Plymouth approves the additional access point at Haggerty Road and the Plaintiff agrees to perform and does in fact complete such structures or improvements on or along said panhandle as the Planning Commission may, in its sole discretion, determine reasonable and necessary to reduce any negative impact of such access route on the single-family residential area abutting and to the north of the panhandle and Plaintiff's parcel.
- k. The parties understand that the premises immediately adjacent to the east of Plaintiff's parcel are currently utilized as a residential use and have recently been rezoned from R-1 to OS - Office Service zoning district. Further, the parties understand that the provisions of Section 19.10(1) of Zoning Ordinance No. 47 require certain screening of Plaintiff's parcel when the premises immediately to the east are a "Residential

WETA, PLYMOUTH  
AND TOWNSHIP

Use" or a residential use zoning district. So long as the premises immediately to the east of Plaintiff's parcel continue to be zoned OS - Office Service and the residential use thereof ceases within three years (or within such further period of time as the Planning Commission of the Charter Township of Plymouth in its sole discretion may permit), the Plaintiff's parcel will not be required to provide the screening otherwise required by the provisions of Section 19.10(1), or any amendment thereof or successor section thereof; provided that the Plaintiff's parcel will be required to conform to said Section 19.10(1), or any amendment thereof or successor section thereto, if the premises immediately adjacent to the east of Plaintiff's parcel are not developed in an OS - Office Service use within the aforesaid period of time.

3. Pursuant to GCR 405, this Court determines that the following persons, corporations or entities are necessary parties to the within cause, and by subscription hereunder either personally or by the attorney-at-law of said party, each and all of said parties is and are subject to the jurisdiction of this Court and subject to the terms of this Judgment:

- a. Antoinette M. Rock
- b. Lawrence C. Rock.
- c. Leona C. Rock.
- d. Jerry A. Costanza.
- e. Joyce B. Costanza.
- f. Andrew Ansara.
- g. Vic Tanny International, Inc., its assigns, or a group of which management will be constituted by the principals of Vic Tanny International, Inc.

KENN. RUSSELL  
AND WEBER

4. A certified copy of this Judgment shall forthwith be obtained by counsel for Plaintiff and shall be recorded by Plaintiff's counsel with the Wayne County Register of Deeds at the sole expense of Plaintiff. This Judgment and all provisions hereof shall inure to the benefit of and shall be binding upon the respective parties, their heirs, successors and assigns, and shall constitute covenants running with the land and binding upon the land in perpetuity and all persons having any interest in or to said land, or any part thereof, shall be subject to the same.

5. The provisions of the applicable ordinances of the Charter Township of Plymouth shall fully apply and govern all matters pertaining to the land and development thereof and uses or structures thereon except as provided in this Judgment and except that any uses or structures completed in accordance with the provisions of this Judgment shall not be deemed to be non-conforming uses or structures as such term may be utilized in the applicable ordinances of the Charter Township of Plymouth.

6. This Judgment is entered without prejudice to the rights of the Charter Township of Plymouth as respects any property or person but for the specific Plaintiff's parcel and the parties of interest to said property. This Court expressly determines that the within adjudication shall not be utilized as evidence or precedence in any other proceeding.

7. This Court shall retain jurisdiction of this cause and the parties hereto solely for the purpose of enforcing the terms of this Judgment without variance or change in the substance and form of this Judgment.

8. This Court hereby determines that the ends of justice are best served by holding for naught the Order to Amend Judgment entered January 14, 1977 and the Judgment entered March 5, 1976, and the same hereby are deemed void nunc pro tunc.

WILLIAM RUSSELL  
AND WENDY



## **CHARTER TOWNSHIP OF PLYMOUTH REQUEST FOR BOARD ACTION**

**MEETING DATE:** August 9, 2016

**ITEM:** Western Townships Utility Authority (WTUA) Annual Budget  
Resolution Number 2016-08-09-19

**PRESENTER:** Shannon Price, Supervisor

**OTHER INDIVIDUALS IN ATTENDANCE:** None anticipated.

**BACKGROUND:** Resolution to adopt WTUA Annual Budget

**ACTION REQUESTED:** Approve

**BUDGET/ACCOUNT NUMBER:**

**RECOMMENDATION:** Approve

**MODEL RESOLUTION:** Move to approve Resolution Number 2016-08-09-19 approving Western Townships Utility Authority (WTUA) Annual Budget for the Year Ending September 30, 2017.

**ATTACHMENTS:**

Annual Budget Document prepared and adopted by the Board of Commissioners of WTUA for approval by the member Townships

**STATE OF MICHIGAN  
COUNTY OF WAYNE  
CHARTER TOWNSHIP OF PLYMOUTH**

**RESOLUTION NUMBER 2016-08-09-19**

**RESOLUTION TO APPROVE THE  
WESTERN TOWNSHIPS UTILITY AUTHORITY ("WTUA")  
ANNUAL BUDGET DOCUMENT  
FOR THE YEAR ENDING SEPTEMBER 30, 2017**

At a regular meeting of the Charter Township of Plymouth Board of Trustees held at the Township Hall located at 9955 N Haggerty Road, Plymouth, Michigan on the 9th day of August, 2016, at 7:00 p.m.; and

**WHEREAS**, the Western Townships Utilities Authority (WTUA) has prepared a budget for the fiscal year ending September 30, 2017 which has been reviewed by the WTUA Finance Committee on July 12, 2016 and the Board of Commissioners on July 25, 2016; and

**WHEREAS**, the Authority is required to present its budget for the fiscal year to each of its member Townships for approval,

**NOW, THEREFORE BE IT RESOLVED THAT**, the Charter Township of Plymouth does approve the WTUA budget for the fiscal year ending September 30, 2017, in the amounts presented.

**Present:** [Conzelman, Curmi, Edwards, Kelly, Price, Doroshewitz, Mann]

**Absent:**

**Moved:**

**Second:**

**Roll Call Vote**

**Ayes:** [Conzelman, Curmi, Edwards, Kelly, Price, Doroshewitz, Mann]

**Nays:**

**Adopted:** [Regular Meeting of the Board of Trustees on August 9, 2016]

\_\_\_\_\_  
Nancy Conzelman, Township Clerk

**Certification of Copy**

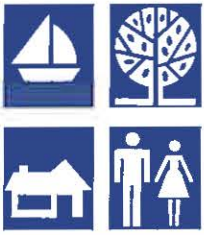
**STATE OF MICHIGAN)  
COUNTY OF WAYNE )**

I, Nancy C. Conzelman, Clerk of the Charter Township of Plymouth, Wayne County, State of Michigan, do hereby certify that the foregoing is a true copy of a Resolution adopted by the Charter Township of Plymouth Board of Trustees at their Regular Meeting held on the Adopted Date, the original of which is on file in my office.

\_\_\_\_\_  
Plymouth Township Clerk

\_\_\_\_\_  
Date

**Resolution: 2016-08-09-19**



July 26, 2016

Ms. Nancy Conzelman, Clerk  
Charter Township of Plymouth  
9955 N. Haggerty Road  
Plymouth, MI 48170-4673

Re: WTUA Proposed Annual Budget

Dear Ms. Conzelman:

According to Section 7.5 of the Western Townships Utilities Authority Finance and Service Agreement with the Charter Townships of Canton, Northville and Plymouth, WTUA shall annually submit a budget to each of the Townships for its approval in August of each year.

Enclosed please find eight (8) copies of the WTUA Proposed Annual Budget for the fiscal year 2016/2017, as well as a proposed resolution for approval of the budget. The enclosed copies are for the Board of Trustees to review, plus one copy for your files. Please return a signed copy of the resolution once it has been approved by the Board.

This letter also confirms that the WTUA Proposed Annual Budget is on the Plymouth Township Board of Trustees agenda for 7:00 pm on August 9, 2016. Please confirm this by forwarding a copy of the August 9<sup>th</sup> agenda to our office.

If you have any questions, please do not hesitate to contact me.

Sincerely,

Aaron Sprague  
Director of Operations

Enc

cc: Ron Edwards, Treasurer (Enc)



# **Western Townships Utilities Authority**

---

**SERVING THE CHARTER TOWNSHIPS OF CANTON, NORTHVILLE AND PLYMOUTH**

## **ANNUAL BUDGET YEAR ENDING SEPTEMBER 30, 2017**

**Version 2 - Finance Committee Review  
Board Study Session  
Township Approvals**

**Prepared by:**

**Suzanne Reel, Accountant  
Aaron Sprague, Director of Operations  
Jack Polhill, OMI Project Manager**

**Reviewed by:**

**WTUA Finance Committee - July 12, 2016  
Board of Commissioners Study Session - July 25, 2016**



**WESTERN TOWNSHIPS UTILITIES AUTHORITY  
PROPOSED ANNUAL BUDGET  
OCTOBER 1, 2016 - SEPTEMBER 30, 2017**

Audited 2013/2014 Actual	Audited 2014/2015 Actual	Approved 2015/2016 Budget	Amended 2015/2016 Budget	Current YTD 7/28/2016	Projected 2015/2016	Recommended 2016/2017 Budget	% Variance Over/Under 2015/2016 Budget	% Variance Over/Under 2015/2016 Projected
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**OPERATIONS BUDGET**

**REVENUES**

Township billings	\$ 12,887,870	\$ 14,143,851	\$ 15,819,358	\$ 15,819,358	\$ 10,882,233	\$ 15,413,898	\$ 17,111,176	8.17%	11.01%
Sew grant funds	138,339	115,827	182,000	182,000	39,983	182,000	141,300	(12.78%)	(12.78%)
Interest earnings & other revenue	-	118,358	-	-	78,227	78,227	-	0.00%	0.00%
<b>Total Revenues</b>	<b>12,824,009</b>	<b>14,379,036</b>	<b>15,981,358</b>	<b>15,981,358</b>	<b>11,000,443</b>	<b>15,653,926</b>	<b>17,252,476</b>	<b>7.95%</b>	<b>10.21%</b>

**EXPENDITURES**

Sewage treatment charges	\$ 10,329,913	\$ 11,542,888	\$ 12,888,962	\$ 12,888,962	\$ 8,938,512	\$ 12,730,221	\$ 14,082,419	10.82%	10.48%
Operations and maintenance	1,488,030	1,838,555	2,177,165	2,177,165	1,284,450	1,854,444	2,151,394	(1.16%)	18.01%
Administrative	407,913	813,062	583,420	583,420	381,928	518,450	523,292	(7.12%)	0.93%
YCUA capacity rental	817,163	584,731	550,811	550,811	550,811	550,811	515,371	(8.43%)	(8.43%)
<b>Total Expenditures</b>	<b>12,824,009</b>	<b>14,379,036</b>	<b>15,981,358</b>	<b>15,981,358</b>	<b>11,136,701</b>	<b>15,653,926</b>	<b>17,252,476</b>	<b>7.95%</b>	<b>10.21%</b>

<b>NET OPERATING INCOME</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (136,258)</b>	<b>\$ -</b>	<b>\$ -</b>		
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**WORKING CAPITAL**

Beginning balance	\$ 278,890	\$ 278,890	\$ 278,890	\$ 278,890	\$ 278,890	\$ 278,890	\$ 278,890		
Transfer from ERF	-	-	-	-	-	-	-		
Revenues less expenditures	-	-	-	-	(136,258)	-	-		
<b>Ending balance</b>	<b>\$ 278,890</b>	<b>\$ 278,890</b>	<b>\$ 278,890</b>	<b>\$ 278,890</b>	<b>\$ 142,632</b>	<b>\$ 278,890</b>	<b>\$ 278,890</b>		

**DEBT SERVICE BUDGET**

**REVENUES**

Bond debt billings to townships	\$ 10,862,078	\$ 10,878,575	\$ 10,512,438	\$ 10,512,438	\$ 10,089,458	\$ 10,511,088	\$ 10,834,950		
Restricted earnings	740	1,829	-	-	1,898	1,370	-		
<b>Total revenues</b>	<b>\$ 10,862,819</b>	<b>\$ 10,878,204</b>	<b>\$ 10,512,438</b>	<b>\$ 10,512,438</b>	<b>\$ 10,091,154</b>	<b>\$ 10,512,438</b>	<b>\$ 10,834,950</b>		

**EXPENDITURES**

Principal payment - 2009 Issue	5,815,000	5,755,000	6,015,000	6,015,000	6,015,000	6,015,000	6,290,000		
Interest expense - 2009 Issue	1,335,825	1,083,862	786,183	786,183	593,419	786,183	455,100		
Principal payment - 2012 Issue	2,795,000	2,755,000	2,710,000	2,710,000	2,710,000	2,710,000	3,160,000		
Interest expense - 2012 Issue	1,185,863	1,102,813	1,021,275	1,021,275	771,037	1,021,275	829,850		
<b>Total bond debt requirements</b>	<b>\$ 10,931,488</b>	<b>\$ 10,676,575</b>	<b>\$ 10,512,438</b>	<b>\$ 10,512,438</b>	<b>\$ 10,089,458</b>	<b>\$ 10,512,438</b>	<b>\$ 10,834,950</b>		

**WESTERN TOWNSHIPS UTILITIES AUTHORITY  
PROPOSED ANNUAL BUDGET  
SUPPLEMENTAL INFORMATION  
DETAIL WORKSHEETS**

*Sewage Treatment Charges  
Operations & Maintenance Overview  
Lower Rouge and Middle Rouge  
Force Main, Collection System, Vehicle and Saw Grant Expenditures  
Administrative  
Administrative-Detail of Computer Expense  
Analysis of Bond Debt Service  
Additional Debt Service Information*

**WESTERN TOWNSHIPS UTILITIES AUTHORITY  
PROPOSED ANNUAL BUDGET WORKSHEET  
OCTOBER 1, 2016 - SEPTEMBER 30, 2017**

Audited 2013/2014 Actual	Audited 2014/2015 Actual	Approved 2015/2016 Budget	Amended 2015/2016 Budget	Current YTD 7/26/2016	Projected 2015/2016	Recommended 2016/2017 Budget
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**SEWAGE TREATMENT CHARGES**

<b>Wayne County</b>							
Sewage treatment charges	\$ 3,329,318	\$ 6,111,404	\$ 6,497,187	\$ 6,497,187	\$ 4,918,314	\$ 6,697,105	\$ 7,293,040
Fixed charges/excess flow	2,318,067	-	-	-	-	-	-
<b>YCUA:</b>							
Sewage treatment charges	4,642,311	5,322,408	6,091,775	6,091,775	3,934,883	5,489,697	6,399,260
Industrial pre-treatment charges	86,018	88,077	101,000	101,000	86,315	106,300	138,000
GASB 68 - UAAL pension (fixed)					-	232,119	232,119
Lookback	(43,801)	20,798	-	-	-	205,000	-
<b>Sewage Treatment Total</b>	<b>\$ 10,329,913</b>	<b>\$ 11,542,687</b>	<b>\$ 12,689,962</b>	<b>\$ 12,689,962</b>	<b>\$ 8,939,512</b>	<b>\$ 12,730,221</b>	<b>\$ 14,062,419</b>

**SEWAGE TREATMENT DETAIL CALCULATIONS**

Treatment Agency	Estimated Flows (1,000 gallons)	Period (from/to)	Rate	Rate Change (%)	Projected Cost (\$)
<b>Wayne County</b>					
			Monthly rate		
Monthly charge-projected	584,411	Oct-16 - Jun-17	\$ 592,930	8.50%	\$ 5,336,371
Monthly charge-projected	236,272	Jul-17 - Sept-17	\$ 652,223	10.00%	\$ 1,956,669
<b>Total flows Wayne County</b>	<b>820,683</b>	<b>Total treatment charges Wayne County</b>			<b>7,293,040</b>

Flows are a percentage of adjusted water purchased from DWSD

Wayne County changed the billing methodology for sewage treatment charges effective July 1, 2014 to correspond to the change made by DWSD in their billing methodology. Wayne County's computation takes budgeted expenses for the fiscal year and allocates them to the communities based upon the 5 year average flow ratio. WTUA's 5 year average is based upon a percentage of the adjusted water purchased from DWSD, to account for the percentage of actual flow sent to YCUA.

<b>YCUA</b>					
			(per 1,000 gallons)		
Sewage treatment charges-projected rate	4,187,500	Oct-16 - Aug-17	1.396837	5.00%	5,849,255
Sewage treatment charges-projected rate	375,000	Sept-17	1.466679	5.00%	550,005
<b>Total flows YCUA</b>	<b>4,562,500</b>	<b>Total treatment charges YCUA</b>			<b>6,399,260</b>

Flows are based upon actual metered sewage flow

<b>YCUA-IPP Charges</b>					
Canton Township					56,000
Northville Township					19,000
Plymouth Township					63,000
<b>Total YCUA IPP Charges</b>					<b>138,000</b>
<b>UAAL for pension - fixed amount</b>					<b>232,119</b>
<b>Total YCUA</b>					<b>6,769,379</b>
<b>Total Sewage Treatment Charges</b>					<b>\$ 14,062,419</b>

**WESTERN TOWNSHIPS UTILITIES AUTHORITY  
PROPOSED ANNUAL BUDGET WORKSHEET  
OCTOBER 1, 2016 - SEPTEMBER 30, 2017**

<b>Audited 2013/2014 Actual</b>	<b>Audited 2014/2015 Actual</b>	<b>Approved 2015/2016 Budget</b>	<b>Amended 2015/2016 Budget</b>	<b>Current YTD 7/26/2016</b>	<b>Projected 2015/2016</b>	<b>Recommended 2016/2017 Budget</b>	<b>% Variance Over/(Under) 2016/2016 Budget</b>	<b>% Variance Over/(Under) 2015/2016 Projected</b>
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**OPERATIONS AND MAINTENANCE OVERVIEW**

Lower Rouge	\$ 719,472	\$ 782,801	\$ 1,067,482	\$ 1,067,482	\$ 653,297	\$ 874,040	\$ 1,044,846	(2.12%)	19.54%
Middle Rouge	378,412	402,959	504,589	504,589	304,043	428,210	501,708	(0.57%)	17.71%
Force Main	48,950	50,489	77,797	77,797	52,998	68,229	80,670	3.89%	18.23%
Collection System	227,889	270,788	339,797	339,797	183,316	299,465	359,670	5.85%	20.10%
Vehicle	2,760	2,822	7,500	7,500	1,441	6,500	7,500	0.00%	15.38%
Sew Grant expenditures	93,547	128,697	180,000	180,000	68,357	180,000	157,000	(12.78%)	(12.78%)
<b>Operation &amp; Maintenance Total</b>	<b>\$ 1,489,030</b>	<b>\$ 1,638,556</b>	<b>\$ 2,177,166</b>	<b>\$ 2,177,166</b>	<b>\$ 1,264,450</b>	<b>\$ 1,854,444</b>	<b>\$ 2,181,394</b>	<b>(1.16%)</b>	<b>16.01%</b>

WESTERN TOWNSHIPS UTILITIES AUTHORITY  
PROPOSED ANNUAL BUDGET WORKSHEET  
OCTOBER 1, 2016 - SEPTEMBER 30, 2017

	Audited 2014/2015 Actual	Approved 2015/2016 Budget	Amended 2015/2016 Budget	Current YTD 7/26/2016	Projected 2016/2016	Recommended 2016/2017 Budget	% Variance Over(Under) 2015/2016 Budget	% Variance Over(Under) 2015/2016 Projected
<b>LOWER ROUGE</b>								
O&M Contractor	\$ 243,516	\$ 248,982	\$ 248,982	\$ 229,766	\$ 250,821	\$ 258,346	3.76%	3.00%
Parts	5,666	11,000	11,000	11,986	15,000	15,000	36.36%	0.00%
Communications	2,295	2,500	2,500	1,441	2,000	2,500	0.00%	25.00%
Instrumentation Service	8,128	4,000	4,000	2,910	4,000	4,000	0.00%	0.00%
Alarm Monitoring	1,536	4,000	4,000	1,449	2,000	4,000	0.00%	100.00%
Prev/Predictive Maintenance	16,989	5,000	5,000	2,701	5,000	19,000	280.00%	280.00%
Inspections/Permits/Licenses	1,683	3,000	3,000	933	1,500	3,000	0.00%	100.00%
Janitorial	2,804	3,000	3,000	2,646	2,888	3,000	0.00%	3.88%
General Maintenance	1,711	4,000	4,000	1,569	2,000	4,000	0.00%	100.00%
Lawn Maintenance	2,630	4,000	4,000	1,704	3,500	4,000	0.00%	14.29%
Snow Removal	4,775	5,500	5,500	4,165	4,200	5,500	0.00%	30.95%
Landscape Maintenance	823	3,500	3,500	327	1,000	3,500	0.00%	250.00%
Flow Meter Maintenance	2,118	6,000	6,000	1,597	4,000	6,000	0.00%	50.00%
Electric	398,360	550,000	550,000	310,244	444,000	500,000	(9.09%)	12.61%
Natural Gas	14,487	20,000	20,000	8,214	15,000	20,000	0.00%	33.33%
Water/Sewer	33,396	75,000	75,000	51,019	60,000	75,000	0.00%	25.00%
Supplies and Tools	1,832	8,000	8,000	4,487	5,000	8,000	0.00%	60.00%
Fuel	-	10,000	10,000	-	-	10,000	0.00%	100.00%
Corrective Maintenance	39,052	100,000	100,000	14,008	50,000	100,000	0.00%	100.00%
Safety-Lower	-	-	-	2,131	2,131	-		(100.00%)
<b>Lower Rouge Total</b>	<b>\$ 782,801</b>	<b>\$ 1,067,482</b>	<b>\$ 1,067,482</b>	<b>\$ 653,297</b>	<b>\$ 874,040</b>	<b>\$ 1,044,846</b>	<b>(2.12%)</b>	<b>19.54%</b>

Trihedral maintenance  
\$2,910

Budget includes a 3%  
increase effective 1/1/2017

\$14000 for switchgear  
cleaning/every other year

Suzanne:  
We now have a better idea of  
electric costs for the NPS.

<b>MIDDLE ROUGE</b>								
O&M Contractor	\$ 146,110	\$ 149,389	\$ 149,389	\$ 137,860	\$ 150,494	\$ 155,008	3.76%	3.00%
Parts	4,594	6,000	6,000	7,108	7,500	7,500	25.00%	0.00%
Communications	1,720	2,200	2,200	950	1,750	2,200	0.00%	25.71%
Instrumentation Service	4,409	4,000	4,000	2,910	4,000	4,000	0.00%	0.00%
Alarm Monitoring	1,347	4,000	4,000	1,273	4,000	2,000	(50.00%)	(50.00%)
Prev/Predictive Maintenance	-	12,000	12,000	-	12,000	4,000	(66.67%)	(66.67%)
Inspections/Permits/Licenses	2,229	4,000	4,000	1,602	2,500	4,000	0.00%	60.00%
Janitorial	4,206	4,500	4,500	3,969	4,333	4,500	0.00%	3.85%
General Maintenance	6,272	5,000	5,000	629	2,500	5,000	0.00%	100.00%
Lawn Maintenance	6,996	8,500	8,500	4,354	7,500	8,500	0.00%	13.33%
Snow Removal	5,441	6,000	6,000	4,293	4,300	6,000	0.00%	39.53%
Landscape Maintenance	4,613	4,000	4,000	239	4,000	4,000	0.00%	0.00%
Flow Meter Maintenance	15,490	16,000	16,000	13,121	16,000	16,000	0.00%	0.00%
Electric	152,513	175,000	175,000	97,458	142,000	175,000	0.00%	23.24%
Odor Control Chemicals	8,981	13,000	13,000	6,314	10,000	13,000	0.00%	30.00%
Natural Gas	13,190	18,000	18,000	8,058	12,000	18,000	0.00%	50.00%
Water/Sewer	6,194	15,000	15,000	7,967	10,000	15,000	0.00%	50.00%
Supplies and Tools	485	8,000	8,000	1,620	5,000	8,000	0.00%	60.00%
Corrective Maintenance	18,169	50,000	50,000	2,985	25,000	50,000	0.00%	100.00%
Safety-Middle	-	-	-	1,333	1,333	-		(100.00%)
<b>Middle Rouge Total</b>	<b>\$ 402,959</b>	<b>\$ 504,589</b>	<b>\$ 504,589</b>	<b>\$ 304,043</b>	<b>\$ 426,210</b>	<b>\$ 501,708</b>	<b>(0.57%)</b>	<b>17.71%</b>

Trihedral maint \$2,910,

Includes upgrades

\$8000 for switchgear  
cleaning-every other year

WESTERN TOWNSHIPS UTILITIES AUTHORITY  
PROPOSED ANNUAL BUDGET WORKSHEET  
OCTOBER 1, 2016 - SEPTEMBER 30, 2017

Audited 2014/2015 Actual	Approved 2015/2016 Budget	Amended 2016/2016 Budget	Current YTD 7/26/2016	Projected 2015/2016	Recommended 2016/2017 Budget	% Variance Over/(Under) 2015/2016 Budget	% Variance Over/(Under) 2016/2016 Projected
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**FORCE MAIN**

O&M Contractor	\$ 48,703	\$ 49,797	\$ 49,797	\$ 45,953	\$ 50,165	\$ 51,670	3.78%	3.00%
Parts	865	5,000	5,000	5,145	8,000	6,000	20.00%	0.00%
Communications	478	1,000	1,000	333	500	1,000	0.00%	100.00%
Grounds Maintenance	-	500	500	-	-	500	0.00%	100.00%
Supplies and Tools	23	1,500	1,500	1,565	1,584	1,500	0.00%	(4.09%)
Corrective Maintenance	423	20,000	20,000	-	10,000	20,000	0.00%	100.00%
<b>Force Main Total</b>	<b>\$ 50,489</b>	<b>\$ 77,797</b>	<b>\$ 77,797</b>	<b>\$ 52,996</b>	<b>\$ 68,229</b>	<b>\$ 80,670</b>	<b>3.69%</b>	<b>18.23%</b>

**COLLECTION SYSTEM**

O&M Contractor	\$ 48,703	\$ 49,797	\$ 49,797	\$ 45,953	\$ 50,165	\$ 51,670	3.78%	3.00%
Infrastructure Maintenance	15,216	10,000	10,000	-	5,000	12,000	20.00%	140.00%
Parts	1,053	1,000	1,000	41	300	1,000	0.00%	233.33%
Communications	2,559	3,000	3,000	2,242	3,000	3,000	0.00%	0.00%
Instrumentation Service	116	1,000	1,000	-	500	1,000	0.00%	100.00%
Prev/Predictive Maintenance	1,653	2,000	2,000	1,754	2,000	2,000	0.00%	0.00%
Inspections	13	500	500	39	500	500	0.00%	0.00%
Building Maintenance	-	1,000	1,000	-	1,000	1,000	0.00%	0.00%
Grounds Maintenance	835	1,000	1,000	-	1,000	1,000	0.00%	0.00%
Flow Meter Maintenance	147,265	151,000	151,000	111,864	151,000	167,000	10.60%	10.60%
Miss Dig	4,065	4,500	4,500	3,459	4,500	4,500	0.00%	0.00%
Electric	8,384	12,000	12,000	5,849	9,000	12,000	0.00%	33.33%
Supplies and Tools	214	1,000	1,000	52	500	1,000	0.00%	100.00%
Fuel	731	2,000	2,000	-	1,000	2,000	0.00%	100.00%
Flow Meters	15,715	50,000	50,000	-	35,000	50,000	0.00%	42.86%
Corrective Maintenance	24,267	50,000	50,000	12,263	35,000	50,000	0.00%	42.86%
<b>Collection System Total</b>	<b>\$ 270,788</b>	<b>\$ 339,797</b>	<b>\$ 339,797</b>	<b>\$ 183,316</b>	<b>\$ 299,485</b>	<b>\$ 369,670</b>	<b>5.85%</b>	<b>20.10%</b>

Decrease due to partial coverage under saw grant. See Saw grant expenditures below

Contract 9 \$120,195 less saw grant reimb

**VEHICLE**

Parts	\$ 170	\$ 500	\$ 500	\$ 147	\$ 500	\$ 500	0.00%	0.00%
Prev/Predictive Maintenance	162	1,000	1,000	38	1,000	1,000	0.00%	0.00%
Fuel	1,928	4,000	4,000	1,256	3,000	4,000	0.00%	33.33%
Corrective Maintenance	564	2,000	2,000	-	2,000	2,000	0.00%	0.00%
<b>Vehicle Totals</b>	<b>\$ 2,822</b>	<b>\$ 7,500</b>	<b>\$ 7,500</b>	<b>\$ 1,441</b>	<b>\$ 6,500</b>	<b>\$ 7,500</b>	<b>0.00%</b>	<b>15.38%</b>

**SAW GRANT EXPENDITURES**

<b>Saw Grant Expenditure Total</b>	<b>\$ 128,897</b>	<b>\$ 180,000</b>	<b>\$ 180,000</b>	<b>\$ 69,357</b>	<b>\$ 180,000</b>	<b>\$ 157,000</b>	<b>(12.78%)</b>	<b>(12.78%)</b>
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**WESTERN TOWNSHIPS UTILITIES AUTHORITY  
PROPOSED ANNUAL BUDGET WORKSHEET  
OCTOBER 1, 2016 - SEPTEMBER 30, 2017**

Audited 2014/2015 Actual	Approved 2015/2016 Budget	Amended 2015/2016 Budget	Current YTD 7/26/2016	Projected 2015/2016	Recommended 2016/2017 Budget	% Variance Over/(Under) 2015/2016 Budget	% Variance Over/(Under) 2015/2016 Projected
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**ADMINISTRATIVE**

**Salaries & Fringe Benefits**

Director of Operations	\$ 86,846	\$ 89,933	\$ 89,933	\$ 73,790	\$ 92,759	\$ 94,787	5.40%	2.19%
Accountant	59,677	65,435	65,435	45,968	58,874	65,977	0.83%	12.06%
Administrative Assistant	49,465	51,137	51,137	40,320	51,124	52,478	2.82%	2.65%
Construction Management Observer	-	-	-	-	-	-	0.00%	0.00%
Overtime	-	-	-	-	-	-	0.00%	0.00%
Sick pay accrual	4,000	6,000	6,000	4,200	6,000	6,000	0.00%	0.00%
Temporary Services	-	3,000	3,000	-	-	3,000	0.00%	100.00%
FICA	15,114	15,800	15,800	12,800	15,975	16,400	3.80%	2.66%
Workers Comp Insurance	685	1,000	1,000	685	1,000	1,000	0.00%	0.00%
Health Insurance	26,847	55,000	55,000	36,540	40,000	40,000	(27.27%)	0.00%
Health Insurance Opt Out	4,050	-	-	300	300	-	0.00%	(100.00%)
Vision Plan	220	1,200	1,200	604	1,000	1,200	0.00%	20.00%
Dental Insurance	3,633	4,000	4,000	2,955	3,228	4,000	0.00%	23.92%
STD/LTD/Life Insurance	3,423	4,000	4,000	3,275	3,575	4,000	0.00%	11.89%
Education Expense	-	3,000	3,000	-	-	3,000	0.00%	100.00%
Pension Plan Expense	29,999	31,000	31,000	24,597	31,000	32,000	3.23%	3.23%
<b>Subtotal</b>	<b>283,959</b>	<b>330,505</b>	<b>330,505</b>	<b>246,034</b>	<b>304,835</b>	<b>323,842</b>	<b>(2.02%)</b>	<b>6.24%</b>

**Reimbursable Expenses**

Training/Conference	458	2,000	2,000	890	1,750	2,000	0.00%	14.29%
Travel/Meal Reimbursement	72	500	500	50	500	500	0.00%	0.00%
Mileage Reimbursement	1,701	2,000	2,000	744	2,000	2,000	0.00%	0.00%
<b>Subtotal</b>	<b>2,231</b>	<b>4,500</b>	<b>4,500</b>	<b>1,684</b>	<b>4,250</b>	<b>4,500</b>	<b>0.00%</b>	<b>5.88%</b>

**Office Expenses**

Supplies	1,488	3,000	3,000	1,276	1,500	3,000	0.00%	100.00%
Computer	29,389	45,215	45,215	35,007	45,215	36,000	(20.38%)	(20.38%)
Equipment/Furniture	390	5,000	5,000	81	100	5,000	0.00%	4900.00%
Printing/Copying	559	2,000	2,000	929	2,000	2,000	0.00%	0.00%
Postage	330	1,000	1,000	378	1,000	1,000	0.00%	0.00%
Telephone	3,381	5,000	5,000	3,090	4,500	5,000	0.00%	11.11%
Newspapers/Publications	499	2,000	2,000	527	1,000	2,000	0.00%	100.00%
Outside Services	956	2,000	2,000	912	1,200	2,000	0.00%	66.67%
Memberships/Dues	1,331	1,800	1,800	987	1,800	1,800	0.00%	0.00%
Miscellaneous	80	500	500	722	750	750	50.00%	0.00%
<b>Subtotal</b>	<b>38,402</b>	<b>67,515</b>	<b>67,515</b>	<b>43,889</b>	<b>59,065</b>	<b>58,550</b>	<b>(13.28%)</b>	<b>(0.87%)</b>

**Outside Services**

Legal-Consulting	49,718	60,000	60,000	27,191	60,000	40,000	(33.33%)	(33.33%)
Other Legal	3,000	10,000	10,000	3,000	10,000	10,000	0.00%	0.00%
Audit	14,600	14,900	14,900	15,000	15,000	15,400	3.36%	2.67%
Financial Consulting	4,575	10,000	10,000	4,200	10,000	10,000	0.00%	0.00%
Indirect Engineering Services	180,193	15,000	15,000	8,490	10,000	10,000	(33.33%)	0.00%
Bank & Bond Services	500	1,000	1,000	530	550	1,000	0.00%	81.82%
Insurance Services	(63,476)	50,000	50,000	33,910	44,750	50,000	0.00%	11.73%
<b>Subtotal</b>	<b>169,110</b>	<b>160,900</b>	<b>160,900</b>	<b>90,321</b>	<b>150,300</b>	<b>136,400</b>	<b>(15.23%)</b>	<b>(9.25%)</b>

**Administrative Total**

<b>\$ 493,703</b>	<b>\$ 563,420</b>	<b>\$ 563,420</b>	<b>\$ 381,928</b>	<b>\$ 518,460</b>	<b>\$ 523,292</b>	<b>(7.12%)</b>	<b>0.93%</b>
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Budget includes a 3% increase for staff effective for the pay period beginning 12/19/16. Director's includes \$3,000 signing bonus

Health Insurance costs have decreased due to lower cost of coverage for new Accountant

Budget is assuming no opt-outs

15-16 budget included cost of new server & operating system

Foster Swift expects LR Exp legal fees to be approx. \$150k in addition

WESTERN TOWNSHIPS UTILITIES AUTHORITY  
PROPOSED ANNUAL BUDGET WORKSHEET  
OCTOBER 1, 2016 - SEPTEMBER 30, 2017

ADMINISTRATIVE  
DETAIL OF COMPUTER EXPENSE

<b><u>Contractors</u></b>		
Network Support	\$	16,000
Email and website hosting		2,000
Internet services/static ip		2,500
<b><u>Support</u></b>		
Lucity (GBA) IMS Support		5,000
Fund Balance32 Support Package (Oct. 1 - Sept. 30)		500
ArcGIS Support		500
<b><u>Software</u></b>		
Virus protection/spam software		1,000
Microsoft office 365 annual fees		1,000
Miscellaneous software - new/upgrades		2,000
H2O Metrics		5,500
<hr/>		
<b>Total</b>	<b>\$</b>	<b>36,000</b>



**WESTERN TOWNSHIPS UTILITIES AUTHORITY  
PROPOSED ANNUAL BUDGET WORKSHEET  
OCTOBER 1, 2016-SEPTEMBER 30, 2017**

**ANALYSIS OF DEBT SERVICE**

**Allocation to Townships of Debt Service Budget**

	<b>Total</b>	<b>Canton Township</b>	<b>Northville Township</b>	<b>Plymouth Township</b>
Principal payment - 2009 Bond Issue	6,290,000	2,570,723	2,121,617	1,597,660
Interest expense - 2009 Bond Issue	455,100	186,000	153,505	115,595
Principal payment - 2012 Bond Issue	3,160,000	1,066,500	952,740	1,140,760
Interest expense - 2012 Bond Issue	929,850	313,824	280,350	335,676
Allocation of Debt Service Budget	<u>\$ 10,834,950</u>	<u>\$ 4,137,047</u>	<u>\$ 3,508,212</u>	<u>\$ 3,189,691</u>

**Allocation to Townships of Debt Service Payments - Cash Flow**

	<b>Township Payment Dates to WTUA</b>	<b>Total Payment Due</b>	<b>Canton Township</b>	<b>Northville Township</b>	<b>Plymouth Township</b>
2009 Bond Issue	12/1/2016	6,635,487	2,711,924	2,238,150	1,685,413
(C 40.87%, N 33.73%, P 25.40%)	6/1/2017	188,237	76,933	63,492	47,812
2012 Bond Issue	12/1/2016	3,660,475	1,235,410	1,103,633	1,321,432
(C 33.75%, N 30.15%, P 36.10%)	6/1/2017	453,075	152,913	136,602	163,560
Allocation of Bond Debt Service Payments		<u>\$ 10,937,274</u>	<u>\$ 4,177,180</u>	<u>\$ 3,541,877</u>	<u>\$ 3,218,217</u>

Note: The difference between the budget and the payments is a result of the accrual method used for recognition of the interest expense for budgeting purposes in compliance with GASB 34.

**WESTERN TOWNSHIPS UTILITIES AUTHORITY  
ADDITIONAL DEBT SERVICE INFORMATION**

**Future Debt Service Payments - Cash Flow Requirements after FY 16-17**

	<b>Township Payment Dates to WTUA</b>	<b>Total Payment Due</b>	<b>Canton Township</b>	<b>Northville Township</b>	<b>Plymouth Township</b>
2009 Bond Issue (C 40.87%, N 33.73%, P 25.40%)	12/1/2017	6,713,238	2,743,700	2,264,375	1,705,163
	6/1/2018	25,112	10,263	8,470	6,379
	12/1/2018	1,460,113	596,748	492,496	370,869
2012 Bond Issue (C 33.75%, N 30.15%, P 36.10%)	12/1/2017	3,578,075	1,207,600	1,078,790	1,291,685
	6/1/2018	390,575	131,819	117,758	140,998
	12/1/2018	3,485,575	1,176,381	1,050,901	1,258,293
	6/1/2019	328,675	110,928	99,095	118,652
	12/1/2019	3,893,675	1,314,115	1,173,943	1,405,617
	6/1/2020	257,375	86,864	77,599	92,912
	12/1/2020	3,782,375	1,276,552	1,140,386	1,365,437
	6/1/2021	186,875	63,070	56,343	67,462
	12/1/2021	3,681,875	1,242,633	1,110,085	1,329,157
	6/1/2022	99,500	33,581	29,999	35,920
	12/1/2022	4,079,500	1,376,831	1,229,969	1,472,700



## **CHARTER TOWNSHIP OF PLYMOUTH REQUEST FOR BOARD ACTION**

**MEETING DATE:** August 9, 2016

**ITEM:**

**Approve the Senior Alliance 2017-2019 Multi-Year Plan (MYP) for Aging Services**

**PRESENTER:** Shannon G. Price

**OTHER INDIVIDUALS IN ATTENDANCE:**

**BACKGROUND:**

The purpose of the multi-year plan (MYP) is to document accomplishments achieved in the prior fiscal year and to articulate the vision, direction, and specific goals that will guide TSA's work during the upcoming three (3) fiscal years. The MYP is required by the Older Americans Act (OAA) and is submitted to the Michigan Aging and Adult Services Agency (AASA) prior to the approval by the Michigan Commission on Services to the Aging.

**ACTION REQUESTED:**

Approval

**BUDGET/ACCOUNT NUMBER:**

**RECOMMENDATION:**

**MODEL RESOLUTION:** I move to approve Resolution 2016-08-09-20 approving the Senior Alliance 2017-2019 Multi-Year Plan (MYP) for Aging Services as presented to the Charter Township of Plymouth.

**ATTACHMENTS:**

- Resolution
- Correspondence from The Senior Alliance
- Annual & Multi Year Implementation Plan FY 2017-2019

**STATE OF MICHIGAN  
COUNTY OF WAYNE  
CHARTER TOWNSHIP OF PLYMOUTH**

**RESOLUTION AFFIRMING APPROVAL OF  
THE SENIOR ALLIANCE  
2017-2019 MULTI-YEAR PLAN (MYP) FOR AGING SERVICES**

**RESOLUTION 2016-08-09-20**

At a Regular Meeting of the Charter Township of Plymouth Board of Trustees, Wayne County, Michigan, held at the Township Hall located at 9955 Haggerty Road N., Plymouth, Michigan on August 9, 2016, the following resolution was offered:

**WHEREAS**, Charter Township of Plymouth, Wayne County, Michigan recognizes the role of The Senior Alliance as the state designated Area Agency on Aging for southern and western Wayne County to be responsible for planning, developing, coordinating, monitoring, and managing a comprehensive organized service delivery system of services for older adults and caregivers, and

**WHEREAS**, the 34 communities of Southern and Western Wayne County, including the Charter Township of Plymouth, comprise the Planning and Service Area to the agency's governing body, and

**WHEREAS**, the communities of southern and western Wayne County, including the Charter Township of Plymouth, appoint members of The Senior Alliance's Board of Directors through the Downriver Community Conference and the Conference of Western Wayne, and

**WHEREAS**, the Aging and Adult Services Agency (AASA) requires local Area Agencies on Aging to request approvals of their Multi-Year Plan from their local governments, and

**WHEREAS**, The Senior Alliance has submitted the plan to this honorable body in accordance with federal and state laws, and

**WHEREAS**, Charter Township of Plymouth has received and reviewed the 2017-2019 Multi-Year Plan (MYP) for the planning service area (PSA) I-C, and

**WHEREAS**, The Senior Alliance has held three (3) public hearings and collected public input surveys for client, caregiver, and service provider population feedback which contributed to the development of the 2017- 2019 Multi-Year Plan (MYP).

**NOW, THEREFOR, BE IT RESOLVED**, that this honorable body of the Charter Township of Plymouth approves 2017-2019 Multi-Year Plan (MYP), as presented to the City/Township.

<b>Present:</b>	[Conzelman, Curmi, Doroshewitz, Edwards, Kelly, Mann, Price]
<b>Absent:</b>	[None]
<b>Moved by:</b>	[ ]
<b>Supported by:</b>	[ ]

**Roll Call Vote**

<b>Ayes:</b>	[Conzelman, Curmi, Doroshewitz, Edwards, Kelly, Mann, Price]
<b>Nays:</b>	[None]

**Absent:** [None]

**Adopted:** [Regular Meeting of the Board of Trustees on August 9, 2016]

\_\_\_\_\_  
Nancy Conzelman, Township Clerk

**Certification of Copy**

STATE OF MICHIGAN)  
COUNTY OF WAYNE )

I, Nancy C. Conzelman, Clerk of the Charter Township of Plymouth, Wayne County, State of Michigan, do hereby certify that the foregoing is a true copy of a Resolution adopted by the Charter Township of Plymouth Board of Trustees at their Regular Meeting held on the Adopted Date, the original of which is on file in my office.

\_\_\_\_\_  
Plymouth Township Clerk

\_\_\_\_\_  
Date

**Resolution:** 2016-08-09-20



Area Agency on Aging 1-C  
3850 Second Street, Suite #100  
Wayne, Michigan 48184-1755

Friday, June 24, 2016

Allen Park  
Belleville  
Brownstown Twp.  
Canton Twp.  
Dearborn  
Dearborn Hgts.  
Ecorse  
Flat Rock  
Garden City  
Gibraltar  
Grosse Ile Twp.  
Huron Twp.  
Inkster  
Lincoln Park  
Livonia  
Melvindale  
Northville  
Northville Twp.  
Plymouth  
Plymouth Twp.  
Redford Twp.  
River Rouge  
Riverview  
Rockwood  
Romulus  
Southgate  
Sumpter Twp.  
Taylor  
Trenton  
Van Buren Twp.  
Wayne  
Westland  
Woodhaven  
Wyandotte

Supervisor Shannon Price  
Charter Township of Plymouth  
9955 N. Haggerty Road  
Plymouth, MI 48170

Supervisor Price,  
As you know, The Senior Alliance (TSA): Area Agency on Aging 1-C, is committed to providing services that empower people with needs to live with dignity in the community of their choice. As the state designated Area Agency on Aging for the 34 communities of southern and western Wayne County, we provide a variety of services, resources, referrals, and supports to older adults and their caregivers. TSA operates our network of services and providers with funding provided by the Older Americans Act (OAA) and the Older Michiganians Act (OMA)

On June 23, 2016, TSA's Board of Directors approved the agency's 2017-2019 Multi-Year Plan (MYP). The purpose of the MYP is to document accomplishments achieved in the prior fiscal year and to articulate the vision, direction, and specific goals that will guide TSA's work during the upcoming three (3) fiscal years. The MYP is required by the OAA and is submitted to the Michigan Aging and Adult Services Agency (AASA) prior to the approval by the Michigan Commission on Services to the Aging.

AASA requires TSA to request a resolution approving the MYP from each local unit of government in our planning and service area (PSA) 1-C. The final 2017-2019 MYP for TSA that will be submitted to the State Commission of Services to the Aging for approval is available on our website:

<http://www.aaalc.org/>. The MYP is displayed prominently on the main page. To view and/or print the MYP, click on the 2017-2019 Multi-Year Plan link, opening the Adobe.pdf document. Under the "File" tab, choose to either "Save As" to keep a local copy or "Print" to produce a hardcopy. A printed copy of the MYP will only be sent to you via US postal mail or email at your request.

**Please share this document with your municipality's legislative body and consider a resolution approving TSA's MYP no later than July 29, 2016. We are also requesting that your local unit of government send email notification of your approval or related concerns regarding the MYP before July 29, 2016 to Nicole Jeffrey at [njeffrey@tsalink.org](mailto:njeffrey@tsalink.org). A sample resolution is enclosed.**

**If you decide to mail in your resolution, please mail to:**

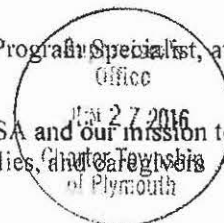
**The Senior Alliance  
ATTN: Nicole Jeffrey  
5454 Venoy Road  
Wayne, MI 48184**

If you have any questions regarding the MYP, please contact Nicole Jeffrey, Program Specialist, at 734-858-2238 or [njeffrey@tsalink.org](mailto:njeffrey@tsalink.org).

Thank you for your consideration. Your community's continued support of TSA and our mission to provide services to older adults, individuals living with disabilities, their families, and caregivers throughout our region is deeply appreciated.

Sincerely,

Jason Maciejewski  
Chief Information & Planning Officer



Phone: (734) 722-2830 or (800) 815-1112 Fax: (734) 722-2836  
E-mail: [info@aaalc.org](mailto:info@aaalc.org)  
[www.aaalc.org](http://www.aaalc.org)



Area Agency on Aging I-C  
3850 Second Street, Suite #100  
Wayne, Michigan 48184-1755

Allen Park  
Belleville  
Brownstown Twp.  
Canton Twp.  
Dearborn  
Dearborn Hgts.  
Ecorse  
Flat Rock  
Garden City  
Gibraltar  
Grosse Ile Twp.  
Huron Twp.  
Inkster  
Lincoln Park  
Livonia  
Melvindale  
Northville  
Northville Twp.  
Plymouth  
Plymouth Twp.  
Rochester Twp.  
River Rouge  
Riverview  
Rockwood  
Romulus  
Southgate  
Sumpter Twp.  
Taylor  
Trenton  
Van Buren Twp.  
Wayne  
Westland  
Woodhaven  
Wyandotte

June 1, 2016

Supervisor Shannon Price  
Charter Township of Plymouth  
9955 N. Haggerty Road  
Plymouth, MI 48170

Dear Supervisor Price,

As you know, The Senior Alliance (TSA) provides services to older adults in the 34 communities of southern and western Wayne County. We are currently in the process of developing our 2017-2019 multi-year plan (MYP). The Michigan Office of Services to the Aging requires TSA to request a resolution approving TSA's MYP from each local unit of government in our planning and service area.

The 2017-2019 MYP draft is available on our website: [www.aaalc.org](http://www.aaalc.org). TSA also conducted three (3) public hearings on the 2017-2019 MYP draft on May 9<sup>th</sup>, May 19<sup>th</sup>, and May 24<sup>th</sup>. The Final 2017-2019 MYP is expected to be available after June 23<sup>rd</sup>, upon the approval of TSA's Board of Directors.

**On June 28<sup>th</sup>**, TSA will be mailing you a letter requesting an approved resolution from your municipality for the **Final** 2017-2019 MYP. Please arrange to have your municipality's legislative body review and approve the plan no later than **July 29, 2016**.

If you have any questions regarding the MYP, please contact Nicole Jeffrey at 734-858-2238 or [njeffrey@tsalink.org](mailto:njeffrey@tsalink.org).

Thank you for your continued support of TSA and our mission to provide services to older adults in our region.

Sincerely,

A handwritten signature in black ink that reads "Jason Maciejewski". The signature is written in a cursive, flowing style.

Jason Maciejewski  
Chief Information and Planning Officer

Phone: (734) 722-2830 or (800) 815-1112 Fax: (734) 722-2836  
E-mail: [info@aaalc.org](mailto:info@aaalc.org)  
[www.aaalc.org](http://www.aaalc.org)



A map of Michigan showing county boundaries. A small yellow square is located in the southeastern corner of the state, indicating the position of Livingston County.

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# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

## FY 2017-2019

The Senior Alliance, Inc.

FY 2017

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## ANNUAL & MULTI YEAR IMPLEMENTATION PLAN FY 2017-2019

The Senior Alliance, Inc.

FY 2017

### County/Local Unit of Govt. Review

The Senior Alliance (TSA) informed each chief elected official of the 34 communities comprising southern and western Wayne County, embodying TSA's planning service area (PSA) 1-C, on the availability of the 2017-2019 multi-year plan (MYP). These officials were made aware of the MYP's purpose and progress, as members of TSA's Board of Directors are appointed by the Conference of Western Wayne and the Downriver Community Conference, representing each of the municipalities within the PSA 1-C.

#### TIMELINE:

- 4/8/2016- Public hearing information and the 2017-2019 MYP *draft* was posted on TSA's website
- 4/10/2016- Public hearing ads were published in three (3) different newspapers: Times Herald, Observer/Eccentric, Michigan Chronicle
- 4/27/2016- Local municipalities were invited to comment on the 2017-2019 MYP
- 5/9/2016- Public hearing- TSA's Advisory Council meeting 2:30-4:00 P.M.
- 5/19/2016- Public hearing- Canton Senior Center 1:00-3:00 P.M.
- 5/24/2016- Public hearing- Brownstown Township Senior Center 10:00 A.M.-12:00 P.M.
- 5/26/2016- TSA's Advisory Council reported on public hearings to the Executive Committee of the Board of Directors
- 6/1/2016- Notice letter sent to local governments that supporting resolutions will be accepted until July 30, 2016
- 6/1/2016- Last day of public comment
- 6/23/2016- *Final* 2017-2019 MYP will be submitted for approval to TSA's Board of Directors
- 6/28/2016- *Final* 2017-2019 MYP will be submitted to the Aging and Adult Services Agency (AASA) and made available on TSA's website
- 6/28/2016- Formal notice letter is sent to local government officials that TSA's 2017-2019 MYP has been approved by the Board of Directors and requested resolutions from local governments are due by July 30, 2016
- 7/31/2016- Local government responses are forwarded to AASA



# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

## FY 2017-2019

The Senior Alliance, Inc.

FY 2017

### Plan Highlights

**1. A brief history of the area agency and respective PSA that provides a context for the MYP. It is appropriate to include the area agency's vision and/or mission statements in this section.**

The Senior Alliance (TSA) is a 501 (c)(3) that began serving older adults in 1980 and is designated by the Michigan Commission on Services to the Aging to operate as an Area Agency on Aging for the 34 communities of southern and western Wayne County (SWWC). In 1988, TSA was authorized to function as an Organized Health Care Delivery System, which allowed the agency to serve low-income adults living with disabilities.

TSA's mission statement was updated in 2013, to reflect its role in the vastly changing aging network and to reflect person-centered values that fuels TSA to take on innumerable challenges in the aging field.

*"We empower people with needs, to live with dignity in the community they choose, by providing available services."*

Individuals aged 60 and older and individuals living with disabilities, and who reside in SWWC are entitled to receive services from TSA; regardless of their financial or social status. However, TSA will give preference to those who are considered to be in the greatest economic and social need.

TSA is constantly growing, directly serving over 52,000 persons with a budget of over 20 million dollars in fiscal year 2016. Ninety-five percent of the budget is applied directly to services and five percent is used for administration.

TSA operates and manages a wide-ranged network of local services for older adults under Federal and State funding provided through the Older Americans Act (OAA) and the Older Michiganians Act. The 2017-2019 multi-year plan (MYP) is required by the OAA and is submitted to the Michigan Aging and Adult Services Agency prior to a review by the Michigan Commission on Services to the Aging. The purpose of the 2017-2019 MYP is to document accomplishments from the 2016 Annual Implementation Plan; and to articulate the vision, direction, and specific goals that will guide TSA's work in the upcoming three (3) years.

**2. A summary of the area agency's service population evaluation from the Scope of Services section.**

There are 191,493 individuals aged 60 and older (2010 Census) residing in TSA's planning service area (PSA) 1-C, making it the second largest senior population in Michigan. The 2014 five (5) year American Community Survey (ACS) estimated that there are 183,246 individuals aged 60 and older living in PSA 1-C.

With changing demographics, TSA's Board of Directors selected these communities to target during the 2017-2019 MYP cycle, based on the 60 and older population, poverty levels, and minority status to:

- Ecorse
- Inkster
- Lincoln Park
- Melvindale
- Redford Township
- River Rouge
- Romulus
- Wayne
- Woodhaven



The Senior Alliance, Inc.

FY 2017

**3. A summary of services to be provided under the plan which includes identification of the five service categories receiving the most funds and the five service categories with the greatest number of anticipated participants.**

TSA anticipates providing the following services directly in fiscal year 2017:

- |   |  |
|---|--|
| - Care Management                             | - Case Coordination and Support              |
| - Chore Referrals                             | - Evidence Based Disease Prevention Programs |
| - Friendly Reassurance                        | - Information & Assistance                   |
| - Long-Term Care Ombudsman                    | - Medicare/Medicaid Assistance Program       |
| - MI Choice Waiver Program                    | - Medication Management                      |
| - Nursing Facility Transition Services        | - The Senior Alliance Holiday Meals Program  |
| - Senior Community Service Employment Program | - Transportation Programs                    |

The top five (5) service categories receiving the most funding are:

1. Home Delivered Meals
2. Care Management
3. Congregate Meals
4. Transportation
5. Adult Day Care

The top five (5) service categories with the greatest number of anticipated participants are:

1. Home Delivered Meals
2. Congregate Meals
3. Information and Assistance
4. Medicare/Medicaid Assistance Program
5. Transportation

The top ten (10) most requested needs, as identified by the Information Service Department:

1. Medicare/ Medicaid/ other healthcare benefits
2. Home health care/ long-term services and supports
3. Transportation
4. Chore services
5. Housing
6. Food/meals nutrition
7. Homemaker services
8. Government/ Veteran services
9. Healthcare supportive services
10. Legal/ consumer affairs

**4. Highlights of planned Program Development Objectives.**

TSA will pursue activities to achieve three (3) state goals during the fiscal year 2017-2019 multi-year plan period:

1. TSA will empower people through maintaining a variety of long-term options that are available and accessible in southern and western Wayne County.
2. TSA will support elder rights through advocacy, information, training, and services.
3. TSA will assist one (1) new community within its planning service area 1-C to be recognized as a community

The Senior Alliance, Inc.

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for a lifetime.

### 5. A description of planned special projects and partnerships.

In fiscal year 2016, TSA started a partnership with Wayne State University to host a free Diabetes Education and Wellness (DEW) clinic once a month. Individuals with type two (2) Diabetes meet with seven (7) Wayne State University departments: Medicine, Pharmacy, Social Work, Nutrition/Dietetics, Clinical Lab Services, Physical Therapy, and Occupational Therapy. Participants receive an individualized self-management plan and resources to help them manage their health.

In fiscal year 2017, TSA anticipates operating under full designation and certification by the American Association of Diabetes Educators to provide diabetes self-management services. Additionally, TSA's community-based programs will continue to expand by offering Medical Nutrition Therapy services with a Registered Dietitian. TSA will continue to evaluate and offer an assortment of evidence-based disease prevention programs in the planning service area (PSA) 1-C.

TSA's Safe-at-Home program will continue to build upon the success established with the assistance of its AmeriCorps VISTA volunteer in fiscal years 2015 and 2016, and into fiscal year 2017. The Safe-At-Home program will maintain collaborative relationships with the Home Depot Foundation, Team Depot, and the Livonia Firefighters to provide safety repairs and quality of life improvements for community dwelling older adults.

TSA is in collaboration with two (2) neighboring Area Agencies on Aging (AAA) that are working with Lesbian, Gay, Bisexual, and Transgendered (LGBT) caregivers, and caregivers of LGBT older adults in the metropolitan Detroit region to raise awareness about community-based resources for older adults. As the grant funded project continues, TSA will work with the coalition to develop sustainable materials for LGBT caregivers.

TSA has partnerships with several universities for internships. There are bachelor level nursing students from Eastern Michigan University and Michigan State University completing their clinical rotation in community health; as well as, bachelor and master level students completing social work internships from Eastern Michigan University and Wayne State University. TSA also has bachelor level students from Madonna University completing their gerontology field placement.

TSA has partnerships with several local managed care organizations, as part of the MI Health Link Demonstration project, in Wayne County. There are meetings on a weekly basis with these partners to develop processes and problem solve on issues, such as passive enrollment, eligibility, community resources and service provision.

TSA will be moving to a new location in a campus-like setting that will provide opportunities for growth. There has been an exploratory committee formed to evaluate older adult housing needs in the area, to determine the need and feasibility to build an on-site housing development. As part of the analysis, the exploratory committee has mapped the current housing options within a five (5) mile radius and are researching licensed and non-licensed housing requirements, as well as making visits to innovative leaders in the housing field, such as AAA's in Ohio that partnered to build veterans supportive housing.



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FY 2017

**6. A description of specific management initiatives the area agency plans to undertake to achieve increased efficiency in service delivery, including any relevant certifications or accreditations the area agency has received or is pursuing.**

TSA will continue to pursue accreditation from the *Alliance of Information and Referral Systems (AIRS)* and will stride towards implementation of the *AIRS Standards and Quality Indicators for Professional Information and Referral*. The *AIRS Standards* provides TSA with a standardized tool that sets benchmarks for every aspect of a quality information and referral service. All eligible Information and Assistance (I&A) staff will obtain the new AIRS certification in *Information and Referral for Aging and Disability*. Advancing toward the accreditation will help the I&A department operationalize consistent processes that facilitate improved communication internally, amongst staff and externally, between stakeholders and consumers.

The *Commission on Accreditation for Rehabilitation Facilities (CARF)* awarded TSA a three (3) year accreditation that started February 2014. CARF is an independent, non-profit organization focused on advancing the quality of services used to meet customer needs. This accreditation signifies TSA's commitment of continuous quality improvement, solicitation of feedback, and serving the community.

The *National Committee for Quality Assurance (NCQA)* is developing a new option for accreditation called, *Case Management for Long-Term Services and Supports*, which is geared toward community programs. The National Area Agencies on Aging Association is gathering public input on this initiative and TSA has submitted remarks for consideration. TSA has also participated in conference calls with NCQA to discuss this option, which is not available yet, but expected within the next year.

TSA is providing input to Michigan Department of Health and Human Services (MDHHS) on a pilot to add medical transportation as a purchased service for MI Choice Waiver participants. The current provider in TSA's planning service area 1-C, is the State contracted company, Logisticare. In other areas of the state medical transportation is arranged through the MDHHS Field Office workers (DHS worker). Both of these options have proven to be inefficient and TSA is supportive of MDHHS adding it as a MI Choice Waiver funded service and will continue to provide input.

TSA is currently in the process of pursuing accreditation for the American Association of Diabetes Educators (AADE), to provide reimbursable Diabetes Self-Management Education and Training (DSME/T) services.

**7. A description of how the area agency's strategy for developing non-formula resources (including utilization of volunteers) will support implementation of the MYP and help address the increased service demand.**

TSA constantly searches for new and innovative revenue streams to maintain an effective level of service for older adults, individuals living with disabilities, and their caregivers.

Volunteers are an important aspect of TSA's service delivery system, during the 2017-2019 multi-year plan cycle. Volunteers will be used for a variety of services, but is not limited to: general office work, fundraising, the safe-at-home program, and holiday meals, etc.

Volunteer Medicare and Medicaid Assistance Program (MMAP) counselors and holiday meal drivers are the key force behind successful operations of these programs. MMAP currently utilizes 45 Volunteer Counselors and there are 172 holiday meal drivers for older adults desiring to remain in the community.

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During fiscal years 2017-2019, TSA anticipates a growing need for adaptive equipment, such as grab bars and minor home repairs, including: installation of handrails and other entryway updates. In fiscal year 2016, TSA established a relationship with Livonia Firefighters to match their volunteers with older adults in need of minor safety enhancements. Through the next three (3) years, TSA will expand the Safe-at-Home volunteer base, leverage new and existing partnerships, and seek donations to keep pace with the demand for assistance.

TSA also engages interns from local colleges and universities to provide a hands-on learning experience and are a valuable asset to the agency.

### **8. Highlights of strategic planning activities.**

TSA will continue to be active in current collaborations including, the Southeast Michigan Senior Regional Collaborative, while also participating in new partnerships. This will boost TSA's brand and marketing capability, and continue to build TSA's capacity.

TSA is also preparing to start a Medicare billable Diabetes Self-Management Education, Training, and Support programs, as well as, Medical Nutrition Therapy in fiscal year 2017.

TSA will continue to work with Integrated Care Organizations to provide contracted Home-and Community-Based Services.

TSA will also continue to conduct a pilot project with a major insurance company for Enhanced Transitional Care.





## ANNUAL & MULTI YEAR IMPLEMENTATION PLAN FY 2017-2019

The Senior Alliance, Inc.

FY 2017

### Public Hearings

Date	Location	Time	Is Barrier Free	No. of Attendees
05/09/2016	TSA's Advisory Council Meeting	02:30 PM	Yes	2
05/19/2016	Canton Senior Center	01:00 PM	Yes	2
05/24/2016	Brownstown Senior Center	10:00 AM	Yes	2

#### Narrative:

To receive public opinion, TSA conducted 20 public input sessions across the entire planning service area (PSA) 1-C, utilized TSA's Facebook and Twitter page, and employed an online tool, SurveyMonkey, to receive 500 surveys. TSA also partnered with the Arab Community Center for Economic and Social Services (ACCESS) to have the surveys translated into Arabic to receive input from the Arabic community. TSA received 41 surveys, totaling 541 surveys.

In addition, TSA held three (3) public hearings for the 2017-2019 multi-year plan. All three (3) public hearings were advertised in three (3) newspapers: The Michigan Chronicle, Times Herald, and the Observer/Eccentric. The public hearings were also advertised through TSA's Facebook and Twitter, TSA's Senior Center Network, TSA's Vendor Network, and TSA's website.

#### May 9, 2016- Public Comment:

Kimberly Parks works at Neighborhood Legal Services and noted they are applying for another three (3) years of funding. She asked that TSA keeps in mind "life's problems are legal problems. A lot of other programs are funded, but they all lead to legalities."

#### May 19, 2016- Public Comment:

Comments made from the individuals who attend the public hearing at Canton Senior Center were questions related to TSA, such as:

- Adult Day Care
- Evidence-Based Disease Prevention Programs
- Communities for a Lifetime
- Transportation
- Outreach
- Information and Assistance

#### May 24, 2016- Public Comment:

Comments from participant were about maintenance work on the individuals county drain.





## ANNUAL & MULTI YEAR IMPLEMENTATION PLAN FY 2017-2019

The Senior Alliance, Inc.

FY 2017

### Scope of Services

**1. Describe key changes and current demographic trends since the last MYP to provide a picture of the potential eligible service population using census, elder-economic indexes or other relevant sources of information.**

According to the 2010 U.S. Census, in The Senior Alliance's (TSA's) planning service area (PSA) 1-C, the 60 and older population was 191,493; and the individuals 85 and older were 20,789.

Using the 2015 American Community Survey, it was noted that the total 2016 population in the planning service area 1-C is 1,002,385; a decrease of 10,468 individuals.

There are currently 183,246 people aged 60 and older; a 29% decrease (-56,150). The 80 and older population also decreased by 26.6%, to 15,257 people (-5,532).

However, the current 65 and older Veteran population is 30,577 individuals. The 65+ poverty level increased by to 10,760 from 9,705 (+.11%). The total disability population increased from 124,983 to 126,079 (+1,096).

**2. Describe identified eligible service population(s) characteristics in terms of identified needs, conditions, health care coverage, preferences, trends, etc. Include older persons as well as caregivers and persons with disabilities in your discussion.**

Characteristics in terms of identified needs:

Transportation, community inclusion, caregiver support for both paid and unpaid supports, chronic disease education and management, Adaptive Medical Equipment to assist in completing daily tasks, homemaking and personal care assistance, lifeline button in case of falls, and medication reconciliation.

Characteristics in terms of health care coverage:

Approximately 25,000 are dual eligible participants.

Characteristics in terms of preferences:

TSA utilizes the Person Centered Planning (PCP) philosophy when working with participants and their caregivers. Staff asks client preferences in terms of service type and delivery (time, days) and asks if there are any cultural considerations. TSA annually educates staff on PCP and cultural competency to better serve our population.

Characteristics in terms of trends:

Medication data was pulled for one (1) program, MI Choice Waiver, and it was identified that at least 50% of participants TSA serves in this program are on 11 or more medications with the highest being 38. Needs for medication management, education, and reconciliation is a high need. The need for medication consultations and reviews has also been expressed by clinicians involved with TSA's Care Transitions program. Another identified trend is caregiver and family support for population with diagnosis of dementia, and behavioral individuals with health needs.

TSA conducted public input sessions across the PSA 1-C and received 541 surveys either online or in-person. As identified through the input survey, the top five (5) most important services for older adults were:

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1. Transportation (57.98%)
2. Housing (38.55%)
3. Medicare/Medicaid Assistance Program (26.91%)
4. Food Services (21.88%)
5. In-home assistance (21.43%)

The older adults that participated in the survey reported:

1. 28.77% have Diabetes
2. 27.61% have Chronic Pain
3. 26.91% have a fear of falling

The survey also indicated that of all the programs TSA currently offers, the most important services to individuals living with disabilities are:

1. Transportation (48.24%)
2. Housing (40.24%)
3. Medicare/Medicaid Assistance Program (29.27%)
4. In-Home Assistance (25.58%)
5. Food Services (25%)

Individuals living with disabilities also specified that:

1. 51.59% have Chronic Pain
2. 32.48% have a fear of falling and/or have Diabetes

Caregivers who took the survey listed the following as the most important services TSA offers:

1. Transportation (55.88%)
2. Housing (44%)
3. Food Services (39.13%)
4. Home Safety Modifications (27.78%)
5. Medicare/Medicaid Assistance Program (21.43%)

TSA received assistance with distributing the surveys from the Arab Community Center for Economic and Social Services (ACCESS) and received 41 surveys. Of the older adults that took the survey, the top three (3) more important services are:

1. Transportation (75%)
2. Health and Wellness Programs (42.86%)
3. Medicare/Medicaid Assistance Program (31.58%)

The older adults who participated in the survey from ACCESS said:

1. 55.17% have Diabetes
2. 37.93% have a fear of falling
3. 27.59% have Chronic Pain



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**3. Describe the area agency's Targeting Strategy (eligible persons with greatest social and/or economic need with particular attention to low-income minority individuals) for the MYP cycle including planned outreach efforts with underserved populations and indicate how specific targeting expectations are developed for service contracts.**

TSA will always remain supportive of all of the 34 communities in its PSA 1-C. However, TSA identifies and targets those individuals, families, and caregivers at greatest risk. The Older Americans Act requires all Area Agencies on Aging to target persons with the greatest economic and social need, with emphasis on serving low-income and minority individuals. Since income is not a perfect indicator of need, TSA's targeting strategy for individuals also includes:

- Age 75 and older
- Living alone without support
- Cultural or social isolation
- Mental or physical disability
- Inability to access community resources independently
- Veterans

In October of 2015, TSA's Program Committee (a standing committee TSA's Board of Directors) applied a weighted formula to target underserved communities from the American Community Survey data. The formula factored in poverty levels and 60 and older population. For the 2017-2019 MYP cycle, TSA's Board of Directors chose nine (9) cities in the PSA 1-C for increased outreach and program activities, such as Senior Project Fresh:

- Ecorse
- Inkster
- Lincoln Park
- Melvindale
- Redford Township
- River Rouge
- Romulus
- Wayne
- Woodhaven

TSA engages the targeted communities and minority populations to serve on TSA's Advisory Council and participate in advocacy activities. Outreach activities include:

1. Hold MMAP enrollment and educational sessions in partnership with organizations serving targeted communities
2. Senior Project Fresh
3. Building partnerships with key organizations through the Aging and Disability Resource Collaboration of southern and western Wayne County, Medicare and Medicaid Assistance Program (MMAP), and Community Focal Points

Contractors are requested to provide the number of minorities, female head of households, and low-income individuals that were served every quarter. Also, Evidence Based Disease Prevention (EBDP) contractors are encouraged to target veterans, minorities, and low-income individuals.

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**4. Provide a summary of the results of a self-assessment of the area agency's service system dementia capability using the ACL/AoA "Dementia Capability Quality Assurance Assessment Tool" found in the Documents Library. Indicate areas where the area agency's service system demonstrates strengths and areas where it could be improved and discuss any future plans to enhance dementia capability.**

TSA met with its Information and Assistance (I&A) department and its MI Choice Medicaid Waiver manager to complete the *ACL/AoA Dementia Capability Quality Assurance Assessment Tool*. When identifying people with possible cognitive impairment/dementia and their caregivers, it was found that TSA does not have a standard protocol. TSA does have a standard way of finding out if an individual lives alone, and receives some formal training on dementia/cognitive impairment through the Aging and Adult Services Agency.

The *ACL/AoA Dementia Capability Quality Assurance Assessment Tool* lead TSA to examine where its strengths lie. First, TSA's I&A staff have received person-centered training. Second, the Information Services department has a network of resources that provide supports and services for the individual with cognitive impairment/dementia. The network of resources includes, but is not limited to: supportive housing, geriatric assessments, health-based organizations, adult day programs, and the Alzheimer's Association. Finally, TSA has a direct link to a long-term care ombudsman which helps advocate for the rights of the individual.

TSA can improve its dementia/cognitive impairment capability by providing more education and training for staff, and creating written policies and procedures for post-assessment and identification of dementia/cognitive impairment individuals. TSA also needs to develop more resources for dementia/cognitive impairments and their caregivers, along with building additional partnerships.

TSA's future plans to enhance dementia/cognitive impairment capability are dependent on funding; advocating for new funding will allow programs, such as Savvy Caregivers/Creating Confident Caregivers, to be provided in TSA's planning service area. TSA plans to finalize protocols and procedures for person-centered planning sessions with clients and their caregivers, and provide training for staff to learn how to become better links between families and clients, while helping them navigate what the person and the family wants.

**5. When a customer desires services not funded under the MYP or available where they live, describe the options the area agency offers.**

TSA will leverage all available partnerships in the event the agency is unable to meet the needs of a client. The Information and Assistance (I&A) resource database contains referrals to external community-based resources. Information on available resources is then relayed to consumers through a person-centered, no-wrong door approach.

For transportation requests, I&A has external resources that are conveyed to clients before being connected with TSA's internal short notice, ride of last resort option.

Clients who are in need of chore referrals are mailed a list of chore vendors who have been background checked and have agreed to charge reduced fees for older adults and individuals living with disabilities.



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**6. Describe the area agency's priorities for addressing identified unmet needs within the PSA for FY 2017-2019 MYP.**

TSA does not have priorities for identifying unmet needs. However, when funds are limited, TSA will give preference to those who are considered to be in the greatest economic and social need; specifically:

- Age 75 and older
- Living alone without support
- Cultural or social isolation
- Mental or physical disability
- Inability to access community resources independently
- Veterans

Once the program is able to enroll the individual, his/her economic, functional, and social needs are evaluated.

**7. Where program resources are insufficient to meet the demand for services, reference how your service system plans to prioritize clients waiting to receive services, based on social, functional and economic needs.**

As required by the Care Management Performance Criteria, individuals requesting services are screened using the MI Choice Intake Guidelines (MIG) telephone screen. This tool calculates the individual's level of functional and social need based on questions regarding tasks the individual is or is not able to perform independently. The MIG results are used as an initial in-home services prioritization tool with individuals scoring as needing higher levels of assistance being prioritized on the waiting list. Information on community resources are given when a person is placed on a waiting list. At the assessment conducted when the program is able to enroll the individual, economic, functional and social needs are evaluated. All resources available to the person (financial resources, informal supports, other programs available, etc.) are considered when services are implemented, and individuals with the greatest social, functional and economic needs are prioritized for provision of homemaking, personal care and respite care.

Transportation:

A resource in high demand, TSA has a transportation department with multiple vehicles that are able to transport, as a ride-of-last resort. TSA also sends out a newsletter to program participants twice a year. Each newsletter has a different topic and includes available community resources. The newsletter that will be mailed July 2016 has a focus topic of transportation and lists available community resources.

**8. Summarize the area agency Advisory Council input or recommendations (if any) on service population priorities, unmet needs priorities and strategies to address service needs.**

TSA met with its Program Committee, a subset of the Board of Directors, to discuss the shift in demographics. This led to modifying targeted communities for the 2017-2019 Multi-Year Plan (MYP). TSA's Advisory Council concurred with the change for increased outreach and program activities to the following communities:

- Ecorse
- Inkster
- Lincoln Park
- Melvindale
- Redford Township
- River Rouge
- Romulus
- Wayne
- Woodhaven

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TSA's strategy for addressing needs are:

- Age 75 and older
- Living alone without support
- Cultural or social isolation
- Mental or physical disability
- Inability to access community resources independently
- Veterans

TSA's Advisory Council also reviewed the draft MYP and assists with collecting input surveys to collect data on priorities. During fiscal year 2016, the Advisory Council has been updated at every meeting on the status of the meals program.

**9. Summarize how the area agency utilizes information, education, and prevention to help limit and delay penetration of eligible target populations into the service system and maximize judicious use of available funded resources.**

TSA offers several Evidence Based Disease Prevention programs:

1. Matter of Balance teaches strategies to reduce the fear of falling. Participants learn how to view falls as controllable, how to change their environments to reduce falls risks, and promotes exercise to increase strength and balance.
2. Personal Action Toward Health (PATH) helps individuals manage their chronic conditions through activities and exercises to help participants communicate better with their medical provider, make better food choices, and become more active.
3. Diabetes PATH teaches skills needed in day-to-day management of diabetes and to maintain and/or increase life's activities.
4. Chronic Pain PATH provides techniques to deal with problems related to chronic pain, such as frustration, fatigue, isolation, and poor sleep.
5. TSA also has contracts to offer Arthritis exercise programs, Arthritis Tai Chi, and Enhance Fitness classes.

TSA's Information and Assistance department provides information and referrals to assist older adults, caregivers, and individuals living with disabilities with their questions and concerns.

Friendly Reassurance provides daily phone calls to homebound older adults to assure their well-being, safety, and provide social interaction.

Care Management provides support and links services to adults 60 and older who have complex needs and are at risk of nursing home placement.

Case Coordination and Support assess the eligibility of older adults for in-home services, such as personal care, homemaker, and respite care.





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### Planned Service Array

	Access	In-Home	Community
<b>Provided by Area Agency</b>	<ul style="list-style-type: none"> <li>• Care Management</li> <li>• Case Coordination and Support</li> <li>• Information and Assistance</li> <li>• Outreach</li> <li>• Transportation</li> </ul>	<ul style="list-style-type: none"> <li>• Medication Management</li> <li>• Friendly Reassurance</li> </ul>	<ul style="list-style-type: none"> <li>• Disease Prevention/Health Promotion</li> <li>• Long-term Care Ombudsman/Advocacy</li> </ul>
<b>Contracted by Area Agency</b>	<ul style="list-style-type: none"> <li>• Transportation</li> </ul>	<ul style="list-style-type: none"> <li>• Home Care Assistance</li> <li>• Homemaking</li> <li>• Home Delivered Meals</li> <li>• Home Health Aide</li> <li>• Personal Care</li> <li>• Respite Care</li> </ul>	<ul style="list-style-type: none"> <li>• Adult Day Services</li> <li>• Congregate Meals</li> <li>• Legal Assistance</li> <li>• Senior Center Staffing</li> <li>• Programs for Prevention of Elder Abuse, Neglect, and Exploitation</li> <li>• Kinship Support Services</li> </ul>
<b>Participant Private Pay</b>		<ul style="list-style-type: none"> <li>• Assistive Devices &amp; Technologies</li> </ul>	<ul style="list-style-type: none"> <li>• Dementia Adult Day Care</li> <li>• Nutrition Counseling</li> <li>• Nutrition Education</li> <li>• Health Screening</li> <li>• Assistance to the Hearing Impaired and Deaf</li> <li>• Vision Services</li> <li>• Counseling Services</li> </ul>
<b>Funded by Other Sources</b>			<ul style="list-style-type: none"> <li>• Nutrition Education</li> <li>• Health Screening</li> <li>• Assistance to the Hearing Impaired and Deaf</li> <li>• Senior Center Operations</li> <li>• Counseling Services</li> <li>• Caregiver Supplemental Services</li> <li>• Caregiver Education, Support and Training</li> </ul>

\* Not PSA-wide



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### Planned Service Array Narrative

The Senior Alliance (TSA) funds the majority of services authorized by the Older Americans Act with supplemental State funding because Wayne County does not have a senior millage. TSA does pursue grants and charitable funding, as available.

Nutrition education for home delivered meals, congregate meals, and liquid meals are provided by a Registered Dietician; which is a contracted service.

Health screenings are not supported by TSA, but are provided by private entities and are listed in TSA's resource database.

Assistance for the hearing impaired and deaf is a niche service that TSA lists in the resource database. TSA provides financial assistance to support senior center staffing in some of the municipalities comprising of the planning service area 1-C.

Counseling services are a niche service that TSA does not have the capacity to fill.

Caregiver supplemental services and caregiver education, support, and training are not provided by TSA. Funding for these services was discontinued after fiscal year 2014 due to cuts in state funding.



### Strategic Planning

#### 1. Summarize an organizational Strengths Weaknesses Opportunities Threats (SWOT) Analysis.

The Senior Alliance (TSA) engaged the Executive Committee and the Program Committee of the Board of Directors, the Advisory Council, and management team in a Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis in the winter of 2016.

The four (4) entities identified strengths of TSA as:

- Accessibility to the community because of location and knowing the communities needs and demographics
- Active in collaborations (SAGE Metro Detroit (Services and Advocacy for Gay, Lesbian, Bisexual, and Transgender Elders), Silver Key Coalition, Senior Regional Collaborative, etc.)
- Has an extensive resource database of service providers to help older adults, individuals living with disabilities, and caregivers
- TSA is caring, is committed to assisting those in need, is competent, is credible, and affordable
- Diverse funding and revenue sources with low overhead
- Board of Directors are engaged and the Executive Director is a visionary
- Staff is creative, experienced, passionate, dedicated, diverse, and motivated
- Use person-centered planning and thinking to reach clients
- TSA has a good reputation and is recognizable because they have been in business for over 30 years

They also noted that a few of TSA's weaknesses are:

- Brand awareness, most individuals do not know that there is an Area Agency on Aging (AAA) behind Meals on Wheels, along with inefficient marketing materials
- There is not enough training in relation to management, diversity, and departmental cross-training
- TSA does not have the ability to follow all clients across service area geographical boundaries
- TSA does very little direct services, such as: long-term care Ombudsman and Evidence Based Disease Prevention; and relies heavily on vendors to fill the gap

TSA has an abundance of opportunities to grow:

- TSA has recently bought a 32 acre property, which can assist with growth of the company
- The ever changing and growing older adult population
- Collaborating with churches, other AAA's, Universities, Rotary, etc.
- Exploring private sector funding for entrepreneurial activities
- Become sustainable with fee-for-service programs

Most of TSA's threats come from the lack of funding, but also:

- The demand for programs and services are growing exponentially and along with the shift in

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demographics; there is a false perception of waitlists

- Older adults are a low priority with legislators and there has been a loss of older adult advocates
- Possible reorganization of AAA regions
- Reauthorization of the Older Americans Act

**2. Describe how a potential greater or lesser future role for the area agency with the Home and Community Based Services (HCBS) Waiver and/or the new Integrated Care Program could impact the organization.**

The Community Care Department at TSA has a role with both Home and Community-Based Services. The Home and Community-Based Services Waiver program continues to be a key program provided in the planning service area (PSA) 1-C. TSA has demonstrated the capacity to increase enrollment and has been awarded more slots and funding, which has made a positive impact on reducing the MI Choice Waiver wait list in the PSA 1-C. TSA continues to build the infrastructure to respond to the demands of the program, and has scored 4.0 out of a possible 4.0 on both administrative and clinical audits from the Michigan Department of Health and Human Services (MDHHS). TSA also invested in a cost-sharing arrangement with MDHHS to have an on-site worker to process Medicaid paperwork with the goal of improving processes and wait times for program participants.

The Integrated Care pilot program began in TSA's PSA 1-C in April of 2015. This provided a unique opportunity for TSA to contract with managed care organizations to assist with the program roll out and ongoing management. While the demonstration project has been a challenge, TSA has proven to be valuable to the Integrated Care Organizations (ICO's) because of their expertise with home and community-based services. Staff is social workers and nurses who are comfortable with home visits; and provide supports coordination and ongoing monitoring, and have a network of resources to call upon with TSA's Information and Assistance staff. TSA also has a qualified and credentialed vendor network with the capacity to provide the required home and community-based services. TSA has the staffing and experience to monitor those vendors appropriately.

TSA expects to continue to work with the ICO's, but anticipates its role may change as the program progresses; since TSA has been expanding the number of participants it serves through these two (2) programs in recent years. This expansion has enabled the agency to serve older adults with the goal of continuing to live at home in their community. A greater role for TSA in these two (2) programs allows the agency to interact with more individuals and offers various resources to assist older adults and their caregivers. A lesser role would mean fewer older adults would have access to TSA's services and the decades-long experience in community-based long term supports and services offered by TSA.

**3. Describe what the area agency would plan to do if there was a ten percent reduction in funding from AASA.**

In the event of a 10% funding cut TSA's Advisory Council, Board of Directors, and management team would review current services to evaluate the number of individuals served, the degree of unmet need, and the fiscal investment. This evaluation would result in targeted cuts that may include elimination of program(s) that impact fewer individuals or service needs addressed by other agencies.

TSA currently maintains a fund balance at auditor suggested levels, which allows the agency to smoothly manage program funding changes through participant attrition rather than abrupt action.



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In addition, TSA's entrepreneurial efforts in the areas of care transitions, integrated care, and evidenced-based disease prevention are current attempts to offer new services with the hope that excess revenue can be generated to supplement the more traditional program needs of older adults in planning service area (PSA) 1-C.

Other entrepreneurial endeavors include program development exploration to provide third party payer reimbursable services. In fiscal year 2016, TSA submitted an application for accreditation through the American Association of Diabetes Educators in preparation of fee-for-service delivery for Medicare billable, Diabetes Self-Management Education, Training, and Support, and Medical Nutrition Therapy.

The majority of the services authorized by the Older Americans Act available in TSA's PSA 1-C are supplemented by State funding because Wayne County does not have a senior millage. TSA will continue to pursue grants and charitable funding, to further identify other available resources as part of an overall strategy to leverage existing partnerships and those with future potential. Active contribution seeking activities will continue to position the agency to avoid significant service disruption if a reduction in funding occurs. Waiting lists for programs and services that may not have been instituted previously may also occur.

**4. Describe what direction the area agency is planning to go in the future with respect to pursuing, achieving or maintaining accreditation(s) such as Commission on Accreditation of Rehabilitation Facilities (CARF), Joint Commission on Accreditation of Hospitals (JCAH), or other accrediting body, or pursuing additional accreditations and why.**

Efforts to achieve AIRS accreditation in the Information Services department stem from an ongoing pursuit to meet the increased need for accurate information and referrals in a timely manner, while maintaining quality in service delivery.

TSA was awarded The *Commission on Accreditation for Rehabilitation Facilities* (CARF) in February 2014. This accreditation signifies TSA's commitment of continuous quality improvement, solicitation of feedback, and serving the community.

The *National Committee for Quality Assurance* (NCQA) is developing a new option for accreditation called, *Case Management for Long-Term Services and Supports*, which is geared toward community programs. The National Area Agencies on Aging Association is gathering public input on this initiative and TSA has submitted remarks for consideration. TSA has also participated in conference calls with NCQA to discuss this option, which is not available yet, but expected within the next year.

TSA is currently in the process of pursuing accreditation for the American Association of Diabetes Educators (AADE), to provide reimbursable Diabetes Self-Management Education and Training (DSME/T) services.

**5. Describe in what ways the area agency is planning to use technology to support efficient operations, effective service delivery and performance, and quality improvement.**

The Information and Assistance department will continue to expand and effectively use the electronic resource database to provide accurate and up-to-date resources for all inquirers. Database records are monitored for quality assurance purposes. Phone system reports are pulled on a monthly basis to assess call volume and accuracy. I&A phone calls are randomly selected and reviewed with each I&A Specialist, as a quality and training exercise.



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In fiscal year 2016, TSA purchased an online tracking system, Smartsheet, for each department to keep track of their goals from the annual implementation plan and the annual Aging and Adult Services Agency assessment.

TSA has used SurveyMonkey, to receive input from the community for the past few years and has received necessary feedback.

As part of the Enhanced Transitional Care program, TSA is using AthenaHealth software for documentation purposes and clinical communications. AthenaHealth is an Electronic Health Record that allows TSA to manage all aspects of the Enhanced Transitional Care program process in one (1) electronic participant chart.

To monitor enrollment in health and wellness programs, track referrals and patient goals, and improve the transfer of information, the Evidence-Based Disease Prevention team will utilize proven technology solutions, ensuring effective service delivery. The technology will allow improved tracking of trends, opportunities, threats, and outcomes.

As a home visit safety precaution, TSA is piloting an option for staff to utilize Personal Emergency Response pendants that have GPS capability. The staff member wears the pendant while on home visits and can have a two-way conversation with the medical monitoring company or can press the pendant and the monitoring company can locate the staff member utilizing cell phone tower/GPS. Staff are providing feedback to management on the effectiveness of the unit.

TSA utilizes quality assurance reports generated through the COMPASS software; a quality indicator report is run quarterly. This report pulls health and welfare data from completed assessments to identify quality improvement areas such as hospital admissions within 90 days of prior admission, percentage of participants experiencing pain, and those who desire an increase in community inclusion/socialization. Reports are analyzed quarterly and actions are taken to improve participant health and welfare quality. Annual Quality Management Plan is submitted to Michigan Department of Health and Human Services (MDHHS) that addresses quality assurance and improvements.

In July of 2015, TSA relaunched their website to be more user-friendly and easier to update. TSA uses Facebook and Twitter to post events, surveys, etc. TSA also has a public service announcement that runs in 12 communities on public access channels.





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### Regional Service Definitions

#### Service Name/Definition

**Caregiver and Community Transportation-** This program is intended to support caregivers, in response to their transportation needs that are not otherwise being met.

**Rationale** (Explain why activities cannot be funded under an existing service definition.)

Transportation has been constantly proven to be in the top three (3) most requested service by individuals contacting The Senior Alliance. Utilization of caregiver funding has allowed expansion of respite service options.

Service Category	Fund Source	Unit of Service
<input checked="" type="checkbox"/> Access <input type="checkbox"/> In-Home <input type="checkbox"/> Community	<input checked="" type="checkbox"/> Title III PartB <input type="checkbox"/> Title III PartD <input type="checkbox"/> Title III PartE <input type="checkbox"/> Title VII <input type="checkbox"/> State Alternative Care <input type="checkbox"/> State Access <input type="checkbox"/> State In-home <input type="checkbox"/> State Respite <input checked="" type="checkbox"/> Other    MATF	one (1), one-way trip per person

#### Minimum Standards

1. Program must maintain linkages with caregiver service providers within the planning service area (PSA) 1-C.
2. Program can be offered to caregivers of any age when the care recipient is aged 60 or older and is unable to perform at least two (2) activities of daily living or requires substantial supervision due to a cognitive or other mental impairment; as well as, to individuals 60 and over who are kinship caregivers for a child no more than 18 years old. Either the caregiver or care recipient must reside in the PSA 1-C.
3. Older Americans Act (OAA) funds may be used to fund all or part of the operational costs of transportation programs based on the following:
  - a. Demand/Response- characterized by scheduling vehicles to provide door-to-door or curb-to-curb service on demand. The program may include a passenger assistance component.
    - i. Route Deviation Variation- where a normally fixed-route vehicle leaves scheduled route upon request to pick-up the client;
    - ii. Flexible Routing Variation- where routes are constantly modified to accommodate service requests.
  - b. Public Transit Reimbursement- characterized by partial or full payment of the cost for the caregiver to use an available public transit system (either fixed route or demand/response). The program may include a passenger assistance component.
4. All drivers and vehicles used for transportation programs supported by all or in part of the OAA funds must be appropriately licensed and inspected, as required by the Secretary of State; and all vehicles used must be covered by liability insurance.
5. All paid drivers for transportation programs supported entirely or in part by OAA funds shall be physically capable and willing to assist persons requiring help to and from and to get in and out of vehicles. Such assistance must be available unless expressly prohibited, by either a labor contract or insurance policy.
6. All paid drivers for transportation programs supported wholly or in part of OAA funds shall be trained to cope with medical emergencies, unless expressly prohibited by a labor contract or insurance policy.
7. Each program shall operate in compliance with P.A. 1 of 1985 regarding seat belt usage.



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Each program shall attempt to receive reimbursement from other funding sources, as appropriate and available.

<b>Service Name/Definition</b>		
Evidence Based Disease Prevention (EBDP)- Provisions of Michigan's Aging and Adult Services Agency (AASA) approved EBDP programs, as listed in AASA Transmittal Letter 2009-176 and/or otherwise approved by AASA. EBDP programs are those which have been tested and have proven results.		
Rationale (Explain why activities cannot be funded under an existing service definition.)		
The unit rate as established by the State did not fulfill the needs for contract oversight. TSA historically established a common unit rate equaling one (1) session. This makes contract oversight for the program.		
<b>Service Category</b>	<b>Fund Source</b>	<b>Unit of Service</b>
<input type="checkbox"/> Access <input type="checkbox"/> In-Home <input checked="" type="checkbox"/> Community	<input type="checkbox"/> Title III PartB <input checked="" type="checkbox"/> Title III PartD <input type="checkbox"/> Title III PartE <input type="checkbox"/> Title VII <input type="checkbox"/> State Alternative Care <input type="checkbox"/> State Access <input type="checkbox"/> State In-home <input type="checkbox"/> State Respite <input type="checkbox"/> Other _____	one (1) program session

### Minimum Standards

1. Programs can only be offered to individuals 60 and over, and/or dependent on program eligibility criteria and fund source.
2. Programs must be either listed and/or approved by AASA.
3. Programs must utilize staff with specific training for direct service components.
4. Program must maintain required licensing and/or memorandum of agreement with program developers
5. Programs must maintain familiarity with and utilize required program reporting forms.
6. Program must uphold any fidelity standards, which have been developed for the specific EBDP programs.
7. Programs shall give priority to establishing workshops in partnership with TSA's identified communities.
8. Programs are encouraged to participate in Regional and State-wide EBDP collaborative groups and provide technical assistance to organizations offering similar programs.
9. Clients must be unduplicated for each program year, unless participating in separate and distinct different EBDP programs; they then can be counted once for each.

<b>Service Name/Definition</b>
Safe-at-Home- A program intended to support successful continuation of living in a home, by making the home of an older adult or person with disabilities safe, livable, and accessible to them.
Rationale (Explain why activities cannot be funded under an existing service definition.)
The fourth most requested service by those contacting TSA is for a combination of home safety, home modification, and handyman services. The proposed regional service definition brings together 3 existing Michigan Aging and Adult Services Agency (AASA) standards (chore, home repair and home injury control) under 1 umbrella, thus allowing TSA to address a combination of the most commonly requested services.





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Service Category	Fund Source	Unit of Service
<input type="checkbox"/> Access <input type="checkbox"/> In-Home <input checked="" type="checkbox"/> Community	<input checked="" type="checkbox"/> Title III PartB <input type="checkbox"/> Title III PartD <input type="checkbox"/> Title III PartE <input type="checkbox"/> Title VII <input type="checkbox"/> State Alternative Care <input type="checkbox"/> State Access <input type="checkbox"/> State In-home <input type="checkbox"/> State Respite <input type="checkbox"/> Other _____	One (1) hour of allowable home safety modification

### Minimum Standards

Permanent improvements of a home to prevent/remedy a sub-standard health environment condition and/or safety hazards; that does not include in-home care services, aesthetic improvements to a home, temporary repairs, chore, or home maintenance that must be repeated.

1. Home safety modification and rehabilitation may not be provided on rental property without written authorization of structure owner.
2. Each home safety modification and rehabilitation program, prior to initiating service, shall determine whether a potential client is eligible to receive services through a program supported by other sources, particularly programs funded through the Social Security Act. If it appears that an individual can be served through other resources, the program will make an appropriate referral.
3. Funds awarded for home safety modification and rehabilitation may be used for labor costs and to purchase materials used to complete the job. The program shall establish a limit on the amount to be spent on any one household in a 12 month period, not to exceed \$5,000 dollars. Equipment or tools needed to perform the jobs may be purchased or rented with funds from TSA up to an amount equal to ten (10) percent of the total amount of funds provided to the program by TSA.
4. Each program shall check each home for compliance with local building codes before commencing a job. No jobs may be done on condemned structures.
5. Program will utilize a written agreement with the owner of each home to be repaired, which includes at a minimum:
  - a) A statement that the home is occupied and is the permanent residence of the owner
  - b) A statement that in the event that the home is sold within two years of work completed by the program, the owner will reimburse the program the full cost of repairs made to the home
  - c) Specification of the repairs to be made by the program is to be provided
6. Each program shall utilize a written agreement with the owner of each home, which includes at a minimum:
  - a) Verification that work is complete and correct
  - b) Verification by a local building inspector(s) that the work satisfies building codes.
  - c) Acknowledgement by the home owner that the work is acceptable, within ten (10) days of completion.
7. Each program shall maintain a record of homes and clients served including: name of owner, address, jobs performed and dates job completed, materials used, and costs.
8. Each program shall establish and utilize written criteria for prioritizing homes to be repaired with address the condition of the home, and clients need and appropriateness of the requested job(s).
9. Pest control services may be provided only by appropriately licensed suppliers.
10. Each program must develop working relationships with home modification, repair, housing assistance services providers, and weatherization service providers in the program area to ensure effective coordination of efforts.





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11. Each program must actively recruit, train and oversee volunteers who are available and capable of performing allowable safety, livability, and accessibility modifications and home improvement jobs.

### Service Name/Definition

Caregiver Legal Services- Provisions of legal advice and representation, counseling, education, support by an attorney (including other appropriate assistance provided by a paralegal or law student under the supervision of an attorney), and counseling or representation by a non-lawyer, to eligible caregivers on issues associated with caregiving, as permitted by law.

Rationale (Explain why activities cannot be funded under an existing service definition.)

Historically, legal service funding has been limited to individuals age 60 and above. Caregivers will be allowed access to the necessary and important legal services to become better advocates and meet the needs of their care recipient.

Service Category	Fund Source			Unit of Service
<input type="checkbox"/> Access	<input checked="" type="checkbox"/> Title III PartB	<input type="checkbox"/> Title III PartD	<input type="checkbox"/> Title III PartE	Provision of 1 hour of allowable service.
<input type="checkbox"/> In-Home	<input type="checkbox"/> Title VII	<input type="checkbox"/> State Alternative Care	<input type="checkbox"/> State Access	
<input checked="" type="checkbox"/> Community	<input type="checkbox"/> State In-home	<input type="checkbox"/> State Respite		
	<input type="checkbox"/> Other _____			

### Minimum Standards

Allowable components:

- Intake- the initial interview to collect demographic data and identification of the client's legal difficulties and questions.
- Advice and Counsel- where the client is offered an informed opinion, possible course of action, and clarification of their rights under the law.
- Referral- if a legal assistance program is unable to assist a client with the course of action that the caregiver wishes to take, an appropriate referral should be made. Referrals may also be necessary when legal service providers observe individual needs which they are unable to resolve, such as: income maintenance, social service, and health service needs.
- Representation- If the client's problem requires more than advice and counsel and the case is not referred to another source, the program may represent the person in order to achieve a solution to the legal problem. Representation may include: legal research, negotiation, preparation of legal documents, correspondence, and appearance at administrative hearings or courts of law, and legal appeals, where appropriate.
- Legal Research- the gathering of information about laws, rights, or interpretation of laws that may be performed at any point after intake has occurred, to resolve a caregiver's legal problem. Such information will be used to assist providers of legal services in counseling individuals, in representing them in hearings and a court of law, or in negotiations with potential legal adversaries.
- Preparation of Legal Documents- writing documents that serve to protect individual's rights, such as contracts, wills, or leases; which may later be used in a court of law.
- Negotiation- as the client's representative, program staff may contact other persons concerned with the client's legal problem in order to clarify factual or legal contentions and possibly reach an agreement to settle legal claims.
- Legal Education- preparation and presentation of programs to inform caregivers of their rights, the legal



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system, and alternative courses of legal action, as well as, the rights of the care recipient.

### MINIMUM STANDARDS:

1. Each program must maintain linkages with other caregiver programs, respite care programs, and transportation programs, as available, in the planning service area (PSA) 1-C to help facilitate opportunities for caregivers to attend caregiver legal programs.
2. Program can be offered to caregivers of any age when the care recipient is aged 60 or older and is unable to perform at least two (2) activities of daily living or requires substantial supervision due to a cognitive or other mental impairment. Either the caregiver or care recipient must reside in the PSA 1-C.
3. Caregiver legal programs may be provided to individuals in group settings. Services may be provided in both community and in-home settings.
4. Each legal assistance program shall have an established system for targeting and serving those in greatest social and economic need.
5. Service shall be provided by, supervised by, or have direct contact with an attorney licensed to practice law in the State of Michigan who can perform or supervise any of the components listed above (Allowable Components).
6. A paralegal (defined as: an individual trained in accredited paralegal courses or in the specific legal service subject areas in which they will be assisting an attorney or law student, with under 30 hours of course work under the supervision and guidance of a licensed attorney) may perform any of the components listed above with the exceptions of representation in court and final review of legal documents. Although, a paralegal may represent client at an administrative hearing, representation in court shall be by an attorney. Preparation of legal documents may be assigned to a paralegal. However, all finalized documents shall be reviewed and approved by an attorney.
7. Law students who have completed 30 hours of course work at an accredited law school may perform any of the service components under legal assistance acting under the guidance and supervision of a licensed attorney.
8. Each program shall provide at a minimum: advice and counsel, representation, and educational components.
9. Each program shall demonstrate coordination with local long-term care advocacy programs operating within the project area.
10. When a legal assistance program identifies issues affecting clients which may be remedied by legislative action, such issues shall be brought to the attention of the Area Agency on Aging (AAA), Michigan Aging and Adult Services Agency, and the Michigan Legal Services legislative branch, as permissible and appropriate.
11. Each program shall provide assurance that it operates in compliance with regulations promulgated under the Older Americans Act (OAA), as set forth in 45 CFR Section 1321.
12. Each program that is not part of a Legal Services Corporation project grantee shall have a system to coordinate its services with existing Legal Services Corporation projects in the planning and service area in order to concentrate the use of funds provided under this definition to individuals with the greatest social and economic need.
13. Each program shall make reasonable efforts to maintain existing levels of legal assistance for older individuals being furnished with funds from sources other than Title III Part B of the OAA.
14. A legal assistance provider may not be required to reveal any information that is protected by attorney/client privilege. Each provider shall make available non-privileged, non-confidential, and

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unprotected information which will enable the AAA to perform monitoring of the provider's performance, under contract, with regard to these operating standards.

15. Each program must give priority to legal assistance related to: income, health care, long-term care, nutrition, housing, utilities, and protective services, defense of guardianship, abuse, neglect, and discrimination.



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### Access Services

#### Transportation (for MATF only)

<u>Starting Date</u>	10/01/2016	<u>Ending Date</u>	09/30/2017
Total of Federal Dollars	\$0.00	Total of State Dollars	\$124,192.00
Geographic area to be served			
PSA 1-C			

**Specify the planned goals and activities that will be undertaken to provide the service.**

#### GOAL:

Expand short notice, ride-of-last-resort transportation to clients that are unable to access and/or afford private transportation in and to areas where SMART or other local transportation companies are unable to service.

#### ACTIVITY:

Residents of the planning service area (PSA) 1-C will have an improved short-notice transportation options to access non-emergency medical, housing transitions, benefit application, and enrollment appointments.

#### Care Management

<u>Starting Date</u>	10/01/2016	<u>Ending Date</u>	09/30/2017
Total of Federal Dollars	\$0.00	Total of State Dollars	\$503,822.00
Geographic area to be served			
PSA 1-C			

**Specify the planned goals and activities that will be undertaken to provide the service.**

#### GOAL:

Provide quality Care Management (CM) services throughout the entire PSA 1-C.

#### ACTIVITIES:

1. CM clients will receive comprehensive assessment and the desired level of assistance with coordination of services most appropriate to their needs and wishes. Enrollment continues on an ongoing basis.
2. Program quality will be monitored on an ongoing basis. As necessary, program improvements will be made. Staff training will be identified through quality assurance activities and training will be provided, as needed.

Number of client pre-screenings:	Current Year:	537	Planned Next Year:	1,500
Number of initial client assessments:	Current Year:	253	Planned Next Year:	300
Number of initial client care plans:	Current Year:	253	Planned Next Year:	300
Total number of clients (carry over plus new):	Current Year:	541	Planned Next Year:	500
Staff to client ratio (Active and maintenance per Full time care)	Current Year:	1:55	Planned Next Year:	1:50





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#### Case Coordination and Support

<u>Starting Date</u>	10/01/2016	<u>Ending Date</u>	09/30/2017
Total of Federal Dollars	\$94,404.00	Total of State Dollars	\$115,304.00
Geographic area to be served			
PSA 1-C			

**Specify the planned goals and activities that will be undertaken to provide the service.**

#### GOAL:

To provide quality Case Coordination and Support (CCS) services for older adults within the PSA 1-C.

#### ACTIVITIES:

1. Clients who do not currently need a nursing facility level of service, but are at-risk of needing that level of care; will receive support to prevent or slow a further medical or functional decline. As of June 1, 2016, 224 individuals have been served through CCS. Enrollment continues on an ongoing basis.
2. Program quality will be monitored on an ongoing basis. As necessary, program improvements will be made. Staff training will be identified through quality assurance activities and trainings will be provided, as needed.

#### Information and Assistance

<u>Starting Date</u>	10/01/2016	<u>Ending Date</u>	09/30/2017
Total of Federal Dollars	\$323,440.00	Total of State Dollars	\$45,611.00
Geographic area to be served			
PSA 1-C			

**Specify the planned goals and activities that will be undertaken to provide the service.**

#### GOAL:

Provide quality Information and Assistance (I&A) services to the entire PSA 1-C through the continued engagement and increased partnerships with community-based organizations, local governments, health care entities, community focal points, and local senior centers to gain relevant and up-to-date information on the needs of the community.

#### ACTIVITIES:

1. Provide up-to-date information to the entire PSA 1-C by offering appropriate resources and referrals.
2. Update and expand the Area Agency on Aging resource database utilized by the Information Services department.
3. Develop and implement tools to measure the quality of the information service while maintaining quantity of calls.
4. Develop policies and procedures that will provide the Information Services department with a standard of operations.

#### Outreach

<u>Starting Date</u>	10/01/2016	<u>Ending Date</u>	09/30/2017
Total of Federal Dollars	\$80,000.00	Total of State Dollars	\$0.00

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Geographic area to be served

PSA 1-C

**Specify the planned goals and activities that will be undertaken to provide the service.**

**GOAL:**

Ensure all areas of the PSA 1-C receive information about programs and services available through The Senior Alliance and its vendors.

**ACTIVITIES:**

1. Information about senior services will be published and dispersed in a wide variety of formats throughout the PSA 1-C.
2. Maintain an ongoing relationship with community focal points, including senior centers and senior housing units, within the PSA 1-C in order to effectively distribute information and support community dwelling older adults, caregivers, individuals living with disabilities, and their families.
3. Continue ongoing slide presentations on local community cable channels



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### Direct Service Request

#### Medication Management

Total of Federal Dollars     \$45,000.00

Total of State Dollars     \$0.00

Geographic Area Served     PSA 1-C

**Planned goals and activities that will be undertaken to provide the service in the appropriate text box for each service category.**

#### **GOAL:**

Support older adults with Medication Management throughout the planning service area (PSA) 1-C.

#### **ACTIVITIES:**

1. Person-centered plans will be developed to support individuals in taking medications, as prescribed.
2. Individuals having difficulty affording medications will be offered resources to assist them.

**Section 307(a)(8) of the Older Americans Act provides that services will not be provided directly by an Area Agency on Aging unless, in the judgment of the State agency, it is necessary due to one or more of the three provisions described below. Please select the basis for the services provision request (more than one may be selected).**

**(A) Provision of such services by the Area Agency is necessary to assure an adequate supply of such services.**

**(B) Such services are directly related to the Area Agency's administrative functions.**

**(C) Such services can be provided more economically and with comparable quality by the Area Agency.**

**(A)** Historically, The Senior Alliance (TSA) has been unsuccessful at finding contracted providers to ensure an adequate supply of Medication Management services. TSA has developed an internal Medication Management program to ensure service availability.

**Provide a detailed justification for the service provision request. The justification should address pertinent factors that may include: a cost analysis; needs assessment; a description of the area agency's efforts to secure services from an available provider of such services; or a description of the area agency's efforts to develop additional capacity among existing providers of such services. If the service is considered part of administrative activity, describe the rationale and authority for such a determination.**

The Medication Management program provides a comprehensive, in-home review of all medications an individual is taking. The in-home review of all medications is essential in identifying situations where an older adult is taking medications incorrectly or does not understand medication instructions. It also provides an opportunity to identify at-risk situations, such as when a person has not filled a prescription for a medication that the physician thinks is being taken, as prescribed.

Medication Management services are offered to adults aged 60 and older who are at-risk of medication errors due to cognitive decline, confusion, historical difficulty in managing medications, trouble in obtaining medications, complex medication regimens, or recent changes in prescribed medications.





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Through the Medication Management program, TSA provides staff to assist older adults in effectively taking medications as prescribed by:

1. Addressing barriers for successful medication regime, such as finding programs to assist in paying for medications;
2. Assisting older adults in accessing transportation or medication delivery programs when getting to the pharmacy interferes with taking medications appropriately;
3. Communication with the physician and/or pharmacist (as necessary) to support the individual; and
4. Developing and applying effective medication management systems.

**Describe the discussion, if any, at the public hearings related to this request. Include the date of the hearing(s).**

There was no discussion at the public hearings pertaining to Medication Management.

### **Friendly reassurance**

Total of Federal Dollars     \$18,000.00

Total of State Dollars     \$0.00

Geographic Area Served     PSA 1-C

**Planned goals and activities that will be undertaken to provide the service in the appropriate text box for each service category.**

### **GOAL:**

Increase the number of clients through outreach to older adults and their caregivers.

**Section 307(a)(8) of the Older Americans Act provides that services will not be provided directly by an Area Agency on Aging unless, in the judgment of the State agency, it is necessary due to one or more of the three provisions described below. Please select the basis for the services provision request (more than one may be selected).**

**(A) Provision of such services by the Area Agency is necessary to assure an adequate supply of such services.**

**(B) Such services are directly related to the Area Agency's administrative functions.**

**(C) Such services can be provided more economically and with comparable quality by the Area Agency.**

**(A)** No bids were received to provide Friendly Reassurance services.

**(C)** Utilization of this program is directly beneficial to TSA and individuals enrolled in the Senior Community Service Employment Program (SCSEP), which TSA also administers. The SCSEP enrollees are provided with on-the-job training, professional telephone etiquette skills, and soft skill practice by making the calls to homebound seniors, and is a cost benefit for the agency.

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Provide a detailed justification for the service provision request. The justification should address pertinent factors that may include: a cost analysis; needs assessment; a description of the area agency's efforts to secure services from an available provider of such services; or a description of the area agency's efforts to develop additional capacity among existing providers of such services. If the service is considered part of administrative activity, describe the rationale and authority for such a determination.

No eligible Friendly Reassurance service providers have been identified in the planning service area (PSA) 1-C.

Describe the discussion, if any, at the public hearings related to this request. Include the date of the hearing(s).

There was no discussion at the public hearings pertaining to Friendly Reassurance.

### Disease Prevention/Health Promotion

<u>Total of Federal Dollars</u>	\$15,523.00	<u>Total of State Dollars</u>	\$0.00
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Geographic Area Served    PSA 1-C

Planned goals and activities that will be undertaken to provide the service in the appropriate text box for each service category.

#### GOAL 1:

Expand the sustainable system of program delivery to increase the availability of health and wellness programs in the 34 communities within the planning service area (PSA) 1-C through continuous quality improvement monitoring.

#### ACTIVITIES:

1. Increase the number of Coaches and Lay Leaders for the Stanford Suite of Programs, including Personal Action Toward Health (PATH), Diabetes-PATH (DPATH), & Chronic Pain PATH (CP-PATH), and A Matter of Balance (MOB) through direct service provision and leveraging of new and existing partnerships by 10% during fiscal years 2017-2019.
2. Monitor objective EBDP quality improvement metrics for program processes and outcomes to document program effectiveness
3. Continue to share best practices and resources with medical and community-based providers to collaboratively meet the needs of older adults and individuals living with disabilities in southeast Michigan through bi-monthly meetings and workgroups of the Southeast Regional Partners on the PATH.
4. Through Community Focal Point designation, identify a minimum of one (1) "lead champion" entity that is able to consistently serve as a reliable health and wellness hub for each municipality by September 30, 2019.

#### GOAL 2:

Explore healthcare reimbursement models to establish sustainability for EBDP programming.

#### ACTIVITIES:

1. Identify three (3) payers to pursue the discussion of the feasibility for obtaining private pay, Medicare,



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and private insurance contracts in fiscal year 2017.

2. Increase referrals to the MOB and DPATH programs by 10% in each fiscal years 2017-2019.

**Section 307(a)(8) of the Older Americans Act provides that services will not be provided directly by an Area Agency on Aging unless, in the judgment of the State agency, it is necessary due to one or more of the three provisions described below. Please select the basis for the services provision request (more than one may be selected).**

**(A) Provision of such services by the Area Agency is necessary to assure an adequate supply of such services.**

**(B) Such services are directly related to the Area Agency's administrative functions.**

**(C) Such services can be provided more economically and with comparable quality by the Area Agency.**

(C) TSA has demonstrated cost efficiencies in service delivery of EBDP programs through the utilization of continuous quality improvement strategies. TSA has also improved the monitoring of outreach efforts and referral sources to maximize resources.

**Provide a detailed justification for the service provision request. The justification should address pertinent factors that may include: a cost analysis; needs assessment; a description of the area agency's efforts to secure services from an available provider of such services; or a description of the area agency's efforts to develop additional capacity among existing providers of such services. If the service is considered part of administrative activity, describe the rationale and authority for such a determination.**

TSA continues to demonstrate capacity as a provincial leader by continuing to Chair the Southeast Michigan Regional Partners on the PATH. In coordinating two (2) workgroups, southeast Michigan is positioned to enhance best practices amongst providers of community-based services and support efforts of bridging the gap between the medical model of service delivery and older adult empowerment.

**Describe the discussion, if any, at the public hearings related to this request. Include the date of the hearing(s).**

At the public hearing on May 19, 2016 at the Canton Senior Center, questions were asked about the types of programs offered and how to sign-up for them.

### Long Term Care Ombudsman

Total of Federal Dollars      \$28,363.00

Total of State Dollars      \$54,698.00

Geographic Area Served      PSA 1-C

**Planned goals and activities that will be undertaken to provide the service in the appropriate text box for each service category.**

#### GOAL:

The Long-Term Care Ombudsman will advocate for residents in long-term care settings by encouraging long-term care providers to engage in a multi-disciplinary approach to person-centered care.

#### ACTIVITIES:

1. Increase outreach activities to resident councils by educating residents about person-centered

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planning.

2. To provide information about quality of care by providing training to long-term care staff.
3. To build and maintain relationships with local colleges and universities to engage students who have an interest in advocacy and elder rights protections.

**Section 307(a)(8) of the Older Americans Act provides that services will not be provided directly by an Area Agency on Aging unless, in the judgment of the State agency, it is necessary due to one or more of the three provisions described below. Please select the basis for the services provision request (more than one may be selected).**

**(A) Provision of such services by the Area Agency is necessary to assure an adequate supply of such services.**

**(B) Such services are directly related to the Area Agency's administrative functions.**

**(C) Such services can be provided more economically and with comparable quality by the Area Agency.**

**(C) The Senior Alliance (TSA) has an internal LTCO.**

**Provide a detailed justification for the service provision request. The justification should address pertinent factors that may include: a cost analysis; needs assessment; a description of the area agency's efforts to secure services from an available provider of such services; or a description of the area agency's efforts to develop additional capacity among existing providers of such services. If the service is considered part of administrative activity, describe the rationale and authority for such a determination.**

The LTCO is an independent voice within TSA's framework. TSA provides the Ombudsman with resources such as, increased access to the Information Services department and Medicare/Medicaid Assistance Programs departments. TSA also has vast experience in volunteer recruitment, maintenance, and management.

**Describe the discussion, if any, at the public hearings related to this request. Include the date of the hearing(s).**

There was no discussion at the public hearings pertaining to Long-Term Care Ombudsman.





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### Regional Service Request

#### Safe-at-Home

Total of Federal Dollars      \$0.00

Total of State Dollars      \$0.00

Geographic Area Served      PSA 1-C

**Planned goals and activities that will be undertaken to provide the service in the appropriate text box for each service category.**

#### GOAL 1:

Identify sustainable and consistent funding resources to meet the demand for home safety remediation services.

#### ACTIVITIES:

1. The Senior Alliance (TSA) will identify and implement best practice methods of tracking healthcare expenditures and savings related to home injury prevention repairs by September 30, 2019.
2. TSA will aim to reduce the current Safe-at-Home waitlist by 10% by September 30, 2017.

#### GOAL 2:

TSA will seek and leverage existing partnerships to maximize very limited funding sources to provide home safety remediation services for older adults and individuals living with disabilities in the planning service area (PSA) 1-C.

#### ACTIVITIES:

1. TSA will increase recruitment and retention rate of retired skilled tradespersons for home safety remediation service delivery by 25% by September 30, 2019.
2. TSA will identify a minimum of one (1) strategic partner to grow Safe-at-Home's capacity to provide home safety remediation services by September 30, 2017.

**Section 307(a)(8) of the Older Americans Act provides that services will not be provided directly by an Area Agency on Aging unless, in the judgment of the State agency, it is necessary due to one or more of the three provisions described below. Please select the basis for the services provision request (more than one may be selected).**

**(A) Provision of such services by the Area Agency is necessary to assure an adequate supply of such services.**

**(B) Such services are directly related to the Area Agency's administrative functions.**

**(C) Such services can be provided more economically and with comparable quality by the Area Agency.**

**(A)** During the 2017-2019 multi-year plan (MYP) cycle, no bids were received to provide Safe-at-Home program.

**(B)** TSA will continue to grow its volunteer's base to deliver this service.

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Provide a detailed justification for the service provision request. The justification should address pertinent factors that may include: a cost analysis; needs assessment; a description of the area agency's efforts to secure services from an available provider of such services; or a description of the area agency's efforts to develop additional capacity among existing providers of such services. If the service is considered part of administrative activity, describe the rationale and authority for such a determination.

TSA was unable to identify a community based entity with the capacity to coordinate volunteers, assess participants, identify applicable funding resources, and monitor the progress of projects through the 2017-2019 request for proposal process.

During the 2013-2016 multi-year plan cycle, TSA established the infrastructure for a "Tuesday Toolman" model program and performed due diligence to grow its volunteer pool of trades inclined individuals. TSA also has established policies and procedures to monitor volunteers, assess client needs, and leverage partnerships to ensure quality service delivery.

Describe the discussion, if any, at the public hearings related to this request. Include the date of the hearing(s).

There was no discussion at the public hearings pertaining to Safe-at-Home.

### Evidence Based Disease Prevention (EBDP)

Total of Federal Dollars      \$0.00

Total of State Dollars      \$0.00

Geographic Area Served      PSA 1-C

**Planned goals and activities that will be undertaken to provide the service in the appropriate text box for each service category.**

#### GOAL 1:

Expand the sustainable system of program delivery to increase the availability of health and wellness programs in the 34 communities within the planning service area (PSA) 1-C through continuous quality improvement monitoring.

#### ACTIVITIES:

1. Increase the number of Coaches and Lay Leaders for the Stanford Suite of Programs, including Personal Action Toward Health (PATH), Diabetes-PATH (DPATH), & Chronic Pain PATH (CP-PATH), and A Matter of Balance (MOB) through direct service provision and leveraging of new and existing partnerships by 10% in fiscal year 2017
2. Monitor objective EBDP quality improvement metrics for program processes and outcomes to document program effectiveness
3. Continue to share best practices and resources with medical and community-based providers to collaboratively meet the needs of older adults and individuals living with disabilities in southeast Michigan through bi-monthly meetings and workgroups of the Southeast Regional Partners on the PATH.
4. Through Community Focal Point designation, identify a minimum of one (1) "lead champion" entity that is able to consistently serve as a reliable health and wellness hub for each municipality by September 30, 2019.



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### GOAL 2:

Explore healthcare reimbursement models to establish sustainability for EBDP programming.

### ACTIVITIES:

1. Identify three (3) payers to pursue the discussion of the feasibility for obtaining private pay, Medicare, and private insurance contracts in fiscal year 2017.
2. Increase referrals to the MOB and DPATH programs by 10% in each fiscal year of the multi-year plan from the previous year.

**Section 307(a)(8) of the Older Americans Act provides that services will not be provided directly by an Area Agency on Aging unless, in the judgment of the State agency, it is necessary due to one or more of the three provisions described below. Please select the basis for the services provision request (more than one may be selected).**

- (A) Provision of such services by the Area Agency is necessary to assure an adequate supply of such services.**
- (B) Such services are directly related to the Area Agency's administrative functions.**
- (C) Such services can be provided more economically and with comparable quality by the Area Agency.**
- (C) The Senior Alliance (TSA) has demonstrated cost efficiencies in service delivery of EBDP programs through the utilization of continuous quality improvement strategies. TSA has also improved the monitoring of outreach efforts and referral sources to maximize the leverage of resources.**

**Provide a detailed justification for the service provision request. The justification should address pertinent factors that may include: a cost analysis; needs assessment; a description of the area agency's efforts to secure services from an available provider of such services; or a description of the area agency's efforts to develop additional capacity among existing providers of such services. If the service is considered part of administrative activity, describe the rationale and authority for such a determination.**

TSA continues to demonstrate capacity as a provincial leader by continuing to Chair the Southeast Michigan Regional Partners on the PATH. In coordinating two (2) workgroups, Southeast Michigan is positioned to enhance best practices amongst providers of community based services, and support efforts of bridging the gap between medical model service delivery and older adult empowerment.

**Describe the discussion, if any, at the public hearings related to this request. Include the date of the hearing(s).**

At the public hearing on May 19, 2016 at the Canton Senior Center, questions were asked about the types of programs offered and how to sign-up for them.





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### Caregiver and Community Transportation

Total of Federal Dollars     \$120,496.00

Total of State Dollars     \$124,192.00

Geographic Area Served     PSA 1-C

**Planned goals and activities that will be undertaken to provide the service in the appropriate text box for each service category.**

#### **GOAL:**

TSA will ensure that all elderly and disabled citizens within the PSA 1-C are given transportation based on their individual needs.

#### **ACTIVITIES:**

1. TSA will find inexpensive transportation from both private and public entities
2. TSA will verify any transportation source used meets or exceeds the standards of TSA's own transportation system.
3. TSA will work with community-based programs to try and find suitable solutions for those that need transportation and continue to expand TSA's own transportation program.

**Section 307(a)(8) of the Older Americans Act provides that services will not be provided directly by an Area Agency on Aging unless, in the judgment of the State agency, it is necessary due to one or more of the three provisions described below. Please select the basis for the services provision request (more than one may be selected).**

**(A) Provision of such services by the Area Agency is necessary to assure an adequate supply of such services.**

**(B) Such services are directly related to the Area Agency's administrative functions.**

**(C) Such services can be provided more economically and with comparable quality by the Area Agency.**

**(A)** Adequate transportation options are consistently identified as a priority by community dwelling older adults and their families. The existence of short notice transportation for "life emergencies" that extend beyond medical concerns had been an unmet need until TSA implemented the caregiver and community transportation program. While TSA's transportation program does not fully meet the demand, it is now an affordable and available service option where one did not previously exist.

**(C)** Comparatively, TSA is able to provide transportation at a rate at least one-third cheaper on average than other existing providers round trip due to cost efficiencies. Local transit providers also often charge varying rates based on the ambulatory status of the rider and additional riders, whereas TSA's rate is all inclusive and not dependent on the physical capabilities of the program participant or having a caregiver ride with them.

**Provide a detailed justification for the service provision request. The justification should address pertinent factors that may include: a cost analysis; needs assessment; a description of the area agency's efforts to secure services from an available provider of such services; or a description of the area agency's efforts to develop additional capacity among existing providers of such services. If the service is considered part of administrative activity, describe the rationale and authority for such a determination.**

TSA successfully conducted a pilot caregiver transportation program in fiscal year 2013. In fiscal year 2016, TSA took over Caregiver Transportation from the contractor due to the contractors desire to end their



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involvement in transportation service delivery. The lack of capacity to meet demands and the expense of fulfilling travel requests outside the PSA 1-C are factors affecting widespread program expansion.

**Describe the discussion, if any, at the public hearings related to this request. Include the date of the hearing(s).**

There was no discussion at the public hearings pertaining to Caregiver and Community Transportation.

### Caregiver Legal Services- contracted

Total of Federal Dollars      \$40,000.00

Total of State Dollars      \$0.00

Geographic Area Served      PSA 1-C

**Planned goals and activities that will be undertaken to provide the service in the appropriate text box for each service category.**

Not Applicable

**Section 307(a)(8) of the Older Americans Act provides that services will not be provided directly by an Area Agency on Aging unless, in the judgment of the State agency, it is necessary due to one or more of the three provisions described below. Please select the basis for the services provision request (more than one may be selected).**

**(A) Provision of such services by the Area Agency is necessary to assure an adequate supply of such services.**

**(B) Such services are directly related to the Area Agency's administrative functions.**

**(C) Such services can be provided more economically and with comparable quality by the Area Agency.**

Not Applicable

**Provide a detailed justification for the service provision request. The justification should address pertinent factors that may include: a cost analysis; needs assessment; a description of the area agency's efforts to secure services from an available provider of such services; or a description of the area agency's efforts to develop additional capacity among existing providers of such services. If the service is considered part of administrative activity, describe the rationale and authority for such a determination.**

Not Applicable

**Describe the discussion, if any, at the public hearings related to this request. Include the date of the hearing(s).**

There was no discussion at the public hearings pertaining to Caregiver Legal Services.



### Program Development Objectives

#### Area Agency on Aging Goal

- A. A minimum of one (1) new community within The Senior Alliance's (TSA's) planning service area (PSA) 1-C will received recognition as a Community for a Lifetime (CFL).

**State Goal Match: 1**

#### NARRATIVE

Focusing on the aging network, public, municipal, and private partnerships to assess the aging-friendliness of communities to make them Communities for a Lifetime (CFL) and help them to retain and attract residents of all ages so the communities can thrive and have access to goods, services, and opportunities for quality living across the lifespan.

#### OBJECTIVES

1. To encourage the implementation and promotion of aging friendly principles within the PSA 1-C, TSA will provide technical assistance to community groups striving to receive CFL designation.

**Timeline: 10/01/2016 to 09/30/2019**

#### Activities

1. TSA will participate in at least one (1) status review meeting per year with PSA 1-C specific community groups in the process of assessing the age-friendliness of their community and/or submitting an application for CFL designation.
2. To support CFL initiatives, TSA will offer health, wellness, and injury prevention workshops and training to communities applying for designation.
3. TSA will work with communities to explore a range of transportation options designed to allow individuals to remain mobile and independently able to access needed services and activities.
4. TSA will offer to communities applying for CFL designation technical assistance, training, and other supports, as appropriate and requested.

#### Expected Outcome

TSA's PSA 1-C will obtain one (1) designated CFL during the 2017-2019 multi-year plan cycle.

- B. Empower people through ensuring a variety of long-term care options are available and accessible in southern and western Wayne County.

**State Goal Match: 2**

#### NARRATIVE

TSA will target Evidence-Based Disease Prevention programs (EBDP), Care Transitions, Safe-at-Home, Medicare/Medicaid Assistance Program (MMAP), Information and Assistance, Housing, Transportation, and meals program to:

1. Reduce avoidable hospitalization
2. Educate older adults to help them make informed choices
3. Maintain an active/healthy lifestyle
4. Reduce the need for expensive health utilization through health promotion and self-management

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5. Increase ability to continue living in the community of their choice

### OBJECTIVES

1. Expand the established sustainable system of program delivery to increase the availability of health and wellness programs.

**Timeline:** 10/01/2016 to 09/30/2019

#### Activities

1. Increase the number of Coaches and Lay Leaders for the Stanford Suite of Programs, including Personal Action Toward Health (PATH), Diabetes-PATH (DPATH), & Chronic Pain-PATH, and A Matter of Balance (MoB) through direct service provision and leveraging of new and existing partnerships by 10% in fiscal year 2017.
2. Monitor objective EBDP quality improvement metrics for program processes and outcomes to document program effectiveness.
3. Continue to share best practices and resources with medical and community-based providers to collaboratively meet the needs of older adults and individuals living with disabilities in southeast Michigan through bi-monthly meetings and workgroups of the Southeast Regional Partners on the PATH.
4. Through Community Focal Point designation, identify a minimum of 1 "lead champion" entity that is able to consistently serve as a reliable health and wellness hub for each municipality by September 30, 2019.

#### Expected Outcome

1. There will be an increase in availability of health and wellness programs throughout the PSA 1-C.
  2. Through health promotion activities, education, and workshops, older adults and individuals living with disabilities will increase their health literacy to become better managers of their health.
2. Explore healthcare reimbursement models to establish sustainability of the health and wellness programs.

**Timeline:** 10/01/2016 to 09/30/2019

#### Activities

1. Identify three (3) payers to pursue the discussion of the feasibility for obtaining private pay, Medicare, and private insurance contracts.
2. Increase referrals to the MoB and D-PATH programs by 10% in fiscal year 2017.

#### Expected Outcome

To increase the availability of EBDP programs.

3. Identify gaps in service to meet the changing needs of older adults and individuals living with disabilities to ensure quality, coordinated care, and accessibility of available services throughout PSA 1-C.

**Timeline:** 10/01/2016 to 09/30/2019

#### Activities

1. Staff will continue to participate in cultural competence and diversity trainings to promote inclusive agency culture.
2. TSA will continue to work with SAGE (Services and Advocacy for Gay, Lesbian, Bisexual, and



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Transgender Elders), to monitor sensitivity training for staff, as related to older adults.

3. TSA will perform an annual audit of the overall accessibility of services, facilities, and address barriers that have been identified, as possible.

4. TSA will continue to monitor sensitivity training for staff.

### Expected Outcome

Quality improvement for all programs and services will result in increased accessibility and efficient services provided to individuals and their families in PSA 1-C.

4. Provide basic needs outreach (housing, food resources, social isolation) to community dwelling older adults to promote successful aging-in-place.

**Timeline: 10/01/2016 to 09/30/2019**

### Activities

1. Increase the number of clients in the Friendly Reassurance program.
2. Survey existing clients to ensure that TSA's services are helping individuals feel independent.
3. Provide additional support to TSA through the Senior Community Service Employment Program (SCSEP) enrollees, who make the calls for the Friendly Reassurance program, and have additional office related skills training.
4. Assess client needs and provide appropriate information and referrals.
5. Increase outreach efforts, including adding information to TSA's website, to improve awareness for older adults, individuals living with disabilities, and their caregivers.
6. Work with collaborative community groups (e.g. Council for Action on Aging and Senior Centers, etc.) to better service TSA's PSA 1-C.
7. Continue participation in professional groups (i.e. MI-AIRS Board, etc.).

### Expected Outcome

To allow PSA 1-C dwelling older adults to remain as independent as possible, within their own homes and feel secure.

- C. Support elder rights through advocacy, information, training, and services.

**State Goal Match: 4**

### NARRATIVE

TSA will target the Medicare Medicaid Assistance Program/Long-Term Care Ombudsman (MMAP/LTCO) and the Lesbian, Gay, Bisexual, and Transgender (LGBT) community to:

1. Educate stakeholders and advocate with healthcare consumers to increase community awareness of initiative
2. Ensure equal access and inclusivity to resources for older adults of all physical, mental, and cognitive abilities in addition to sexual orientation, gender identity, gender expression regardless of race, ethnicity, veteran status, etc.

### OBJECTIVES

1. To provide information and community education to older adults so that they will be able to identify elder abuse.



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**Timeline:** 10/01/2016 to 09/30/2019

### Activities

1. Collaborate with Adult Protective Services, legal assistance programs, Department of Human Services, and to other community programs in a multi-cross disciplinary approach in the efforts of preventing elder abuse.
2. Collaborate with local financial institutions, health fairs, senior fairs, community focal points, at public outreach events to raise awareness of elder abuse issues related to financial exploitation.
3. Identify other community partners, such as local pharmacies, doctors' offices, etc., as stakeholders to provide and share information related to elder abuse.
4. Participate in Older Michiganians Day steering committee.

### Expected Outcome

Older adults will have an increased awareness about elder abuse and exploitation.

2. The LTCO and the MMAP will increase community educational efforts in the prevention of elder abuse, neglect, and exploitation by providing education, outreach, and advocacy services.

**Timeline:** 10/01/2016 to 09/30/2019

### Activities

1. Provide information and outreach to the underserved population located within TSA's PSA 1-C.
2. Expand consumer awareness in the prevention of elder abuse, neglect, and exploitation and the understanding how to report suspicion of elder abuse.
3. Strengthen TSA's advocacy efforts by collaborating with community organizations, coalitions, committees, stakeholders, partner organization, and other groups in elder abuse prevention.
4. Provide elder prevention educational seminars and training to direct care staff in long-term care facilities, senior centers, senior housing, underserved populations, and the community at-large.
5. Expand information and education of elder abuse to older adults with cultural difference and language barriers.

### Expected Outcome

1. Older adults will have an increased awareness of financial abuse and fraud.
  2. Information on how to prevent and handle financial abuse will be made available to older adults and their caregivers in a variety of formats.
  3. TSA staff and partners will have an increased knowledge and skills regarding financial abuse recognition and how to provide person-centered assistance.
3. To increase coordinated and collaborative approaches to providing assistance to older adults and their families in understanding long-term care.

**Timeline:** 10/01/2016 to 09/30/2019

### Activities

1. Encourage person-centered, multi-disciplinary team care planning approach, involving all disciplines related to resident care services, including outside services, such as laboratory and x-ray service.
2. Offer written materials pertaining to resolving concerns to family councils.
3. Provide and participate in community educational programs.

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4. Maintain relationships with the Medicare/Medicaid Assistance Program, Adult Protective Services, Department of Human Services, legal services, Home and Community Based Services for the Elderly and Disabled Waiver of Department of Community Health, MPRO Bureau of Child and Adult licensing, the Attorney General's Health Care Fraud Unit, and other community organizations.

**Expected Outcome**

1. The LTCO will be involved in advocacy efforts by participating in coalitions, committees, conferences, and workshops.
2. Information about the LTCO program will be made available throughout the PSA 1-C.





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#### Advocacy Strategy

**Advisory Council-** The Senior Alliance's (TSA's) Advisory Council will contact elected officials and stakeholders on public policy issues including: federal and state budget issues, re-authorization of the Older Americans Act, and other issues affecting older adults.

**Board of Directors-** TSA's Board of Directors will establish relationships with elected officials and stakeholders to discuss public policy issues including: federal and state budget issues, re-authorization of the Older Americans Act, and other issues affecting older adults. Input from the Advisory Council and TSA staff will be considered, as advocacy positions are considered for approval.

**Community Care-** TSA will advocate for increased Medicare and Medicaid resources targeted at enabling individuals at risk of entering a nursing facility to remain in their home and assist those who have chosen to transition back to the community.

**Community Focal Points-** TSA will provide information to the planning service area (PSA) 1-C's senior center network and community-based stakeholders to empower them to advocate on issues of interest.

**Engaging Elected Officials-** TSA's management team will present an annual update to each the 34 municipal legislative bodies comprising of the PSA 1-C. The Executive Director and management team will maintain an open-door policy for officials from those communities to discuss issues and opportunities affecting older adults and individuals living with disabilities in their community. The Chief Information and Planning Officer will meet in-person with members of Congress and State legislators, in Washington D.C. and Lansing, or their designated staff, who represent the PSA 1-C. Relevant advocacy briefs developed by the Aging and Adult Services Agency, National Association of Area Agencies on Aging, the Area Agencies on Aging Association of Michigan, and the Silver Key Coalition, will be provided to these officials.

**Innovation-** TSA will engage its Board of Directors, Advisory Council, and staff in exploring and developing initiatives to improve the lives of older adults and individuals living with disabilities in PSA 1-C.

**Transportation Services-** TSA will advocate with existing state, regional, and local agencies for increased funding to support specialized transportation and improve coordination of existing transportation resources.

**Older Michiganians Day (OMD)-** TSA will accompany older adults to the state capitol for OMD. This is a great opportunity for elderly individuals to talk to their state legislators about issues of concern and provide recommendations for legislative actions based on the OMD platform.

**Senior Millage-** TSA will seek partnerships with interested stakeholders to advocate for a county-wide senior millage that would support an array of services benefiting older adults.

**Home Accessibility-** TSA will advocate for support of a State tax credit and/or other appropriations which enable homeowners and caregivers to improve accessibility to residential homes, including wheelchair ramps. TSA also supports legislation to provide tax credits for accessibility improvements.



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**Caregivers-** TSA will advocate for initiatives that increase the ability of individuals to care for older adults and individuals living with disabilities.

**Care Transitions-** TSA will advocate for additional funds from the Centers of Medicare and Medicaid to support TSA's Care Transitions program; as the health care system is moving to a bundle pay system to meet quality standards.



### Leveraged Partnerships

**1. Include, at a minimum, plans to leverage resources with organizations in the following categories:**

- a. Commissions Councils and Departments on Aging.
- b. Health Care Organizations/Systems (e.g. hospitals, health plans, Federally Qualified Health Centers)
- c. Public Health.
- d. Mental Health.
- e. Community Action Agencies.
- f. Centers for Independent Living.
- g. Other

The Senior Alliance (TSA) works with Integrated Care Organizations to assist with delivering person centered care and long term supports and services for those enrolled in the MI Health Link Pilot Program.

TSA continuously work in collaboration to meet program participant needs, wishes, and preferences.

TSA offers Evidence Based Disease Prevention classes to those with chronic conditions to enhance their education and knowledge, as well as management of their chronic conditions. TSA also collaborates with Wayne State University to offer a Diabetes Education and Wellness clinic.

TSA collaborates closely with Centers of Independent Living (CIL's) with the involvement of Nursing Facility Transitions (NFT). TSA attends statewide meetings that includes CIL's, MI Choice Waiver agents, and Michigan Department of Health and Human Services staff. TSA works locally with the Disability Network of Wayne County (DNWC) to coordinate nursing facility transitions and collaboratively provide outreach to local nursing facilities to educate on the program. To make it easier for nursing facility staff to make referrals, TSA collaboratively produced a NFT "bookmark" that includes contact information for both local MI Choice Waiver agencies and DNWC.

**2. Describe the area agency's strategy for FY 2017-2019 for working with ADRC partners in the context of the access services system within the PSA.**

The Area Agency on Aging now oversees all local Aging and Disability Resource Collaborative efforts. TSA will seek continued collaboration with The Disability Network/Wayne County-Detroit and a renewed connection with all of the community partners in order to further develop a resource network, to meet the unique needs of the planning service area 1-C.

**3. Describe the area agency's strategy for developing, sustaining, and building capacity for Evidence-Based Disease Prevention (EBDP) programs including the area agency's provider network EBDP capacity.**

Receiving the Michigan Health Endowment Fund Grant (MHEF) in fiscal year 2015 allowed TSA to develop a strategy and build capacity to develop a sustainable Evidence-Based disease Prevention program. TSA will continue to leverage partnerships with community-based providers, recognized within the local aging network, to ensure the continuation of available preventative, health promotion, and self-management services. In fiscal year 2017, TSA will explore formalized relationships with third party payers, as a sustainable method of increasing the accessibility and reach of community-based services for older adults.

### Community Focal Points

**Describe the rationale and method used to assess the ability to be a community focal point, including the definition of community. Explain the process by which community focal points are selected.**

A community is defined as, "an area of service that is comprised of, but not limited to, the jurisdictional boundaries or a municipality. This area of service for the aging includes factors, such as: the location of municipal offices, supportive services, health care facilities, commercial and recreational centers, education institutions, and ethnic and religious centers".

The Senior Alliance's (TSA's) rationale for Community Focal Points (CFP's) is to ensure organizations provide an integral link between older adults and available services capable of meeting the individual's needs.

To be TSA's CFP, an organization must:

1. Complete the CFP application packet:
  - a) Applications will be reviewed by the Planning Manager and the Information and Assistance (I&A) Resource Specialist;
  - b) Information gathered from the application will be used concurrently as the agency "profile" to populate TSA's database for referrals.
2. Following an initial on-site visit, recommendations from the I&A Specialist and TSA's management will be given to TSA's Advisory Council:
  - a) TSA's Advisory Council will review the recommended CFP's at an open meeting and will make their recommendation to the Board of Directors for approval;
  - b) The Board of Directors, whose membership includes local elected officials, and whose members are approved by local elected officials, approve CFP designation.

TSA has criteria to designate CFP's

1. Ability of the site to meet the service needs of older adults, including direct access to existing I&A and emergency services;
2. Service availability at least 25 hours a week;
3. Designated site must be barrier free/handicapped accessible;
4. Location should be readily accessible for older adults with easy access using public or private transportation;
5. Potential to accommodate additional services and/or on-site collaboration of services with other providers is strongly encouraged;
6. Outreach efforts to expand service utilization by all older adults, including: low-income, minority, frail, isolated, and disabled older adults living in the vicinity; services must be directly provided through the facility or program, unless otherwise noted;
7. Ability to provide and/or make reasonable on-site accommodations for at least seven direct services.

Current CFP's were established utilizing the new CFP definition, as approved by TSA's Board of Directors in



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fiscal year 2012.

Recognizing the changing needs in the planning service area (PSA) 1-C, under the direction and support of the Advisory Council, TSA will revise the designation process for local CFP's in fiscal year 2017 to include a broader group of community partners. Updating the existing standards for CFP designation will ensure inclusivity, promote collaborative capacity building, and provide sufficient access to information and services for older adults, individuals living with disabilities, and their caregivers.

**Provide the following information for each focal point within the PSA. List all designated community focal points with name, address, telephone number, website, and contact person. This list should also include the services offered, geographic areas served and the approximate number of older persons in those areas. List your Community Focal Points in this format.**

Name:	Allen Park-Parks and Recreation
Address:	15800 White Street, Allen Park, MI 48101
Website:	<a href="http://www.cityoffallenpark.org">www.cityoffallenpark.org</a>
Telephone Number:	(313) 928-0771
Contact Person:	Carson Smith
Service Boundaries:	City of Allen Park
No. of persons within boundary:	6,374
Services Provided:	A, C, D, E, G, H, I, K, P, Q, R, S, T, U, V

Name:	Brownstown Township
Address:	21313 Telegraph Road, Brownstown Township, MI 48183
Website:	<a href="http://www.brownstown-mi.org">www.brownstown-mi.org</a>
Telephone Number:	(734) 675-0920
Contact Person:	Amy Thomas
Service Boundaries:	Brownstown Township
No. of persons within boundary:	4,796
Services Provided:	A, B, C, E, G, H, I, L, M, N, O, Q, R, S, V

Name:	Canton Senior Adult Programs
Address:	46000 Summit Parkway, Canton, MI 48188
Website:	<a href="http://www.canton-mi.org">www.canton-mi.org</a>
Telephone Number:	(734) 394-5485
Contact Person:	
Service Boundaries:	Canton Township
No. of persons within boundary:	13,112
Services Provided:	A, B, C, D, E, F, G, H, I, J, K, L, N, O, P, Q, R, S, T, U, V

Name:	Dearborn Heights - Berwyn Senior Center
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Address: 26155 Richardson, Dearborn Heights, MI 48127  
Website: [www.ci.dearborn-heights.mi.us/PR\\_Berw.cfm](http://www.ci.dearborn-heights.mi.us/PR_Berw.cfm)  
Telephone Number: (313) 791-3550  
Contact Person: Kim Constan  
Service Boundaries: City of Dearborn Heights  
No. of persons within boundary: 12,032  
Services Provided: A, B, C, E, F, G, H, I, J, K, L, M, O, S, V

Name: Dearborn Heights - Eton Senior Center  
Address: 4900 Pardee Avenue, Dearborn Heights, MI 48125  
Website: [www.ci.dearborn-heights.mi.us/PR\\_Eton.cfm](http://www.ci.dearborn-heights.mi.us/PR_Eton.cfm)  
Telephone Number: (313) 277-7765  
Contact Person: Kristin Rockensuess  
Service Boundaries: City of Dearborn Heights  
No. of persons within boundary: 12,032  
Services Provided: A, B, C, E, F, G, H, I, K, M, N, O, P, S, V

Name: Dearborn Senior Center  
Address: 15801 Michigan Avenue, Dearborn, MI 48126  
Website: [www.cityofdearborn.org](http://www.cityofdearborn.org)  
Telephone Number: (313) 943-2401  
Contact Person: Teresa Graves  
Service Boundaries: City of Dearborn  
No. of persons within boundary: 16,205  
Services Provided: A, B, C, D, E, F, G, H, I, J, K, L, N, O, P, Q, R, S, T, U, V

Name: Ecorse Senior Center  
Address: 4072 West Jefferson, Ecorse, MI 48229  
Website: [www.city-ecorse.org](http://www.city-ecorse.org)  
Telephone Number: (313) 382-3305  
Contact Person: Lucille King  
Service Boundaries: City of Ecorse  
No. of persons within boundary: 1,669  
Services Provided: B, C, F, H, I, O, Q, R, S

Name: Flat Rock Senior Center  
Address: 1 Maguire, Flat Rock, MI 48134  
Website: [www.flatrockmi.org](http://www.flatrockmi.org)





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Telephone Number: (734) 379-1450  
Contact Person: Shelly Pluchino  
Service Boundaries: City of Flat Rock  
No. of persons within boundary: 1,554  
Services Provided: A, D, E, F, G, H, J, L, M, N, O, P, Q, R, S, T U, V

Name: Garden City - Maplewood Senior Center  
Address: 31735 Maplewood Boulevard, Garden City, MI 48135  
Website: [www.gardencitymi.org](http://www.gardencitymi.org)  
Telephone Number: (734) 793-1860  
Contact Person: Lisa Watts  
Service Boundaries: City of Garden City  
No. of persons within boundary: 5,253  
Services Provided: B, C, E, F, H, I, J, M, N, O, P, Q, R, S, T, U, V,

Name: Gibraltar Community Center  
Address: 29340 South Gibraltar Road, Gibraltar, MI 48173  
Website: [www.cityofgibraltar.net](http://www.cityofgibraltar.net)  
Telephone Number: (734) 671-1466  
Contact Person: Tamey Gorris  
Service Boundaries: City of Gibraltar  
No. of persons within boundary: 978  
Services Provided: A, B, C, E, H, I, L, K, O, P, R, S, T, U, V

Name: Grosse Ile Township Recreation Dept.  
Address: 25897 Third Street, Grosse Ile Township, MI 48138  
Website: [www.grosseile.com](http://www.grosseile.com)  
Telephone Number: (734) 675-2364  
Contact Person: Brandy Boyd  
Service Boundaries: Grosse Ile Township  
No. of persons within boundary: 2,938  
Services Provided: E, I, J, K, L, P, R, S, V

Name: Huron Township Senior Center  
Address: 28245 Mineral Springs Road, New Boston, MI 48164  
Website: [www.hurontownship-mi.gov](http://www.hurontownship-mi.gov)  
Telephone Number: (734) 654-9281  
Contact Person: Walt McCurdy



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Service Boundaries: Huron Township  
 No. of persons within boundary: 1,541  
 Services Provided: A, B, C, E, F, G, H, I, J, K, L, M, N, O, P, R, S, T, U, V

Name: Inkster Senior Services  
 Address: 2000 Inkster Road, Inkster, MI 48141  
 Website: [www.cityofinkster.com](http://www.cityofinkster.com)  
 Telephone Number: (313) 561-2383  
 Contact Person: Denise Champagne  
 Service Boundaries: City of Inkster  
 No. of persons within boundary: 4,167  
 Services Provided: B, C, F, H, I, K, L, N, Q, R, S, T, VV

Name: Lincoln Park Senior Center  
 Address: 3240 Ferris, Lincoln Park, MI 48146  
 Website: [www.lincolnparkmi.net](http://www.lincolnparkmi.net)  
 Telephone Number: (313) 386-1817  
 Contact Person: Don Cook  
 Service Boundaries: City of Lincoln Park  
 No. of persons within boundary: 6,259  
 Services Provided: C, E, F, H, I, K, M, O, Q, R, S, T, U, V

Name: Livonia Civic Park Senior Center  
 Address: 15218 Farmington Road, Livonia, MI 48154  
 Website: [www.ci.livonia.mi.us](http://www.ci.livonia.mi.us)  
 Telephone Number: (734) 466-2555  
 Contact Person: Karl Peters  
 Service Boundaries: City of Livonia  
 No. of persons within boundary: 22,980  
 Services Provided: A, B, C, D, E, F, G, H, I, J, K, L, M, N, O, P, Q, R, S, T, U, V

Name: Melvindale Senior Center  
 Address: 4300 South Dearborn, Melvindale, MI 48122  
 Website: [www.melvindale.org](http://www.melvindale.org)  
 Telephone Number: (313) 769-2347  
 Contact Person: Jackie Daniels  
 Service Boundaries: City of Melvindale  
 No. of persons within boundary: 1,815  
 Services Provided: A, B, C, D, E, F, H, I, J, K, L, M, O, P, Q, R, S, T, U, V

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Name: Northville Area Senior Center  
Address: 303 West Main Street, Northville, MI 48167  
Website: [www.northvilleparksandrec.org](http://www.northvilleparksandrec.org)  
Telephone Number: (248) 349-0203  
Contact Person: Suzanne Johnson  
Service Boundaries: City of Northville/Northville Twp  
No. of persons within boundary: 7,524  
Services Provided: B, D, E, F, G, H, J, K, L, M, O, P, Q, R, S, T, U, V

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Name: Plymouth Community Council on Aging  
Address: 9955 North Haggerty Road, Plymouth MI 48170  
Website: [www.ci.plymouth.mi.us](http://www.ci.plymouth.mi.us)  
Telephone Number: (734) 354-3222  
Contact Person: Bobbie Pummill  
Service Boundaries: City of Plymouth/Plymouth Twp.  
No. of persons within boundary: 8,453  
Services Provided: A, C, D, E, F, G, H, I, J, K, L, M, O, P, Q, R, S, T, U, V

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Name: Redford Senior Department  
Address: 12121 Hemingway, Redford Township, MI 48239  
Website: [www.redfordtwp.com](http://www.redfordtwp.com)  
Telephone Number: (313) 387-2787  
Contact Person: Dorothy Morris  
Service Boundaries: Redford Township  
No. of persons within boundary: 8,054  
Services Provided: A, C, D, E, F, G, H, I, J, K, L, N, O, P, Q, R, S, T, U, V

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Name: River Rouge Senior Center  
Address: 10625 West Jefferson, River Rouge, MI 48218  
Website: [www.roguerivercc.org](http://www.roguerivercc.org)  
Telephone Number: (313) 842-3360  
Contact Person: Olive Roberts  
Service Boundaries: City of River Rouge  
No. of persons within boundary: 1,266  
Services Provided: C, E, G, I, J, K, P, Q, R, T, U, V

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Name: Riverview Municipal Building  
Address: 14100 Civic Park Drive, Riverview, MI 48193



### The Senior Alliance, Inc.

FY 2017

Website: [www.cityofriverview.com](http://www.cityofriverview.com)  
 Telephone Number: (734) 281-4219  
 Contact Person: Dorothy Withrow  
 Service Boundaries: City of Riverview  
 No. of persons within boundary: 3,587  
 Services Provided: B, C, E, H, I, O, R, S, V

Name: Rockwood Community Center  
 Address: 32001 Fort Street, Rockwood MI 48173  
 Website: [www.rockwoodmi.org](http://www.rockwoodmi.org)  
 Telephone Number: (734) 379-5600  
 Contact Person: Natalya Musick  
 Service Boundaries: City of Rockwood  
 No. of persons within boundary: 618  
 Services Provided: C, H, I, R, U, V

Name: Romulus Senior Center  
 Address: 36525 Bibbins, Romulus, MI 48174  
 Website: [www.romulusgov.com](http://www.romulusgov.com)  
 Telephone Number: (734) 955-4120  
 Contact Person: Rose Swidan  
 Service Boundaries: City of Romulus  
 No. of persons within boundary: 3,633  
 Services Provided: A, B, C, E, F, G, H, I, J, K, L, M, N, O, Q, R, S, T, U, V

Name: Southgate Senior Center  
 Address: 14400 Dix-Toledo Highway, Southgate, MI 48195  
 Website: [www.southgate-mi.org](http://www.southgate-mi.org)  
 Telephone Number: (734) 258-3066  
 Contact Person: Lynn Smith  
 Service Boundaries: City of Southgate  
 No. of persons within boundary: 6,654  
 Services Provided: A, B, C, E, F, G, H, I, J, K, L, N, O, P, Q, R, S, T, U, V

Name: Sumpter Senior Center  
 Address: 23501 Sumpter Road, Sumpter Township, MI 48111  
 Website: [www.sumptertwp.com](http://www.sumptertwp.com)  
 Telephone Number: (734) 461-9373





# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

## FY 2017-2019

The Senior Alliance, Inc.

FY 2017

Contact Person: Maryann Watson  
 Service Boundaries: Sumpter Township  
 No. of persons within boundary: 1,637  
 Services Provided: A, C, D, E, G, H, I, J, K, N, O, P, R, S, T, U, V

Name: Taylor-William Ford Senior Center  
 Address: 6750 Troy, Taylor, MI 48180  
 Website: www.cityoftaylor.com  
 Telephone Number: (313) 291-7740  
 Contact Person: Lori Runkle  
 Service Boundaries: City of Taylor  
 No. of persons within boundary: 11,354  
 Services Provided: B, C, E, F, G, H, I, J, K, L, M, N, O, P, Q, R, S, T, U, V

Name: Trenton Senior Center  
 Address: 2800 Third Street, Trenton, MI 48183  
 Website: www.trentonmi.org  
 Telephone Number: (734) 675-0063  
 Contact Person: Carol Garrison  
 Service Boundaries: City of Trenton  
 No. of persons within boundary: 4,842  
 Services Provided: B, E, G, H, J, K, L, M, O, P, Q, R, S, T, U

Name: Van Buren-September Days Senior Center  
 Address: 46425 Tyler, Belleville, MI 48111  
 Website: www.vanburen-mi.org  
 Telephone Number: (734) 699-8918  
 Contact Person: Lynette Jordan  
 Service Boundaries: Van Buren Township/City of Belleville  
 No. of persons within boundary: 4,200  
 Services Provided: A, B, C, D, E, F, H, I, J, K, L, M, N, O, P, Q, R, S, T, U, V

Name: Wayne Senior Services c/o HYPE Recreation/Community Center  
 Address: 4635 Howe Road, Wayne, MI 48184  
 Website: www.ci.wayne.mi.us  
 Telephone Number: (734) 721-7460  
 Contact Person: Nancy Wojewski-Noel  
 Service Boundaries: City of Wayne



## ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

### FY 2017-2019

The Senior Alliance, Inc.

FY 2017

No. of persons within boundary: 3,214  
Services Provided: B, D, E, G, H, I, K, L, O, Q, S, V

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Name: Westland Friendship Center  
Address: 1119 North Newburgh Road, Westland, MI 48185  
Website: [www.cityofwestland.com](http://www.cityofwestland.com)  
Telephone Number: (734) 722-7628  
Contact Person: Barbara Marcum  
Service Boundaries: City of Westland  
No. of persons within boundary: 15,996  
Services Provided: A, B, C, D, G, H, I, K, L, M, O, Q, S, T, U, V

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Name: Woodhaven Senior Center  
Address: 23101 Hall Road, Woodhaven, MI 48183  
Website: [www.woodhavenmi.org](http://www.woodhavenmi.org)  
Telephone Number: (734) 675-4926  
Contact Person: Shelly Clark  
Service Boundaries: City of Woodhaven  
No. of persons within boundary: 2,583  
Services Provided: C, G, H, I, J, L, O, R, S, V

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Name: Wyandotte-Copeland Recreation Center  
Address: 2306 4th Street, Wyandotte, MI 48192  
Website: [www.wyandotte.net](http://www.wyandotte.net)  
Telephone Number: (734) 324-7275  
Contact Person: Joanne Lanagan  
Service Boundaries: City of Wyandotte  
No. of persons within boundary: 5,029  
Services Provided: A, C, E, F, G, H, I, O, Q, R, S, V



## ANNUAL & MULTI YEAR IMPLEMENTATION PLAN FY 2017-2019

The Senior Alliance, Inc.

FY 2017

### Other Grants and Initiatives

**1. Describe other grants and/or initiatives the area agency is participating in with AASA or other partners.**

The Senior Alliance (TSA) actively seeks new and innovative revenue opportunities to maintain high quality standards for service delivery to older adults, individuals living with disabilities, and caregivers. To reduce the over utilization of expensive health resources, including hospitalizations, TSA will provide self-management and assertiveness training programs for older adults. TSA will continue to explore partnerships and grant opportunities to sustain evidence-based disease prevention (EBDP) programs in fiscal years 2017-2019.

**2. Describe how these grants and other initiatives will improve the quality of life of older adults within the PSA.**

By offering services, such as EBDP, we fulfill our mission of empowering older adults to live with dignity in the community that they choose by providing available services. With self-management programs such as, Diabetes-Personal Action Toward Health (D-PATH), TSA encourages older adults to become engaged members of their healthcare team, therefore enhancing their quality of life.

**3. Describe how these grants and other initiatives reinforce the area agency's planned program development efforts for FY 2017-2019.**

Grants and initiatives that support successful aging in place provide an opportunity for community members to address their aging related concerns.



# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

## FY 2017-2019

The Senior Alliance, Inc.

FY 2017

### Appendices





# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

## FY 2017-2019

The Senior Alliance, Inc.

FY 2017

### APPENDIX A

#### Board of Directors Membership

	Asian/Pacific Islander	African American	Native American/ Alaskan	Hispanic Origin	Persons with Disabilities	Female	Total Membership
Membership Demographics	1	1	0	0	1	8	18
Aged 60 and Over	1	0	0	0	0	5	10

Board Member Name	Geographic Area	Affiliation	Elected Official	Appointed	Community Representative
Terry Bennet	Canton Township	TSA Advisory Council Chair			Yes
Patricia Donald	Inkster	Downriver Community Conference			Yes
Sandra Falk-Michaels	Livonia	At-Large Board Member			Yes
Jack Frucci	Grosse Ile	Downriver Community Conference			Yes
Gregory Genter	Grosse Ile	Downriver Community Conference		Yes	
Michael Harris	Westland	Michigan Paralyzed Veterans of America & At-Large Board Member			Yes
Ann Hatley	Wyandotte	Downriver Community Conference			Yes
Doug Hull	Plymouth	Conference of Western Wayne County		Yes	
David Ippel	Dearborn Heights	Downriver Community Conference			Yes
Tom Jankowski	Canton Township	Wayne State University Institute of Gerontology & At-Large Board Member		Yes	
Kathleen McIntyre	Livonia	Ford Motor Company & At-Large Board Member			Yes



# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

## FY 2017-2019

The Senior Alliance, Inc.

FY 2017

Roger Myers	Canton Township	Presbyterian Villages of Michigan & At-Large Board Member			Yes
Sherry Necelis	Northville Township	Conference of Western Wayne County			Yes
Kyle Stack	Trenton	Mayor of the city of Trenton & Downriver Community Conference	Yes		
Syed Taj, M.D.	Canton Township	Conference of Western Wayne County			Yes
Melvin Tockstein	Westland	Conference of Western Wayne County			Yes
Frank Vaslo	Lincoln Park	Downriver Community Conference		Yes	
Nancy Vecchioni	Livonia	Conference of Western Wayne County			Yes

The Senior Alliance, Inc.

FY 2017

### APPENDIX B

#### Advisory Board Membership

	Asian/ Pacific Islander	African American	Native American/A laskan	Hispanic Origin	Persons with Disabilities	Female	Total Membership
Membership Demographics	0	3	0	0	4	13	17
Aged 60 and Over	0	1	0	0	2	9	10

Board Member Name	Geographic Area	Affiliation
John Anothony, III	Canton Township	Canton Township Trustee
Terry Bennett	Canton Township	Retired Community Member
Denise Brothers, Ph.D	Livonia	Madonna University
Julie Cohen	Northville Township	Retired Community Member
Anthony Fischer Jr.	Southgate	Elder Advocacy Group, Inc.
Jeanette Hunt	Lincoln Park	Retired Community Member
Dianne Neihengen	Canton Township	Retired Community Member
Ann Randolph	Trenton	Retired Community Member
Joan Siavrakas	Westland	Wayne County Senior Citizen Services
Amne Darwish Talab	Dearborn	ACCESS (Arab Community Center for Economic and Social Services)
David Thomas	Trenton	U.S. Veteran & Buddy to Buddy Program
Michal Walker	Romulus	Retired Community Member
Ulanda Caldwell	Romulus	Romulus Board of Education
Lisa Boyd	Livonia	Woodhaven Retirement

Printed On: 6/27/2016



# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

## FY 2017-2019

The Senior Alliance, Inc.

FY 2017

		Community
Lois Beerbaum, Ph.D	Canton	Retired Community Member
Jack Bird	Canton	Retired Community Member
Kyle Stack	Trenton	Mayor of Trenton





# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

## FY 2017-2019

The Senior Alliance, Inc.

FY 2017

### APPENDIX F

#### Request to Transfer Funds

1	The Area Agency on Aging requests approval to transfer funds <b>from Title III-B Supportive Services</b> to Title III-C Nutrition Services. The Agency assures that this action will not result in a reduction in support for in-home services and senior center staffing. Rationale for this request is below.	Amount of Transfer  10,000
<p>This substantive transfer allows TSA to manage a sudden service disruption to Meals Program participants in fiscal years 2017-2019. Based on projected funding and per unit meals costs TSA estimates about 2,000 home-delivered meals (HDM) can be provided daily, beginning in fiscal year 2017. In a communication sent on April 15, 2016 TSA informed Wayne County of the need to initiate an attrition strategy to remove the number of daily HDM participants from 2,400 down to 2,000 by October 1, 2016. Wayne County began this attrition process in May 2016 and a waitlist of 163 people was reported on June 13, 2016. For fiscal years 2017-2019, Wayne County has proposed smaller financial support of the meals program than it has historically provided. This substantive transfer gives TSA a tool to meet a potential short-term service gap.</p>		
2	The Area Agency on Aging requests approval to transfer funds <b>from Title III-C1 Congregate Nutrition Services</b> to Title III-B Supportive Services for in-home services. The rationale as to why congregate participation cannot be increased is described below.	Amount of Transfer  0
3	The Area Agency on Aging requests approval to transfer funds <b>from Title III-C1 Congregate Nutrition</b> to Title III-B Supportive Services for participant transportation to and from meal sites to possibly increase participation in the Congregate Nutrition Program. Rationale for this request is below.	Amount of Transfer  0



## **CHARTER TOWNSHIP OF PLYMOUTH REQUEST FOR BOARD ACTION**

**MEETING DATE:** August 9, 2016

**ITEM:** Direction to the Board regarding Clerk's Authority to Open Mail

**PRESENTER:** Nancy Conzelman, Plymouth Township Clerk

**OTHER INDIVIDUALS IN ATTENDANCE:** None anticipated.

**BACKGROUND:** At a regular meeting in June, 2016, Trustee Doroshewitz brought up the issue of the Clerk's authority to open all mail addressed to him at the Township. Even after explaining to him that the Clerk has the statutory authority to do so, he used Facebook to communicate to his network the following:

"This important letter was opened and read by the Clerk before it was given to me. She said she is now opening all mail, even mail addressed to elected officials and department heads. That's a breach of the public trust, you should be able to communicate with your representatives confidentially. Many letters have been sent to me over the years, some of which contained very personal information that the author would not want the Clerk to know. Please DO NOT send mail to Township hall, please send to my home, 11500 Maple Ridge Drive."

**ACTION REQUESTED:** Acknowledgement that any attempt to circumvent the Clerk's authority over Township mail, by having it directed to another address or post office box, or by enacting an ordinance providing otherwise, is in direct contravention of the law.

**Model Resolution:** I move to acknowledge that the Clerk is authorized to open and process all mail addressed and delivered to Township Hall.

**ATTACHMENTS:**

Legal Opinion;  
Michigan Township Association Guidance

# Memo

To: Shannon Price, Supervisor  
From: Kevin L. Bennett  
Date: June 30, 2016  
Re: Township Clerk Authority to Open Mail

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You have requested an opinion on whether the Township Clerk is authorized to open mail addressed and delivered to Township Hall. For the following reasons, it is my opinion that the Clerk is authorized to open and process all mail addressed and delivered to Township Hall.

A township supervisor's, treasurer's, and clerk's duties are prescribed by statute. A township clerk's duties include acting as custodian for all township documents (unless otherwise provided by law). MCL 41.65 provides:

*The township clerk of each township shall have custody of all the records, books, and papers of the township, when no other provision for custody is made by law. The township clerk shall file and safely keep all certificates of oaths and other papers required by law to be filed in his or her office, and shall record those items required by law to be recorded. These records, books, and papers shall not be kept where they will be exposed to an unusual hazard of fire or theft. The township clerk shall deliver the records, books, and papers on demand to his or her successor in office. The township clerk shall also open and keep an account with the treasurer of the township, and shall charge the treasurer with all funds that come into the treasurer's hands by virtue of his or her office, and shall credit him or her with all money paid out by the treasurer on the order of the proper authorities of the township, and shall enter the date and amount of all vouchers in a book kept by the township clerk in the office. The township clerk shall also open and keep a separate account with each fund belonging to the township, and shall credit each fund with the amounts that properly belong to it, and shall charge each fund with warrants drawn on the township treasurer and payable from that fund. The township clerk shall be responsible for the detailed accounting records of the township utilizing the uniform chart of accounts prescribed by the state treasurer. The township clerk shall prepare and maintain the journals and ledgers necessary to reflect the assets, liabilities, fund equities, revenues, and expenditures for each fund of the township.*



(Emphasis supplied.) Further, a township clerk must file a bond to ensure the “safekeeping of the records, books, and papers of the township in the manner required by law . . .” MCL 41.69.

In *McKim v Green Oak Township Board*, 158 Mich App 200; 404 NW2d 658 (1987), the court of appeals ruled that the scope of a township clerk’s duties includes receiving and processing mail:

Webster's Seventh Collegiate Dictionary (1972) defines “custody” as “immediate charge and control exercised by a person or an authority.” Black's Law Dictionary (rev 4th ed) defines a “paper” as “[a]ny writing or printed document, including letters, memoranda, legal or business documents, and books of account....”  
*Hence, it seems clear that MCL 41.65 . . . bestows a township clerk with the responsibility to exercise control over all township papers, including mail and bills, unless otherwise provided for by law.*

158 Mich App at 205 (emphasis supplied). The *McKim* court further held that MCL 41.69, which as noted requires the clerk to post a bond to ensure the “safekeeping of the records, books, and papers of the township in the manner required by law . . .” supports the ruling that the clerk duties include receiving and processing mail, because “[a] clerk without custody or control of township papers can hardly fulfill her duty of safekeeping those records.” *Id.*

Accordingly, both Michigan statute and case law support the proposition that the township clerk may open and process mail addressed and delivered to Township Hall.

In that the United States mail is governed by federal law, I checked federal statutes and regulations that may pertain to this issue. Generally, federal statute prohibits obstruction of delivery of the mail. 18 USC § 1702 provides:

Whoever takes any letter, postal card, or package out of any post office or any authorized depository for mail matter, or from any letter or mail carrier, or which has been in any post office or authorized depository, or in the custody of any letter or mail carrier, before it has been delivered to the person to whom it was directed, with design to obstruct the correspondence, or to pry into the business or secrets of another, or opens, secretes, embezzles, or destroys the same, shall be fined under this title or imprisoned not more than five years, or both.

However, once the United States Postal Service carrier delivers the mail to an organization, the organization decides internally how to distribute and process such mail. Under the United States Postal Service Domestic Mail Manual 55, all mail addressed to a government (or non-government) organization, or to an individual by name at the address of the township, is delivered to the township:

All mail addressed to a governmental or nongovernmental organization or to an individual by name or title at the address of the organization is delivered to the organization, as is similarly addressed mail for former officials, employees, contractors, agents, etc. If disagreement arises where any such mail should be delivered, it must be delivered under the order of the organization’s president or



equivalent official.

Domestic Mail Manual 55, Sec. D042.4.1.

Thus, 18 USC § 1702 precludes obstruction of delivery of mail *before it is delivered*. Under the provisions of the Domestic Mail Manual, once mail addressed to a government organization is delivered to that organization, the organization internally decides how to process such mail. Under MCL 41.65, mail delivered to Township Hall is under the charge of the township clerk. As such, a township clerk who opens mail addressed to a specific person at the address of Township Hall is not committing a crime; the clerk is simply performing his/her statutory duty.

Please do not hesitate to contact me if you have further questions or comments.

**EXCERPT FROM MICHIGAN TOWNSHIP ASSOCIATION NEWS, MARCH 2013**  
**ROBERT THALL, MTA LEGAL COUNSEL**

**Q. May the township board establish by resolution who is to receive the township mail and bills?**

No. Generally speaking, receipt of the township mail and bills relates to the statutory duties and responsibilities of the township clerk and the township board may not infringe on these duties and responsibilities. This issue was the subject of Litigation in the Michigan Court of Appeals in 1987 in the case of *McKim, Green Oak Township Clerk vs. Green Oak Township Board*, 158 Mich App 200. In this case, the township board's resolution requiring incoming mail to be received by a general township secretary and distributed to the addressee, and if addressed to the township board, delivered to the township clerk, was held to be contrary to the township clerk's statutory authority and therefore enjoined.

The court further held that a simultaneous resolution requiring incoming bills to be received by the general township secretary, compiled for payment and prepared for payment after board approval and the signatures of the clerk and treasurer, was also contrary to the statutory authority of the clerk. In the *Green Oak* case, the court relied on the statutory authority of the clerk contained in MCL 41.65, which provides in part that. "The township clerk of each township shall have custody of all the records, books, and papers of the township, when no other provision for custody is made by law."

The court indicated that, "Although, as the board points out, the township supervisor and treasurer are statutorily authorized to maintain the books or papers of those offices, ... we have found no other statutory provisions which authorizes a person other than the clerk to have control of the township's papers. It follows that the board's resolutions entrusting control of township mail and bills to the general township secretary is in contravention of MCL 41.65. ... A clerk without custody *or* control of township papers can hardly fulfill her duty of safekeeping those records." [Citations omitted] Furthermore, the township clerk's handling of the bills is an important part of the checks and balances system between the clerk and treasurer as it relates to proper accounting for township funds.

Charter Township of Plymouth  
August 9, 2016  
Board Meeting Date

<b>8/9/2016</b>	
<b>Batch ID</b>	
<b>Check Date</b>	
	<b>TOTAL</b>
GENERAL FUND(101)	817,634.32
SWD(226)	116,890.71
IMPROV. REV.(246)	7,174.11
DRUG FORFEITURE(265)	1,236.76
GOLF COURSE FUND - (510)	2,882.29
SENIOR TRANSPORTATION (588)	10,748.95
WATER/SEWER(592)	190,672.30
TRUST& AGENCY(701)	7,396.10
POLICE BOND FUND (702)	1,650.00
TAX POOL(703)	-
SPECIAL ASSESS CAPITAL (805)	21,423.98
	-
<b>TOTAL</b>	<b>1,177,709.52</b>

# Charter Township of Plymouth

## AP Invoice Listing - Board Report

**VENDOR INFORMATION****INVOICE INFORMATION****B & R JANITORIAL SUPPLY**

Misc. janitorial supplies for bathrooms

101-691-931.000

Case C-Fold Towels

101-691-931.000

Can of Room Deodorant Spray

**Invoice Amount:****\$165.80****Check Date:****08/10/2016**

134.72

31.08

**B & R JANITORIAL SUPPLY**

Misc. Janitorial Supplies

101-691-931.000

Heavy Duty Liners

101-691-931.000

C-Fold Towels

101-691-931.000

Fuel Surcharge

**Invoice Amount:****\$688.27****Check Date:****08/10/2016**

550.05

134.72

3.50

**COMMERCIAL LAWNMOWER**

Misc. Storm Damage materials (Chains for chains)

101-290-963.000

Chain 18"

101-290-963.000

2 in 1 File Guide

101-290-963.000

2 in 1 File Guide for 3/8

101-290-963.000

Bar secure nuts

101-290-963.000

bar &amp; chain oil

101-290-963.000

MS362CM 25" Stihl

101-290-963.000

20" bar

101-290-963.000

25" RM 3/8P

101-290-963.000

Chain 20" rs 3/8P

101-290-963.000

Chain 24" rs 3/8P

101-290-963.000

10" wedge

101-290-963.000

5 1/2" Wedge

101-290-963.000

7 1/2" Wedge

101-290-963.000

Woodsmen saw case

**Invoice Amount:****\$1,283.90****Check Date:****08/10/2016**

55.90

31.49

36.89

1.98

197.84

759.99

(68.95)

68.95

(33.46)

150.55

11.69

8.09

17.98

44.96

**COMMERCIAL LAWNMOWER**

Repair drive and add Jungle wheels to walk behi

101-691-931.000

Jungle wheel sulky- black

101-691-931.000

Replace V-Belt

101-691-931.000

Labor (Jungle Wheel Install)

101-691-931.000

Labor (Replace V-Belt)

**Invoice Amount:****\$488.98****Check Date:****08/10/2016**

349.99

38.99

60.00

40.00

**CRAIN'S DETROIT BUSINESS**

Renewal

101-215-727.000

Renewal

**Invoice Amount:****\$59.00****Check Date:****08/10/2016**

59.00

**ELECTION SYSTEMS & SOFTWARE**

State Primary Election M100 Coding

101-262-727.000

State Primary M100 Coding

**Invoice Amount:****\$4,103.50****Check Date:****08/10/2016**

4,103.50

**IRON MOUNTAIN**

July 2016 Storage

101-215-727.000

July 2016 Storage

**Invoice Amount:****\$180.00****Check Date:****08/10/2016**

180.00

**SITEONE LANDSCAPE SUPPLY**

Gator bags

101-691-931.000

Hose- Gator Bag 20G

**Invoice Amount:****\$82.60****Check Date:****08/10/2016**

82.60

**SITEONE LANDSCAPE SUPPLY**

Grass Seed and Straw

101-691-931.000

bags 50/50, blue-rye

101-691-931.000

straw mat

**Invoice Amount:****\$257.32****Check Date:****08/10/2016**

235.32

22.00



# **Charter Township of Plymouth AP Invoice Listing - Board Report**

**VENDOR INFORMATION****INVOICE INFORMATION**

<b>SUPERIOR GROUNDCOVER INC</b>			<b>Invoice Amount:</b>	<b>\$510.00</b>
Feather wood mulch for Lake Pointe			<b>Check Date:</b>	<b>08/10/2016</b>
	101-691-931.000	Cubic yards mulch for Lake Pointe		200.00
	101-691-931.000	Installation		310.00
<b>SUPERIOR GROUNDCOVER INC</b>			<b>Invoice Amount:</b>	<b>\$1,785.00</b>
Feather wood mulch for Miller Park			<b>Check Date:</b>	<b>08/10/2016</b>
	101-691-931.000	Cubic Yard mulch for Miller Park		700.00
	101-691-931.000	Installation		1,085.00
<b>SUPERIOR GROUNDCOVER INC</b>			<b>Invoice Amount:</b>	<b>\$1,785.00</b>
Feather Wood Mulch for Playscape			<b>Check Date:</b>	<b>08/10/2016</b>
	101-691-931.000	Cubic Yards of Feather wood Twp Park		700.00
	101-691-931.000	Installation		1,085.00
<b>CDW GOVERNMENT INC</b>			<b>Invoice Amount:</b>	<b>\$38.89</b>
Battery Cartridge			<b>Check Date:</b>	<b>08/10/2016</b>
	101-336-727.000	Battery Cartridge per quote #HFFB426		38.89
<b>OFFICE DEPOT</b>			<b>Invoice Amount:</b>	<b>\$185.76</b>
office supplies			<b>Check Date:</b>	<b>08/10/2016</b>
	101-336-727.000	HP 51A		119.29
	101-336-727.000	HP 951XL		29.98
	101-336-727.000	HP950XL		36.49
<b>CSI Geoturf</b>			<b>Invoice Amount:</b>	<b>\$446.20</b>
Seed Geoturf Playfield Blend			<b>Check Date:</b>	<b>08/10/2016</b>
	101-691-931.000	25 lb bags seed geoturf playfield		446.20
<b>CODE SAVVY CONSULTANTS LLC</b>			<b>Invoice Amount:</b>	<b>\$365.00</b>
FIRE SUPPRISSION REVIEW			<b>Check Date:</b>	<b>08/10/2016</b>
	101-371-818.000	INV 1146 CONSTELLUM 45330 COM CENTER		365.00
<b>CODE SAVVY CONSULTANTS LLC</b>			<b>Invoice Amount:</b>	<b>\$755.00</b>
FIRE SUPPRISSION REVIEW			<b>Check Date:</b>	<b>08/10/2016</b>
	101-371-818.000	INV 1146 CONSTELLUM 45330 COMMERCE C		755.00
<b>OAKLAND COUNTY</b>			<b>Invoice Amount:</b>	<b>\$1,959.25</b>
Mobile Lic			<b>Check Date:</b>	<b>08/10/2016</b>
	101-336-727.000	Apr-June FRMS Hall fee		350.25
	101-336-727.000	Maint Fee		284.00
	101-336-727.000	FRMS Fee		1,225.50
	101-336-727.000	Lic Maint fee		99.50
<b>AIRGAS USA, LLC</b>			<b>Invoice Amount:</b>	<b>\$303.40</b>
oxygen			<b>Check Date:</b>	<b>08/10/2016</b>
	101-336-836.000	Rent oxygen cylinders		303.40
<b>SERENE LANDSCAPE GROUP</b>			<b>Invoice Amount:</b>	<b>\$95.00</b>
Turf Fertilizer Sta#2			<b>Check Date:</b>	<b>08/10/2016</b>
	101-336-776.000	Turf Fertilizer Sta#2		95.00
<b>SERENE LANDSCAPE GROUP</b>			<b>Invoice Amount:</b>	<b>\$135.00</b>
lawn maint.			<b>Check Date:</b>	<b>08/10/2016</b>
	101-336-776.000	Turf Fertilizer Sta# 3		135.00

# Charter Township of Plymouth

## AP Invoice Listing - Board Report

**VENDOR INFORMATION****INVOICE INFORMATION****W.J.O'NEIL COMPANY**

DISPATCH ROOM DOES NOT COOL AT NIGHT

101-305-776.000

INV 10689

**Invoice Amount:****\$665.76****Check Date:****08/10/2016**

665.76

**J & B MEDICAL SUPPLY INC**

medical supplies

101-336-836.000

SUN 9-0204-11 AI Stylets

4.84

101-336-836.000

MRC10-57209 MASK HEAD HARNESS

60.35

101-336-836.000

SUN5-5332-04 LARYNGOSCOPE

22.80

101-336-836.000

BEM-484410 CANISTERS

31.90

101-336-836.000

JJC004444 BANDAGES

28.96

101-336-836.000

LRD980010 COLLARS

440.40

101-336-836.000

COV6309 GAUZE PADS

71.24

101-336-836.000

COV2556 SPONGES

28.02

101-336-836.000

SEMBKNF105 GLOVES X LARGE

75.70

101-336-836.000

MICFFE-775-L P FREE GLOVES LARGE

100.70

101-336-836.000

MICFFE-775-M P FREE GLOVES MED

100.70

101-336-836.000

MICFFE-775-XL P FREE GLOVES X LARGE

100.70

**ALPHAGRAPHICS #336**

Quote E#21974 dated 7/5/16

592-172-727.000

Bus. Cards - Bob Courter

75.00

592-172-727.000

Bus. Cards - Public Services

86.00

**Canton Glass Company**

Replace Damaged Screen

101-691-931.000

36x46 New Bronze Screen

**Invoice Amount:****\$60.00****Check Date:****08/10/2016**

60.00

**KSS Enterprises**

Qrt Spray bottles and triggers

101-691-931.000

Qrt spray bottle

5.25

101-691-931.000

Spray bottle trigger

4.65

**KSS Enterprises**

Toilet Paper Rolls (cases)

101-691-931.000

Toilet Paper 2-Ply

**Invoice Amount:****\$204.84****Check Date:****08/10/2016**

204.84

**WEINGARTZ**

Stihl Pole Pruner for emergency tree cleanup

101-290-963.000

Stihl Pole Pruner

519.96

101-290-963.000

Chain 3/8 P1000 .043G

31.98

**Invoice Amount:****\$551.94****Check Date:****08/10/2016****COMMERCIAL LAWNMOWER**

Toro Zero Turn Tune Up and Starter Repair

101-691-931.000

Spark Plugs NGK (RC12YC)

7.98

101-691-931.000

Choke Control Asm

30.99

101-691-931.000

Fuel Filter

8.25

101-691-931.000

Starter Solenoid

227.99

101-691-931.000

Labor Hours (Starter Diagnostics)

160.00

101-691-931.000

Shop Environmental Disposal Fee

3.78

**Invoice Amount:****\$438.99****Check Date:****08/10/2016****COMMERCIAL LAWNMOWER**

Zero Turn Oil Filter

101-691-931.000

Oil Filter KOH 52-050-02-s

**Invoice Amount:****\$29.94****Check Date:****08/10/2016**

29.94

**Michigan Academy of Emergency Serv**

cpr classes

**Invoice Amount:****\$125.00****Check Date:****08/10/2016**

# **Charter Township of Plymouth AP Invoice Listing - Board Report**

**VENDOR INFORMATION****INVOICE INFORMATION**

	101-336-960.000	Adm fee/ class 6/4/16	15.00
	101-336-960.000	Adm fee /class of (13) 5/21/16	75.00
	101-336-960.000	Adm fee / class of (5) 5/28/16	35.00
<b>Michigan Academy of Emergency Serv</b>		<b>Invoice Amount:</b>	<b>\$175.00</b>
cpr class 5/19/16		<b>Check Date:</b>	<b>08/10/2016</b>
	101-336-960.000	Heartsaver CPR card class of (15)5/19/16	85.00
	101-336-960.000	" " (16) 7/9/16	90.00
<b>KONICA MINOLTA BUSINESS SOLUTIONS</b>		<b>Invoice Amount:</b>	<b>\$898.86</b>
Copies		<b>Check Date:</b>	<b>08/10/2016</b>
	101-371-727.000	Copies	299.83
	101-215-727.000	Copies	599.03
<b>SUNTEL SERVICES</b>		<b>Invoice Amount:</b>	<b>\$89.06</b>
Phone system support		<b>Check Date:</b>	<b>08/10/2016</b>
	101-290-941.000	Phone System Support Friendship Station	89.06
<b>W.J.O'NEIL COMPANY</b>		<b>Invoice Amount:</b>	<b>\$227.50</b>
Cooling unit work		<b>Check Date:</b>	<b>08/10/2016</b>
	101-265-776.000	MAINTENANCE-SENIOR CENTER	227.50
<b>W.J.O'NEIL COMPANY</b>		<b>Invoice Amount:</b>	<b>\$227.50</b>
Cooling unit work		<b>Check Date:</b>	<b>08/10/2016</b>
	101-305-776.000	INV 10749 Dispatch	227.50
<b>J &amp; B MEDICAL SUPPLY INC</b>		<b>Invoice Amount:</b>	<b>\$102.66</b>
medical supplies		<b>Check Date:</b>	<b>08/10/2016</b>
	101-336-836.000	DUK404 ROLLED GAUZE	26.96
	101-336-836.000	SEMBKNF104 GLOVES LARGE	75.70
<b>A.S.C., INC</b>		<b>Invoice Amount:</b>	<b>\$104.00</b>
Communications Center Repair Inv. 41173 7/11/1		<b>Check Date:</b>	<b>08/10/2016</b>
	101-325-851.000	Reboot PC in Server Room	104.00
<b>A.S.C., INC</b>		<b>Invoice Amount:</b>	<b>\$172.00</b>
Communications Center Repair Inv. 41194 7/14/1		<b>Check Date:</b>	<b>08/10/2016</b>
	101-325-851.000	Monitor repaired in Dispatch	172.00
<b>ALLIE BROTHERS UNIFORMS</b>		<b>Invoice Amount:</b>	<b>\$95.00</b>
Uniform Equip/Seipenko Inv. 61064 6/27/16		<b>Check Date:</b>	<b>08/10/2016</b>
	101-305-758.000	Honor Guard Shoes	95.00
<b>NAPA Auto Parts of Plymouth</b>		<b>Invoice Amount:</b>	<b>\$33.32</b>
U3 headlamp		<b>Check Date:</b>	<b>08/10/2016</b>
	101-336-863.000	headlamps for U3	33.32
<b>ASSA ABLOY ENTRANCE SYSTEMS US, INC</b>		<b>Invoice Amount:</b>	<b>\$848.92</b>
ENTRANCE DOOR MAINTANCE CONTROL UNIT I		<b>Check Date:</b>	<b>08/10/2016</b>
	101-265-776.000	INV SEI/01027164	848.92
<b>BLACKWELL FORD INC.</b>		<b>Invoice Amount:</b>	<b>\$50.07</b>
Oil Change and Filter Replacement		<b>Check Date:</b>	<b>08/10/2016</b>
	101-691-863.000	Labor	12.50
	101-691-863.000	Parts	35.57
	101-691-863.000	Misc. Charges	2.00

# Charter Township of Plymouth

## AP Invoice Listing - Board Report

**VENDOR INFORMATION****INVOICE INFORMATION**

<b>BLACKWELL FORD INC.</b> DPW 407 592-291-863.000 Molding	<b>Invoice Amount:</b> <b>Check Date:</b>	<b>\$65.68</b> <b>08/10/2016</b> 65.68
<b>CINTAS CORPORATION - 300</b> Brown Mats for PD Inv. 300548031 7/12/16 101-305-776.000 Mats for PD	<b>Invoice Amount:</b> <b>Check Date:</b>	<b>\$94.33</b> <b>08/10/2016</b> 94.33
<b>CODE SAVVY CONSULTANTS LLC</b> PLAN REVIEW RAVINES OF PLYMOUTH 101-371-818.000 INV 1147	<b>Invoice Amount:</b> <b>Check Date:</b>	<b>\$250.00</b> <b>08/10/2016</b> 250.00
<b>CORRIGAN OIL COMPANY</b> Fuel 592-291-863.000 87 Gas-Ethanol 592-291-863.000 Dyed Ultra Low Sulfur #2 mix 592-291-863.000 Fuel Tax Recap	<b>Invoice Amount:</b> <b>Check Date:</b>	<b>\$1,601.52</b> <b>08/10/2016</b> 959.10 633.18 9.24
<b>CORRIGAN OIL COMPANY</b> Fuel 592-291-863.000 87 Gas-Ethanol 592-291-863.000 Dyed Ultra Low Sulfur #2 mix 592-291-863.000 Fuel Tax Recap	<b>Invoice Amount:</b> <b>Check Date:</b>	<b>\$1,907.43</b> <b>08/10/2016</b> 1,127.06 768.44 11.93
<b>EJ USA, INC.</b> Curb box parts 592-291-935.000 VLV Box Top 592-291-935.000 Drop lid	<b>Invoice Amount:</b> <b>Check Date:</b>	<b>\$88.26</b> <b>08/10/2016</b> 57.02 31.24
<b>EASTERN CONCRETE PAVING</b> cap for chainsaw 101-336-851.000 fuel cap for chainsaw/freight	<b>Invoice Amount:</b> <b>Check Date:</b>	<b>\$18.31</b> <b>08/10/2016</b> 18.31
<b>ETNA SUPPLY</b> copper 592-291-935.000 1 x 60 ft Copper K Soft Coil	<b>Invoice Amount:</b> <b>Check Date:</b>	<b>\$603.00</b> <b>08/10/2016</b> 603.00
<b>FASTENAL COMPANY</b> Meter conversions 592-291-935.000 Bolts, nuts	<b>Invoice Amount:</b> <b>Check Date:</b>	<b>\$78.50</b> <b>08/10/2016</b> 78.50
<b>FIRING LINE</b> Equipment needs for Police Department 101-305-978.000 Glock 21 Gen4 w/night sights (HD) 101-305-978.000 Surefire X300 Ultra 101-305-978.000 Almpoint Pro 101-305-978.000 AR-15 Spring Kits 101-305-978.000 AR15 Defender D Rings	<b>Invoice Amount:</b> <b>Check Date:</b>	<b>\$3,685.00</b> <b>08/10/2016</b> 1,100.00 450.00 2,000.00 65.00 70.00
<b>Fortis Group LLC</b> Advanced Narcotics Workshop - Det Tiderington I 101-305-960.000 July 25-29, 2016	<b>Invoice Amount:</b> <b>Check Date:</b>	<b>\$625.00</b> <b>08/10/2016</b> 625.00
<b>HALT FIRE INC</b> E# cab lift & light, window stuck 101-336-863.000 E3 Fix cab lift, window, window	<b>Invoice Amount:</b> <b>Check Date:</b>	<b>\$469.03</b> <b>08/10/2016</b> 469.03



# **Charter Township of Plymouth** **AP Invoice Listing - Board Report**

**VENDOR INFORMATION****INVOICE INFORMATION**

<b>RICOH USA, INC.</b>			<b>Invoice Amount:</b>	<b>\$256.86</b>
Service agreement			<b>Check Date:</b>	<b>08/10/2016</b>
	592-172-727.000	Ricoh 1/1/16-3/31/16		198.00
	101-253-727.000	Ricoh 1/1/16-3/31/16		58.86
<b>SITEONE LANDSCAPE SUPPLY</b>			<b>Invoice Amount:</b>	<b>\$205.35</b>
Three-Way Selective and Momentum			<b>Check Date:</b>	<b>08/10/2016</b>
	101-691-931.000	Three-Way Selective 2.5 Gal		74.72
	101-691-931.000	Momentum Q		62.64
	101-691-931.000	Momentum Force 21-0-11		45.00
	101-691-931.000	Merit .2%		22.99
<b>KENNEDY INDUSTRIES INC</b>			<b>Invoice Amount:</b>	<b>\$194.50</b>
Booster Station			<b>Check Date:</b>	<b>08/10/2016</b>
	592-443-937.000	Field Service Technician		172.50
	592-443-937.000	Mileage		22.00
<b>KONICA MINOLTA BUSINESS SOLUTIONS</b>			<b>Invoice Amount:</b>	<b>\$66.04</b>
Maint Agree - Records Copier Inv. 240228923 6/2			<b>Check Date:</b>	<b>08/10/2016</b>
	101-305-851.000	Coverage Period 5/26/16 - 6/25/16		66.04
<b>KSS Enterprises</b>			<b>Invoice Amount:</b>	<b>\$5.52</b>
Scented Urinal Screens			<b>Check Date:</b>	<b>08/10/2016</b>
	101-691-931.000	Scented Urinal Screens		5.52
<b>KSS Enterprises</b>			<b>Invoice Amount:</b>	<b>\$56.53</b>
Roll Paper Towels			<b>Check Date:</b>	<b>08/10/2016</b>
	101-691-931.000	Roll Towels 88012-N Brown		56.53
<b>KSS Enterprises</b>			<b>Invoice Amount:</b>	<b>\$10.42</b>
Gallon Hand Soap			<b>Check Date:</b>	<b>08/10/2016</b>
	101-691-931.000	White Pearl Hand Soap		10.42
<b>MARK'S OUTDOOR POWER EQUIPMENT</b>			<b>Invoice Amount:</b>	<b>\$599.36</b>
Tools			<b>Check Date:</b>	<b>08/10/2016</b>
	592-172-963.000	Pole Saw		575.00
	592-172-963.000	Chain		24.36
<b>MICHIGAN, STATE OF</b>			<b>Invoice Amount:</b>	<b>\$60.00</b>
SOR Registration - March 2016 Inv. 551-465138 4			<b>Check Date:</b>	<b>08/10/2016</b>
	101-305-818.000	SOR Registration - Period Ending 3/31/16		60.00
<b>MICHIGAN, STATE OF</b>			<b>Invoice Amount:</b>	<b>\$120.00</b>
SOR Registration - April, 2016 Inv. 551-466486 5			<b>Check Date:</b>	<b>08/10/2016</b>
	101-305-818.000	SOR Registration - Period Ending 4/30/16		120.00
<b>MICHIGAN, STATE OF</b>			<b>Invoice Amount:</b>	<b>\$90.00</b>
SOR Registration - January, 2016 Inv. 551-46117			<b>Check Date:</b>	<b>08/10/2016</b>
	101-305-818.000	SOR Reg - Period Ending 1/31/16		90.00
<b>MICHIGAN, STATE OF</b>			<b>Invoice Amount:</b>	<b>\$90.00</b>
SOR Registration - May 2016 Inv. 551-469704 6/9			<b>Check Date:</b>	<b>08/10/2016</b>
	101-305-818.000	SOR Reg - Period Ending 5/31/16		90.00
<b>MICHIGAN, STATE OF</b>			<b>Invoice Amount:</b>	<b>\$90.00</b>
SOR Registration - Feb 2016 Inv. 551-462638 3/7			<b>Check Date:</b>	<b>08/10/2016</b>
	101-305-818.000	SOR Reg - Period Ending 2/29/16		90.00

**Charter Township of Plymouth  
AP Invoice Listing - Board Report**

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**VENDOR INFORMATION**

**INVOICE INFORMATION**

<b>MICHIGAN LINEN SERVICE</b>			<b>Invoice Amount:</b>	<b>\$77.20</b>
Uniforms			<b>Check Date:</b>	<b>08/10/2016</b>
	592-172-758.000	Uniforms 7/8/16		77.20
<b>MICHIGAN LINEN SERVICE</b>			<b>Invoice Amount:</b>	<b>\$77.20</b>
Uniforms			<b>Check Date:</b>	<b>08/10/2016</b>
	592-172-758.000	Uniforms 7/1/16		77.20
<b>NORTHERN CONTROLS GROUP, INC</b>			<b>Invoice Amount:</b>	<b>\$1,500.95</b>
PLC Program & Scada System			<b>Check Date:</b>	<b>08/10/2016</b>
	592-291-785.000	Ply Twp Control System Service		1,500.95
<b>NORTHVILLE CAR WASH, INC.</b>			<b>Invoice Amount:</b>	<b>\$54.00</b>
Car Washes for June			<b>Check Date:</b>	<b>08/10/2016</b>
	101-305-863.000	Car Washes		54.00
<b>ORCHARD, HILTZ, &amp; MCCLIMENT, INC.</b>			<b>Invoice Amount:</b>	<b>\$2,775.50</b>
Professional Services			<b>Check Date:</b>	<b>08/10/2016</b>
	805-805-970.300	Plymouth Commons Road SAD		2,775.50
<b>ORCHARD, HILTZ, &amp; MCCLIMENT, INC.</b>			<b>Invoice Amount:</b>	<b>\$1,937.50</b>
Professional Services			<b>Check Date:</b>	<b>08/10/2016</b>
	805-805-970.300	Plymouth Commons Road SAD		1,937.50
<b>ORCHARD, HILTZ, &amp; MCCLIMENT, INC.</b>			<b>Invoice Amount:</b>	<b>\$1,988.50</b>
Contract Documents & Bidding			<b>Check Date:</b>	<b>08/10/2016</b>
	101-446-818.000	2016 Road Crack Sealing Program		1,988.50
<b>QUICK LANE TIRE AND AUTO CENTER</b>			<b>Invoice Amount:</b>	<b>\$624.45</b>
Vehicle repairs - #403			<b>Check Date:</b>	<b>08/10/2016</b>
	592-291-863.000	Multi-point Inspection/AC repair		624.45
<b>S L C METER SERVICE, INC.</b>			<b>Invoice Amount:</b>	<b>\$798.24</b>
Quote dated 7/12/16			<b>Check Date:</b>	<b>08/10/2016</b>
	592-291-935.000	24x2 brass saddle		740.62
	592-291-935.000	2"x1" AWWA Bushing No Lead		57.62
<b>SERENE LANDSCAPE GROUP</b>			<b>Invoice Amount:</b>	<b>\$65.00</b>
Lawn maint. DPW Bldg			<b>Check Date:</b>	<b>08/10/2016</b>
	592-172-776.000	Turf fertilization		65.00
<b>SHERWIN-WILLIAMS CO THE</b>			<b>Invoice Amount:</b>	<b>\$33.25</b>
Painting supplies			<b>Check Date:</b>	<b>08/10/2016</b>
	592-291-934.000	8 - 3" brushes		33.25
<b>SHERWIN-WILLIAMS CO THE</b>			<b>Invoice Amount:</b>	<b>\$22.93</b>
Painting supplies			<b>Check Date:</b>	<b>08/10/2016</b>
	592-291-934.000	Paint thinner		26.98
	592-291-934.000	Discount 15%		(4.05)
<b>SUPERIOR MEDICAL WASTE</b>			<b>Invoice Amount:</b>	<b>\$120.00</b>
Med Waste pick up			<b>Check Date:</b>	<b>08/10/2016</b>
	101-336-836.000	Medical waste pick up		120.00
<b>SUPERIOR MEDICAL WASTE</b>			<b>Invoice Amount:</b>	<b>\$60.00</b>
med waste			<b>Check Date:</b>	<b>08/10/2016</b>

# Charter Township of Plymouth

## AP Invoice Listing - Board Report

**VENDOR INFORMATION****INVOICE INFORMATION**

	101-336-836.000	medical waste pickup		60.00
<b>SURE-FIT LAUNDRY CO.</b>			<b>Invoice Amount:</b>	<b>\$33.75</b>
Prisoner Blanket Cleaning Inv. 365336 7/7/16			<b>Check Date:</b>	<b>08/10/2016</b>
	101-325-851.000	Blanket cleaning		33.75
<b>SURE-FIT LAUNDRY CO.</b>			<b>Invoice Amount:</b>	<b>\$11.25</b>
Prisoner Blanket Cleaning Inv. 365694 7/14/16			<b>Check Date:</b>	<b>08/10/2016</b>
	101-325-851.000	Blanket Cleaning		11.25
<b>SURE-FIT LAUNDRY CO.</b>			<b>Invoice Amount:</b>	<b>\$13.50</b>
Prisoner Blanket Cleaning Inv. 366075 7/21/16			<b>Check Date:</b>	<b>08/10/2016</b>
	101-325-851.000	Blanket Cleaning		13.50
<b>LOU LA RICHE CHEVROLET</b>			<b>Invoice Amount:</b>	<b>\$36.10</b>
Oil Change/351890 Inv. 381614 7/25/16			<b>Check Date:</b>	<b>08/10/2016</b>
	101-305-863.000	Oil Change		37.37
	101-305-863.000	No Sales Tax		(1.27)
<b>CDW GOVERNMENT INC</b>			<b>Invoice Amount:</b>	<b>\$117.00</b>
Startech 2 Port DVI KVM Switch			<b>Check Date:</b>	<b>08/10/2016</b>
	101-215-727.000	Startech 2 Port DVI KVM - Quote# HFZQ624		117.00
<b>CDW GOVERNMENT INC</b>			<b>Invoice Amount:</b>	<b>\$699.06</b>
Data Cartridges - Quote HFFS085			<b>Check Date:</b>	<b>08/10/2016</b>
	101-201-727.000	IBM LTO5 Data Cartridge - 46X1290		114.90
	101-201-727.000	HP LTO6 Data Cartridge - C7976B		455.88
	101-201-727.000	HP LTO4 Data Cartridge - C7974A		128.28
<b>Anderson-Fischer &amp; Assoc., Inc.</b>			<b>Invoice Amount:</b>	<b>\$381.10</b>
Refund			<b>Check Date:</b>	<b>08/10/2016</b>
	701-100-054.000	Refund-Special Water Permit #305		381.10
<b>EHLERS HEATING &amp; AIR CONDITIONING</b>			<b>Invoice Amount:</b>	<b>\$229.00</b>
FURNACE REPAIR			<b>Check Date:</b>	<b>08/10/2016</b>
	101-336-776.000	Diagnosis fee furnace		229.00
<b>NAPA Auto Parts of Plymouth</b>			<b>Invoice Amount:</b>	<b>\$27.26</b>
vehicle supplies			<b>Check Date:</b>	<b>08/10/2016</b>
	101-336-863.000	DEF 2.5 G		27.26
<b>MI ACADEMY OF EMERGENCY SERVICES</b>			<b>Invoice Amount:</b>	<b>\$300.00</b>
Yrly affiliation fees for Haller, Harrell & Smith			<b>Check Date:</b>	<b>08/10/2016</b>
	101-336-727.000	Yrly Aff Fee Haller, Harrell, Smith		300.00
<b>AIRGAS USA, LLC</b>			<b>Invoice Amount:</b>	<b>\$323.68</b>
oxygen			<b>Check Date:</b>	<b>08/10/2016</b>
	101-336-836.000	oxygen usp 125 & usp pure 250		323.68
<b>SOUTHEAST EQUIPMENT INC</b>			<b>Invoice Amount:</b>	<b>\$496.53</b>
Maint of SCBA equip			<b>Check Date:</b>	<b>08/10/2016</b>
	101-336-851.000	SCBA test and repair #17		20.00
	101-336-851.000	" #12, (#25, #33, #8, N/C)		20.00
	101-336-851.000	" " #30		20.00
	101-336-851.000	FacepieceInstall upgrade		20.00
	101-336-851.000	Couplings		202.84
	101-336-851.000	Guage Hose		64.85

# Charter Township of Plymouth

## AP Invoice Listing - Board Report

**VENDOR INFORMATION****INVOICE INFORMATION**

	101-336-851.000	Buddy breather caps	34.84
	101-336-851.000	upgrade kit	114.00
<b>A.S.C., INC</b>		<b>Invoice Amount:</b>	<b>\$408.61</b>
New Card Reader on New Interior Door Inv. 4124		<b>Check Date:</b>	<b>08/10/2016</b>
	101-325-851.000	Prox Reader	98.98
	101-325-851.000	18-2	9.53
	101-325-851.000	22/6C Plenum	14.10
	101-325-851.000	Labor Security Technician Service	286.00
<b>BONADEO, KAREN</b>		<b>Invoice Amount:</b>	<b>\$103.95</b>
Reimbursement for Refreshments purchased for d		<b>Check Date:</b>	<b>08/10/2016</b>
	101-305-960.000	Reimbursement for Trg. refreshments	103.95
<b>CYNERGY PRODUCTS</b>		<b>Invoice Amount:</b>	<b>\$3,851.62</b>
Installation of Equipment Vehicle 12-4 Inv. 19622		<b>Check Date:</b>	<b>08/10/2016</b>
	101-305-863.000	Equipment Installation	3,851.62
<b>CYNERGY PRODUCTS</b>		<b>Invoice Amount:</b>	<b>\$474.85</b>
Removal of existing vehicle equipment Inv. 19678		<b>Check Date:</b>	<b>08/10/2016</b>
	101-305-863.000	Patrol Vehicle 12-2	474.85
<b>HINES PARK LINCOLN MERCURY</b>		<b>Invoice Amount:</b>	<b>\$23.95</b>
Vehicle Repair/157877 Inv. C60937 7/8/16		<b>Check Date:</b>	<b>08/10/2016</b>
	101-305-863.000	Oil change	23.95
<b>HINES PARK LINCOLN MERCURY</b>		<b>Invoice Amount:</b>	<b>\$77.00</b>
Vehicle Repair/143167 Inv. C60723 7/6/16		<b>Check Date:</b>	<b>08/10/2016</b>
	101-305-863.000	Recharge AC	77.00
<b>HINES PARK LINCOLN MERCURY</b>		<b>Invoice Amount:</b>	<b>\$2,766.11</b>
Vehicle Repair/145836 Inv. C60201 7/6/16		<b>Check Date:</b>	<b>08/10/2016</b>
	101-305-863.000	Transmission	2,766.11
<b>HINES PARK LINCOLN MERCURY</b>		<b>Invoice Amount:</b>	<b>\$23.99</b>
Vehicle Repair/106438 Inv. C60675 7/6/16		<b>Check Date:</b>	<b>08/10/2016</b>
	101-305-863.000	Oil change	23.99
<b>HINES PARK LINCOLN MERCURY</b>		<b>Invoice Amount:</b>	<b>\$1,025.37</b>
Vehicle Repair/106437 Inv. C60410 7/5/16		<b>Check Date:</b>	<b>08/10/2016</b>
	101-305-863.000	Oil Change / Toe Links / Align 4 wheels	1,025.37
<b>HUMANE SOCIETY OF HURON VALLEY</b>		<b>Invoice Amount:</b>	<b>\$100.00</b>
May Impound Services Inv. PLYTWP052016 5/31/		<b>Check Date:</b>	<b>08/10/2016</b>
	101-305-819.000	May Impound Services	100.00
<b>RICOH USA, INC.</b>		<b>Invoice Amount:</b>	<b>\$20.54</b>
Maint Agreement/Ricoh Copier Inv. 5043400963 7		<b>Check Date:</b>	<b>08/10/2016</b>
	101-305-851.000	Coverage Period 4/17/16-7/16/16	20.54
<b>MACP</b>		<b>Invoice Amount:</b>	<b>\$25.00</b>
Accreditation Manager Trg. Inv. 200001497 7/26/		<b>Check Date:</b>	<b>08/10/2016</b>
	101-305-960.000	Trg. for Ofc. M. Linton on 8/16/16	25.00
<b>NORTHWESTERN UNIVERSITY</b>		<b>Invoice Amount:</b>	<b>\$4,000.00</b>
School of Police Staff and Command Inv. 6068 10		<b>Check Date:</b>	<b>08/10/2016</b>
	101-305-960.000	Staff and Command School - Sgt. Selpenko	4,000.00



# Charter Township of Plymouth

## AP Invoice Listing - Board Report

**VENDOR INFORMATION****INVOICE INFORMATION****OFFICEMAX INCORPORATED**

Office Supplies Inv. 363538 7/20/16

101-305-727.000 Shredder Oil  
 101-305-727.000 Correction Tape  
 101-305-727.000 Heavy Duty Stapler  
 101-305-727.000 HP Toner  
 101-305-727.000 CD/DVD Envelopes

**Invoice Amount: \$479.61****Check Date: 08/10/2016**

41.98

97.29

97.90

235.68

6.76

**OAKLAND COUNTY**

CLEMIS Leads On Line Inv. CLM0007267 12/31/1

101-305-818.000 Annual Renewal

**Invoice Amount: \$2,136.00****Check Date: 08/10/2016**

2,136.00

**3SI SECURITY SYSTEMS**

Police Dept. Tracker - Inv. 0000443396 6/30/16

101-305-851.000 Annual Usage - PD Tracker

**Invoice Amount: \$204.00****Check Date: 08/10/2016**

204.00

**OFFICEMAX INCORPORATED**

Office supplies Inv. 401043 7/22/16

101-305-727.000 DVD-R's

**Invoice Amount: \$75.60****Check Date: 08/10/2016**

75.60

**Total Amount to be Disbursed: \$61,940.23**

# Charter Township of Plymouth

## AP Invoice Listing - Board Report

**VENDOR INFORMATION****INVOICE INFORMATION**

<b>ADVANCED DISPOSAL</b>			<b>Invoice Amount:</b>	<b>\$57.63</b>
7/8/16 RESIDENTIAL COMPOST			<b>Check Date:</b>	<b>08/01/2016</b>
	226-226-810.000	5 YARDS COMPOST		52.50
	226-226-810.000	FUEL RECOVERY		5.13
<b>BELL &amp; SONS INC</b>			<b>Invoice Amount:</b>	<b>\$2,570.00</b>
Tow door class backbar for Golf Course			<b>Check Date:</b>	<b>08/01/2016</b>
	510-100-180.000	Two door glass back bar		2,570.00
<b>BUONO, DUANE</b>			<b>Invoice Amount:</b>	<b>\$3,421.50</b>
JULY 2016 MECH INSP PAY			<b>Check Date:</b>	<b>08/01/2016</b>
	101-371-818.000	JULY PAY		3,421.50
<b>OCCUPATIONAL HEALTH CENTERS OF MI</b>			<b>Invoice Amount:</b>	<b>\$70.50</b>
DOT Physical			<b>Check Date:</b>	<b>08/01/2016</b>
	592-172-727.000	James Thomas		70.50
<b>OCCUPATIONAL HEALTH CENTERS OF MI</b>			<b>Invoice Amount:</b>	<b>\$79.00</b>
Req UDS Collect & Bat			<b>Check Date:</b>	<b>08/01/2016</b>
	592-172-727.000	James Scholten		79.00
<b>HEILEMAN, JAMES</b>			<b>Invoice Amount:</b>	<b>\$2,295.50</b>
JULY 2016 ELEC INSP PAY			<b>Check Date:</b>	<b>08/01/2016</b>
	101-371-818.000	ELEC INSP PAY		2,295.50
<b>JACHYM, HARRY</b>			<b>Invoice Amount:</b>	<b>\$163.32</b>
Mileage reimbursement 5/1/16-6/30/16			<b>Check Date:</b>	<b>08/01/2016</b>
	805-805-970.005	Sidewalk inspections mileage		120.96
	805-805-970.005	Marking paint		42.36
<b>MUNSON, STEVE</b>			<b>Invoice Amount:</b>	<b>\$2,376.75</b>
JULY 2016 PLUMBING INSP PAY			<b>Check Date:</b>	<b>08/01/2016</b>
	101-371-818.000	JULY PAY		2,376.75
<b>American Data Security, Inc.</b>			<b>Invoice Amount:</b>	<b>\$740.00</b>
Shredding			<b>Check Date:</b>	<b>08/01/2016</b>
	226-226-810.000	On Site Shredding		740.00
<b>MUNICIPAL WEB SERVICES</b>			<b>Invoice Amount:</b>	<b>\$255.00</b>
Website Hosting June 2016			<b>Check Date:</b>	<b>08/01/2016</b>
	101-201-851.000	Website Hosting June 2016		255.00
<b>GORNO FORD INC</b>			<b>Invoice Amount:</b>	<b>\$80,558.00</b>
F-250 Ford 4x4 Plow Truck			<b>Check Date:</b>	<b>08/01/2016</b>
	592-100-180.000	2016 F250 4x4 trucks w/plows & lift gate		80,558.00
<b>WELTON, RENEE CAROL</b>			<b>Invoice Amount:</b>	<b>\$50.00</b>
Co-Chair pay 3-8-2016 Election			<b>Check Date:</b>	<b>08/01/2016</b>
	101-262-727.000	Co-Chair pay 3-8-2016 Election		50.00
<b>ASSOCIATED NEWSPAPERS OF MICHIGAN</b>			<b>Invoice Amount:</b>	<b>\$224.04</b>
Legal Notices 7-21-2016			<b>Check Date:</b>	<b>08/01/2016</b>
	101-262-813.000	Notice of Election 8-2-16		151.84
	101-215-813.000	Public Hrg. Notice - Applied Fitness		72.20
<b>KNIGHT TECHNOLOGY GROUP, INC.</b>			<b>Invoice Amount:</b>	<b>\$850.00</b>
IT Support Terminal Server			<b>Check Date:</b>	<b>08/01/2016</b>

**Charter Township of Plymouth**  
**AP Invoice Listing - Board Report**

**VENDOR INFORMATION****INVOICE INFORMATION***101-290-941.000**IT Support Terminal Server Build**850.00***Total Amount to be Disbursed:****\$93,711.24**

# Charter Township of Plymouth

## AP Invoice Listing - Board Report

**VENDOR INFORMATION****INVOICE INFORMATION**

<b>A T &amp; T</b>			<b>Invoice Amount:</b>	<b>\$25.89</b>
FS#3 Meterline			<b>Check Date:</b>	<b>07/25/2016</b>
	101-336-921.000	Meterline, June 2016		25.89
<b>ADP INC</b>			<b>Invoice Amount:</b>	<b>\$3,008.40</b>
Payroll processing			<b>Check Date:</b>	<b>07/25/2016</b>
	101-290-941.000	Payroll processing July 2016		3,008.40
<b>ADP INC</b>			<b>Invoice Amount:</b>	<b>\$672.81</b>
Payroll processing 07/03/2016			<b>Check Date:</b>	<b>07/25/2016</b>
	101-290-941.000	Payroll processing 07/03/2016		672.81
<b>BLUE CARE NETWORK OF MICHIGAN</b>			<b>Invoice Amount:</b>	<b>\$74,946.03</b>
Aug 2016 Coverage			<b>Check Date:</b>	<b>07/25/2016</b>
	101-305-714.000	Antal		1,260.36
	101-305-714.000	Bartram		1,167.54
	101-325-714.000	Berezak		488.52
	101-305-714.000	Cheston		1,260.36
	101-305-714.000	Cloma		1,260.36
	101-336-714.000	Conely		1,260.36
	101-336-714.000	Conroy		1,260.36
	101-215-714.000	Conzelman		1,260.36
	592-172-716.000	Courter		1,260.36
	101-325-714.000	Crowe		1,167.54
	101-336-714.000	Culver		1,260.36
	101-325-714.000	Fell		1,260.36
	592-172-716.000	Fellrath		1,260.36
	101-305-714.000	Fetner		1,260.36
	101-305-714.000	Fetter		488.52
	101-336-714.000	Fox		1,260.36
	101-305-714.000	Fritz		1,167.54
	101-336-714.000	Haller		1,260.36
	101-336-714.000	Harrell		488.52
	101-305-714.000	Haskin		488.52
	101-305-714.000	Hayes		1,167.54
	101-305-714.000	Hinkle		488.52
	101-325-714.000	Innes		1,167.54
	101-201-714.000	Janks		1,260.36
	101-305-714.000	King		1,260.36
	101-305-714.000	Krebs		1,260.36
	101-371-714.000	Lewis		1,260.36
	101-305-714.000	Linton		1,260.36
	101-336-714.000	Mack		1,167.54
	101-336-714.000	Mangan		488.52
	101-305-714.000	McParland		1,167.54
	101-691-714.000	Mitchell		488.52
	101-336-714.000	Phillips		1,260.36
	101-336-714.000	Pickert		488.52
	101-305-714.000	Ripp		488.52
	101-325-714.000	Rodriguez		488.52
	265-300-714.000	Rozum		1,167.54
	101-305-714.000	Rupard		488.52
	101-305-714.000	Schemanske		488.52
	101-305-714.000	Selpenko		1,260.36
	101-336-714.000	Smith		1,260.36
	101-325-714.000	Smith		1,260.36
	101-305-714.000	Smitherman		1,167.54
	101-336-714.000	Taylor		1,260.36



# **Charter Township of Plymouth** **AP Invoice Listing - Board Report**

**VENDOR INFORMATION****INVOICE INFORMATION**

101-305-714.000	Tiderington	488.52
101-325-714.000	Turley	1,167.54
101-336-714.000	Villet	1,260.36
101-171-714.000	Wallace	1,167.54
101-305-714.000	Warring	488.52
101-305-714.000	Lauria	689.22
101-336-714.000	Eldridge	1,647.22
101-336-714.000	Haar	1,778.17
101-336-714.000	Hahn	689.22
101-336-714.000	Jury	689.22
101-336-714.000	King M	689.22
101-305-714.000	Lego	1,778.17
101-336-714.000	Maycock	689.22
101-336-714.000	McDurmon	689.22
101-336-714.000	Ralney	1,778.17
101-305-714.000	Rapson	1,647.22
101-336-714.000	Russo	1,647.22
101-336-714.000	Valensky	1,647.22
101-336-714.000	Warren	689.22
101-336-714.000	Wendel	689.22
101-336-714.000	Westfall	1,778.17
101-305-714.000	Wilson	1,647.22
101-305-714.000	Wood	689.22
101-290-714.000	Federal & State taxes & fees	1,714.53
101-336-714.000	Kohl R	488.52
101-305-714.000	Hoffman M	1,260.36

**BLUE CARE NETWORK OF MICHIGAN**

August 2016 Coverage

**Invoice Amount: \$11,304.02**  
**Check Date: 07/25/2016**

592-172-716.000	Anderson C	635.62
592-172-716.000	Anulewicz	635.62
101-305-714.000	Berry C	635.62
101-336-714.000	Groth	1,152.21
101-305-714.000	Jarvis	365.09
101-371-714.000	Kloc	317.81
101-290-714.000	Massengill	317.81
101-336-714.000	Maycock	365.09
101-371-714.000	McIlhargey	635.62
101-336-714.000	Miller C	365.09
101-290-714.000	Richardson	635.62
101-325-714.000	Rockwell	635.62
101-336-714.000	Varvleck	365.09
101-336-714.000	Warren	317.81
101-290-714.000	Whitmore	635.62
101-290-714.000	Brooks	635.62
101-290-714.000	Hood	317.81
101-290-714.000	Nalepka	635.62
101-290-714.000	Rorabacher	635.62
101-336-714.000	Hahn	365.09
101-336-714.000	King S	365.09
101-290-714.000	Federal Insurer Premium	16.02
101-400-714.000	Barney Shirley	317.81

**BLUE CARE NETWORK OF MICHIGAN**

July 2016 Coverage

**Invoice Amount: \$13,290.37**  
**Check Date: 07/25/2016**

101-305-714.000	Gordon	1,531.15
101-265-714.000	Haack	1,418.40
101-336-714.000	Jowsey	1,418.40

# **Charter Township of Plymouth AP Invoice Listing - Board Report**

**VENDOR INFORMATION****INVOICE INFORMATION**

592-172-716.000	Latawiec	1,418.40
101-215-714.000	LeClair	593.47
101-371-714.000	Palmarчук	1,418.40
101-305-714.000	Pawlowski	593.47
592-172-716.000	Snell	1,418.40
592-172-716.000	Visel	1,531.15
592-172-716.000	Fidh	837.29
101-209-714.000	Pyykkonen	837.29
101-290-714.000	MI Claim Assessment	274.55

**CONSUMERS ENERGY**

Consumer monthly-June 2016

**Invoice Amount: \$1,678.12****Check Date: 07/25/2016**

101-171-921.000	Supervisor	132.18
101-201-921.000	Info Services	70.72
101-209-921.000	Assessing	37.84
101-215-921.000	Clerk	114.87
101-253-921.000	Treasurer	47.97
101-265-854.000	Twp. Hall	16.50
101-305-921.000	Police	379.59
101-325-921.000	Dispatch	158.02
101-336-921.000	Fire	231.56
101-371-921.000	Building	83.21
101-400-921.000	Community Development	46.61
101-691-921.000	Park	56.15
226-226-921.000	Solid Waste	10.95
592-172-921.000	DPW	146.32
510-510-737.000	Golf Course	117.29
592-444-745.000	DPW	28.34

**DELTA DENTAL PLAN OF MI**

Aug 2016

**Invoice Amount: \$10,216.36****Check Date: 07/25/2016**

101-305-714.000	Antal	117.82
101-336-714.000	Atkins	117.82
101-305-714.000	Bartram	69.22
101-325-714.000	Berezak	37.41
101-305-714.000	Brothers	117.82
592-172-716.000	Bruce	69.22
101-336-714.000	Bukis	117.82
101-305-714.000	Cheston	117.82
101-100-123.000	Cloma	117.82
101-325-714.000	Clark	117.82
101-305-714.000	Coffell	117.82
101-336-714.000	Conely	117.82
101-336-714.000	Conroy	69.22
101-215-714.000	Conzelman	117.82
101-171-714.000	Coobatis	69.22
592-172-716.000	Courter	117.82
101-325-714.000	Crowe	69.22
101-336-714.000	Culver	117.82
101-253-714.000	Edwards	117.82
101-325-714.000	Fell	117.82
592-172-716.000	Fellrath	117.82
101-305-714.000	Fetner	117.82
101-305-714.000	Fetter	37.41
101-336-714.000	Fox	117.82
101-305-714.000	Fritz	69.22
101-305-714.000	Gordon	117.82
101-336-714.000	Gross	117.82

# Charter Township of Plymouth

## AP Invoice Listing - Board Report

**VENDOR INFORMATION****INVOICE INFORMATION**

101-265-714.000	Haack	69.22
101-336-714.000	Haller	117.82
101-253-714.000	Hammye	117.82
101-336-714.000	Harrell	37.41
101-305-714.000	Haskin	37.41
101-305-714.000	Hayes	69.22
101-305-714.000	Hinkle	37.41
101-305-714.000	Hoffman	117.82
101-325-714.000	Innes	69.22
101-201-714.000	Janks	117.82
101-336-714.000	Jowsey	69.22
101-305-714.000	King C	69.22
101-305-714.000	Krebs	117.82
101-305-714.000	Kudra	117.82
101-100-123.000	Kushner	117.82
592-172-716.000	Latawiec	69.22
101-215-714.000	LeClair	37.41
101-371-714.000	Lewis	117.82
101-305-714.000	Linton	117.82
101-215-714.000	Lozler	117.82
101-336-714.000	Mack	69.22
101-336-714.000	Mallari	117.82
101-336-714.000	Mangan	37.41
101-336-714.000	Mann	117.82
101-305-714.000	McParland	69.22
101-691-714.000	Mitchell	37.41
101-371-714.000	Palmarчук	69.22
101-305-714.000	Pawlowski	37.41
101-336-714.000	Phillips	117.82
101-336-714.000	Pickert	37.41
101-171-714.000	Price	117.82
101-371-714.000	Pumphrey	117.82
101-305-714.000	Ripp	37.41
101-325-714.000	Rodriguez	37.41
265-300-714.000	Rozum	69.22
101-305-714.000	Rupard	37.41
101-305-714.000	Schemanske	37.41
101-305-714.000	Selpenko	117.82
101-336-714.000	Smith, Chris	117.82
101-325-714.000	Smith, Stephanie	117.82
101-305-714.000	Smitherman	69.22
592-172-716.000	Snell	69.22
101-336-714.000	Tefend	117.82
101-305-714.000	Tiderington, Scott	37.41
101-305-714.000	Tiderington, Tom	117.82
101-325-714.000	Turley	69.22
101-336-714.000	Villet	117.82
592-172-716.000	Visel	117.82
101-171-714.000	Wallace	69.22
101-305-714.000	Warring	37.41
101-305-714.000	Lauria	37.41
592-172-716.000	Anderson C	69.22
101-305-714.000	Anderson E	69.22
592-172-716.000	Anulewicz	69.22
101-290-714.000	Barney	37.41
101-336-714.000	Beisky	69.22
101-305-714.000	Berry C	69.22
101-336-714.000	Eldridge	69.22

# **Charter Township of Plymouth** **AP Invoice Listing - Board Report**

**VENDOR INFORMATION****INVOICE INFORMATION**

592-172-716.000	Fidh	69.22
101-336-714.000	Groth	69.22
101-336-714.000	Haar	117.82
101-336-714.000	Hahn, Donald	69.22
592-172-716.000	Holls, T	37.41
101-336-714.000	Honke	37.41
101-305-714.000	Jarvis	37.41
101-336-714.000	Jury	117.82
101-336-714.000	King M	69.22
101-371-714.000	Kloc	69.22
101-336-714.000	Knupp	69.22
101-691-714.000	Kozian	69.22
101-305-714.000	Lego	117.82
101-336-714.000	Maas	37.41
101-290-714.000	Massengill	37.41
101-336-714.000	Maycock	69.22
101-336-714.000	McDurmon	37.41
101-371-714.000	McIlhargey	69.22
101-336-714.000	Miller C	37.41
101-336-714.000	Mothersbaugh	69.22
101-209-714.000	Pyykkonen	37.41
101-336-714.000	Ralney	117.82
101-305-714.000	Rapson	69.22
101-290-714.000	Richardson	69.22
101-325-714.000	Rockwell	69.22
101-336-714.000	Russo	69.22
592-172-716.000	Smith Cheryl	37.41
101-305-714.000	Smith Robert	69.22
101-691-714.000	Smith Timothy C	37.41
101-336-714.000	Valensky	69.22
101-336-714.000	Vanveck	69.22
101-336-714.000	Warren	69.22
101-336-714.000	Wendel	37.41
101-336-714.000	Westfall	117.82
101-290-714.000	Whitmore	69.22
101-305-714.000	Wilson	69.22
101-305-714.000	Wood	37.41
101-336-714.000	Hahn Kyle	37.41
101-336-714.000	Kohl, Robert	37.41
101-336-714.000	Randall Jeffrey	117.82
226-226-714.000	Vignoe, S	117.82
101-305-714.000	Assessment fee-State Claims Tax	61.94
101-305-714.000	Bonadeo, Karen	117.82

**HEMMING,POLACZYK,CRONIN,SMITH,**

Legal Services June 2016

**Invoice Amount: \$13,450.75****Check Date: 07/25/2016**

101-305-826.000	Ordinance Prosecutions	5,110.88
101-801-826.000	Community Development	1,680.00
101-290-826.000	Admin	2,677.50
101-290-826.000	Misc.	5.50
592-172-830.000	Public Services	105.00
592-172-830.000	Water & Sewer	1,575.00
101-290-826.000	Building	1,338.74
101-290-828.000	Cable	761.25
101-336-826.000	Fire	196.88

**INFINITELY GREEN LANDSCAPING**

Fertilization per attached contract-Brentwood Par

**Invoice Amount: \$70.00****Check Date: 07/25/2016**



# Charter Township of Plymouth

## AP Invoice Listing - Board Report

**VENDOR INFORMATION****INVOICE INFORMATION**

	101-691-931.000	Inv # 13350 3 of 3	70.00
<b>INFINITELY GREEN LANDSCAPING</b>		<b>Invoice Amount:</b>	<b>\$890.00</b>
Fertilization per attached contract-Ply Twp Hall		<b>Check Date:</b>	<b>07/25/2016</b>
101-265-776.000	Inv # 13359- Round 3 of 5		295.00
101-265-776.000	Vegetation control		295.00
101-265-776.000	Tree shrub care		300.00
<b>INFINITELY GREEN LANDSCAPING</b>		<b>Invoice Amount:</b>	<b>\$315.00</b>
Fertilization per attached contract-Miller Family Pa		<b>Check Date:</b>	<b>07/25/2016</b>
101-691-931.000	Inv # 13355 3 of 4		315.00
<b>INFINITELY GREEN LANDSCAPING</b>		<b>Invoice Amount:</b>	<b>\$932.50</b>
Fertilization per attached contract-Lake Pointe Soc		<b>Check Date:</b>	<b>07/25/2016</b>
101-691-931.000	Inv # 13354 3 of 5		795.00
101-691-931.000	Gardening and weeding		137.50
<b>INFINITELY GREEN LANDSCAPING</b>		<b>Invoice Amount:</b>	<b>\$175.00</b>
Fertilization per attached contract-Ply Pointe Park		<b>Check Date:</b>	<b>07/25/2016</b>
101-265-776.000	Inv #13358 Round 3 of 4		175.00
<b>INFINITELY GREEN LANDSCAPING</b>		<b>Invoice Amount:</b>	<b>\$100.00</b>
Fertilization per attached contract-Friendship Stati		<b>Check Date:</b>	<b>07/25/2016</b>
101-265-858.000	Inv # 13353- Round 3 of 5		50.00
101-265-858.000	Inv # 13353-Vegetation control		50.00
<b>KONICA MINOLTA BUSINESS SOLUTIONS</b>		<b>Invoice Amount:</b>	<b>\$175.09</b>
Monthly Maintenance per contract		<b>Check Date:</b>	<b>07/25/2016</b>
592-172-727.000	Monthly Maintenance		113.82
101-171-727.000	Monthly Maintenance		36.77
101-201-851.000	Monthly Maintenance		7.00
101-400-851.000	Monthly Maintenance		8.75
226-226-727.000	Monthly Maintenance		8.75
<b>NORTHVILLE, CHARTER TOWNSHIP OF</b>		<b>Invoice Amount:</b>	<b>\$127.50</b>
G.D. Roberts Company LLC Real Estate Consulting		<b>Check Date:</b>	<b>07/25/2016</b>
101-400-818.000	May 2016		127.50
<b>OFFICE DEPOT</b>		<b>Invoice Amount:</b>	<b>\$257.41</b>
Office Supplies, Supervisor and Friendship Station		<b>Check Date:</b>	<b>07/25/2016</b>
101-265-858.000	Folder, letter size		15.99
101-265-858.000	Ready Tabs		26.99
101-265-858.000	Staples		1.06
101-171-727.000	Copy paper		74.92
101-265-858.000	Tape-6 pack		10.78
101-171-727.000	Bright White Copy Paper		7.25
101-265-858.000	Jumbo paper clips		4.67
101-265-858.000	paper clips		3.98
101-265-858.000	Legal size copy paper		59.06
101-171-727.000	Office pens		36.24
101-171-727.000	Office pens		16.47
<b>VERIZON WIRELESS</b>		<b>Invoice Amount:</b>	<b>\$162.84</b>
Twp Park Cell-May-June 2016		<b>Check Date:</b>	<b>07/25/2016</b>
101-691-853.000	Twp Park Cell		162.84
<b>THYSSENKRUPP ELEVATOR CORPORATION</b>		<b>Invoice Amount:</b>	<b>\$2,774.52</b>
Annual Elevator Maintenance		<b>Check Date:</b>	<b>07/25/2016</b>

# **Charter Township of Plymouth AP Invoice Listing - Board Report**

**VENDOR INFORMATION****INVOICE INFORMATION**

	101-265-776.000	Annual Elevator Maintenance	2,774.52
<b>Great Lakes Water Authority</b>		<b>Invoice Amount:</b>	<b>\$19,574.50</b>
IWC Charges for June 2016		<b>Check Date:</b>	<b>07/25/2016</b>
	592-441-743.000	IWC Charges June 2016	19,574.50
<b>WOW! BUSINESS</b>		<b>Invoice Amount:</b>	<b>\$8.84</b>
Internet Friendship Station July 2016		<b>Check Date:</b>	<b>07/25/2016</b>
	101-265-854.000	Internet Friendship Station-June 2016	8.84
<b>ADVANCED DISPOSAL</b>		<b>Invoice Amount:</b>	<b>\$114.20</b>
6/3 AND 6/10/16 RESIDENTIAL COMPOST		<b>Check Date:</b>	<b>07/25/2016</b>
	226-226-810.000	10 YARDS COMPOST	105.00
	226-226-810.000	FUEL RECOVERY	9.20
<b>ADVANCED DISPOSAL</b>		<b>Invoice Amount:</b>	<b>\$57.10</b>
06/17/16 RESIDENTIAL COMPOST		<b>Check Date:</b>	<b>07/25/2016</b>
	226-226-810.000	5 YARDS COMPOST	52.50
	226-226-810.000	FUEL RECOVERY	4.60
<b>RIZZO ENVIRONMENTAL SERVICES</b>		<b>Invoice Amount:</b>	<b>\$1,075.00</b>
JULY 2016 TWP FACILITIES		<b>Check Date:</b>	<b>07/25/2016</b>
	101-691-931.000	TWP PARK TRASH RECYCLE AND YARDWASTE	415.00
	101-336-776.000	FIRE STATION 3 TRASH	40.00
	101-691-931.000	LAKE POINTE SOCCER PARK TRASH	85.00
	101-265-776.000	TOWNSHIP HALL TRASH AND RECYCLE	92.75
	101-305-776.000	TOWNSHIP HALL TRASH AND RECYCLE	66.00
	101-325-727.000	TOWNSHIP HALL TRASH AND RECYCLE	27.48
	101-336-776.000	TOWNSHIP HALL TRASH AND RECYCLE	9.72
	592-172-776.000	TOWNSHIP HALL TRASH AND RECYCLE	19.05
	592-172-776.000	DPW TRASH	85.00
	510-510-737.000	HILL TOP GOLF TRASH AND RECYCLE	195.00
	101-336-776.000	FIRE STATION 2	40.00
<b>RIZZO ENVIRONMENTAL SERVICES</b>		<b>Invoice Amount:</b>	<b>\$390.00</b>
06/17/16 DPW RESIDENTIAL RECYCLE CENTER		<b>Check Date:</b>	<b>07/25/2016</b>
	226-226-810.000	06/17/16 PAPER RECYCLE	195.00
	226-226-810.000	6/17/16 PLASTIC RECYCLE	195.00
<b>RIZZO ENVIRONMENTAL SERVICES</b>		<b>Invoice Amount:</b>	<b>\$275.00</b>
06/04/16 COLONY FARM COMMONS CLEANUP		<b>Check Date:</b>	<b>07/25/2016</b>
	226-226-810.000	06/04/16 COLONY FARMS COMMONS CLEANUP	275.00
<b>RIZZO ENVIRONMENTAL SERVICES</b>		<b>Invoice Amount:</b>	<b>\$209.50</b>
6/14/16 DPW STREET SWEEPING		<b>Check Date:</b>	<b>07/25/2016</b>
	592-172-776.000	06/14/16 DPW STREET SWEEP PICKUP/RETUR	175.00
	592-172-776.000	LANDFILL CHARGE	34.50
<b>RIZZO ENVIRONMENTAL SERVICES</b>		<b>Invoice Amount:</b>	<b>\$195.00</b>
DPW RECYCLE CENTER		<b>Check Date:</b>	<b>07/25/2016</b>
	226-226-810.000	07/01/16 PAPER RECYCLE	195.00
<b>RIZZO ENVIRONMENTAL SERVICES</b>		<b>Invoice Amount:</b>	<b>\$8,433.36</b>
JUNE 2016 RESIDENTIAL YARD WASTE DISPOSAL		<b>Check Date:</b>	<b>07/25/2016</b>
	226-226-810.000	JUNE YARD WASTE DISPOSAL IN TONS	8,433.36
<b>RIZZO ENVIRONMENTAL SERVICES</b>		<b>Invoice Amount:</b>	<b>\$101,394.72</b>
JUNE RESIDENTIAL		<b>Check Date:</b>	<b>07/25/2016</b>

# Charter Township of Plymouth

## AP Invoice Listing - Board Report

**VENDOR INFORMATION****INVOICE INFORMATION**

226-226-810.000	JUNE RESIDENTIAL TRASH	65,527.20
226-226-810.000	JUNE RESIDENTIAL RECYCLING	18,278.64
226-226-810.000	JUNE RESIDENTIAL YARDWASTE	17,588.88

**ALERUS FINANCIAL**

Define Contribution 07/21/2016

**Invoice Amount: \$857.24****Check Date: 07/25/2016**

101-325-714.050	Define Contribution 07/21/2016	573.84
101-100-231.000	Employee Cont 07/21/2016	283.40

**ASSOCIATED NEWSPAPERS OF MICHIGAN**

Legal Notices - July 14, 2016

**Invoice Amount: \$368.52****Check Date: 07/25/2016**

101-215-813.000	BOT Meeting Notice	22.01
101-215-813.000	Zoning Board of Appeals	26.38
805-805-970.210	Hunters Creek SAD Notice	93.49
805-805-970.290	Deer Creek SAD Notice	107.66
805-805-970.340	Ridgewood Hills SAD Notice	118.98

**BASIC**

Quarterly Fee for Secion 125 Flexplan administrati

**Invoice Amount: \$247.20****Check Date: 07/25/2016**

101-336-714.000	July-Sept 2016-Fire	30.90
592-172-716.000	July-Sept 2016-DPW	15.45
101-305-714.000	July- Sept 2016-Police	77.25
101-325-714.000	July- Sept 2016-Dispatc	15.45
101-290-714.000	July- Sept 2016-Admin	108.15

**COMCAST**

Internet 46555 Port Street

**Invoice Amount: \$135.05****Check Date: 07/25/2016**

592-172-727.000	July 2016	135.05
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**COMCAST**

Monthly Cable and Internet Township Hall

**Invoice Amount: \$216.73****Check Date: 07/25/2016**

101-290-941.000	Aug 2016	216.73
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**Heritage Logo Works**

T-Shirts

**Invoice Amount: \$7,015.00****Check Date: 07/25/2016**

701-100-055.000	T-shirts	7,015.00
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**HONKE, ANITA**

Medicare Part B Aug 2016

**Invoice Amount: \$105.80****Check Date: 07/25/2016**

101-336-714.000	Medicare Part B Aug 2016	105.80
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**I.A.F.F. - LOCAL 1496**

IAFF Union Dues - July 2016

**Invoice Amount: \$2,130.00****Check Date: 07/25/2016**

101-100-232.020	Atkins, Daniel L.	110.00
101-100-232.020	Bukis, Peter J.	110.00
101-100-232.020	Conely, Patrick	110.00
101-100-232.020	Conroy, William J.	150.00
101-100-232.020	Culver, Ean G.	110.00
101-100-232.020	Fox, David R.	110.00
101-100-232.020	Gross, Scott Paul	110.00
101-100-232.020	Haller, Christopher M.	110.00
101-100-232.020	Harrell, James M.	110.00
101-100-232.020	Kohl, Robert S.	110.00
101-100-232.020	Mack, Christopher	110.00
101-100-232.020	Mallari, Jeffery G.	110.00
101-100-232.020	Mangan, Gregory	110.00
101-100-232.020	Mann, Charles H.	110.00
101-100-232.020	Pickett, Douglas	110.00

# Charter Township of Plymouth

## AP Invoice Listing - Board Report

**VENDOR INFORMATION****INVOICE INFORMATION**

	101-100-232.020	Randall, Jeffrey	110.00
	101-100-232.020	Smith, Christopher B.	110.00
	101-100-232.020	Tefend, Ricky L.	110.00
	101-100-232.020	Villet, Guy	110.00
<b>KNUPP, FRED L.</b>		<b>Invoice Amount:</b>	<b>\$104.90</b>
Medicare Part B Aug 2016		<b>Check Date:</b>	<b>07/25/2016</b>
	101-336-714.000	Aug 2016	104.90
<b>M E R S</b>		<b>Invoice Amount:</b>	<b>\$29,747.00</b>
MERS July 2016-Police Match		<b>Check Date:</b>	<b>07/25/2016</b>
	101-305-714.030	Antal	1,480.34
	101-305-714.030	Bartram	990.00
	101-305-714.030	Brothers	1,480.34
	101-305-714.030	Cheston	1,392.57
	101-305-714.030	Cloma	1,151.22
	101-305-714.030	Coffell	1,039.82
	101-305-714.030	Fetner	1,238.50
	101-305-714.030	Fetter	1,352.63
	101-305-714.030	Fritz	1,172.88
	101-305-714.030	Haskin	888.63
	101-305-714.030	Hayes	1,058.38
	101-305-714.030	Hinkle	839.54
	101-305-714.030	Hoffman	1,167.63
	101-305-714.030	King	1,039.82
	101-305-714.030	Krebs	1,450.29
	101-305-714.030	Kudra	1,394.65
	101-305-714.030	Linton	1,078.49
	101-305-714.030	McParland	1,039.82
	101-305-714.030	Ripp	1,197.63
	101-305-714.030	Rozum	1,152.76
	101-305-714.030	Rupard	1,039.82
	101-305-714.030	Schemanske	944.94
	101-305-714.030	Seipenko	1,231.32
	101-305-714.030	Smitherman	1,070.76
	101-305-714.030	Tidertington	1,104.79
	101-305-714.030	Warring	749.43
<b>M E R S</b>		<b>Invoice Amount:</b>	<b>\$11,123.37</b>
MERS July 2016		<b>Check Date:</b>	<b>07/25/2016</b>
	101-100-231.030	Antal, Robert	553.54
	101-100-231.030	Bartram, Brad	370.19
	101-100-231.030	Brothers, Jon	553.54
	101-100-231.030	Cheston, Steven	520.73
	101-100-231.030	Cloma, Bradley	430.48
	101-100-231.030	Coffell	388.82
	101-100-231.030	Fetner, William	463.12
	101-100-231.030	Fetter, Jeffrey	505.79
	101-100-231.030	Fritz, Michael	438.58
	101-100-231.030	Haskin	332.29
	101-100-231.030	Hayes, Jeason	395.76
	101-100-231.030	Hinkle, Michael	313.93
	101-100-231.030	Hoffman, Marc	436.61
	101-100-231.030	King, Caitlin	388.82
	101-100-231.030	Krebs, Ryan	542.31
	101-100-231.030	Kudra, Daniel	521.50
	101-100-231.030	Linton, Marcy	403.29
	101-100-231.030	McParland, Jeffrey	388.82



# Charter Township of Plymouth

## AP Invoice Listing - Board Report

**VENDOR INFORMATION****INVOICE INFORMATION**

101-100-231.030	Ripp, Jason	447.84
101-100-231.030	Rozum, Charles	431.06
101-100-231.030	Rupard, Bryan	388.82
101-100-231.030	Schemanske, Jeremy	353.35
101-100-231.030	Selpenko, Todd	460.43
101-100-231.030	Smitherman, Joseph	400.39
101-100-231.030	Tiderington, Scott	413.12
101-100-231.030	Warring, Aaron	280.24

**M E R S**

M E R S July 2016-Dispatch Match

**Invoice Amount: \$5,068.98****Check Date: 07/25/2016**

101-100-231.050	BEREZAK	550.98
101-100-231.050	BULMER	567.72
101-100-231.050	CLARK	594.99
101-100-231.050	CROWE	603.64
101-100-231.050	FELL	574.94
101-100-231.050	INNES	548.19
101-100-231.050	SMITH	537.08
101-100-231.050	TURLEY	550.70
101-100-231.050	YUDT	540.74

**M E R S**

MERS July 2016 DISPATCH WH

**Invoice Amount: \$4,111.12****Check Date: 07/25/2016**

101-100-231.000	BEREZAK	446.85
101-100-231.000	BULMER	460.44
101-100-231.000	CLARK	482.56
101-100-231.000	CROWE	489.59
101-100-231.000	Fell	466.29
101-100-231.000	INNES	444.60
101-100-231.000	SMITH	435.59
101-100-231.000	TURLEY	446.64
101-100-231.000	YUDT	438.56

**M E R S**

MERS July 2016 FIRE Match

**Invoice Amount: \$22,316.00****Check Date: 07/25/2016**

101-100-231.020	ATKINS	2,160.21
101-100-231.020	BUKIS	1,397.00
101-100-231.020	CONELY	1,532.79
101-100-231.020	CONROY	1,355.97
101-100-231.020	FOX	1,540.31
101-100-231.020	GROSS	1,369.30
101-100-231.020	HARRELL	1,286.64
101-100-231.020	MACK	1,606.02
101-100-231.020	MALLARI	1,365.62
101-100-231.020	MANGAN	1,437.09
101-100-231.020	MANN	1,418.73
101-100-231.020	PHILLIPS	1,810.55
101-100-231.020	RANDALL	1,400.46
101-100-231.020	TEFEND	1,324.87
101-100-231.020	VILLET	1,310.44

**M E R S**

MERS July 2016 FIRE WH

**Invoice Amount: \$9,638.64****Check Date: 07/25/2016**

101-100-231.020	ATKINS	933.03
101-100-231.020	BUKIS	603.40
101-100-231.020	CONELY	662.04
101-100-231.020	CONROY	585.66
101-100-231.020	FOX	665.29

# Charter Township of Plymouth

## AP Invoice Listing - Board Report

**VENDOR INFORMATION****INVOICE INFORMATION**

101-100-231.020	GROSS	591.42
101-100-231.020	HARRELL	555.72
101-100-231.020	MACK	693.67
101-100-231.020	MALLARI	589.83
101-100-231.020	MANGAN	620.70
101-100-231.020	MANN	612.77
101-100-231.020	PHILLIPS	782.00
101-100-231.020	RANDALL	604.89
101-100-231.020	TEFEND	572.22
101-100-231.020	VILLET	566.00

**MAAS, CARLAS**

Medicare Part B Aug 2016

**Invoice Amount:****\$141.40****Check Date:****07/25/2016**

101-336-714.000 Medicare Part B Aug 2016

141.40

**JOHN HANCOCK LIFE INSURANCE CO.**

EMPLOYER MATCH PAYROLL 07/22/2016

**Invoice Amount:****\$13,922.27****Check Date:****07/25/2016**

592-291-714.040	BARTLETT	277.20
101-100-123.000	BOYCE	193.71
101-215-714.010	CONZELMAN	585.06
101-171-714.010	COOBATIS	527.30
101-336-714.020	CULVER	292.57
592-291-714.040	COURTER	376.61
101-253-714.010	EDWARDS	585.06
592-291-714.010	FELLRATH	591.10
101-305-714.010	GORDON	270.56
101-265-714.010	HACK	224.66
101-336-714.020	HALLER	265.27
101-253-714.010	HAMMYE	326.82
101-201-714.010	JANKS	552.31
101-336-714.010	JOWSEY	235.35
101-336-714.020	KOHL	234.06
592-291-714.040	KRUEGER	291.12
101-215-714.010	KUSHNER	473.08
592-172-714.010	LATAWIEC	235.35
101-215-714.010	LECLAIR	297.68
101-371-714.010	LEWIS	509.68
101-215-714.010	LOZIER	326.82
592-291-714.040	MELOW	291.12
101-691-714.010	MITCHELL	353.08
592-291-714.040	NELSON	207.96
592-291-714.040	OVERAITIS	277.20
101-371-714.010	PALMARCHUK	270.56
101-305-714.010	PAWLOWSKI	235.35
101-336-714.020	PICKERT	292.57
101-171-714.010	PRICE	642.60
101-371-714.010	PUMPHREY	297.68
101-400-714.010	RADTKE	316.85
592-291-714.010	SCHOLTEN	277.20
101-336-714.020	SMITH	292.57
592-172-714.010	SNELL	235.35
592-291-714.040	THOMAS	263.40
101-305-714.010	TIDERINGTON T	661.75
226-226-714.010	VIGNOE	297.68
592-172-714.010	VISEL	223.65
101-171-714.010	WALLACE	362.69
101-305-714.000	Bonadeo	243.68
592-172-714.000	Worth	103.98

# Charter Township of Plymouth

## AP Invoice Listing - Board Report

**VENDOR INFORMATION****INVOICE INFORMATION**

	592-172-714.000	Pumphrey Z	103.98
<b>JOHN HANCOCK LIFE INSURANCE CO.</b>		<b>Invoice Amount:</b>	<b>\$3,786.79</b>
EMPLOYEE W/H PAYROLL 07/22/2016		<b>Check Date:</b>	<b>07/25/2016</b>
	592-100-231.000	BARTLETT	92.40
	101-100-123.000	BOYCE	64.57
	101-100-231.000	CONZELMAN	195.02
	101-100-231.000	COOBATIS	175.77
	101-100-231.000	CULVER	97.52
	592-100-231.000	COURTER	125.54
	101-100-231.000	EDWARDS	195.02
	592-100-231.000	FELLRATH	197.03
	101-100-231.000	HALLER	88.42
	101-100-231.000	HAMMYE	108.94
	101-100-231.000	JANKS	184.10
	101-100-231.000	KOHL	78.02
	592-100-231.000	KRUEGER	97.04
	101-100-231.000	KUSHNER	157.69
	101-100-231.000	LEWIS	169.89
	101-100-231.000	LOZIER	108.94
	592-100-231.000	MELOW	97.04
	101-100-231.000	MITCHELL	117.69
	592-100-231.000	NELSON	69.32
	592-100-231.000	OVERAITIS	92.40
	101-100-231.000	PAWLOWSKI	65.24
	101-100-231.000	PICKERT	97.52
	101-100-231.000	PRICE	214.20
	101-100-231.000	RADTKE	105.62
	592-100-231.000	SCHOLTEN	95.73
	101-100-231.000	SMITH	97.52
	592-100-231.000	SNELL	100.00
	592-100-231.000	THOMAS	87.80
	101-100-231.000	TIDERINGTON T	220.58
	101-100-231.000	WALLACE	120.90
	592-100-231.000	WORTH	34.66
	592-100-231.000	Pumphrey Z	34.66
<b>NATIONWIDE RET SOL USCM/MIDWEST</b>		<b>Invoice Amount:</b>	<b>\$14,135.04</b>
Pay Period End 07/17/2017		<b>Check Date:</b>	<b>07/25/2016</b>
	101-100-239.000	MANN	417.71
	101-100-239.000	ANTAL	307.69
	101-100-239.000	ATKINS	550.00
	592-100-239.000	BARTLETT	40.00
	101-100-239.000	BEREZAK	100.00
	101-100-239.000	BONADEO	200.00
	101-100-239.000	BONO	100.00
	101-100-239.000	BROTHERS	275.00
	101-100-239.000	BULMER	100.00
	101-100-239.000	CHESTON	300.00
	101-100-239.000	CIOMA	310.00
	101-100-239.000	CLARK	20.00
	101-100-239.000	COFFELL	125.00
	101-100-239.000	CONROY	10.00
	101-100-239.000	COOBATIS	650.00
	592-100-239.000	COURTER	150.00
	101-100-239.000	CULVER	50.00
	101-100-239.000	CURMI, CHARLES	415.64
	101-100-239.000	DEVOTO	360.00

# Charter Township of Plymouth

## AP Invoice Listing - Board Report

**VENDOR INFORMATION****INVOICE INFORMATION**

101-100-239.000	FELL	225.00
101-100-239.000	FETNER	100.00
101-100-239.000	FOX	100.00
101-100-239.000	FRITZ	200.00
101-100-239.000	GROSS	693.00
101-100-239.000	HAMMYE	782.00
101-100-239.000	HARRELL	200.00
101-100-239.000	HOFFMAN	400.00
101-100-239.000	JANKS	200.00
101-100-239.000	JOWSEY	30.00
101-100-239.000	KREBS	250.00
592-100-239.000	KRUEGER	150.00
101-100-239.000	KUDRA	175.00
592-100-239.000	LATAWIEC	175.00
101-100-239.000	LECLAIR	265.00
101-100-239.000	LEWIS	20.00
101-100-239.000	LINTON	150.00
101-100-239.000	MACK	250.00
101-100-239.000	MALLARI	200.00
101-100-239.000	MANGAN	130.00
592-100-239.000	MELOW	67.00
592-100-239.000	OVERAITIS	50.00
101-100-239.000	PAWLOWSKI	200.00
101-100-239.000	PHILLIPS	35.00
101-100-239.000	PICKERT	100.00
101-100-239.000	PUMPHREY	150.00
101-100-239.000	RANDALL	300.00
101-100-239.000	RIPP	125.00
101-100-239.000	RODRIGUEZ	50.00
101-100-239.000	ROZUM	250.00
101-100-239.000	RUPARD	200.00
101-100-239.000	SEIPENKO	200.00
592-100-239.000	SNELL	100.00
101-100-239.000	TEFEND	150.00
101-100-239.000	TIDERINGTON, S	50.00
101-100-239.000	VILLET	100.00
592-100-239.000	VISEL	100.00
101-100-239.000	WALLACE	200.00
101-100-239.000	TIDERINGTON, T	1,139.00
101-100-239.000	Bartram, Brad	75.00
101-100-239.000	Smitherman, J	75.00
101-100-239.000	Conely	100.00
101-100-239.000	Turley	20.00
101-100-239.000	Kohl	50.00
101-100-239.000	Kushner	923.00
101-100-239.000	Hayes	150.00

**UNITED STATES TREASURY**

2015 Form 720 PCORI Fee EIN# 38-6007665

101-290-714.000

**Invoice Amount:****\$141.44****Check Date:****07/25/2016**

2015 Form 720 PCORI Fee EIN# 38-6007665

141.44

**WAYNE COUNTY**

6/16 Traffic Signal Energy

101-446-920.000

6/16Traf Sig Energy

**Invoice Amount:****\$122.20****Check Date:****07/25/2016**

122.20

**WCA ASSESSING**

Appraisal Services Rendered Aug 2016

101-209-818.000

Appraisal Services Rendered

**Invoice Amount:****\$18,278.17****Check Date:****07/25/2016**

18,121.50



# Charter Township of Plymouth AP Invoice Listing - Board Report

**VENDOR INFORMATION****INVOICE INFORMATION***101-209-818.000**Co-Star Services**156.67***SRRAB Inc.****Invoice Amount:****\$7,174.11**

MATERIALS FOR CLUBHOUSE REPAIRS

**Check Date:****07/25/2016***246-246-970.150**MATERIALS FOR CLUBHOUSE REPAIR**7,174.11***Total Amount to be Disbursed:****\$417,186.80**

**Charter Township of Plymouth  
AP Invoice Listing - Board Report**

**VENDOR INFORMATION****INVOICE INFORMATION**

<b>35TH DISTRICT COURT</b>			<b>Invoice Amount:</b>	<b>\$320.00</b>
POLICE BOND 7/12/16			<b>Check Date:</b>	<b>07/27/2016</b>
	702-100-087,000	6198		320.00
<b>35TH DISTRICT COURT</b>			<b>Invoice Amount:</b>	<b>\$600.00</b>
POLICE BOND 07/14/16			<b>Check Date:</b>	<b>07/27/2016</b>
	702-100-087,000	6199		300.00
	702-100-087,000	6200		300.00
<b>35TH DISTRICT COURT</b>			<b>Invoice Amount:</b>	<b>\$50.00</b>
POLICE BOND 7/18/16			<b>Check Date:</b>	<b>07/27/2016</b>
	702-100-087,000	6203		50.00
<b>35TH DISTRICT COURT</b>			<b>Invoice Amount:</b>	<b>\$680.00</b>
POLICE BOND 7/25/16			<b>Check Date:</b>	<b>07/27/2016</b>
	702-100-087,000	6205		180.00
	702-100-087,000	6206		500.00
<b>Total Amount to be Disbursed:</b>				<b>\$1,650.00</b>

# Charter Township of Plymouth

## AP Invoice Listing - Board Report

**VENDOR INFORMATION****INVOICE INFORMATION**

<b>AMERICAN PLANNING ASSOCIATION</b>			<b>Invoice Amount:</b>	<b>\$250.00</b>
Membership - Jana Radtke			<b>Check Date:</b>	<b>07/19/2016</b>
	101-801-861.000	APA Membership Category C		190.00
	101-801-861.000	Michigan Chapter		60.00
<b>A T &amp; T</b>			<b>Invoice Amount:</b>	<b>\$28.58</b>
FS #2 Meterline July 2016			<b>Check Date:</b>	<b>07/19/2016</b>
	101-336-921.000	Meterline, July 2016		28.58
<b>A T &amp; T</b>			<b>Invoice Amount:</b>	<b>\$995.26</b>
ATT Bill- June 2016			<b>Check Date:</b>	<b>07/19/2016</b>
	101-201-853.000	Information Services		53.86
	101-209-853.000	Assessing		33.57
	101-371-853.000	Building		59.72
	101-336-853.000	Fire		202.33
	101-305-853.000	Police		158.37
	101-171-853.000	Supervisor		71.88
	101-253-853.000	Treasurer		46.60
	101-215-853.000	Clerk		72.13
	101-400-853.000	Community Development		86.75
	101-325-853.000	Dispatch		76.71
	226-226-853.000	Solid Waste		7.62
	592-172-853.000	Water/Sewer		68.51
	592-291-805.000	Water/Sewer		25.39
	101-265-854.000	Twp Hall		9.11
	101-691-853.000	Park		22.71
<b>A T &amp; T</b>			<b>Invoice Amount:</b>	<b>\$3,399.47</b>
ATT Bill- July 2016			<b>Check Date:</b>	<b>07/19/2016</b>
	101-201-853.000	Information Services		183.98
	101-209-853.000	Assessing		114.66
	101-371-853.000	Building		203.97
	101-336-853.000	Fire		691.08
	101-305-853.000	Police		540.92
	101-171-853.000	Supervisor		245.51
	101-253-853.000	Treasurer		159.16
	101-215-853.000	Clerk		246.36
	101-400-853.000	Community Development		296.30
	101-325-853.000	Dispatch		262.03
	226-226-853.000	Solid Waste		26.01
	592-172-853.000	Water/Sewer		234.02
	592-291-805.000	Water/Sewer		86.72
	101-265-854.000	Twp Hall		31.11
	101-691-853.000	Park		77.64
<b>A T &amp; T</b>			<b>Invoice Amount:</b>	<b>\$623.43</b>
Video Arraignment July 2016-Per old contract-adju			<b>Check Date:</b>	<b>07/19/2016</b>
	101-325-853.000	Video Arrignment March 2016		623.43
<b>ASSOCIATED NEWSPAPERS OF MICHIGAN</b>			<b>Invoice Amount:</b>	<b>\$335.97</b>
Legal Notices July 7, 2016			<b>Check Date:</b>	<b>07/19/2016</b>
	592-172-727.000	Water Quality Report		15.84
	805-805-970.210	Hunters Creek SAD		93.49
	805-805-970.290	Deer Creek SAD		107.66
	805-805-970.340	Ridgewood Hills 2,3,4 SAD		118.98

# Charter Township of Plymouth

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**VENDOR INFORMATION****INVOICE INFORMATION**

<b>ASSOCIATED NEWSPAPERS OF MICHIGAN</b>		<b>Invoice Amount:</b>	<b>\$97.34</b>
Legal Notices 6-30-2016		<b>Check Date:</b>	<b>07/19/2016</b>
	101-262-813.000	M-100 Public Test Notice	26.15
	101-215-813.000	Applied Fitness Notice	71.19
<b>CAROUSEL CARPET &amp; UPHOLSTERY CLNG</b>		<b>Invoice Amount:</b>	<b>\$729.00</b>
COMMERCIAL CARPET CLEANING		<b>Check Date:</b>	<b>07/19/2016</b>
	101-265-776.000	INV 5416 SENIOR CENTER	150.00
	101-336-776.000	INV 5417 FIRE #3	310.00
	101-336-776.000	INV 5418 FIRE #1	269.00
<b>DTE ENERGY</b>		<b>Invoice Amount:</b>	<b>\$15.73</b>
Mar-Jun16 40198 Ann Arbor Tr.		<b>Check Date:</b>	<b>07/19/2016</b>
	101-691-921.000	Miller Park Electric 5/23/2016-6/22/2016	15.73
<b>NORTHVILLE CAR WASH, INC.</b>		<b>Invoice Amount:</b>	<b>\$48.00</b>
CAR WASH FOR MARCH, APRIL, MAY		<b>Check Date:</b>	<b>07/19/2016</b>
	101-371-863.000	CAR WASH BLDG DEPT	48.00
<b>ORCHARD, HILTZ, &amp; MCCLIMENT, INC.</b>		<b>Invoice Amount:</b>	<b>\$15,877.75</b>
Professional Services		<b>Check Date:</b>	<b>07/19/2016</b>
	805-805-970.300	Plymouth Commons Road SAD	15,877.75
<b>PLYMOUTH POSTMASTER</b>		<b>Invoice Amount:</b>	<b>\$2,000.00</b>
Postage		<b>Check Date:</b>	<b>07/19/2016</b>
	592-172-730.000	Permit #218 July 2016	2,000.00
<b>SIGNATURE FORD</b>		<b>Invoice Amount:</b>	<b>\$29,759.00</b>
2016 Ford Utility interceptor		<b>Check Date:</b>	<b>07/19/2016</b>
	101-305-978.000	2016 Ford Utility interceptor	29,759.00
<b>UPS</b>		<b>Invoice Amount:</b>	<b>\$15.36</b>
Supervisor Mailing		<b>Check Date:</b>	<b>07/19/2016</b>
	101-171-727.000	Supervisor Mailings	15.36
<b>VERIZON WIRELESS</b>		<b>Invoice Amount:</b>	<b>\$708.95</b>
June 2016 wireless bills		<b>Check Date:</b>	<b>07/19/2016</b>
	592-172-853.000	DPW wireless devices	287.86
	101-201-853.000	Info services wireless devices	0.27
	101-325-853.000	PD dispatch wireless devices	52.86
	101-336-853.000	Fire wireless devices	122.63
	101-691-853.000	Park foreman wireless device	40.01
	805-805-970.005	Sidewalk Inspector wireless device	29.65
	226-226-853.000	Solid waste wireless device	52.11
	588-588-853.000	Senior Transportation wireless device	123.56
<b>VERIZON WIRELESS</b>		<b>Invoice Amount:</b>	<b>\$1,626.31</b>
June 2016 Wireless		<b>Check Date:</b>	<b>07/19/2016</b>
	592-172-853.000	DPW	164.23
	101-201-853.000	Info services	151.57
	101-305-853.000	Police	415.52
	101-336-853.000	Fire	300.71
	101-691-853.000	Park	50.05
	101-215-853.000	Clerk	130.07
	101-371-853.000	Building	274.05
	101-253-853.000	Treasurer	140.11



**Charter Township of Plymouth  
AP Invoice Listing - Board Report**

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**VENDOR INFORMATION**

**INVOICE INFORMATION**

<b>WOW! BUSINESS</b>		<b>Invoice Amount:</b>		<b>\$115.92</b>
Internet Friendship Station		<b>Check Date:</b>		<b>07/19/2016</b>
	101-265-854.000	Internet Friendship Station		115.92
<b>PITNEY BOWES</b>		<b>Invoice Amount:</b>		<b>\$1,013.82</b>
Mail System Rental 2Q 2016		<b>Check Date:</b>		<b>07/19/2016</b>
	101-215-978.000	Mail System Rental 2Q 2016		1,013.82
<b>VIGNOE, SUSAN</b>		<b>Invoice Amount:</b>		<b>\$117.18</b>
JUNE 2016 MILEAGE		<b>Check Date:</b>		<b>07/19/2016</b>
	226-226-727.000	JUNE 2016 MILEAGE		117.18
<b>Total Amount to be Disbursed:</b>				<b>\$57,757.07</b>