



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD – REGULAR MEETING
JUNE 20, 2017 6:00 PM



1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
3. ROLL CALL
4. PRESENTATION
 - A. Stewardship Activities in Park and Land Preserves-Kelsey Dillion, Stewardship Coordinator
 - B. 2017 Celebrate Meridian Overview-LuAnn Maisner, Parks & Recreation Director
 - C. MERS Annual Report- Township Manager
5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS
6. TOWNSHIP MANAGER REPORT
7. BOARD MEMBER REPORTS AND ANNOUNCEMENTS
8. APPROVAL OF AGENDA
9. CONSENT AGENDA (SALMON)
 - A. Communications
 - B. Minutes-June 6, 2017 Regular Meeting
 - C. Bills
 - D. Fireworks Display Permit-July 1, 2017
 - E. 2017 Sidewalk Order to Maintain SAD #17, **Resolution No. 1 & 2**
 - F. Georgetown #3 Streetlighting SAD #425, **Resolution No. 1 & 2**
 - G. Rock the Block! Carriage Hills Liquor License
10. QUESTIONS FOR THE ATTORNEY
11. HEARINGS (CANARY)
12. ACTION ITEMS (PINK)
 - A. Distributed Antennae System (DAS)
 - B. Okemos/Jolly Intersection Resolution
 - C. 2017 Local Roads
 - D. Park Commission Appointment Recommendation
 - E. County Tax Property
13. BOARD DISCUSSION ITEMS (ORCHID)
 - A. PUD and PRD Zoning Amendment
 - B. Resolution Supporting Continued Adherence to the Paris Climate Accord
14. COMMENTS FROM THE PUBLIC
15. OTHER MATTERS AND BOARD MEMBER COMMENTS
16. ADJOURNMENT
17. POSTSCRIPT – DAN OPSOMMER

* All comments limited to 3 minutes, unless prior approval for additional time for good cause is obtained from the Supervisor.

† Appointment of Supervisor Pro Tem and/ or Temporary Clerk if necessary.

Individuals with disabilities requiring auxiliary aids or services should contact the Meridian Township Board by contacting:
Township Manager Frank L. Walsh, 5151 Marsh Road, Okemos, MI 48864 or 517.853.4258 - Ten day notice is required.
Meeting Location: 5151 Marsh Road, Okemos, MI 48864 Township Hall

TOWNSHIP BOARD REGULAR MEETING COMMUNICATIONS, JUNE 20, 2017

- (1) Board Deliberations (BD)
BD12A-1 Donna Rose, 6207 Cobblers Drive, East Lansing; RE: Accessible Crossing at Jolly/Okemos

- (2) Board Information (BI)
BI-1 Donna Rose, 6207 Cobblers Drive, East Lansing; RE: Correspondence and phone message relative to CATA
BI-2 Dennis and Karen Rich, 4619 Okemos Road, Okemos; RE: Neighborhood Blight
BI-3 Anna Fisher, 1407 Rensen Street, Lansing; RE: Request for the introduction of a resolution to decommission Enbridge's Line 5 Pipeline under the Straits of Mackinaw

- (3) SC-1 Director Maisner; RE: Celebrate Meridian Schedule for Saturday, July 1, 2017

- (4) On File in the Clerk's Office (OF)
Material handed out at the June 6, 2017 Board Meeting
Michael Hudson, Director, Resource Center for Persons with Disabilities, Michigan State University, 434 Farm Lane, #10, East Lansing; RE: Support for Audible Pedestrian Signals (APS)
Stephen M. Wickens, Wickens Group, 2510 Kerry Street, Suite #102, Lansing; RE: Opposition to CPUD #17014 as proposed
William Conklin, Manager, Ingham County Road Department, 301 Bush Street, Mason; RE: Audible Signals/Jolly-Okemos Intersection Project Update



MUNICIPAL EMPLOYEES' RETIREMENT SYSTEM OF MICHIGAN
ANNUAL ACTUARIAL VALUATION REPORT DECEMBER 31, 2016
MERIDIAN CHTR TWP (3315)



Spring, 2017

Meridian Chtr Twp

In care of:
Municipal Employees' Retirement System of Michigan
1134 Municipal Way
Lansing, Michigan 48917

This report presents the results of the Annual Actuarial Valuation, prepared as of December 31, 2016. The report includes the determination of liabilities and contribution rates resulting from the participation of Meridian Chtr Twp (3315) in the Municipal Employees' Retirement System of Michigan ("MERS"). MERS is a nonprofit organization, independent from the State, that has provided retirement plans for municipal employees for 70 years. Meridian Chtr Twp is responsible for the employer contributions needed to provide MERS benefits for its employees and former employees under the Michigan Constitution and the MERS Plan Document.

The purpose of the December 31, 2016 annual actuarial valuation is to:

- Measure funding progress
- Establish contribution requirements for the fiscal year beginning January 1, 2018
- Provide actuarial information in connection with applicable Governmental Accounting Standards Board (GASB) statements

This valuation report should not be relied upon for any other purpose. Reliance on information contained in this report by anyone for anything other than the intended purpose could be misleading.

The valuation uses financial data, plan provision data, and participant data as of December 31, 2016 furnished by MERS. In accordance with Actuarial Standards of Practice No. 23, the data was checked for internal and year to year consistency as well as general reasonableness, but was not otherwise audited. CBIZ Retirement Plan Services does not assume responsibility for the accuracy or completeness of the data used in this valuation.

The actuarial assumptions and methods are adopted by the MERS Retirement Board, and are reviewed every five years in an Experience Study. The most recent study was completed in 2015. Please refer to the division-specific assumptions described in table(s) in this report, and to the Appendix on the MERS website at:

www.mersofmich.com/Portals/0/Assets/Resources/AAV-Appendix/MERS-2016AnnualActuarialValuation-Appendix.pdf.



The actuarial assumptions used for this valuation produce results that we believe are reasonable.

To the best of our knowledge, this report is complete and accurate, was prepared in conformity with generally recognized actuarial principles and practices, with the Actuarial Standards of Practice issued by the Actuarial Standards Board, and is in compliance with Act No. 220 of the Public Acts of 1996, as amended, and the MERS Plan Document as revised. All of the undersigned are members of the American Academy of Actuaries (MAAA), and meet the Qualification Standards of the American Academy of Actuaries to render the actuarial opinion contained herein. The Retirement Board of the Municipal Employees' Retirement System of Michigan confirms that the System provides for payment of the required employer contribution as described in Section 20m of Act No. 314 of 1965 (MCL 38.1140m).

This information is purely actuarial in nature. It is not intended to serve as a substitute for legal, accounting or investment advice.

This report was prepared at the request of the Retirement Board and may be provided only in its entirety by the municipality to other interested parties (MERS customarily provides the full report on request to associated third parties such as the auditor for the municipality). CBIZ Retirement Plan Services is not responsible for the consequences of any unauthorized use.

You should notify MERS if you disagree with anything contained in the report or are aware of any information that would affect the results of the report that have not been communicated to us. If you have reason to believe that the plan provisions are incorrectly described, that important plan provisions relevant to this valuation are not described, that conditions have changed since the calculations were made, that the information provided in this report is inaccurate or is in anyway incomplete, or if you need further information in order to make an informed decision on the subject matter in this report, please contact your Regional Manager at 1.800.767.MERS(6377).

Sincerely,

Cathy Nagy, MAAA, FSA
Jim Koss, MAAA, ASA
Curtis Powell, MAAA, EA

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Executive Summary

Actuarial Assumptions and Methods Adopted with the December 31, 2015 Valuations

The actuarial assumptions and methods are adopted by the MERS Retirement Board, and are reviewed every five years in an Experience Study. The Experience Study is a comprehensive, detailed analysis that reviews MERS' funding policy and compares actual experience with the current actuarial assumptions; the study recommends adjustments as necessary. The most recent study was completed in 2015 and changes to the assumptions and methods based on the 2015 Experience Study were first reflected in the December 31, 2015 valuations. The impact of these changes is being phased-in over a 5 year period. The phase-in allows the employer to spread the impact of the new assumptions over 5 fiscal years. This report continues to provide contributions both with and without the phase-in adjustments.

The assumptions and methods are described in the Appendix on the MERS website.

As part of the recent Experience Study, the following changes are first reflected in the December 31, 2016 annual valuation:

- The asset smoothing was changed from 10 to 5 years. The gain (loss) recognized each year will be 20% of the current year's gain (loss) plus 20% of the gain (loss) from each of the 4 preceding years. The cumulative difference between the market value and valuation assets as of December 31, 2015 will be recognized over 4 years.
- Annual changes in Unfunded Accrued Liability (UAL) will be amortized over fixed periods, creating "layers" of UAL. This will require removing and creating "layers" of UAL on an annual basis.
 - o Once the amortization period drops below 15 years (10 years for closed divisions), any future liability and asset gains or losses will be spread over a 15-year fixed period for open divisions and a 10-year fixed period for closed divisions — creating "layers" of UAL on an annual basis.
 - o This transparent method allows tracking of what changed your UAL, and sets a fixed period in time in which that UAL change will be fully funded.

MERS created a dedicated resource page on their website for additional information on these topics (<http://www.mersofmich.com/Employer/Work-Scenarios/Unfunded-Liability>).

Funded Ratio and Required Employer Contributions

The MERS Defined Benefit Plan is an agent multiple-employer plan, meaning that assets are pooled for investment purposes but separate accounts are maintained for each individual employer. Each municipality is responsible for their own plan liabilities; MERS does not borrow from one municipality's account to pay for another.

The funded ratio of a plan is the percentage of the dollar value of the accrued benefits that is covered by the actuarial value of assets.

Your Funded Ratio:

	12/31/2016	12/31/2015
Funded Ratio	58%	57%

Michigan Law requires that pension plans be pre-funded, meaning money is set aside now to pay for future benefits. Pension plans are usually funded by employer and employee contributions, and investment income.

How quickly a plan attains the 100% funding goal depends on many factors such as:

- The current funded ratio
- The future experience of the plan
- The amortization period

It is more important to look at the trend in the funded ratio over a period of time than at a particular point in time.

Your Required Employer Contributions:

Your computed employer contributions are shown in the following table. Employee contributions, if any, are in addition to the computed employer contributions. Changes to the assumptions and methods based on the 2015 Experience Study were first reflected in the December 31, 2015 valuations. The impact of these changes is being phased-in over a 5 year period. The phase-in allows the employer to spread the impact of the new assumptions over 5 fiscal years. This valuation reflects the second year of the phase-in.

Your minimum required contribution is the amount in the "Phase-in" columns. By default, MERS will invoice you the phased-in contribution amount, but strongly encourages you to contribute more than the minimum required contribution. If for 2017 your municipality is making employer contributions based on rates without the phase-in applied, contact MERS to ensure this rate is used again for 2018 and not the defaulted phase-in rates.

	Percentage of Payroll				Monthly \$ Based on Projected Payroll			
	Phase-in	No Phase-in	Phase-in	No Phase-in	Phase-in	No Phase-in	Phase-in	No Phase-in
Valuation Date:	12/31/2016	12/31/2016	12/31/2015	12/31/2015	12/31/2016	12/31/2016	12/31/2015	12/31/2015
Fiscal Year Beginning:	January 1, 2018	January 1, 2018	January 1, 2017	January 1, 2017	January 1, 2018	January 1, 2018	January 1, 2017	January 1, 2017
Division								
01 - AFSCME	13.90%	15.08%	13.61%	15.07%	\$ 10,395	\$ 11,277	\$ 11,004	\$ 12,180
02 - Plc POAM	20.13%	21.59%	20.66%	22.66%	30,691	32,911	30,570	33,530
05 - Firefighters IAFF	53.00%	56.20%	51.32%	55.69%	99,208	105,199	93,800	101,788
10 - Clerical	17.27%	18.67%	17.74%	19.68%	12,135	13,122	12,042	13,358
11 - Teamsters	121.72%	121.95%	351.87%	352.21%	8,081	8,096	20,989	21,009
20 - Police Cmnd	55.76%	59.49%	53.47%	58.51%	36,043	38,455	34,083	37,299
Municipality Total					\$ 196,553	\$ 209,060	\$ 202,488	\$ 219,164

Employee contribution rates reflected in the valuations are shown below:

Valuation Date:	Employee Contribution Rate	
	12/31/2016	12/31/2015
Division		
01 - AFSCME	2.30%	2.30%
02 - Plc POAM	8.29%	8.29%
05 - Firefighters IAFF	7.76%	7.76%
10 - Clerical	3.90%	3.90%
11 - Teamsters	2.00%	2.00%
20 - Police Cmnd	11.24%	11.24%

The employer may contribute more than the minimum required contributions, as these additional contributions will earn investment income and may result in lower future contribution requirements.

MERS strongly encourages employers to contribute more than the minimum contribution shown above.

Assuming that experience of the plan meets actuarial assumptions:

- To accelerate to a 100% funding ratio in 10 years, estimated monthly employer contributions for the entire employer would be \$ 330,702, instead of \$ 209,060.
- To accelerate to a 100% funding ratio in 20 years, estimated monthly employer contributions for the entire employer would be \$ 218,890, instead of \$ 209,060.

If you are interested in making additional contributions, please contact MERS and they can assist you with evaluating your options.

How and Why Do These Numbers Change?

In a defined benefit plan contributions vary from one annual actuarial valuation to the next as a result of the following:

- Changes in benefit provisions (see Table 2)
- Changes in actuarial assumptions and methods (see the [Appendix](#))
- Experience of the plan (investment experience and demographic experience); this is the difference between actual experience of the plan and the actuarial assumptions. For example:
 - o Lower actual investment returns would result in higher required employer contributions, and vice-versa.
 - o Smaller than assumed pay increases would lower required employer contributions.
 - o Reductions in the number of active employees would lower required contribution dollars, but would usually increase the contribution rate expressed as a percentage of (the now lower) payroll.
 - o Retirements at earlier ages than assumed would usually increase required employer contributions.
 - o More non-vested terminations of employment than assumed would decrease required contributions.
 - o More disabilities or survivor (death) benefits than assumed would increase required contributions.
 - o Longer lifetimes after retirement than assumed would increase required employer contributions.

Actuarial valuations do not affect the ultimate cost of the plan; the benefit payments (current and future) determine the cost of the plan. Actuarial valuations only affect the timing of the contributions into the plan. Because assumptions are for the long term, plan experience will not match the actuarial assumptions in any given year (except by coincidence). Each annual actuarial valuation will adjust the required employer contributions up or down based on the prior year's actual experience.

Comments on Asset Smoothing

The actuarial value of assets, used to determine both your funded ratio and your required employer contribution, is based on a smoothed value of assets (10-year smoothing prior to 2016; 5-year smoothing beginning in 2016). A smoothing method reduces the volatility of the valuation results, which affects your required employer contribution and funded ratio. The smoothed actuarial rate of return for 2016 was 5.14%.

As of December 31, 2016 the actuarial value of assets is 108% of market value. This means that meeting the actuarial assumption in the next few years will require average annual market returns that exceed the 7.75% investment return assumption.

If the December 31, 2016 valuation results were based on market value on that date instead of smoothed funding value: i) the funded percent of your entire municipality would be 54% (instead of 58%); and ii) your total employer contribution requirement for the fiscal year starting January 1, 2018 would be \$ 2,704,008 (instead of \$ 2,508,720).

The asset smoothing method is a powerful tool for reducing the volatility of your required employer contributions. **However, if the current 8% difference between the smoothed value and the market value of assets is not made up, the result would be gradual increases in your employer contribution requirement over the next few years (to around the levels described above).**

Risk Characteristics of Defined Benefit Plans

It is important to understand that Defined Benefit retirement plans, the plan sponsor, and the plan participants are exposed to certain risks. While risks cannot be eliminated entirely, they can be managed through various strategies. Below are a few examples of risk (this is not an all-inclusive list):

- Economic - investment return, wage inflation, etc.
- Demographic - longevity, disability, retirement, etc.
- Plan Sponsor and Employees - contribution volatility, attract/retain employees, etc.

The MERS Retirement Board adopts certain assumptions and methods to manage the economic and demographic risks, and the contribution volatility risks. For example, the investment risk is the largest economic risk and is managed by having a balanced portfolio and a clearly defined investment strategy. Demographic risks are managed by preparing special studies called experience studies on a regular basis to determine if the assumptions used are reasonable compared to the experience. Risk may be managed through a plan design that provides benefits that are sustainable in the long run. An Experience Study is completed every five years to review the assumptions and methods. The next Experience Study will be completed in 2020.

Alternate Scenarios to Estimate the Potential Volatility of Results ("What If Scenarios")

The calculations in this report are based on assumptions about long-term economic and demographic behavior. These assumptions will never materialize in a given year, except by coincidence. Therefore the results will vary from one year to the next. The volatility of the results depends upon the characteristics of the plan. For example:

- Open divisions that have substantial assets compared to their active employee payroll will have more volatile employer contribution rates due to investment return fluctuations.
- Open divisions that have substantial accrued liability compared to their active employee payroll will have more volatile employer contribution rates due to demographic experience fluctuations.
- Small divisions will have more volatile contribution patterns than larger divisions because statistical fluctuations are relatively larger among small populations.
- Shorter amortization periods result in more volatile contribution patterns.

The analysis in this section is intended to review the potential volatility of the actuarial valuation results. It is important to note that calculations in this report are mathematical estimates based upon assumptions regarding future events, which may or may not materialize. Actuarial calculations can and do vary from one valuation to the next, sometimes significantly depending on the group's size.

Many assumptions are important in determining the required employer contributions. In the table below, we show the impact of varying one actuarial assumption: the future annual rate of investment return. Lower investment returns would result in higher required employer contributions, and vice-versa.

The relative impact of each investment return scenario below will vary from year to year, as the participant demographics change. The impact of each scenario should be analyzed for a given year, not from year to year. The results in the table are based on the December 31, 2016 valuation, and are for the municipality in total, not by division. These results do not reflect a 5-year phase in of the impact of the new actuarial assumptions.

12/31/2016 Valuation Results	Assumed Future Annual Smoothed Rate of Investment Return			
	Lower Future Annual Returns		Valuation Assumption	Higher Returns
	5.75%	6.75%	7.75%	8.75%
Accrued Liability	\$ 82,675,537	\$ 72,516,493	\$ 64,160,503	\$ 57,220,556
Valuation Assets	\$ 37,221,865	\$ 37,221,865	\$ 37,221,865	\$ 37,221,865
Unfunded Accrued Liability	\$ 45,453,672	\$ 35,294,628	\$ 26,938,638	\$ 19,998,691
Funded Ratio	45%	51%	58%	65%
Monthly Normal Cost	\$ 115,279	\$ 81,138	\$ 55,668	\$ 36,561
Monthly Amortization Payment	\$ 222,072	\$ 187,954	\$ 153,392	\$ 121,973
Total Employer Contribution¹	\$ 337,351	\$ 269,092	\$ 209,060	\$ 158,534

¹ If assets exceed accrued liabilities for a division, the division's amortization payment is negative and is used to reduce the division's employer contribution requirement. If the overfunding credit is larger than the normal cost, the division's full credit is included in the municipality's amortization payment above but the division's total contribution requirement is zero. This can cause the displayed normal cost and amortization payment to not add up to the displayed total employer contribution.

Projection Scenarios

The next two pages show projections of the plan's funded ratio and computed employer contributions under the actuarial assumptions used in the valuation and alternate assumed long-term investment return scenarios. All four projections take into account the past investment losses that will continue to affect the smoothed rate of return in the short term. Under the 7.75% scenarios, two sets of projections are shown:

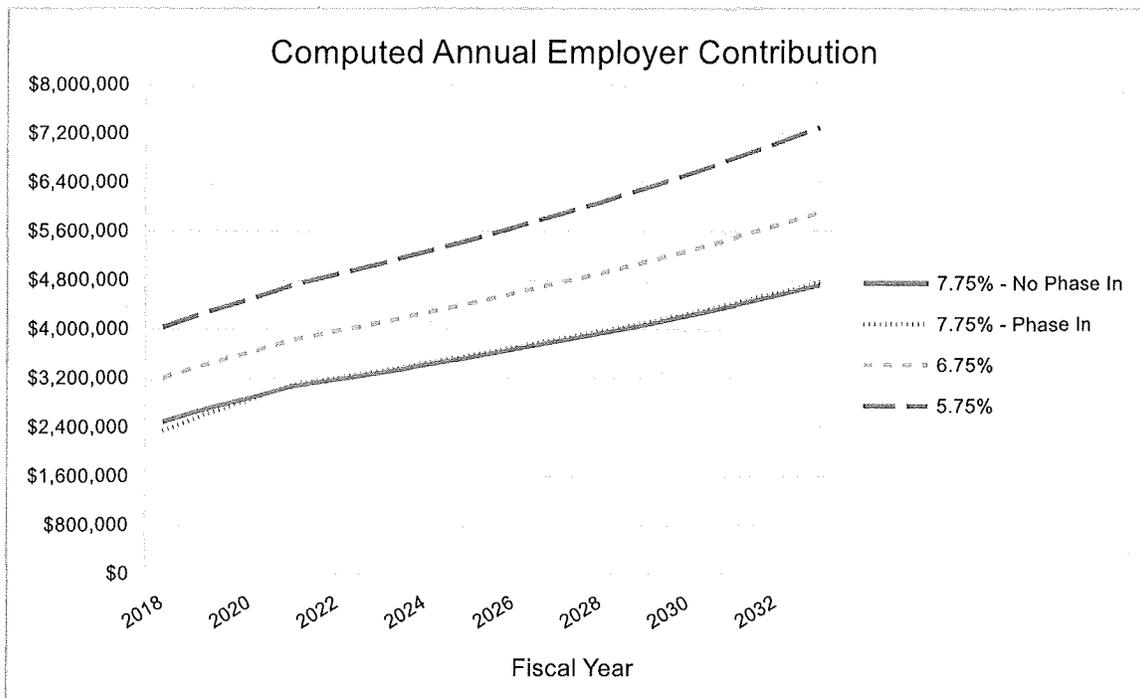
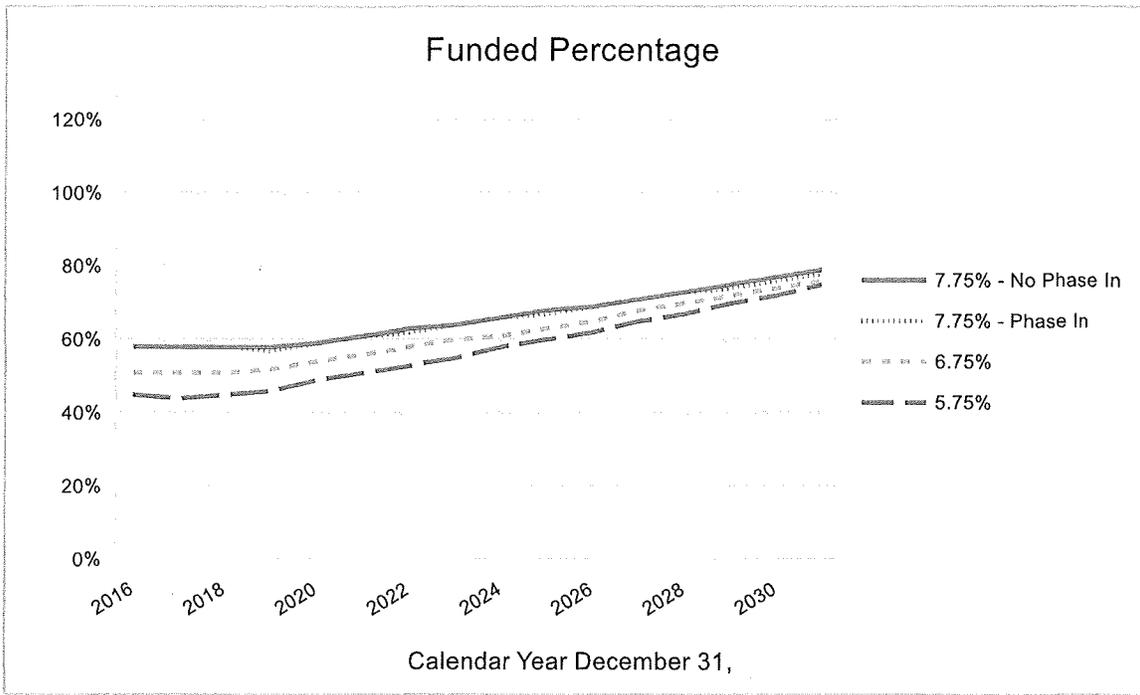
- Based on the phase-in over 5 fiscal years (beginning in 2017) of the increased contribution requirements associated with the new actuarial assumptions. This projects your minimum required contribution.
- Based on no phase-in of the increased contribution requirements.

The 7.75% scenarios provide an estimate of computed employer contributions based on current actuarial assumptions, and a projected 7.75% market return. The other two scenarios may be useful if the municipality chooses to budget more conservatively, and make contributions in addition to the minimum requirements. The 6.75% and 5.75% projections provide an indication of the potential required employer contribution if MERS were to realize investment returns of 6.75% and 5.75% over the long-term.

The projections are shown both in tabular and graphical form in total for the employer. The tables show projections for six years. The graphs show projections for fifteen years.

Please note that one or more of your divisions trigger the 3 times benefit payout minimum contribution requirement during the projection period (see table following the projections and the graphs). This contribution requirement was designed so that a plan does not run out of money. This means that if assets in the plan are not enough to pay 3 years of benefit payouts, a minimum contribution is required to raise the level of the assets to be equal to at least 3 years of benefit payments. For a full description of this contribution requirement see the [Appendix](#) on the MERS website.

Valuation Year Ending 12/31	Fiscal Year Beginning 1/1	Actuarial Accrued Liability	Valuation Assets	Funded Percentage	Computed Annual Employer Contribution
7.75% Assumed Interest Discount Rate and Future Annual Market Rate of Return					
WITH 5-YEAR PHASE-IN					
2016	2018	\$ 64,160,503	\$ 37,221,865	58%	\$ 2,358,636
2017	2019	66,800,000	38,700,000	58%	2,640,000
2018	2020	69,700,000	40,100,000	58%	2,870,000
2019	2021	72,600,000	41,600,000	57%	3,120,000
2020	2022	75,600,000	44,500,000	59%	3,230,000
2021	2023	78,700,000	47,600,000	61%	3,350,000
NO 5-YEAR PHASE-IN					
2016	2018	\$ 64,160,503	\$ 37,221,865	58%	\$ 2,508,720
2017	2019	66,800,000	38,700,000	58%	2,730,000
2018	2020	69,700,000	40,300,000	58%	2,900,000
2019	2021	72,600,000	41,900,000	58%	3,100,000
2020	2022	75,600,000	44,800,000	59%	3,210,000
2021	2023	78,700,000	47,900,000	61%	3,320,000
6.75% Assumed Interest Discount Rate and Future Annual Market Rate of Return					
NO 5-YEAR PHASE-IN					
2016	2018	\$ 72,516,493	\$ 37,221,865	51%	\$ 3,229,104
2017	2019	75,400,000	38,300,000	51%	3,450,000
2018	2020	78,500,000	40,300,000	51%	3,640,000
2019	2021	81,700,000	42,300,000	52%	3,860,000
2020	2022	85,000,000	45,500,000	54%	4,000,000
2021	2023	88,200,000	49,000,000	56%	4,140,000
5.75% Assumed Interest Discount Rate and Future Annual Market Rate of Return					
NO 5-YEAR PHASE-IN					
2016	2018	\$ 82,675,537	\$ 37,221,865	45%	\$ 4,048,212
2017	2019	85,900,000	38,000,000	44%	4,300,000
2018	2020	89,200,000	40,400,000	45%	4,510,000
2019	2021	92,700,000	42,900,000	46%	4,750,000
2020	2022	96,200,000	46,600,000	49%	4,920,000
2021	2023	99,800,000	50,600,000	51%	5,100,000



Valuation Year Ending 12/31	Fiscal Year Beginning 1/1	7.75% Phase-In	7.75% No Phase-In	6.75% No Phase-In	5.75% No Phase-In
2016	2018	11	11	11	11
2017	2019	11	11	11	11
2018	2020	11	11	11	11
2019	2021	11	11	11	11
2020	2022	11	11	11	11
2021	2023	11	11	11	11

This table shows in any given year which division(s) are impacted by the 3 times benefit payout minimum required contribution. If "No" appears in the table, it means none of the divisions are impacted.

Employer Contribution Details For the Fiscal Year Beginning January 1, 2018

Table 1

Division	Employer Contributions ¹			Computed Employer Contribut. With Phase-In	Blended ER Rate No Phase-In ⁵	Blended ER Rate With Phase-In ⁵	Employee Contribut. Rate	Employee Contribut. Conversion Factor ²
	Normal Cost	Payment of the Unfunded Accrued Liability ⁴	Computed Employer Contribut. No Phase-In					
Percentage of Payroll								
01 - AFSCME	9.11%	5.97%	15.08%	13.90%			2.30%	0.92%
02 - Plc POAM	11.04%	10.55%	21.59%	20.13%			8.29%	0.79%
05 - Firefighters IAFF	10.46%	45.74%	56.20%	53.00%			7.76%	0.80%
10 - Clerical	8.58%	10.09%	18.67%	17.27%			3.90%	0.84%
11 - Teamsters	8.93%	113.02%	121.95%	121.72%			2.00%	0.89%
20 - Police Cmnd	9.01%	50.48%	59.49%	55.76%			11.24%	0.74%
Estimated Monthly Contribution³								
01 - AFSCME	\$ 6,814	\$ 4,463	\$ 11,277	\$ 10,395				
02 - Plc POAM	16,828	16,083	32,911	30,691				
05 - Firefighters IAFF	19,580	85,619	105,199	99,208				
10 - Clerical	6,029	7,093	13,122	12,135				
11 - Teamsters	593	7,503	8,096	8,081				
20 - Police Cmnd	5,824	32,631	38,455	36,043				
Total Municipality	\$ 55,668	\$ 153,392	\$ 209,060	\$ 196,553				
Estimated Annual Contribution³	\$ 668,016	\$ 1,840,704	\$ 2,508,720	\$ 2,358,636				

¹ The above employer contribution requirements are in addition to the employee contributions, if any.

² If employee contributions are increased/decreased by 1.00% of pay, the employer contribution requirement will decrease/increase by the Employee Contribution Conversion Factor. The conversion factor is usually under 1%, because employee contributions may be refunded at termination of employment, and not used to fund retirement pensions. Employer contributions will all be used to fund pensions.

³ For divisions that are open to new hires, estimated contributions are based on projected fiscal year payroll. Actual contributions will be based on actual reported monthly pays, and will be different from the above amounts. For divisions that will have no new hires (ie closed divisions), invoices will be based on the above dollar amounts which are based on projected fiscal year payroll. See description of Open Divisions and Closed Divisions in the [Appendix](#).

⁴ If projected assets exceed projected liabilities as of the beginning of the January 1, 2018 fiscal year, the negative unfunded accrued liability is treated as overfunding credit and is used to reduce the contribution. This amortization is used to reduce the employer contribution rate. Note that if the overfunding credit is larger than the normal cost, the full credit is shown above but the total contribution requirement is zero. This will cause the displayed normal cost and unfunded accrued liability contributions to not add across.

⁵ For linked divisions, the employer will be invoiced the Computed Employer Contribution with Phase-in rate shown above for each linked division (a contribution rate for the open division; a contribution dollar for the closed-but-linked division), unless the employer elects to contribute the Blended Employer Contribution rate shown above, by contacting MERS at 800-767-2308.

Please see the Comments on Asset Smoothing in the Executive Summary of this report.

Benefit Provisions

Table 2

01 - AFSCME: Open Division

	2016 Valuation	2015 Valuation
Benefit Multiplier:	2.25% Multiplier (80% max)	2.25% Multiplier (80% max)
Normal Retirement Age:	60	60
Vesting:	6 years	6 years
Early Retirement (Unreduced):	55/20	55/20
Early Retirement (Reduced):	50/25	50/25
	55/15	55/15
Final Average Compensation:	5 years	5 years
Employee Contributions:	2.30%	2.30%
Act 88:	Yes (Adopted 7/10/2001)	Yes (Adopted 7/10/2001)

02 - Plc POAM: Open Division

	2016 Valuation	2015 Valuation
Benefit Multiplier:	2.75% Multiplier (80% max)	2.75% Multiplier (80% max)
Normal Retirement Age:	60	60
Vesting:	10 years	10 years
Early Retirement (Unreduced):	50/25	50/25
Early Retirement (Reduced):	55/15	55/15
Final Average Compensation:	3 years	3 years
COLA for Future Retirees:	2.50% (Non-Compound)	2.50% (Non-Compound)
Employee Contributions:	8.29%	8.29%
D-2:	D-2 (25%)	D-2 (25%)
Act 88:	Yes (Adopted 7/10/2001)	Yes (Adopted 7/10/2001)

05 - Firefighters IAFF: Open Division

	2016 Valuation	2015 Valuation
Benefit Multiplier:	2.75% Multiplier (80% max)	2.75% Multiplier (80% max)
Normal Retirement Age:	60	60
Vesting:	10 years	10 years
Early Retirement (Unreduced):	50/25	50/25
Early Retirement (Reduced):	55/15	55/15
Final Average Compensation:	3 years	3 years
COLA for Future Retirees:	2.50% (Non-Compound)	2.50% (Non-Compound)
Employee Contributions:	7.76%	7.76%
D-2:	D-2 (25%)	D-2 (25%)
Act 88:	Yes (Adopted 7/10/2001)	Yes (Adopted 7/10/2001)

Table 2 (continued)

10 - Clerical: Open Division

	2016 Valuation	2015 Valuation
Benefit Multiplier:	2.50% Multiplier (80% max)	2.50% Multiplier (80% max)
Normal Retirement Age:	60	60
Vesting:	10 years	10 years
Early Retirement (Unreduced):	55/25	55/25
Early Retirement (Reduced):	50/25	50/25
	55/15	55/15
Final Average Compensation:	5 years	5 years
Employee Contributions:	3.90%	3.90%
Act 88:	Yes (Adopted 7/10/2001)	Yes (Adopted 7/10/2001)

11 - Teamsters: Open Division

	2016 Valuation	2015 Valuation
Benefit Multiplier:	2.00% Multiplier (no max)	2.00% Multiplier (no max)
Normal Retirement Age:	60	60
Vesting:	6 years	6 years
Early Retirement (Unreduced):	55/20	55/20
Early Retirement (Reduced):	50/25	50/25
	55/15	55/15
Final Average Compensation:	5 years	5 years
Employee Contributions:	2%	2%
Act 88:	Yes (Adopted 7/10/2001)	Yes (Adopted 7/10/2001)

20 - Police Cmnd: Open Division

	2016 Valuation	2015 Valuation
Benefit Multiplier:	2.75% Multiplier (80% max)	2.75% Multiplier (80% max)
Normal Retirement Age:	60	60
Vesting:	10 years	10 years
Early Retirement (Unreduced):	50/25	50/25
Early Retirement (Reduced):	55/15	55/15
Final Average Compensation:	3 years	3 years
COLA for Future Retirees:	2.50% (Non-Compound)	2.50% (Non-Compound)
Employee Contributions:	11.24%	11.24%
D-2:	D-2 (25%)	D-2 (25%)
Act 88:	Yes (Adopted 7/10/2001)	Yes (Adopted 7/10/2001)

Participant Summary

Table 3

Division	2016 Valuation		2015 Valuation		2016 Valuation		
	Number	Annual Payroll ¹	Number	Annual Payroll ¹	Average Age	Average Benefit Service ²	Average Eligibility Service ²
01 - AFSCME							
Active Employees	19	\$ 833,791	20	\$ 901,017	42.8	9.3	9.6
Vested Former Employees	5	43,156	3	18,596	50.1	10.0	10.0
Retirees and Beneficiaries	17	310,015	15	282,449	66.2		
02 - Plc POAM							
Active Employees	27	\$ 1,699,331	27	\$ 1,649,619	39.2	11.2	12.7
Vested Former Employees	10	144,600	9	124,095	43.6	8.9	13.5
Retirees and Beneficiaries	11	431,143	11	422,166	57.9		
05 - Firefighters IAFF							
Active Employees	32	\$ 2,086,805	32	\$ 2,037,634	40.7	12.4	12.4
Vested Former Employees	3	63,358	2	60,599	46.5	11.6	11.8
Retirees and Beneficiaries	29	1,417,295	27	1,340,112	60.7		
10 - Clerical							
Active Employees	19	\$ 783,370	19	\$ 756,724	49.4	12.1	13.0
Vested Former Employees	10	64,680	10	61,240	51.4	8.6	15.7
Retirees and Beneficiaries	10	215,251	10	215,251	67.8		
11 - Teamsters							
Active Employees	1	\$ 74,010	1	\$ 66,496	60.7	14.6	14.6
Vested Former Employees	0	0	0	0	0.0	0.0	0.0
Retirees and Beneficiaries	6	157,412	6	152,594	70.7		
20 - Police Cmnd							
Active Employees	9	\$ 720,662	9	\$ 710,674	44.1	19.0	20.0
Vested Former Employees	0	0	0	0	0.0	0.0	0.0
Retirees and Beneficiaries	11	561,858	11	550,537	59.8		
Total Municipality							
Active Employees	107	\$ 6,197,969	108	\$ 6,122,164	42.7	12.1	12.7
Vested Former Employees	28	315,794	24	264,530	47.9	9.3	13.5
Retirees and Beneficiaries	84	3,092,974	80	2,963,109	62.9		
Total Participants	219		212				

¹ Annual payroll for active employees; annual deferred benefits payable for vested former employees; annual benefits being paid for retirees and beneficiaries.

² Description can be found under Miscellaneous and Technical Assumptions in the [Appendix](#).

Reported Assets (Market Value)

Table 4

Division	2016 Valuation		2015 Valuation	
	Employer and Retiree ¹	Employee ²	Employer and Retiree ¹	Employee ²
01 - AFSCME	\$ 3,874,528	\$ 165,084	\$ 3,566,043	\$ 164,185
02 - Plc POAM	7,619,098	1,677,971	6,607,304	1,565,529
05 - Firefighters IAFF	10,170,259	1,834,735	8,771,907	1,731,095
10 - Clerical	2,661,822	295,576	2,386,408	275,873
11 - Teamsters	232,552	18,705	295,961	17,080
20 - Police Cmnd	4,950,745	1,056,567	4,416,733	967,342
Municipality Total	\$ 29,509,004	\$ 5,048,638	\$ 26,044,356	\$ 4,721,104
Combined Reserves	\$ 34,557,642		\$ 30,765,460	

¹ Reserve for Employer Contributions and Benefit Payments

² Reserve for Employee Contributions

The December 31, 2016 valuation assets are equal to 1.077095 times the reported market value of assets (compared to 1.135382 as of December 31, 2015). The derivation of valuation assets is described, and detailed calculations of valuation assets are shown, in the [Appendix](#).

Flow of Valuation Assets

Table 5

Year Ended 12/31	Employer Contributions		Employee Contributions	Investment Income	Benefit Payments	Employee Contribution Refunds	Net Transfers	Valuation Asset Balance
	Required	Additional						
2006	\$ 1,293,473		\$ 463,686	\$ 1,385,132	\$ (948,381)	\$ (1,857)	\$ 20,749	\$ 18,966,620
2007	1,385,814		489,937	1,544,121	(1,093,021)	(1,831)	69,288	21,360,928
2008	1,450,200		501,174	1,138,015	(1,206,537)	(16,764)	17,703	23,244,719
2009	1,506,924		515,452	1,458,907	(1,394,003)	(1,362)	0	25,330,637
2010	1,587,121		463,721	1,569,522	(1,730,326)	(27,856)	0	27,192,819
2011	1,443,888	\$ 0	447,636	1,497,200	(1,930,596)	(15,477)	0	28,635,470
2012	1,502,982	0	440,059	1,394,558	(2,073,753)	0	0	29,899,316
2013	1,727,389	0	446,814	1,873,685	(2,184,485)	(7,344)	0	31,755,375
2014	1,863,475	0	445,419	1,878,815	(2,457,430)	(3,012)	106,873	33,589,515
2015	2,065,675	0	434,297	1,678,089	(2,837,027)	0	0	34,930,549
2016	1,835,443	999,999	442,227	2,065,803	(3,002,485)	(62,383)	12,712	37,221,865

Notes:

Transfers in and out are usually related to the transfer of participants between municipalities, and to employer and employee payments for service credit purchases (if any) that the governing body has approved.

Additional employer contributions, if any, are shown separately starting in 2011. Prior to 2011, additional contributions are combined with the required employer contributions.

In the actuarial valuation additional employer contributions are combined with required contributions and used to reduce computed future required employer contributions.

The investment income column reflects the recognized investment income based on the smoothed value of assets. It does not reflect the market value investment return in any given year.

Actuarial Accrued Liabilities and Valuation Assets As of December 31, 2016

Table 6

Division	Actuarial Accrued Liability	Valuation Assets ¹	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
01 - AFSCME				
Active Employees	\$ 1,516,688	\$ 732,491	48.3%	\$ 784,197
Vested Former Employees	219,090	219,090	100.0%	0
Retirees And Beneficiaries	3,390,877	3,390,877	100.0%	0
Pending Refunds	<u>8,588</u>	<u>8,588</u>	100.0%	<u>0</u>
Total	\$ 5,135,243	\$ 4,351,046	84.7%	\$ 784,197
02 - Plc POAM				
Active Employees	\$ 6,191,906	\$ 3,367,091	54.4%	\$ 2,824,815
Vested Former Employees	552,307	552,307	100.0%	0
Retirees And Beneficiaries	6,056,050	6,056,050	100.0%	0
Pending Refunds	<u>38,379</u>	<u>38,379</u>	100.0%	<u>0</u>
Total	\$ 12,838,642	\$ 10,013,827	78.0%	\$ 2,824,815
05 - Firefighters IAFF				
Active Employees	\$ 8,446,453	\$ 1,715,279	20.3%	\$ 6,731,174
Vested Former Employees	495,132	71,714	14.5%	423,418
Retirees And Beneficiaries	18,878,476	11,095,784	58.8%	7,782,692
Pending Refunds	<u>47,742</u>	<u>47,742</u>	100.0%	<u>0</u>
Total	\$ 27,867,803	\$ 12,930,519	46.4%	\$ 14,937,284
10 - Clerical				
Active Employees	\$ 2,005,528	\$ 761,808	38.0%	\$ 1,243,720
Vested Former Employees	382,808	382,808	100.0%	0
Retirees And Beneficiaries	2,033,056	2,033,056	100.0%	0
Pending Refunds	<u>7,727</u>	<u>7,727</u>	100.0%	<u>0</u>
Total	\$ 4,429,119	\$ 3,185,399	71.9%	\$ 1,243,720
11 - Teamsters				
Active Employees	\$ 181,939	\$ 18,705	10.3%	\$ 163,234
Vested Former Employees	0	0	0.0%	0
Retirees And Beneficiaries	1,543,055	251,923	16.3%	1,291,132
Pending Refunds	<u>0</u>	<u>0</u>	0.0%	<u>0</u>
Total	\$ 1,724,994	\$ 270,628	15.7%	\$ 1,454,366
20 - Police Cmnd				
Active Employees	\$ 4,562,588	\$ 1,056,567	23.2%	\$ 3,506,021
Vested Former Employees	0	0	0.0%	0
Retirees And Beneficiaries	7,602,114	5,413,879	71.2%	2,188,235
Pending Refunds	<u>0</u>	<u>0</u>	0.0%	<u>0</u>
Total	\$ 12,164,702	\$ 6,470,446	53.2%	\$ 5,694,256

Table 6 (continued)

Division	Actuarial Accrued Liability	Valuation Assets ¹	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
Total Municipality				
Active Employees	\$ 22,905,102	\$ 7,651,941	33.4%	\$ 15,253,161
Vested Former Employees	1,649,337	1,225,919	74.3%	423,418
Retirees and Beneficiaries	39,503,628	28,241,569	71.5%	11,262,059
Pending Refunds	<u>102,436</u>	<u>102,436</u>	100.0%	<u>0</u>
Total Participants	\$ 64,160,503	\$ 37,221,865	58.0%	\$ 26,938,638

¹ Includes both employer and employee assets.

Please see the Comments on Asset Smoothing in the Executive Summary of this report.

See Section 46 of the Plan Document for MERS Fiscal Responsibility policy, on the MERS website at:
<https://employerportal.mersofmich.com/SharePointFormsService/Default.aspx?Publication=MERSPlanDocument.pdf>.

Actuarial Accrued Liabilities - Comparative Schedule

Table 7

Valuation Date December 31	Actuarial Accrued Liability	Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
2002	\$ 21,773,929	\$ 11,553,892	53%	\$ 10,220,037
2003	25,405,098	13,321,401	52%	12,083,697
2004	29,239,691	15,095,171	52%	14,144,520
2005	32,944,186	16,753,818	51%	16,190,368
2006	35,846,996	18,966,620	53%	16,880,376
2007	38,924,237	21,360,928	55%	17,563,309
2008	42,180,888	23,244,719	55%	18,936,169
2009	43,641,255	25,330,637	58%	18,310,618
2010	45,576,292	27,192,819	60%	18,383,473
2011	48,645,859	28,635,470	59%	20,010,389
2012	50,274,592	29,899,316	60%	20,375,276
2013	53,345,909	31,755,375	60%	21,590,534
2014	56,783,968	33,589,515	59%	23,194,453
2015	61,743,003	34,930,549	57%	26,812,454
2016	64,160,503	37,221,865	58%	26,938,638

Notes: Actuarial assumptions were revised for the 2004, 2008, 2009, 2010, 2011, 2012 and 2015 actuarial valuations.

Division 01 - AFSCME

Table 8-01: Actuarial Accrued Liabilities - Comparative Schedule

Valuation Date December 31	Actuarial Accrued Liability	Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
2006	\$ 2,941,314	\$ 2,697,818	92%	\$ 243,496
2007	3,308,203	2,988,480	90%	319,723
2008	3,700,981	3,126,906	84%	574,075
2009	3,879,049	3,266,522	84%	612,527
2010	4,005,919	3,442,780	86%	563,139
2011	4,234,114	3,605,216	85%	628,898
2012	4,028,810	3,732,886	93%	295,924
2013	4,289,392	3,964,718	92%	324,674
2014	4,594,329	4,144,956	90%	449,373
2015	5,065,997	4,235,234	84%	830,763
2016	5,135,243	4,351,046	85%	784,197

Notes: Actuarial assumptions were revised for the 2008, 2009, 2010, 2011, 2012 and 2015 actuarial valuations.

Table 9-01: Computed Employer Contributions - Comparative Schedule

Valuation Date December 31	Active Employees		Computed Employer Contribution ¹	Employee Contribution Rate ²
	Number	Annual Payroll		
2006	24	\$ 927,216	8.72%	2.30%
2007	24	959,423	9.34%	2.30%
2008	22	946,132	11.80%	2.30%
2009	22	1,007,657	11.82%	2.30%
2010	21	950,103	11.70%	2.30%
2011	19	881,149	12.86%	2.30%
2012	19	856,300	10.97%	2.30%
2013	20	946,020	11.06%	2.30%
2014	20	929,958	12.08%	2.30%
2015	20	901,017	15.07%	2.30%
2016	19	833,791	15.08%	2.30%

¹ For open divisions, a percent of pay contribution is shown. For closed divisions, a monthly dollar contribution is shown.

² For each valuation year, the computed employer contribution is based on the employee rate. If the employee rate changes during the applicable fiscal year, the computed employer contribution will be adjusted.

Note: The contributions shown in Table 9 for the 12/31/2015 through 12/31/2019 valuations do not reflect the phase-in of the increased contribution requirements associated with the new actuarial assumptions. The full contribution without phase-in is shown in Table 9 above. The contribution requirements including the 5-year phase-in are shown on page 7.

See the Benefit Provision History on page 40 for past benefit provision changes.

Division 02 - Plc POAM

Table 8-02: Actuarial Accrued Liabilities - Comparative Schedule

Valuation Date December 31	Actuarial Accrued Liability	Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
2006	\$ 6,447,361	\$ 3,839,744	60%	\$ 2,607,617
2007	7,124,288	4,454,469	63%	2,669,819
2008	7,792,075	5,053,259	65%	2,738,816
2009	8,015,481	5,848,382	73%	2,167,099
2010	8,103,472	6,513,330	80%	1,590,142
2011	9,045,395	7,155,998	79%	1,889,397
2012	9,936,249	7,733,715	78%	2,202,534
2013	10,905,480	8,360,322	77%	2,545,158
2014	11,449,292	8,871,931	78%	2,577,361
2015	12,319,976	9,279,287	75%	3,040,689
2016	12,838,642	10,013,827	78%	2,824,815

Notes: Actuarial assumptions were revised for the 2008, 2009, 2010, 2011, 2012 and 2015 actuarial valuations.

Table 9-02: Computed Employer Contributions - Comparative Schedule

Valuation Date December 31	Active Employees		Computed Employer Contribution ¹	Employee Contribution Rate ²
	Number	Annual Payroll		
2006	33	\$ 1,845,659	13.92%	8.79%
2007	31	1,828,311	14.78%	8.29%
2008	33	1,960,107	17.20%	8.29%
2009	32	2,054,030	14.82%	8.29%
2010	29	1,806,921	14.01%	8.29%
2011	28	1,754,080	16.25%	8.29%
2012	27	1,723,624	17.93%	8.29%
2013	28	1,773,779	19.10%	8.29%
2014	25	1,587,254	20.72%	8.29%
2015	27	1,649,619	22.66%	8.29%
2016	27	1,699,331	21.59%	8.29%

¹ For open divisions, a percent of pay contribution is shown. For closed divisions, a monthly dollar contribution is shown.

² For each valuation year, the computed employer contribution is based on the employee rate. If the employee rate changes during the applicable fiscal year, the computed employer contribution will be adjusted.

Note: The contributions shown in Table 9 for the 12/31/2015 through 12/31/2019 valuations do not reflect the phase-in of the increased contribution requirements associated with the new actuarial assumptions. The full contribution without phase-in is shown in Table 9 above. The contribution requirements including the 5-year phase-in are shown on page 7.

See the Benefit Provision History on page 40 for past benefit provision changes.

Division 05 - Firefighters IAFF

Table 8-05: Actuarial Accrued Liabilities - Comparative Schedule

Valuation Date December 31	Actuarial Accrued Liability	Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
2006	\$ 16,066,257	\$ 6,944,833	43%	\$ 9,121,424
2007	17,262,341	7,740,255	45%	9,522,086
2008	18,666,323	8,365,960	45%	10,300,363
2009	19,137,933	9,053,047	47%	10,084,886
2010	20,287,429	9,632,575	47%	10,654,854
2011	21,458,833	9,979,003	47%	11,479,830
2012	21,924,381	10,296,036	47%	11,628,345
2013	23,137,298	10,871,647	47%	12,265,651
2014	24,841,557	11,507,153	46%	13,334,404
2015	26,584,583	11,924,919	45%	14,659,664
2016	27,867,803	12,930,519	46%	14,937,284

Notes: Actuarial assumptions were revised for the 2008, 2009, 2010, 2011, 2012 and 2015 actuarial valuations.

Table 9-05: Computed Employer Contributions - Comparative Schedule

Valuation Date December 31	Active Employees		Computed Employer Contribution ¹	Employee Contribution Rate ²
	Number	Annual Payroll		
2006	39	\$ 2,238,308	28.53%	7.76%
2007	39	2,321,595	29.10%	7.76%
2008	38	2,322,212	33.44%	7.76%
2009	38	2,434,749	31.21%	7.76%
2010	33	2,183,250	35.34%	7.76%
2011	32	2,115,390	39.70%	7.76%
2012	32	2,070,575	43.48%	7.76%
2013	32	2,123,299	44.85%	7.76%
2014	32	2,061,494	49.38%	7.76%
2015	32	2,037,634	55.69%	7.76%
2016	32	2,086,805	56.20%	7.76%

¹ For open divisions, a percent of pay contribution is shown. For closed divisions, a monthly dollar contribution is shown.

² For each valuation year, the computed employer contribution is based on the employee rate. If the employee rate changes during the applicable fiscal year, the computed employer contribution will be adjusted.

Note: The contributions shown in Table 9 for the 12/31/2015 through 12/31/2019 valuations do not reflect the phase-in of the increased contribution requirements associated with the new actuarial assumptions. The full contribution without phase-in is shown in Table 9 above. The contribution requirements including the 5-year phase-in are shown on page 7.

See the Benefit Provision History on page 40 for past benefit provision changes.

Division 10 - Clerical

Table 8-10: Actuarial Accrued Liabilities - Comparative Schedule

Valuation Date December 31	Actuarial Accrued Liability	Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
2006	\$ 2,264,723	\$ 1,576,319	70%	\$ 688,404
2007	2,666,756	1,828,488	69%	838,268
2008	2,937,447	2,058,781	70%	878,666
2009	3,089,490	2,286,939	74%	802,551
2010	3,277,716	2,449,430	75%	828,286
2011	3,520,950	2,556,521	73%	964,429
2012	3,642,837	2,618,706	72%	1,024,131
2013	3,803,228	2,748,191	72%	1,055,037
2014	3,943,903	2,895,820	73%	1,048,083
2015	4,328,690	3,022,706	70%	1,305,984
2016	4,429,119	3,185,399	72%	1,243,720

Notes: Actuarial assumptions were revised for the 2008, 2009, 2010, 2011, 2012 and 2015 actuarial valuations.

Table 9-10: Computed Employer Contributions - Comparative Schedule

Valuation Date December 31	Active Employees		Computed Employer Contribution ¹	Employee Contribution Rate ²
	Number	Annual Payroll		
2006	24	\$ 886,025	12.31%	1.50%
2007	25	931,023	12.08%	3.90%
2008	22	880,757	13.28%	3.90%
2009	22	895,714	12.83%	3.90%
2010	18	723,841	14.20%	3.90%
2011	18	704,419	15.99%	3.90%
2012	18	696,170	17.13%	3.90%
2013	19	770,061	16.56%	3.90%
2014	17	699,196	17.51%	3.90%
2015	19	756,724	19.68%	3.90%
2016	19	783,370	18.67%	3.90%

¹ For open divisions, a percent of pay contribution is shown. For closed divisions, a monthly dollar contribution is shown.

² For each valuation year, the computed employer contribution is based on the employee rate. If the employee rate changes during the applicable fiscal year, the computed employer contribution will be adjusted.

Note: The contributions shown in Table 9 for the 12/31/2015 through 12/31/2019 valuations do not reflect the phase-in of the increased contribution requirements associated with the new actuarial assumptions. The full contribution without phase-in is shown in Table 9 above. The contribution requirements including the 5-year phase-in are shown on page 7.

See the Benefit Provision History on page 40 for past benefit provision changes.

Division 11 - Teamsters

Table 8-11: Actuarial Accrued Liabilities - Comparative Schedule

Valuation Date December 31	Actuarial Accrued Liability	Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
2006	\$ 1,649,829	\$ 540,523	33%	\$ 1,109,306
2007	1,678,705	538,980	32%	1,139,725
2008	1,669,879	517,738	31%	1,152,141
2009	1,701,009	488,720	29%	1,212,289
2010	1,597,765	462,443	29%	1,135,322
2011	1,580,710	451,619	29%	1,129,091
2012	1,584,636	439,610	28%	1,145,026
2013	1,593,999	436,926	27%	1,157,073
2014	1,605,233	442,491	28%	1,162,742
2015	1,737,395	355,421	21%	1,381,974
2016	1,724,994	270,628	16%	1,454,366

Notes: Actuarial assumptions were revised for the 2008, 2009, 2010, 2011, 2012 and 2015 actuarial valuations.

Table 9-11: Computed Employer Contributions - Comparative Schedule

Valuation Date December 31	Active Employees		Computed Employer Contribution ¹	Employee Contribution Rate ²
	Number	Annual Payroll		
2006	2	\$ 122,757	52.54%	2.00%
2007	2	129,447	52.29%	2.00%
2008	2	131,960	53.18%	2.00%
2009	2	137,611	53.68%	2.00%
2010	2	129,971	53.28%	2.00%
2011	2	131,835	53.91%	2.00%
2012	2	132,347	58.92%	2.00%
2013	2	135,314	58.76%	2.00%
2014	2	136,484	58.89%	2.00%
2015	1	66,496	352.21%	2.00%
2016	1	74,010	121.95%	2.00%

¹ For open divisions, a percent of pay contribution is shown. For closed divisions, a monthly dollar contribution is shown.

² For each valuation year, the computed employer contribution is based on the employee rate. If the employee rate changes during the applicable fiscal year, the computed employer contribution will be adjusted.

Note: The contributions shown in Table 9 for the 12/31/2015 through 12/31/2019 valuations do **not** reflect the phase-in of the increased contribution requirements associated with the new actuarial assumptions. The full contribution without phase-in is shown in Table 9 above. The contribution requirements including the 5-year phase-in are shown on page 7.

See the Benefit Provision History on page 40 for past benefit provision changes.

Division 20 - Police Cmnd

Table 8-20: Actuarial Accrued Liabilities - Comparative Schedule

Valuation Date December 31	Actuarial Accrued Liability	Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
2006	\$ 6,477,512	\$ 3,367,383	52%	\$ 3,110,129
2007	6,883,944	3,810,256	55%	3,073,688
2008	7,414,183	4,122,075	56%	3,292,108
2009	7,818,293	4,387,027	56%	3,431,266
2010	8,303,991	4,692,261	57%	3,611,730
2011	8,805,857	4,887,113	56%	3,918,744
2012	9,157,679	5,078,363	56%	4,079,316
2013	9,616,512	5,373,571	56%	4,242,941
2014	10,349,654	5,727,164	55%	4,622,490
2015	11,706,362	6,112,982	52%	5,593,380
2016	12,164,702	6,470,446	53%	5,694,256

Notes: Actuarial assumptions were revised for the 2008, 2009, 2010, 2011, 2012 and 2015 actuarial valuations.

Table 9-20: Computed Employer Contributions - Comparative Schedule

Valuation Date December 31	Active Employees		Computed Employer Contribution ¹	Employee Contribution Rate ²
	Number	Annual Payroll		
2006	11	\$ 783,516	25.47%	11.24%
2007	11	802,787	25.21%	11.24%
2008	10	742,790	31.55%	11.24%
2009	9	705,851	33.42%	11.24%
2010	9	675,028	35.90%	11.24%
2011	9	681,394	39.51%	11.24%
2012	9	687,414	43.46%	11.24%
2013	9	695,724	45.30%	11.24%
2014	9	685,804	49.49%	11.24%
2015	9	710,674	58.51%	11.24%
2016	9	720,662	59.49%	11.24%

¹ For open divisions, a percent of pay contribution is shown. For closed divisions, a monthly dollar contribution is shown.

² For each valuation year, the computed employer contribution is based on the employee rate. If the employee rate changes during the applicable fiscal year, the computed employer contribution will be adjusted.

Note: The contributions shown in Table 9 for the 12/31/2015 through 12/31/2019 valuations do **not** reflect the phase-in of the increased contribution requirements associated with the new actuarial assumptions. The full contribution without phase-in is shown in Table 9 above. The contribution requirements including the 5-year phase-in are shown on page 7.

See the Benefit Provision History on page 40 for past benefit provision changes.

Division 01 - AFSCME

Table 10-01: Layered Amortization Schedule

Type of UAL	Date Established	Original Balance	Original Amortization Period**	Amounts for Fiscal Year Beginning 1/1/2018		
				Outstanding UAL Balance*	Amortization Period**	Amortization Payment
Initial	12/31/2015	\$ 830,763	23	\$ 874,249	22	\$ 59,616
Gain/Loss	12/31/2016	(82,526)	22	(88,922)	22	(6,060)
Total				\$ 785,327		\$ 53,556

* This is the remaining balance as of the valuation date, projected to the beginning of the fiscal year shown above.

** Please see the [Appendix](#) on the MERS website for a description of the amortization policy.

The unfunded accrued liability as of December 31, 2016 (see Table 6) is projected to the beginning of the fiscal year for which the contributions are being calculated. This allows the 2016 valuation to take into account the expected future contributions that are based on past valuations. The projected unfunded accrued liability is amortized over the appropriate period.

Division 02 - Plc POAM

Table 10-02: Layered Amortization Schedule

Type of UAL	Date Established	Original Balance	Original Amortization Period**	Amounts for Fiscal Year Beginning 1/1/2018		
				Outstanding UAL Balance*	Amortization Period**	Amortization Payment
Initial	12/31/2015	\$ 3,040,689	23	\$ 3,131,730	22	\$ 213,576
Gain/Loss	12/31/2016	(280,062)	22	(301,767)	22	(20,580)
Total				\$ 2,829,963		\$ 192,996

* This is the remaining balance as of the valuation date, projected to the beginning of the fiscal year shown above.

** Please see the [Appendix](#) on the MERS website for a description of the amortization policy.

The unfunded accrued liability as of December 31, 2016 (see Table 6) is projected to the beginning of the fiscal year for which the contributions are being calculated. This allows the 2016 valuation to take into account the expected future contributions that are based on past valuations. The projected unfunded accrued liability is amortized over the appropriate period.

Division 05 - Firefighters IAFF

Table 10-05: Layered Amortization Schedule

Type of UAL	Date Established	Original Balance	Original Amortization Period**	Amounts for Fiscal Year Beginning 1/1/2018		
				Outstanding UAL Balance*	Amortization Period**	Amortization Payment
Initial	12/31/2015	\$ 14,659,664	23	\$ 15,071,843	22	\$ 1,027,836
Gain/Loss	12/31/2016	(5,596)	22	(6,030)	22	(408)
Total				\$ 15,065,813		\$ 1,027,428

* This is the remaining balance as of the valuation date, projected to the beginning of the fiscal year shown above.

** Please see the [Appendix](#) on the MERS website for a description of the amortization policy.

The unfunded accrued liability as of December 31, 2016 (see Table 6) is projected to the beginning of the fiscal year for which the contributions are being calculated. This allows the 2016 valuation to take into account the expected future contributions that are based on past valuations. The projected unfunded accrued liability is amortized over the appropriate period.

Division 10 - Clerical

Table 10-10: Layered Amortization Schedule

Type of UAL	Date Established	Original Balance	Original Amortization Period**	Amounts for Fiscal Year Beginning 1/1/2018		
				Outstanding UAL Balance*	Amortization Period**	Amortization Payment
Initial	12/31/2015	\$ 1,305,984	23	\$ 1,347,708	22	\$ 91,908
Gain/Loss	12/31/2016	(92,486)	22	(99,654)	22	(6,792)
Total				\$ 1,248,054		\$ 85,116

* This is the remaining balance as of the valuation date, projected to the beginning of the fiscal year shown above.

** Please see the [Appendix](#) on the MERS website for a description of the amortization policy.

The unfunded accrued liability as of December 31, 2016 (see Table 6) is projected to the beginning of the fiscal year for which the contributions are being calculated. This allows the 2016 valuation to take into account the expected future contributions that are based on past valuations. The projected unfunded accrued liability is amortized over the appropriate period.

Division 11 - Teamsters

Table 10-11: Layered Amortization Schedule

Type of UAL	Date Established	Original Balance	Original Amortization Period**	Amounts for Fiscal Year Beginning 1/1/2018		
				Outstanding UAL Balance*	Amortization Period**	Amortization Payment
Initial	12/31/2015	\$ 1,381,974	23	\$ 1,310,788	22	\$ 89,964
Gain/Loss	12/31/2016	982	22	1,058	22	72
Total				\$ 1,311,846		\$ 90,036

* This is the remaining balance as of the valuation date, projected to the beginning of the fiscal year shown above.

** Please see the [Appendix](#) on the MERS website for a description of the amortization policy.

The unfunded accrued liability as of December 31, 2016 (see Table 6) is projected to the beginning of the fiscal year for which the contributions are being calculated. This allows the 2016 valuation to take into account the expected future contributions that are based on past valuations. The projected unfunded accrued liability is amortized over the appropriate period.

Division 20 - Police Cmnd

Table 10-20: Layered Amortization Schedule

Type of UAL	Date Established	Original Balance	Original Amortization Period**	Amounts for Fiscal Year Beginning 1/1/2018		
				Outstanding UAL Balance*	Amortization Period**	Amortization Payment
Initial	12/31/2015	\$ 5,593,380	23	\$ 5,766,082	22	\$ 393,216
Gain/Loss	12/31/2016	(22,439)	22	(24,178)	22	(1,644)
Total				\$ 5,741,904		\$ 391,572

* This is the remaining balance as of the valuation date, projected to the beginning of the fiscal year shown above.

** Please see the [Appendix](#) on the MERS website for a description of the amortization policy.

The unfunded accrued liability as of December 31, 2016 (see Table 6) is projected to the beginning of the fiscal year for which the contributions are being calculated. This allows the 2016 valuation to take into account the expected future contributions that are based on past valuations. The projected unfunded accrued liability is amortized over the appropriate period.

GASB 68 Information

The following information has been prepared to provide some of the information necessary to complete GASB Statement No. 68 disclosures. Statement 68 is effective for fiscal years beginning after June 15, 2014. Additional resources, including an Implementation Guide, are available at www.mersofmich.com.

Actuarial Valuation Date:	12/31/2016
Measurement Date of Total Pension Liability (TPL):	12/31/2016

At 12/31/2016, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefits:	84
Inactive employees entitled to but not yet receiving benefits:	28
Active employees:	<u>107</u>
	219

Total Pension Liability as of 12/31/2015 measurement date:	\$ 59,926,624
Total Pension Liability as of 12/31/2016 measurement date:	\$ 62,305,206
Service Cost for the year ending on the 12/31/2016 measurement date:	\$ 1,000,303

Change in the Total Pension Liability due to:

- Benefit changes ¹ :	\$ 0
- Differences between expected and actual experience ² :	\$ (268,400)
- Changes in assumptions ² :	\$ 0

¹ A change in liability due to benefit changes is immediately recognized when calculating pension expense for the year.

² Changes in liability due to differences between actual and expected experience, and changes in assumptions, are recognized in pension expense over the average remaining service lives of all employees.

Average expected remaining service lives of all employees (active and inactive):	5
Covered employee payroll: (Needed for Required Supplementary Information)	\$ 6,197,969

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

	1% Decrease (7.00%)	Current Discount Rate (8.00%)	1% Increase (9.00%)
Change in Net Pension Liability as of 12/31/2016:	\$ 7,969,016	-	\$ (6,632,904)

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

GASB 68 Information

This page is for those municipalities who need to “roll-forward” their total pension liability due to the timing of completion of the actuarial valuation in relation to their fiscal year-end.

The following information has been prepared to provide some of the information necessary to complete GASB Statement No. 68 disclosures. Statement 68 is effective for fiscal years beginning after June 15, 2014. Additional resources, including an Implementation Guide, are available at www.mersofmich.com.

Actuarial Valuation Date:	12/31/2016
Measurement Date of Total Pension Liability (TPL):	12/31/2017

At 12/31/2016, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefits:	84
Inactive employees entitled to but not yet receiving benefits:	28
Active employees:	<u>107</u>
	219

Total Pension Liability as of 12/31/2016 measurement date:	\$	62,483,775
Total Pension Liability as of 12/31/2017 measurement date:	\$	65,038,753
Service Cost for the year ending on the 12/31/2017 measurement date:	\$	1,033,751
Change in the Total Pension Liability due to:		
- Benefit changes ¹ :	\$	0
- Differences between expected and actual experience ² :	\$	(192,854)
- Changes in assumptions ² :	\$	0

¹ A change in liability due to benefit changes is immediately recognized when calculating pension expense for the year.

² Changes in liability due to differences between actual and expected experience, and changes in assumptions, are recognized in pension expense over the average remaining service lives of all employees.

Average expected remaining service lives of all employees (active and inactive):	5
Covered employee payroll: (Needed for Required Supplementary Information)	\$ 6,197,969

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

	1% Decrease (7.00%)	Current Discount Rate (8.00%)	1% Increase (9.00%)
Change in Net Pension Liability as of 12/31/2017:	\$ 8,198,159	-	\$ (6,832,280)

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

Benefit Provision History

The following benefit provision history is provided by MERS. Any corrections to this history or discrepancies between this information and information displayed elsewhere in the valuation report should be reported to MERS. All provisions are listed by date of adoption.

01 - AFSCME

12/1/2016	Service Credit Purchase Estimates - Yes
7/1/2005	Benefit B-3 (80% max)
7/1/2005	Member Contribution Rate 2.30%
7/10/2001	Covered by Act 88
7/1/1997	Benefit B-2
7/1/1997	Benefit F55 (With 20 Years of Service)
7/1/1995	Benefit FAC-5 (5 Year Final Average Compensation)
7/1/1995	6 Year Vesting
7/1/1995	Benefit C-1 (New)
7/1/1995	Member Contribution Rate 0.00%
7/1/1995	Fiscal Month - January

02 - Plc POAM

12/1/2016	Service Credit Purchase Estimates - Yes
1/1/2007	Member Contribution Rate 8.29%
12/1/2005	Benefit D2 Plan
12/1/2005	Benefit FAC-3 (3 Year Final Average Compensation)
12/1/2005	2.75% Multiplier (80% max)
12/1/2005	Member Contribution Rate 8.79%
1/1/2002	Member Contribution Rate 4.50%
7/10/2001	Covered by Act 88
1/1/2000	Benefit B-4 (80% max)
1/1/2000	Member Contribution Rate 6.50%
1/1/2000	E2 2.5% COLA for future retirees (01/01/2000)
1/1/1999	Member Contribution Rate 2.50%
7/1/1996	Benefit FAC-5 (5 Year Final Average Compensation)
7/1/1996	10 Year Vesting
7/1/1996	Benefit B-3 (80% max)
7/1/1996	Benefit F50 (With 25 Years of Service)
7/1/1996	Member Contribution Rate 3.50%
7/1/1995	Fiscal Month - January

05 - Firefighters IAFF

12/1/2016	Service Credit Purchase Estimates - Yes
1/1/2005	Member Contribution Rate 7.76%
1/1/2004	2.75% Multiplier (80% max)
1/1/2004	Member Contribution Rate 8.07%
7/10/2001	Covered by Act 88
7/1/1999	Benefit D2 Plan
7/1/1999	Benefit FAC-3 (3 Year Final Average Compensation)

05 - Firefighters IAFF

7/1/1999	10 Year Vesting
7/1/1999	Benefit B-4 (80% max)
7/1/1999	Benefit F50 (With 25 Years of Service)
7/1/1999	Member Contribution Rate 4.19%
7/1/1999	E2 2.5% COLA for future retirees (07/01/1999)
7/1/1995	Fiscal Month - January

10 - Clerical

12/1/2016	Service Credit Purchase Estimates - Yes
1/1/2007	Benefit B-4 (80% max)
1/1/2007	Member Contribution Rate 3.90%
1/1/2004	Benefit B-3 (80% max)
1/1/2004	Member Contribution Rate 1.50%
7/10/2001	Covered by Act 88
7/1/2000	Benefit B-2
7/1/2000	Member Contribution Rate 0.60%
1/1/1998	Benefit FAC-5 (5 Year Final Average Compensation)
1/1/1998	10 Year Vesting
1/1/1998	Benefit C-1 (New)
1/1/1998	Benefit F55 (With 25 Years of Service)
1/1/1998	Member Contribution Rate 0.00%
7/1/1995	Fiscal Month - January

11 - Teamsters

12/1/2016	Service Credit Purchase Estimates - Yes
1/1/2004	6 Year Vesting
1/1/2002	Member Contribution Rate 2.00%
7/10/2001	Covered by Act 88
7/1/2000	Benefit FAC-5 (5 Year Final Average Compensation)
7/1/2000	10 Year Vesting
7/1/2000	Benefit B-2
7/1/2000	Benefit F55 (With 20 Years of Service)
7/1/2000	Member Contribution Rate 0.00%
7/1/1995	Fiscal Month - January

20 - Police Cmnd

12/1/2016	Service Credit Purchase Estimates - Yes
8/1/2005	2.75% Multiplier (80% max)
8/1/2005	Member Contribution Rate 11.24%
1/1/2005	Member Contribution Rate 5.50%
1/1/2003	Member Contribution Rate 8.00%
1/1/2002	Member Contribution Rate 7.00%
1/1/2002	E2 2.5% COLA for future retirees (07/01/2001)
7/10/2001	Covered by Act 88
7/1/2001	Benefit D2 Plan

20 - Police Cmnd

7/1/2001	Benefit B-4 (80% max)
7/1/2001	Benefit F50 (With 25 Years of Service)
7/1/2001	Member Contribution Rate 6.00%
1/1/2001	Member Contribution Rate 4.50%
1/1/1998	Benefit FAC-3 (3 Year Final Average Compensation)
1/1/1998	10 Year Vesting
1/1/1998	Benefit B-3 (80% max)
1/1/1998	Benefit F55 (With 15 Years of Service)
1/1/1998	Eligible at Age 52 (With 25 Years of Service)
1/1/1998	Member Contribution Rate 5.50%
7/1/1995	Fiscal Month - January

Plan Provisions, Actuarial Assumptions, and Actuarial Funding Method

Details on MERS plan provisions, actuarial assumptions, and actuarial methodology can be found in the [Appendix](#). Some actuarial assumptions are specific to this municipality and its divisions. These are listed below.

Increase in Final Average Compensation

Division	FAC Increase Assumption
All Divisions	1.00%

Withdrawal Rate Scaling Factor

Division	Withdrawal Rate Scaling Factor
All Divisions	80%

Miscellaneous and Technical Assumptions

Loads – None.

12.B

**CLERK'S OFFICE
BOARD COMMUNICATIONS
JUNE 20, 2017**

Board Deliberations (BD)

Sandy Otto

From: Donna Rose <wild-rose@sbcglobal.net>
Sent: Wednesday, June 07, 2017 3:13 AM
To: Board
Cc: Frank Walsh; Mark Kieselbach
Subject: For Next Board Packet Accessible Crossing at Jolly/Okemos

Dear Board Members,

I just don't know. It's like some of you didn't read a thing I wrote to you. There is already an audible pedestrian signal at North Hagadorn and Lake Lansing Road that the Hudson's, myself and others ask the old Road Commission to provide, and eventually they did. I think it has been there for at least 8 years. I told you where some of the local audible signals are located in my last email. You could visit one to see how it works!

Here is what I propose. When you allow development it is logical to expect all citizens will want access to it. The days of people with disabilities sitting at home in the closet are over. We want and should have disability access to our portion of the American Dream that most Americans strive to grab. We work and live in areas all around our Township. You don't necessarily know who is where when. We pay our taxes, often for many things which aren't accessible to us.

So let's do this. Let's tell the Ingham County Road Department we have decided as a Township we don't need "WALK" signs of any kind anywhere! They will be happy to save money. We can remove all of them within the township. If blind individuals are expected to cross streets without benefit of any signaling device, then why do people who can see need them? Who came up with this idea for "WALK" signs anyway and why?

This issue is the responsibility of Ingham County. They should have already planned for this when they planned their budget for the project. They planned for all other aspects. It seems to me there are many people in our country without the experience of blindness, and who have the power to provide access, but won't. They seem to behave as though they have some crystal ball that tells them access should only be in certain places. They think they speak as though they know where all the disabled people hang out! And we are supposed to stay clustered in our little areas, just like people of color or those who are LGBT. That kind of thinking leaves many of us without choice and often living in poverty. If we can't be a free to live, work and play in the same areas as everyone, it makes me wonder who others think we are!

Trustee Opsommer made reference to noisy audible signals. Well, ambulances are noisy. They go up and down Lake Lansing regularly, and I have to listen to them all day. Do we want to keep people who are sick and/or dying from receiving medical help promptly? I hate noise pollution. Unfortunately it exists all around us. The more development, the more noise. We need to realize we are all making an adjustment to all sorts of noise. I think Audible Pedestrian Signals are the least of this.

I have tried my best throughout my life to educate members of this universe about why disability access is important. You know that money brings with it choice. Well, accessibility brings choice too. Choice is what I want all people to experience because that is when life begins. It won't happen if people are stuck in one city block because they can't cross the streets around them. It is very shortsighted to try and guess who is where when.

Sincerely,
Donna Rose, Qualified Member of the Human Race
6207 Cobblers Drive
East Lansing, MI 48823

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9.A

**CLERK'S OFFICE
BOARD COMMUNICATIONS
JUNE 20, 2017**

Board Information (BI)

Sandy Otto

From: Donna Rose <wild-rose@sbcglobal.net>
Sent: Sunday, June 04, 2017 1:43 PM
To: 'Sandy Draggoo'
Cc: Robert Swanson; Board; Frank Walsh; Mark Kieselbach; BFUNKHOUSER@CATA.ORG; Andrew Brieschke; Doug Lecato; Nathan Triplett; Craig Frazier; mark.grebner@gmail.com
Subject: RE: Correspondence and phone message

Dear Sandy,

Never in my 61 years on this earth have I been living in a community where the Transportation Authority has had so many unnecessary controversies. Look, we need to somehow repair things. It is pretty bad when one of your most staunch supporters a few years back, Mrs. Hudson, has become so adversarial with our agency. She makes very good points about call hold times, vehicle scheduling and more. She has walked the neighborhoods during millage times to help residents understand the need for good and affordable public transit. But I doubt that is going to happen again if some of these issues aren't addressed and quickly. Most people riding CATA services will not walk door to door, so in my mind this extra effort on the part of Mrs. Hudson was truly beneficial to CATA and would be missed. You must understand, when riders get so frustrated it is because their lives must be conducted solely using CATA services, so complications or the appearance of waste can really grade on a person's nerves day after day. We all know many of the things discussed in Mrs. Hudson's messages could save money if implemented which means more transportation dollars available to everyone in our area.

As far as Mrs. Hudson's complaint regarding sending two vehicles to the May 25 Meridian Transportation Commission meeting at Meridian Township Hall for three individuals who live within walking distance of one another, I being one, We didn't request pickups at any particular time, but rather asked to be dropped off at the Township Hall by 6 PM, and to be picked up at 8:15PM for our return trips back to our homes. There really is no excuse for sending two vehicles in such a case. I have seen this practice in too many circumstances to list here and wish we could somehow schedule rides better in the future. This may call for better scheduling technology.

In addition, I know the Federal Transportation Administration's ADA guidance does not want riders sitting on phones on hold for long periods. People with government provided cell phones only have 250 minutes on their phones to use each month and many cannot afford to buy more minutes. People are complaining they cannot wait so long to schedule ride times, and if there is a problem with a ride, it can be challenging to get through to someone in a timely fashion. When I use paratransit in Grand Rapids or Ann Arbor I wait an average of about two-three minutes. I have waited on hold to make a scheduled ride with CATA for as many as 40 minutes, only to be cutoff when someone finally answers. This must be addressed so we are not disenfranchising people who are poor, and so we present customer service in the best light. Riders can't always use the automated ride line to cancel rides, so what happens is passengers finally hang up after a decent amount of time and rides go uncanceled. This adds to more waste. CATA seems to need about 10 extra phone schedulers in order to reduce the time it takes to wait on hold. Perhaps two shifts of part timers could be hired to reduce costs. This needs to be fixed immediately. Lots of people serving clients from other agencies are frustrated themselves when trying to get through, and they are the care-givers and counselors,

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not the consumers. If other transit authorities can offer a short period of hold time for scheduling rides, I don't understand why CATA cannot do this.

Someday paratransit will be a thing of the past. All people will be able to order a door to door ride and the service will have to be accessible to all. Segregation has brought people with disabilities into separate and unequal services that wouldn't be tolerated by the general public.

I am pretty certain the public's impression about CATA's fiscal responsibility is waning. In every contract we have with every community, every lawyer, every contractor, terms need to be specific and recording needs to be complete. Today's LSJ article was another shocking revelation. CATA's sole purpose should be to offer great public transit. Over usage of the lawyers, payroll tax fines of such a large magnitude; these circumstances are stealing money which should be spent on public transit. And if the LSJ is correct, and you have been using the CATA lawyers to oversee your contract with CATA, I think that might border on the unethical. If you want to make sure you have a good contract, how about you hire your own attorney? If things are running smoothly, as they should, help from the attorney should be minimal. Usually lawyer contracts outline the minimum amount they charge for a phone call, for example, you might only talk to him for 5 minutes, but he is contractually allowed to charge for 30 minutes or such. Really lawyers shouldn't have to be used to such a high extent. It begins to look like they are the CEO! A quote you made in the newspaper said you trust the attorney. He may be a great guy. But you are handling public money and there is no room for trust in these circumstances. Every I needs to be dotted and every t needs to be crossed. I think I may have said this before! CATA needs to know what it is paying for and what it can expect to get for its money and then behave accordingly.

Furthermore, we need better technology to serve our customers in a more modern way. We would have fewer no shows, if people could reach someone by phone quicker (not everyone can use the automated system for this). We need Spectran and Redi Ride to allow drivers to contact passengers to let them know they have arrived, or if they cannot find an address or individual in cases where there may be several entrances to a building. Another very irritating problem is when Dean drivers have to call Dean dispatch who then have to contact CATA to solve many different types of issues. It can take time that puts drivers and passengers behind while we all wait for a CATA answer back through Dean dispatch.. This needs to change. It is horribly inefficient. Dispatchers and CATA somehow need to be located near one another and not in separate buildings.

Scheduling software and computers in vehicles need to be upgraded, and not to the cheapest product available. Currently, the computers in the Dean fleet are constantly not working properly, and if the drivers use the GPS system their computer crashes. Some drivers have purchased Garmin's to help them navigate and they are able to find addresses, that others without such devices have difficulty locating. I would be more than happy to assist CATA employees with this and anything else to get our agency up to speed.

I am very concerned about any future CATA millages passing here in the future. CATA should never have to be on the defensive. The "culture" should be to address issues when they are presented in a calm and logical way, only involving the attorney for legal issues when mediation seems not to be viable. I lived in Ann Arbor for 13 years from 1991 to 2004. I feel their system was triple A, And in the LSJ article their use of attorneys cost less than one sixth of what CATA uses. We need to think about this. The more the attorneys are used, I believe the more litigious people become. It's called "lawyering up" and it can make people very angry.

Mrs. Hudson has the impression, as many do, that the CATA Board members are only there for political reasons. I think the Board hides behind their call to deal with policy issues only, while CATA

has been crumbling around them. For those of us who have no other transit choice, but public transit, it is very annoying to be on the Board of Directors realizing there are so many loose ends and no way to tie them up. I think more Board intervention is necessary to deal with the issues Mrs. Hudson reveals.

I am happy CATA chose to add more transit back for Williamston and Williamstown Twp. I am concerned more could have been done to get Delta Township back on board by subsidizing Redi Ride with a millage. If community members discover Redi Ride will be ending soon it is my hope they will be advocates to try and talk their Township into this service. Like many people who own cars, I am afraid they cannot see the need for affordable rides beyond their own noses. I do wonder if all the negative publicity over CATA's tax issues had something to do with Delta's decision. Here in Meridian Township we had a long period of educating our politicians and residents as to the numbers of people in our community who don't drive or own a vehicle and how this can impact a person's life. And, I am proud to say they get it!

About 15 years ago CATA was ahead of other transportation authorities, but sadly we have slipped behind. At the most recent Meridian Transportation Commission meeting we heard from Clark Harder from MPTA, who was there to talk about recent trends in transit. He told us some fantastic stories happening right here in Michigan where communities are using shared rides and volunteers to help passengers get where they need to go, even across county lines. CATA could be on this cutting edge, but CATA administration needs to network better with outside transit authorities to learn how to do this even better than those communities. By learning what works and what doesn't, CATA can get an edge it really needs. I want this for CATA passengers, staff, operators/drivers, and tax payers.

I realize this is a harsh assessment. I don't mean it to be this way. I care more about public transit than any aspect of my life because it is so vitally important to conducting it. I want CATA to be viewed as at the top of the game. This is going to take change and hard work. It is going to take a committed effort to embrace better informational technology. It needs to be an adoption of a new paradigm. Thank you for considering my comments.

Sincerely,
Donna Rose, LMSW
CATA Board Member
6207 Cobblers Dr.
East Lansing, MI 48823
517-489-2233

From: Sandy Draggoo [mailto:SDraggoo@cata.org]
Sent: Friday, June 2, 2017 02:36 PM
To: CATA Board of Directors
Cc: Brad Funkhouser; Andrew Brieschke
Subject: RE: Correspondence and phone message

To the CATA Board of Directors:

Following is my response to Karla Hudson. She wrote a letter to the Board and to me on Tuesday, May 30th. Andrew Brieschke, Director of Operations, tried calling her to talk with her but had to leave a voice mail. She then wrote again this morning. I then wrote a response to her today. You will find all three items below. I wanted you to have them all.

If you have questions, please ask.

Have a good weekend.

Sandy

Karla:

I apologize for your 20 minute hold time on the phone. I know that is a long time to wait. I also am sorry that Andrew and you did not make a connection as he, as Director of the Paratransit Department, wanted to speak personally with you. He just became a new dad to a new daughter a few hours ago so he will be gone for a couple of weeks helping to get her acclimated to this new world.

As he had said in his message, we are the busiest between 4 and 5 in the afternoon. We are at full staff during that time but sometimes calls do take excessively long. We do care!

In talking to both Andrew and Craig, all three passengers that you speak about wanted to leave their homes at the same time to go to the same meeting on May 25th. In order to make that happen for our customers, two vehicles were needed.

We had been told by the Director of the Michigan Public Transit Association that he and their lobbyist were attending the Meridian Transportation Meeting. He also reported the meeting to us afterwards. I don't think MPTA intended to infer that CATA has "refused to embrace modern technology and creative ride options" and I would be glad to talk to him if that was your impression of their presentation.

I also take pride in our Board of Directors. I do not feel that they are serving on the board for political reasons. We as Staff and the Board will continue to work to improve all aspects for our riders and our taxpayers. I would also like to let you know that I announced at the May CATA Board meeting that during the next fiscal year, we will be moving our Board meetings to each of our governmental units for five of the meetings. This is in response to what we have heard from our constituents.

We do continue to listen and change. Thank you for your letter. I will see that your letter and my reply gets to the Board of Directors.

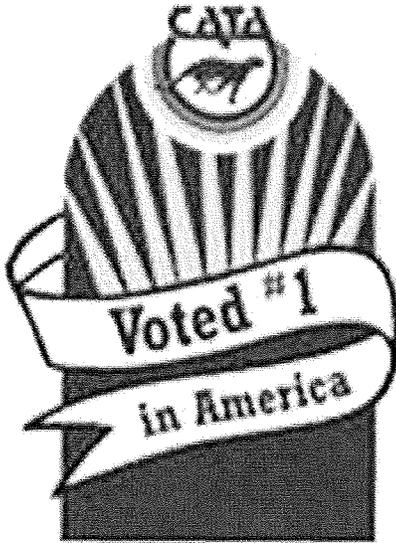
Sandy Draggoo, CEO/Executive Director

JUN 20 2017

BI-1

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JUN 20 2017



Capital Area Transportation Authority

Sandy Draggoo
CEO/Executive Director

4615 Tranter Street
Lansing, MI 48910

(517) 394-1100
SDraggoo@cata.org

From: Karla Hudson [<mailto:HUDSON.KC@LIVE.COM>]
Sent: Friday, June 02, 2017 11:49 AM
To: Cata Board; Sandy Draggoo; Andrew Brieschke
Subject: Correspondence and phone message

Hello Andrew and Sandy,

I received Andrew's phone message responding to my concerns in my previous correspondence. Andrew mentioned wanting to provide me with a four punch pass for my troubles. As I have indicated previously to you sandy you all do what you think is best related to providing punch passes. However, above all I and others want change and quality transportation and a board that will hold CATA accountable. I have heard for years how you are going to improve and have yet to see those improvements in paratransit nor Meridian Redi-ride.

The Tuesday 23 minute wait time is unreasonable. Andrew mentioned that this was around the most busy time of the day. Yes, I get that but if we hadn't wasted tax payer funds on a huge Payroll mistake we might be able to hire more call takers. I have also suggested during busy times cross train individuals such as technology and data staff. Again, I need CATA to put on their creative hats and improve customer service. By the way, I have experienced this hold time issue on a Saturday as well and have brought that to your attention and we are still having issues. In fact, another time this week I tried to reach you all and the line was just ringing with a busy signal. Again, CATA has no plan as to how to help customers when they are having difficulties reaching the staff. The use of texting or emailing seems so out of the question with you all and this will be CATA's demise if you continue to ignore the technology available.

The communities you serve are watching and expecting quality transit. The Board and CATA need to reconsider how they are operating amongst their constituents. The citizens of Ingham County want full transparency as to how CATA is operating. The days of hiding in the corner of Lansing need to come to an end. The days of taking tax payers funds and not having the use of the money scrutinized are over. Instead of fighting the interests of the communities that CATA serves might the board and future leadership take a new direction of embracing the interests of the citizens they serve.

The tone by board and CATA is one that is adversarial and comes with little benefit to those they serve and for the image of the organization.

I appreciate that Andrew tried to reach me to discuss the situation. However, if it is just going to be the same old story I have other ways to occupy my time

Regards,

Karla Hudson.

From: Karla Hudson [mailto:HUDSON.KC@LIVE.COM]

Sent: Tuesday, May 30, 2017 6:02 PM

To: Cata Board; Sandy Draggoo

Cc: Brad Funkhouser

Subject: Spectran hold times are impossible, inefficient rides and more accountability by board

Hello,

Today I went to schedule a ride and sat on hold for 20 minutes. Actually, by the time I completed the call it was a 23 minute project. Do any of you have 23 minutes in your day just to sit on hold waiting to schedule a ride? I have asked again and again that you review this process. I hardly use Spectran and find it ridiculous that this is what you put users through just to obtain a ride. I have heard everything over the years such as we do not have enough staff, our technology is being worked on and we are trying to improve or we do not have enough funding to support the number of calls. The funding one really gets me given that you all let tax payer funding go out the window with poor management of tax payer funds and delinquency with overseeing the pay role. Meanwhile, customers are suffering and losing time in their day and you all could care less.

The second issue that recently occurred is inefficient use of drivers. On Thursday May 25 I and others at the north end of East Lansing scheduled rides to attend a meeting at the meridian Township offices. All of us live within very close distance to one another and what happens but two Spectran vehicles transport three passengers. Does this seem efficient to you all? Again, this is not the first time I have seen this process and waste of resources and it makes me wonder how often does this inefficiency happen throughout a week. If CATA would take the time and review their processes and make certain that the computer is not doing all of the scheduling we actually might be able to have "same day" service.

As a board you all should take more control of what is happening here with tax payer funds and insure that efficiencies are happening. Seems as though you have been taking the word of CATA and that has cost tax payers 2.1 million. These funds all could have been used for hiring "call takers" and so many other services. If I am finding one incident of inefficient use of scheduling I can only imagine how often this is occurring throughout the system.

Please CATA board help CATA improve their overall systems in order that they might gain back their reputation in the community and potentially develop a service that might have some pride connected with it. After the incident with the failed BRT, struggles with Meridian Redi-ride that go ignored, mistreatment of Williamston riders and so many other loose ends CATA is becoming a liability in the community and not an asset. If you want future support from the local community you might want to listen to the perspective of a rider like myself who sees a once thriving system disintegrating.

Recently I attended a presentation by the Michigan Public transit Association, a group that CATA is not involved in and I learned so much about what is happening in the world of transit that we as users are missing out on in our community.

This is all because the leadership at CATA have refused to embrace modern technology and creative ride options. The CATA leadership has failed to plan now for the future.

The time is now for the CATA board to take a more active role in improving public transit in the Greater Lansing area. Just serving on a board for political reasons is unethical and wrong. There are individuals in this community who depend on CATA for their sole source of survival and you have the power to make awesome change if you have a passion for good quality efficient public transportation. Lastly, I will once again suggest that you improve technology for riders, use email rather than mailing out expensive postcards such as the one I just recently received for the Meridian Redi-ride changes and at the least have your meetings around the community you serve. The real needs of the riders have been lost in BRT time, pay role funding issues and inefficiencies. By bringing these issues to your attention I am hopeful that you will begin to take a new look at ways the board can actively make positive change in a system that needs a breath of fresh air and accountability to their tax paying citizens.

Thanks for your time.

Karla Hudson

Sandy Otto

From: Brett Dreyfus
Sent: Tuesday, June 06, 2017 8:23 PM
To: Sandy Otto
Subject: FW: Neighborhood blight

From: Karen Rich [mailto:dekarich@yahoo.com]
Sent: Monday, June 05, 2017 8:40 PM
To: Township Board
Cc: Peter Menser
Subject: Neighborhood blight

Greetings to all

We are writing to voice our concern over the property which used to be home to the Fire Station and the Marc in Downtown Okemos. We understand that change can take time but the NEGLECT of this property has resulted in an embarrassing eye soar!!!! As local residents we are wondering what can be done? Having lived here for over 40 years we understand the pride that is synonymous with Okemos. We feel that something can and should be required of the people responsible for this blight. We would appreciate your response and action.

Thank you
Dennis and Karen Rich
4619 Okemos Rd

JUN 20 2017

BI-2

JUN 20 2017

Sandy Otto

From: Anna Fisher <irjuk@hotmail.com>
Sent: Sunday, June 11, 2017 10:46 AM
To: Board
Subject: Resolution

My group of Meridian Township would like to bring a Resolution before the Board.
Can you please advise me on how we might do that?

Our group is Indivisible Environmental Action Committee. The Resolution we wish to bring is to Decommission Enbridge's Line 5 pipeline under the Straits of Mackinaw.

Anna Fisher

JUN 20 2017

BI-3

JUN 20 2017

9.A

**CLERK'S OFFICE
BOARD COMMUNICATIONS
JUNE 20, 2017**

Staff Communications (SC)



Celebrate MERIDIAN



Saturday, July 1st
11 am - 11 pm

Meridian Township Municipal Complex
& Meridian Historical Village
5151 Marsh Road, Okemos



Kid's Activities



Arts & Crafts



Family Fun



Heritage Festival
11 am - 4 pm

Schedule

Farmers' Market	8am - 2pm
Heritage Festival	11am - 4pm
Arts and Crafts Fair	11am - 8pm
Business Booth Expo	11am - 8pm
Children's Activity Area	11am - 10pm
Food Truck Rally	11am - 10pm
Food Vendors	11am - 10pm
Beer/Wine Tent	11am - 11pm
Car Show Cruise	12pm - 5pm
Main Stage:	12pm - 10pm
Meridian Community Band	12 pm - 2 pm
Life Support	3 pm - 6 pm
Soulstice	7 pm - 10 pm

Fireworks Finale! 10:15pm

FOODIE FESTIVAL
BRING YOUR APPETITE

Food Truck Rally

July 1 at 11 am - 10 pm




BBQ RIBS? STREET TACOS? CREPES?
WHY CHOOSE!

Try a variety of foods as part of the Celebrate Meridian event. Choose from more than 70 food trucks, located along Central Park Drive just north of the Meridian Mall.

For more information: 517.853.4600
www.meridiancelebrates175.com



JUN 20 2017

SC-1

PROPOSED BOARD MINUTES

PROPOSED MOTION:

Move to approve and ratify the minutes of the June 6, 2017 Regular Meeting as submitted.

ALTERNATE MOTION:

Move to approve and ratify the minutes of the June 6, 2017 Regular Meeting with the following amendment(s): [insert amendments].

**JUNE 20, 2017
REGULAR MEETING**

CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD REGULAR MEETING - **DRAFT** -
5151 Marsh Road, Okemos, MI 48864-1198
853-4000, Town Hall Room
TUESDAY, JUNE 6, 2017 **6:00 P.M.**

PRESENT: Supervisor Styka, Clerk Dreyfus, Treasurer Brixie, Trustees Deschaine, Jackson, Opsommer, Sundland
ABSENT: None
STAFF: Township Manager Frank Walsh, Assistant Township Manager/Director of Public Works and Engineering Derek Perry, Director of Community Planning & Development Mark Kieselbach, Assistant Police Chief Ken Plaga, Fire Chief Fred Cowper, Director of Information and Technology Stephen Gebes, Communications Director Deborah Guthrie, Finance Director Miriam Mattison, Human Resources Director Joyce Marx

1. CALL MEETING TO ORDER

Supervisor Styka called the meeting to order at 6:01 P.M.

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS

Supervisor Styka led the Pledge of Allegiance.

3. ROLL CALL

The secretary called the roll of the Board.

4. PRESENTATION

A. Ken Plaga, Assistant Police Chief-Introduction of New Police Officer

Assistant Police Chief Plaga introduced Meridian Township's newest police officer, Stephanie Lewis.

B. 2016 Township Audit-Andrews Hooper & Pavlik, PLC

Jeff Fineis, Partner and Jamie Rabe, Senior Manager, Andrews Hooper Pavlik, 4295 Okemos Road, Suite 200, Okemos, provided a graphic audit presentation highlighting the Township's financial status for fiscal year ending December 31, 2016.

Board discussion:

- Township has approximately five (5) months of operating expenses in its General Fund
- No recommendations made by the auditors for opportunities to strengthen internal control and operating efficiencies
- Part of the audit included review of payroll tax payments in a timely manner

5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS

Supervisor Styka opened Public Remarks.

Peter Hinz, 1000 Harrington, East Lansing, co-owner of Shop Town Shopping Center, addressed concerns with Commercial Planned Unit Development (CPUD) #17014's "overbuilt" site plan.

Bruce Little, 5015 Meridian Road, Williamston, spoke in opposition to the proposed Police and Fire Millage on the August 8, 2017 ballot.

Donna Rose, 6207 Cobblers Drive, East Lansing, spoke in support of audible pedestrian signals at the Jolly and Okemos Road intersection.

Ody Norkin, 3803 Sandlewood, Okemos, encouraged the Township to create a workgroup which includes members of the public in finding a solution to the unfunded pension and post-retirement healthcare liabilities. He spoke in support of the Planning Commission's recommendation on the Urban Services Boundary and audible pedestrian signals.

Neil Bowlby, 6020 Beechwood Drive, Haslett, requested the Township Manager reiterate what is going to be done with the governmental funds which will not be expended if the August 8th police and fire millage passes. He spoke to the long-term expected rate of return for the Municipal Employees Retirement System (MERS) and the reported reduction in arrests, traffic violations and investigations by the Police Department for 2016.

Robert Saroki, 3650 Stallion Way, Commerce, explained his revised site plan for CPUD #17014.

Tim Potter, 4632 Van Atta Road, Okemos, voiced his appreciation for Board consideration of the Transportation Commission's recommendation regarding the Jolly/Okemos Road redevelopment and dialogue with the Michigan Department of Transportation (MDOT) relative to pedestrian safety along Grand River Avenue. He believed the Jolly/Okemos Road intersection safety improvements should be made by the Ingham County Road Department (ICRD) on all four corners.

Steve Vagnozzi, 2144 Woodfield Road, Okemos, addressed the recommendations from the Transportation Commission relative to audible signals at the Jolly/Okemos Road intersection. He voiced concern with removal of the crossing on the east side of Okemos Road.

Supervisor Styka closed Public Remarks.

6. TOWNSHIP MANAGER REPORT

Manager Walsh reported the following:

- Amended Hannah Farms East plans could be before the Board in the next one or two meetings
- Staff has/will attend 24 neighborhood group meetings over a three-month span to provide facts regarding the proposed Police and Fire Millage proposal
- Explanation of police and fire costs for the Township and the plan to pay off the unfunded pension liability within ten (10) years

7. BOARD MEMBER REPORTS AND ANNOUNCEMENTS

A. Quarterly Treasurer's Report-Julie Brixie

Treasurer Brixie reported on delinquent personal property tax collection totals for 2012 through 2016 tax years, total 2016 tax year collections, 2016 tax year distributions total and current fixed and non-fixed investments as of April 30, 2017.

Board discussion:

- Of the \$87 million collected for the 2016 tax year, only 15% was for Meridian Township

Treasurer Brixie reported the following:

- Attendance at the most recent Tri-County Regional Planning Commission (TCRPC) meeting
- Attendance at the neighborhood leader meeting, Leadership Breakfast, Senior Day at Wonch Park and grand opening of the Central Pharmacy

Trustee Deschaine reported the following:

- Attendance at Saturday's memorial for John Veenstra
- Attendance at the May 25th Transportation Commission meeting and last week's EDC Meeting

Clerk Dreyfus reported the following:

- He conducted the May 29th Memorial Day Service at Glendale Cemetery with a large turnout reported at the event
- "Train the Trainer" session on June 7th for the new voting equipment

- Delivery of new voting equipment on Friday, June 9th
- Negative article in the *Lansing State Journal* regarding Capital Area Transportation Authority's (CATA) \$450,000 annual payment to individual lawyer

Supervisor Styka reported the following:

- Attendance at a Michigan State University Federal Credit Union (MSUFCU) Diversity Symposium and Corridor Improvement Authority (CIA) Meeting
- Meeting with the Ingham County Register of Deeds, Derrick Quinney
- Grand opening of several new businesses in Meridian Township

Trustee Sundland reported the following:

- Attendance at last Saturday's Be a Tourist in Your Own Town

8. APPROVAL OF AGENDA

Treasurer Brixie moved to approve the agenda as submitted. Seconded by Trustee Jackson.

Trustee Sundland offered the following amendment:

- **Remove Agenda Item #12A from action and place it on the agenda as a discussion item. Seconded by Clerk Dreyfus.**

Board and staff discussion:

- CPUDs have a time limit placed on the Board for approval
- Tonight's meeting is the last opportunity for the Board to act on this request unless the applicant is willing to grant the Board additional time
- If the CPUD is denied by the Board, the applicant must resubmit and start the entire process over

Clerk Dreyfus withdrew his second on the amendment.

VOICE VOTE ON THE MAIN MOTION: Motion carried unanimously.

9. CONSENT AGENDA (SALMON)

Supervisor Styka reviewed the consent agenda.

Clerk Dreyfus moved to adopt the Consent Agenda. Seconded by Trustee Deschaine.

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus

NAYS: None

Motion carried unanimously.

A. Communications

(1) Board Information (BI)

- BI-1 Director Kieselbach; RE: Letter to the City of East Lansing's Director of Planning, Building & Development concerning comments on the proposed rezoning of property located at 2447 East Lake Lansing Road
- BI-2 Craig Allen, President, Everett Farms Homeowners' Association, PO Box 335, Haslett; RE: Proposed rezoning of property located at 2447 E. Lake Lansing Road
- BI-3 Phyllis Vaughn, 6100 Balog Court, Haslett; RE: Oasis Food Truck
- BI-4 Donna Rose, 6207 Cobblers Drive, East Lansing; RE: Request for an Audible Pedestrian Signal (APS) at Jolly and Okemos Roads

(2) Commission Linkage (CL)

- CL-1 Patrick Boog, 6103 Carriage Hill Drive, East Lansing; RE: Resignation from the Local Officials Compensation Commission

CL-2 Nikki Soldan, 906 N. Jenison Avenue, Lansing; RE: Resignation from the Corridor Improvement Authority

CL-3 Richard Baker, 4329 Heartwood Road, Okemos; R: Resignation from the Park Commission

(3) Staff Communications (SC)

SC-1 Jennifer Quinlivan, Assistant Planner; RE: Sustainability and Climate Action Plan

Clerk Dreyfus moved that the communications be received and placed on file, and any communications not already assigned for disposition be referred to the Township Manager or Supervisor for follow-up. Seconded by Trustee Deschaine.

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus

NAYS: None

Motion carried unanimously.

B. Minutes

Clerk Dreyfus moved to approve and ratify the minutes of the May 2, 2017 Regular Meeting as submitted. Seconded by Trustee Deschaine.

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus

NAYS: None

Motion carried unanimously.

C. Bills

Clerk Dreyfus moved that the Township Board approve the Manager's Bills as follows:

Common Cash	\$ 341,102.56
Public Works	\$ 386,185.18
Trust & Agency	\$ 3,220.74
Total Checks	\$ 730,508.48
Credit Card Transactions (May 9 to May 31, 2017)	\$ 15,904.10
Total Purchases	<u>\$ 746,412.58</u>
ACH Payments	<u>\$ 1,965,235.03</u>

Seconded by Trustee Deschaine.

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus

NAYS: None

Motion carried unanimously.

[Bill list in Official Minute Book]

D. Outdoor Gathering Permit-Gus Macker

Clerk Dreyfus moved to approve the Outdoor Assembly License for the Meridian Township Gus Macker 3-on-3 Basketball Tournament to be held from July 14-16, 2017 as part of Meridian Township's 175th Anniversary Celebration. Seconded by Trustee Deschaine.

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus
NAYS: None
Motion carried unanimously.

- E. Outdoor Gathering Permit-Celebrate Meridian
Clerk Dreyfus moved to approve the Outdoor Assembly License for the Meridian Township Parks and Recreation Department’s Celebrate Meridian Event to be held on July 1, 2017. Seconded by Trustee Deschaine.

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus
NAYS: None
Motion carried unanimously.

- F. Summer Tax Collection Agreements
Clerk Dreyfus moved that the Township Board approve the “2017 Summer School Tax Collection Requests and Agreements” for East Lansing, Okemos, Williamston, Haslett and Ingham Intermediate School Districts. Seconded by Trustee Deschaine.

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus
NAYS: None
Motion carried unanimously.

- G. Bennett Village Phase #2 Public Streetlighting Improvements SAD No. 424 – **Resolution #5 Clerk Dreyfus moved to approve the Bennett Village #2 Public Streetlighting Improvements Special Assessment District #424 - Resolution #5, which approves the final special assessment roll, adopts the amount of \$1,645.95 as the first year assessment and the amount of \$420.00 (subject to adjustment) as the annual assessment thereafter. Seconded by Trustee Deschaine.**

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus
NAYS: None
Motion carried unanimously.

10. QUESTIONS FOR THE ATTORNEY (None)

11. HEARINGS (None)

12. ACTION ITEMS

- A. Commercial Planned Unit Development #17014 (Saroki), Demolish and Reconstruct Gas Station at 1619 Haslett Road
Treasurer Brixie moved to adopt the resolution approving Commercial Planned Unit Development #17014 as revised June 6, 2017. Seconded by Trustee Opsommer.

Board discussion:

- Door location(s) on building, curb cuts and pedestrian safety, concept of anchor store, size of convenience store, walkability pros and cons, owner redevelopment rights, sign ordinance compliance, location in Haslett Potential Intensity Change Area (PICA), destruction and preservation of trees, greenspace preservation, imperviousness and water run-off issues, parking requirements,

store positioned adjacent to sidewalk, “junk food” store v. neighborhood grocery need, extent/remediation of contamination, ornamental trees on current site, location of gas station, concept of green Meridian, impact on adjacent properties, facade changes, Master Plan, future vision for Township and opposition to the plan by owner of adjacent property (ShopTown), citing proposed convenience store as “too large” for the site, as well as negative impact on adjacent businesses

Trustee Opsommer offered the following amendment:

- **Add condition #13 to read: “Approval of the streetscape between the store and the curb line along Marsh and Haslett Road is contingent upon additional planning between the applicant and Township staff, with approval of the Board.**
- **Add condition #14 to read: “The Board desires to see a streetscape based on best practices for complete streets, which includes: curb to storefront sidewalk, street trees, rain gardens and streetlighting.”**

Seconded by Treasurer Brixie.

Board and staff discussion:

- Street trees as a primary component of any complete streets ordinance
- Belief the amendment is consistent with the proposed Master Plan and the Township’s complete streets ordinance
- Ingham County is allowed to weigh in on tree placement
- Inquiry as to the necessity of the Township seeking a waiver from the Ingham County Road Department (ICRD) on behalf of the applicant
- Belief that placing buildings closer to the street improves both pedestrian and vehicular safety
- Concern with sub quorums of the Board meeting with developers when all Board members were not allowed the same opportunity
- Process needed to allow all Board members access to the same information and equal access to staff/developer meetings
- Concern with language in the amendment requiring the landscape plan to come back before the Board, setting a precedent for future projects

VOICE VOTE ON THE AMENDMENT: Motion carried 4-3 (Styka, Jackson, Sundland)

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Supervisor Styka, Treasurer Brixie

NAYS: Clerk Dreyfus, Trustee Sundland

Motion carried 5-2.

Supervisor Styka recessed the meeting at 8:23 P.M.

Supervisor Styka reconvened the meeting at 8:29 P.M.

B. Distributed Antennae System (DAS)

Director Guthrie summarized changes to the draft DAS and Small Cell Policy and the Franchise Agreement as outlined in staff memorandum dated June 6, 2017.

Trustee Jackson moved to approve the DAS and Small Cell Policy for purposes of allowing small cell wireless systems into the Township’s rights-of-way. Seconded by Trustee Deschaine.

Board discussion:

- Change in fee structure to incentivize companies by charging less for Township desired types of poles
- Monthly fees charged per antenna or pole were figures originally taken from Boyne City's agreement
- Concern the language in 1.4.9. does not prohibit placement in residential areas
- Inquiry if DAS and small cells will be allowed in commercial areas (e.g., Grand River Corridor)

Trustee Deschaine offered the following amendment:

- **Amend 1.4.9. by deleting "To the greatest extent possible and practical, placement of"**

Seconded by Clerk Dreyfus.

Continued Board discussion:

- Assertion that the subject clause is interpretative and allows an applicant to make a case for DAS or small cell placement in other areas

VOICE VOTE ON THE AMENDMENT: Motion carried 4-3 (Brixie, Deschaine, Opsommer)

Trustee Opsommer offered the following amendment:

- **Amend 1.4.9 to read: Such facilities shall occur in commercial, mixed core and MUPUD designated areas on the Future Land Use Map as defined in the 2017 Master Plan, except if they are being located in the following zones:**

1.4.9.1 Carriage Hills Retail PICA Zone

1.4.9.2 Okemos Downtown Development Authority

1.4.9.3 Downtown Haslett PICA Retail Zone

1.4.9.4 Corridor Improvement Authority

Seconded by Treasurer Brixie.

Continued Board discussion:

- Recently adopted amendment precludes the Meridian Mall area where the Township currently has pending applications
- Need for a definition of commercial
- Belief the Grand River Corridor has a mix of zoning districts on it and should be included
- PICA zones could include residential in the future
- Preference to include a map which shows allowed areas
- Placement of a 50 foot buffer outside of the designated zones would allow placement at the entrance of Central Park
- Benefit to placement near multi-family with high density
- Preference to withdraw or table the amendment to discuss additional proposed changes to 1.4.9 and bring this item back at the June 20th Board meeting
- Request for staff to provide a color coded map which designates allowed areas which would provide visual representation of the potential impact
- Limitation regarding use of wooden poles would encourage companies to build DAS poles which are stealth in design

- Staff has worked with acd.net in an effort to obtain a light to the entrance of Central Park South on a DAS pole
- Proposed policy can be amended in the future
- Preference to have the DAS poles shorter than 40 feet
- Preference to include language which encourages placement of lighting where practical
- Reminder that commercial includes C-1, C-2 and C-3 and all three designations should be reviewed
- Concerns with including C-1 in allowable zoning

Trustee Opsommer withdrew his amendment.

Trustee Jackson moved to table the main motion. Seconded by Supervisor Styka.

VOICE VOTE: Motion carried unanimously.

C. Tank Trust Property Boundary Correction

Treasurer Brixie moved that the Meridian Township Board approve a boundary adjustment on the Edward Felton Tank Revocable Trust, 2.23 acres, parcel #33-02-02-11-177-008. The boundary adjustment will result in a reduction of 0.04 acres of Land Preservation Property and the new acreage of the Edward Felton Tank Revocable Trust property will be 2.19 acres. Seconded by Trustee Opsommer.

Board discussion:

- Rationale for making the boundary adjustment
- Township will sell the property to the adjacent property owner at a future date

VOICE VOTE: Motion carried unanimously.

D. Urban Services Boundary (USB)

Clerk Dreyfus moved to accept the Planning Commission's recommendation for the Urban Services Boundary as depicted in the draft Master Plan on Map 2 titled Urban Services District dated January 17, 2017. Seconded by Trustee Jackson.

Board discussion:

- Belief there is ample developable land to build homes in the Haslett Public School district outside of Meridian Township
- Belief Haslett has current ample vacancies for young families
- Belief the urban services management area (USMA) is based on the principal ecological concept that larger contiguous land gives the USMA its synergy
- Belief inclusion of The Meridian Preserve defeats one of the purposes of the USB
- Continued desire to protect the eastern third of the Township as rural, including minimizing infrastructure costs
- Two important Township values are green and education

Treasurer Brixie offered the following amendment:

- **Add Area 3 as indicated on Map 8-12. Seconded by Trustee Opsommer.**

Continued Board discussion:

- Belief exclusion of Area 3 encourages builders to develop just outside of the Township
- Belief that Area 3 is contiguous with the Wood Valley Neighborhood and close to the Strawberry Farms area and inclusion prevents urban sprawl

- Haslett Public Schools currently experience 15% Schools of Choice enrollment and are keeping their enrollment consistent through Schools of Choice increases
- Addition of Area 3 encourages high density development in a portion of the eastern third of the Township
- Belief urban sprawl is prevented through an offset of high density with protected land
- Taxes would be collected for Haslett Public Schools whether or not Area 3 was included in the USB
- Explanation of gerrymandering relative to the USB

VOICE VOTE: Motion carried 4-3. (Dreyfus, Jackson, Sundland)

VOICE VOTE ON THE MAIN MOTION: Motion carried 4-3. (Dreyfus, Jackson, Sundland)

- E. Final Plat #05012 (Georgetown) Georgetown No.4
Trustee Deschaine moved to adopt the resolution to approve Final Plat #15012 (Georgetown, No. 4), a single family subdivision consisting of 22 lots located south of Tihart Road and west of Cornell Road. Seconded by Trustee Jackson.

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus
 NAYS: None
 Motion carried unanimously.

- F. Accept 2016 Township Audit Findings
Treasurer Brixie moved to approve the 2016 audited financial statements as presented by Andrews Hooper Pavlik PLC. Seconded by Trustee Deschaine.

VOICE VOTE: Motion carried unanimously.

- G. EDC Appointment
Clerk Dreyfus moved to appoint Mikhail Murshak to fill a vacancy on the Economic Development Corporation for a term ending December 31, 2020. Seconded by Treasurer Brixie.

VOICE VOTE: Motion carried unanimously.

13. BOARD DISCUSSION ITEMS

- A. Transportation Commission Recommendations
 Director Kieselbach summarized the Meridian Transportation Commission recommendations outlined in staff memorandum dated May 26, 2017.

Board discussion:

- Suggestion for staff to speak with the Ingham County Road Department (ICRD) and property owners in Alaiendon Township regarding Transportation Commission recommendations, Board resolution regarding support for recommendations, "ownership" of Grand River Avenue by State of Michigan and funding constraints for pedestrian crosswalks, staff to research costs on audible signals for designated intersections, preferences for audible signals at highly utilized pedestrian crossings, foot traffic patterns at Jolly/Okemos intersection.

It was the consensus of the Board to have staff prepare a resolution of support to include audible signals at the Jolly/Okemos Road intersection and to incorporate audible signals when making major improvements at an intersection.

- B. Mixed Use Planned Unit Development Concept Plan-2875 Northwind Drive
Director Kieselbach summarized the MUPUD concept plan for 2875 Northwind Drive as outlined in staff memorandum dated May 31, 2017.

Ronald Calhoun, Meridian Investment Group, 5000 Northwind Drive, Suite 120, East Lansing, provided an overview of the proposed project.

Board discussion:

- Demolition of existing building and construction using similar building footprint, applicant’s intent to reduce parking spaces, reduction in parking closest to Red Cedar River, composition of tenants in similar projects, concerns about supporting apartment complex “bubble” due to overdevelopment in Township, concerns about lack of mixed uses in concept plan, traffic impact on Grand River Corridor, preferences for reduction in imperviousness, use and availability of alternative transportation, rent and market values for one (1) and two (2) bedroom units, viability of taller building eliminating one building and reducing project footprint

- C. 2017 Sidewalk Order to Maintain Special Assessment District (SAD) #17
Assistant Township Manager/Director of Public Works & Engineering Perry summarized the 2017 Order to Maintain Sidewalk SAD #17 as outlined in staff memorandum dated June 6, 2017.

It was the consensus of the Board to place this item on the consent agenda at its June 20, 2017 Board meeting.

- D. Georgetown #3 Public Streetlighting Improvement SAD #425
Assistant Township Manager/Director of Public Works & Engineering Perry summarized Georgetown #3 Public Streetlighting Improvement SAD #425 as outlined in staff memorandum dated June 6, 2017.

It was the consensus of the Board to place this item on the consent agenda at its June 20, 2017 Board meeting.

14. COMMENTS FROM THE PUBLIC

Supervisor Styka opened and closed Public Remarks.

15. OTHER MATTERS AND BOARD MEMBER COMMENTS

Trustee Deschaine reminded the public about the dunk tank at the June 16th Fun in the Sun Day which will support the Township’s Meridian Cares Program.

16. ADJOURNMENT

Treasurer Brixie moved to adjourn. Seconded by Trustee Opsommer.

VOICE VOTE: Motion carried unanimously.

Supervisor Styka adjourned the meeting at 10:19 P.M.

RONALD J. STYKA
TOWNSHIP SUPERVISOR

BRETT DREYFUS, CMMC
TOWNSHIP CLERK

Sandra K. Otto, Secretary



To: Board Members
From: Miriam Mattison
Miriam Mattison, Finance Director
Date: June 20, 2017
Re: Board Bills

MOVED THAT THE TOWNSHIP BOARD APPROVE THE MANAGER'S
BILLS AS FOLLOWS:

COMMON CASH	\$	205,726.86
PUBLIC WORKS	\$	525,966.17
TRUST & AGENCY	\$	2,610.18
TOTAL CHECKS:	\$	734,303.21
CREDIT CARD TRANSACTIONS June 1 to June 14th, 2017	\$	8,781.11
TOTAL PURCHASES:	\$	<u>743,084.32</u>
ACH PAYMENTS	\$	<u>606,880.19</u>

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INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
 EXP CHECK RUN DATES 06/20/2017 - 06/20/2017
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GF

Vendor Name	Description	Amount	Check #
1. 54-A DISTRICT COURT	CASH BOND-ELIZABETH MAE HALE	200.00	95313
2. 56-A DISTRICT COURT	BOND-ARSIM ADEMI	200.00	95308
3. ADAM FISHER	2017 T-BALL COACH CLINIC	150.00	
4. AFFORDABLE TIRE	STATE CONTRACT TIRES 2017 AND DISPOSAL	686.88	
5. AIRGAS GREAT LAKES	STANDING PO - MEDICAL OXYGEN	115.27	
	STANDING PO - MEDICAL OXYGEN	51.50	95309
	STANDING PO - MEDICAL OXYGEN	487.10	
	STANDING PO - MEDICAL OXYGEN	51.50	
	TOTAL	705.37	
6. ALLGRAPHICS CORP	ADD ONS TO BASEBALL JERSEY ORDER PO#52987	48.00	
	WILLIAMSTON SOFTBALL JERSEYS AND VISORS	799.50	
	BASEBALL JERSEYS FOR OKEMOS/HASLETT	929.00	
	TOTAL	1,776.50	
7. ANDREWS HOOPER PAVLIK PLC	AUDIT SERRVICES YEAR ENDED DEC 31, 2016	10,000.00	
8. ARROW TREE APARTMENTS	EMERG PAYM'T TO AVOID EVICTION	700.00	95310
9. AT &T	MONTHLY SERVICE	32.66	
10. AT&T	MONTHLY SERVICE	90.40	
	MONTHLY SERVICE	140.50	
	MONTHLY SERVICE	90.40	
	MONTHLY SERVICE	203.42	
	MONTHLY SERVICE	119.95	
	MONTHLY SERVICE	374.64	
	MONTHLY SERVICE	2,595.39	
	MONTHLY SERVICE	2,775.39	
	TOTAL	6,390.09	
11. AT&T MOBILITY	MONTHLY SERVICE	90.99	
12. BAY AREA RECYCLING FOR CHARITIES	MATTRESS RECYCLING 4/22	170.00	
13. BRD PRINTING	MERIDIAN MONITOR PRINTING	2,258.82	
	MERIDIAN MONITOR PRINTING	328.95	
	TOTAL	2,587.77	
14. BRETT DREYFUS	REIMB MILEAGE FOR ANNUAL CLERK EDUCATION DAY	74.90	
15. BSN SPORTS	UMPIRE EQUIPMENT	154.92	
	PLUGS FOR BASES IN PARKS	78.92	
	TOTAL	233.84	
16. CAROUSEL ACRES	PETTING ZOO FOR FUN IN THE SUN	400.00	95311
17. CINTAS CORPORATION #725	UNIFORM RENTAL 2017	30.14	
	UNIFORM RENTAL 2017	30.14	
	TOTAL	60.28	
18. CITY OF EAST LANSING	SHARED ASSESSOR SERVICES FOR MAY	5,827.50	

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Vendor Name	Description	Amount	Check #
19. COMCAST CABLE			
	MONTHLY SERVICE	149.85	
20. CONSUMERS ENERGY			
	MONTHLY SERVICE	7.89	
21. COURTESY FORD			
	FORD REPAIR PARTS 2017	415.14	
	FORD REPAIR PARTS 2017	49.10	
	REPAIR FROM DIAGNOSIS	311.01	
	DRIVEABILTY DIAGNOSIS 2014 FORD POLICE #106	250.00	
	TOTAL	1,025.25	
22. CULLIGAN WATER CONDITIONING			
	COOLER RENTAL	6.00	
	COOLER RENTAL	8.00	
	BOTTLED WATER	40.00	
	WATER SOFTENER FOR HNC	17.00	
	BOTTLED WATER	45.00	
	TOTAL	116.00	
23. DALO CONSTRUCTION			
	REFUND PARTIAL PERFORMANCE GUARANTEE-CHICK-FIL-A	35,510.00	
24. DANIELLE HUGHES			
	REIMB MILEAGE FOR MAY	11.77	
25. DANIELLE TANDOC			
	INSTRUCTION YOUTH COACHES CLINIC	300.00	
26. DELTA DENTAL			
	INSURANCE - JULY	10,534.10	
	INSURANCE - JULY	2,417.79	
	INSURANCE - JULY	58.79	
	TOTAL	13,010.68	
27. DESIGNS BY NATURE			
	PLANTS FOR ANNUAL PLANT SALE @ HNC	1,928.50	
	FLOWERS FOR MONACH GARDEN @ HARTRICK PARK	99.00	
	TOTAL	2,027.50	
28. DEWOLF AND ASSOCIATES			
	F.T.O UPDATE - HAGBOM	255.00	
29. DIETZ JANITORIAL SERVICE INC			
	JANITORIAL SERVICE PSB, MUN BUILD, HARRIS CENTER 2	2,001.90	
	JANITORIAL SERVICE PSB, MUN BUILD, HARRIS CENTER 2	343.00	
	TOTAL	2,344.90	
30. DOLCI ITALIAN BAKEHOUSE			
	FARM MARKET VENDOR	5.00	
31. DOUGLASS SAFETY SYSTEMS LLC			
	THERMAL IMAGING CAMERA	6,928.63	
32. ELAINE STOCKING			
	TRANSCRIPT	18.45	
33. ETHEL ANTHONY			
	REIMB FOR VINEGAR USED AS WEED KILLER @ BURCHAM &	25.97	
34. FANTASTIC ALTERATIONS			
	SHIRT ALTERATIONS FOR CHIEF CAUPER	90.00	
35. FISHBECK, THOMPSON, CARR & HUBER			
	2017 ECOLOGICAL (3690 HULETT)	910.80	
	PROF SERVICES-OKEMOS POINT	804.50	
	TOTAL	1,715.30	
36. GARRETT CATTLE COMPANY			
	FARM MARKET VENDOR	18.00	
37. GEORGIA STYKA			
	REIMB-DECORATIONS FOR MERIDIAN CARES FUNDRAISER	31.77	

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Vendor Name	Description	Amount	Check #
38. GIGUERE HOMES INC.	PG 2017-04 REFUND @ 2419 TURNING LEAF	750.00	
	PG 2017-07 REFUND @ 2450 TURNING LEAF	250.00	
	PG 2017-08 REFUND @ 2452 TURNING LEAF	250.00	
	PG 2017-10 REFUND @ 2425 TURNING LEAF	250.00	
	TOTAL	<u>1,500.00</u>	
39. GRANGER	REFUSE CHARGES	330.00	
40. INGHAM COUNTY	911 LEGACY COSTS PER AGREEMENT	9,000.00	
41. INGHAM COUNTY CLERK	NOTARY PUBLIC FILING-R. CWIERTNIEWICZ	10.00	
42. IRON MOUNTAIN	RECORD SHREDDING SERVICE	51.82	
43. JAMIE CHIU	REIMB MILEAGE FOR MAY	28.36	
44. JANE GREENWAY	REIMB MILEAGE THRU 5/30	21.94	
45. JEFFORY BROUGHTON	STANDING PO - RADIO COMMUNICATION REPAIRS/PARTS	125.00	
	RADIO REPAIR	100.00	
	TOTAL	<u>225.00</u>	
46. JOHNNY MAC'S	SOCKS FOR WILLIAMSON	170.00	
	1-8 GRADE BASEBALL SOFTBALL PANTS FOR OKEMOS AND H	391.90	
	TOTAL	<u>561.90</u>	
47. JOHNSON CONTROLS	2017 JOHNSON CONTROLS HVAC MAINTENANCE	3,477.00	
48. KELSEY DILLON	REIMB MILEAGE FOR MAY	61.63	
49. KEYSTONE PRINTING GROUP	TWP BUSINESS CARDS	193.60	
50. KIT RICH	REIMB MILEAGE FOR MAY	65.27	
51. KITCH DRUTCHAS WAGNER VALITUTTI	PROFESSIONAL SERVICES	1,839.80	
	PROFESSIONAL SERVICES	1,228.80	
	PROFESSIONAL SERVICES	4,250.00	
	TOTAL	<u>7,318.60</u>	
52. KRISTIN PLINE	REFUND FOR CANCELED WEDDING AT PARK	75.00	
53. LACKEY FARMS LLC	FARM MARKET VENDOR	10.00	
54. LANSING FIRE DEPARTMENT	BLS/ACLS CARDS	7.50	
55. LANSING UNIFORM COMPANY	STANSING PO - UNIFORMS	150.00	

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56. LUKE LANDSCAPE CO	MOWING SERVICES-1454 BISCAYNE	75.00	
	MOWING SERVICES-3203 BIRCHROW	70.00	
	MOWING SERVICES-1716 LAKE LANSING	85.00	
	MOWING SERVICES-2703 GRAND RIVER	135.00	
	MOWING SERVICES-1467 BISCAYNE	75.00	
	MOWING SERVICES-6196 POLLARD	75.00	
	MOWING SERVICES-980 HASLETT RD	125.00	
	MOWING SERVICES-6004 GIBSON	125.00	
	MOWING SERVICES-4391 CHERRYWOOD	125.00	
	MOWING SERVICES-5681 SCHOOL ST	125.00	
	MOWING SERVICES-4902 HAGADORN	125.00	
	TOTAL	1,140.00	
57. LYDEN OIL COMPANY	DRUM 5-20 SYN OIL	520.80	
58. M3 GROUP INC	BRAND DEVELOPMENT & IMPLEMENTATION	3,125.00	
59. MANNIK AND SMITH	PAY EST #2-TRAIL FEASIBILITY STUDY	2,975.00	
60. MARK EBENER	FARM MARKET VENDOR	60.00	
61. MARK J GLAZER	CANCELLATION OF HEARING SCHEDULED FOR 6/8/17	650.00	
62. MEDICAL MANAGEMENT SYSTEMS	OF COLLECTION FEES	8,648.85	
63. MERIDIAN GARDEN CLUB	FUNDRAISER PROCEEDS	60.00	
64. MERIDIAN TOWNSHIP	TRANS FOR FLEX CHECKING 6/9/17 PAYROLL	1,201.89	
65. MICHELLE PRINZ	REIMB MILEAGE MAR, APR, MAY	14.98	
66. MICHIGAN ECONOMIC DEVELOPERS ASSOC	2017 SPRING TOOLBOX SEMINAR	100.00	
67. MICHIGAN NOTARY SERVICE	NOTARY BOND & STAMP-R. CWIERTNIEWICZ	67.40	
68. MICHIGAN RECREATION & PARKS ASSOC.	2017 MEMBERSHIP	775.00	
69. MICHIGAN RECYCLING COALITION	CONF L. HARVEY 35TH ANNUAL MI RECYCLING	200.00	
70. MICHIGAN.COM	ADVERTISING FOR FARM MARKET	167.00	
71. MID MICHIGAN EMERGENCY EQUIPMENT	EMERGENCY LIGHTING REPLACEMENTS 2017	254.46	
72. MOORE MEDICAL LLC	STANDING PO FOR EMS SUPPLIES/EQUIPMENT	841.03	
	STANDING PO FOR EMS SUPPLIES/EQUIPMENT	12.95	
	TOTAL	853.98	
73. MUZZALL GRAPHICS	TAX BILLS AND TAX NOTICES	725.92	
74. NAPA	FLEET REPAIR PARTS 2017	177.72	
	FLEET REPAIR PARTS 2017	367.36	
	TOTAL	545.08	
75. NATIONAL ASSOCIATION OF	REG - A. TOBIAS-12TH ANNUAL WORKSHOP	400.00	
	REG -E. LINN-ANNUAL WORKSHOP	400.00	
	TOTAL	800.00	
76. NETWORKFLEET, INC	VERIZON NETWORKFLEET MONTHLY SERVICES MAY THROUGH	56.85	

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Vendor Name	Description	Amount	Check #
77. PEOPLEFACTS LLC	SERVICES FOR MAY	16.67	
78. POSTMASTER	POSTAGE TO MAIL MERIDIAN MONITOR	3,602.42	95195
79. PRINT MAKERS SERVICE INC	PAPER SUPPLY	312.70	
80. PROGRESSIVE AE	LAKE LANSING-PERIOD ENDING FEBRUARY 24	1,352.50	
	LAKE LANSING-PERIOD ENDING MARCH 31	2,503.75	
	LAKE LANSING-PERIOD ENDING MAY 26	1,933.82	
	TOTAL	5,790.07	
81. PROJECT F.I.S.H.	EQUIPMENT FOR ANNUAL FISHING CONTEST	192.00	
82. PRO-TECH MECHANICAL SERVICES	LABOR	70.00	
	PARTS & LABOR	5,475.78	
	TOTAL	5,545.78	
83. PRO-TECH SALES	2 BALLISTIC VESTS (DUTY)	1,618.00	
84. PURITY CYLINDER GASES	MILLERMATIC 212 WELDER AND EQUIPMENT	2,368.28	
	MILLERMATIC 212 WELDER AND EQUIPMENT	764.29	
	TOTAL	3,132.57	
85. REBEKAH LEMLEY	REIMB MILEAGE FROM MAY	22.47	
86. RECLAIMED BY DESIGN	JUNE RECYCLING CENTER SERVICE	2,000.00	
87. REDWOOD LANDSCAPING	PATHWAY MOWING AND TRIMMING 2017	4,605.00	
88. RESERVE ACCOUNT	TWP MONTHLY POSTAGE 2017	3,000.00	
89. ROBIN FAUST	REIMB MILEAGE - APRIL/MAY	37.99	
90. ROSS & BARR INC	REPAIR PSB CARPORT WALLS	2,350.00	95312
91. SPARROW OCCUPATIONAL	PROFESSIONAL SERVICES	1,000.00	
	PROFESSIONAL SERVICES	910.00	
	TOTAL	1,910.00	
92. SPARTAN DISTRIBUTORS	TORO MOWER REPAIR PARTS	53.66	
	TORO MOWER REPAIR PARTS	275.39	
	TORO MOWER REPAIR PARTS	247.54	
	TOTAL	576.59	
93. SPEEDWAY WEX	ESTIMATE FLEET FUEL MAY 2017- AUGUST 2017	6,653.70	95314
94. SPRINT	CELLULAR PHONE SERVICE FOR SGT'S VEHICLES	96.96	
95. STATE OF MICHIGAN	NOTARY FILING-R, CWIERTNIEWICZ	10.00	
96. SWAGIT PRODUCTIONS, LLC	VIDEO STREAMING SERVICES AND CLOSED CAPTIONING SER	3,462.00	
97. T.H. EIFERT INC	REPLACE WATER SERVICE LINE SERVICE CENTER	8,380.00	
98. THE JOB SHOP INK INC	310 CAMP SHIRTS FOR HNC SUMMER CAMP	930.00	
99. TRITECH FORENSICS	EVIDENCE TAPE	130.55	

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Vendor Name	Description	Amount	Check #
100 USA SOFTBALL OF MICHIGAN			
	ADULT TEAM REGISTRATIONS	880.00	
101 VARIPRO BENEFIT ADMINISTRATORS			
	FLEX ADMINISTRATION - JULY	10,556.40	
102 XFINITY			
	MONTHLY SERVICE	6.42	
TOTAL - ALL VENDORS		205,726.86	
FUND TOTALS:			
Fund 101 - GENERAL FUND		155,634.51	
Fund 204 - PEDESTRIAN BIKEPATH MILLAGE		7,594.70	
Fund 208 - PARK MILLAGE		2,509.45	
Fund 209 - Land Preservation Millage		146.12	
Fund 211 - PARK RESTRICTED/DESIGNATED		2,111.90	
Fund 218 - POLICE RESTRICTED/DESIGNATED		255.00	
Fund 230 - CABLE TV		17,314.37	
Fund 246 - TIRF		5,790.07	
Fund 250 - COMMUNITY NEEDS FUND		731.77	
Fund 661 - MOTOR POOL		13,638.97	

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Vendor Name	Description	Amount	Check #
1. BARNHART & SON	EMERG SEWER REPAIR @ 2474 HAWTHORNE LANE	3,393.48	
2. BEE'S PREP & ASPHALT	2017 CONCRETE REPAIRS	24,785.71	
3. BENJAMIN THONG	REFUND OVERPM'T FINAL #TOWA-006199-0000-07	14.55	
4. CITY OF EAST LANSING	SEWER OPERATIONS - JUNE	205,698.75	
	OPERATING COSTS - JUNE	217,597.50	
	TOTAL	423,296.25	
5. DELTA DENTAL	INSURANCE - JULY	1,512.09	
6. FISHBECK, THOMPSON, CARR & HUBER	SAW GRANT PROJECT #130748	18,062.70	
	WATER SYSTEM AMP	2,433.00	
	TOTAL	20,495.70	
7. JOHNSON & ANDERSON INC	SCADA RADIO, PLC AND CENTRAL HMI MODERNIZATION	24,236.52	
8. KRISTEN BULLARD	REFUND OVERPM'T FINAL #BELV-001544-0000-01	139.90	
9. MARK & HEIDI INGALLS	REFUND OVERPM'T #PHEA-006082-0000-01	154.62	26798
10. MAYBERRY HOMES	REIMB PGE# 17-4 @ 1379 KALORAMA	500.00	26797
11. MERIDIAN TOWNSHIP RETAINAGE	CONCRETE REPAIR-BEES PREP & ASPHALT INC	2,753.97	
12. ONE WAY ASPHALT PAVING	2017 ASPHALT REPAIRS	23,526.00	
13. PARKS LEGACY TITLE	REIMB OVERPM'T FINAL #PNKN-003878-0000-01	15.80	
14. ROBERT & TIFFANY TUCHEK	REFUND OVERPM'T FINAL #BIBL-002014-0000-00	35.78	
15. TRI TITLE AGENCY LLC	REFUND OVERPM'T FINAL #TOMA-001905-0000-01	128.20	
	REFUND OVERPM'T FINAL #KNGS-002387-0000-01	227.80	
	REFUND OVERPM'T FINAL #POWD-003635-0000-01	167.60	
	REIMB OVERPM'T FINAL #BELD-002165-0000-00	193.40	
	TOTAL	717.00	
16. TRI-COUNTY TITLE AGENCY LLC	REFUND OVERPM'T FINAL #ELDE-002606-0000-01	68.80	
17. YOUNES ISHRAIDI	REIMB FOR DEQ CERTIFICATION	320.00	
TOTAL - ALL VENDORS		525,966.17	
FUND TOTALS:			
Fund 590 - SEWER FUND		301,380.61	
Fund 591 - WATER FUND		224,585.56	

06/15/2017 03:43 PM
User: hudecek
DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
EXP CHECK RUN DATES 06/20/2017 - 06/20/2017
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: TA

Vendor Name	Description	Amount	Check #
1. HASLETT PUBLIC SCHOOLS	DELINQ PERSONAL PROPERTY TAX COLLECTION	166.30	
2. INGHAM INTERMEDIATE SCHOOL	DELINQ PERSONAL PROPERTY TAX COLLECTION	91.38	
3. LANSING COMMUNITY COLLEGE	DELINQ PERSONAL PROPERTY TAX COLLECTION	841.68	
4. OKEMOS PUBLIC SCHOOLS	DELINQ PERSONAL PROPERTY TAX COLLECTION	1,510.82	
TOTAL - ALL VENDORS		2,610.18	
FUND TOTALS:			
Fund 701 - TRUST & AGENCY		2,610.18	

Credit Card Transactions - June 1 to June 14, 2017

Date	Merchant Name	Amount	Account Name
2017/06/05	4IMPRINT	\$188.71	CATHERINE ADAMS
2017/06/02	AMAZON MKTPLACE PMTS	\$15.99	MICHELLE PRINZ
2017/06/08	AMAZON MKTPLACE PMTS	\$4.38	MICHELLE PRINZ
2017/06/11	AMAZON MKTPLACE PMTS	\$75.39	MICHELLE PRINZ
2017/06/13	AMAZON MKTPLACE PMTS	\$4.49	MICHELLE PRINZ
2017/06/01	AMAZON MKTPLACE PMTS	\$7.99	CATHERINE ADAMS
2017/06/02	AMAZON MKTPLACE PMTS	\$27.84	CATHERINE ADAMS
2017/06/02	AMAZON.COM	\$29.49	MICHELLE PRINZ
2017/06/03	AMAZON.COM	\$92.99	MICHELLE PRINZ
2017/06/13	B&H PHOTO 800-606-6969	\$99.99	BENJAMIN MAKULSKI
2017/06/09	BELLE TIRE 044	\$60.00	JIM HANSEN
2017/06/02	BELLE TIRE 044	\$45.00	TODD FRANK
2017/06/07	BEST BUY 00004168	\$49.99	PETER VASILION
2017/06/02	CAPITAL CITY INTERNATIONA	\$94.74	JIM HANSEN
2017/06/08	CARROT TOP INDUSTRIES INC	\$120.43	DEBORAH GUTHRIE
2017/06/14	COMCAST	\$448.70	STEPHEN GEBES
2017/06/02	CORAL GABLES OF EAST LANS	\$307.59	FRANK L WALSH
2017/06/02	CTC*CONSTANTCONTACT.COM	\$552.00	ANDREA SMILEY
2017/06/07	CUSTOMINK LLC	\$730.13	DEBORAH GUTHRIE
2017/06/05	D & G EQUIPMENT	\$63.06	MATT FOREMAN
2017/06/09	DISCOUNT SCHOOL SUPPLY	\$229.96	CATHERINE ADAMS
2017/06/06	DOMINO'S 1206	\$31.52	BENJAMIN MAKULSKI
2017/06/07	EATON FARM COOP MASON	\$78.70	MATT FOREMAN
2017/06/05	EPIC SPORTS, INC.	\$240.39	MICHAEL DEVLIN
2017/06/13	FEDEXOFFICE 00004069	\$272.00	BENJAMIN MAKULSKI
2017/06/09	FEDEXOFFICE 00004069	\$20.50	DEBORAH GUTHRIE
2017/06/01	GFS STORE #1901	\$61.33	KATHERINE RICH
2017/06/05	GREAT WOLF TRAV CTY	\$105.44	SCOTT DAWSON
2017/06/05	GREAT WOLF TRAV CTY	\$105.44	SCOTT DAWSON
2017/06/02	HAMMOND FARMSLANDS	\$145.00	ROBERT STACY
2017/06/07	HAMMOND FARMSLANDS	\$70.00	DAVID LESTER
2017/06/13	HASLETT TRUE VALUE HARDW	\$23.96	LAWRENCE BOBB
2017/06/01	HASLETT TRUE VALUE HARDW	\$8.49	JIM HANSEN
2017/06/05	HASLETT TRUE VALUE HARDW	\$6.00	JIM HANSEN
2017/06/13	HASLETT TRUE VALUE HARDW	\$5.99	TODD FRANK
2017/06/13	HITCHES AND MORE INC	\$131.71	TODD FRANK
2017/06/09	HOMEDEPOT.COM	\$11.48	PETER VASILION
2017/06/10	JERSEY GIANT SUBMARINES	\$91.00	KATHERINE RICH
2017/06/12	LEXISNEXIS RISK SOL EPIC	\$60.85	KEN PLAGA
2017/06/01	MAGID GLOVE SAFETY	\$138.12	DENNIS ANTONE
2017/06/02	MAGNAMATIC	\$313.14	MATT FOREMAN
2017/06/04	MEIJER #253	\$22.65	MICHAEL DEVLIN
2017/06/04	MEIJER #253	\$6.79	MICHAEL DEVLIN
2017/06/12	MEIJER INC #025 Q01	\$66.90	MICHAEL DEVLIN
2017/06/01	MEIJER INC #025 Q01	\$37.94	CATHERINE ADAMS
2017/06/08	MICHIGAN ASSOCIATION OF C	\$90.00	KRISTI SCHAEADING
2017/06/05	MICHIGAN SUPPLY CO	\$13.68	PETER VASILION
2017/06/06	MIDWEST COMMUNICATIONS	\$515.00	DEBORAH GUTHRIE
2017/06/05	MIDWEST POWER EQUIPMEN	\$91.68	MATT FOREMAN
2017/06/09	MIDWEST POWER EQUIPMEN	\$109.54	KEITH HEWITT
2017/06/09	MIDWEST POWER EQUIPMEN	\$118.72	KEITH HEWITT

2017/06/10	MORRISON INDUSTRIAL EQ	\$152.86	TODD FRANK
2017/06/07	NUTRON NAMEPLATE INC	\$233.50	CATHERINE ADAMS
2017/06/02	OFFICEMAX/OFFICEDEPOT #61	\$25.18	PETER MENSER
2017/06/08	OFFICEMAX/OFFICEDEPOT #61	\$194.97	PETER MENSER
2017/06/02	OFFICEMAX/OFFICEDEPOT #61	\$49.98	CHRISTOPHER DOMEYER
2017/06/06	OFFICEMAX/OFFICEDEPOT #61	\$22.78	CHRISTOPHER DOMEYER
2017/06/13	OKEMOS HDWE INC	\$27.98	LAWRENCE BOBB
2017/06/05	OKEMOS HDWE INC	\$4.98	MATT FOREMAN
2017/06/01	OKEMOS HDWE INC	\$2.87	ROBERT MACKENZIE
2017/06/13	PEAVEY CORP.	\$110.50	CHRISTOPHER DOMEYER
2017/06/02	PURITY CYLINDER GASES	\$243.06	JIM HANSEN
2017/06/06	QUALITY LOGO PRODUCTS	\$178.18	DEBORAH GUTHRIE
2017/06/01	SOLDANS FEEDS PET S	\$107.95	CATHERINE ADAMS
2017/06/02	SOLDANS FEEDS PET S	\$10.74	CATHERINE ADAMS
2017/06/09	SOLDANS FEEDS PET S	\$25.72	CATHERINE ADAMS
2017/06/07	STAPLES DIRECT	\$22.99	DENISE GREEN
2017/06/06	STATE DEQ WATER TEST	\$16.00	KATHERINE RICH
2017/06/12	TELREPCO INC	\$395.00	STEPHEN GEBES
2017/06/01	THE HOME DEPOT #2723	\$2.76	ROBERT STACY
2017/06/02	THE HOME DEPOT #2723	\$57.61	ROBERT STACY
2017/06/05	THE HOME DEPOT #2723	\$13.88	MATT FOREMAN
2017/06/06	THE HOME DEPOT #2723	\$62.20	MATT FOREMAN
2017/06/05	THE HOME DEPOT #2723	\$21.57	JIM HANSEN
2017/06/06	THE HOME DEPOT #2723	(\$5.62)	JIM HANSEN
2017/06/06	THE HOME DEPOT #2723	\$22.67	JIM HANSEN
2017/06/12	THE HOME DEPOT #2723	\$24.97	JIM HANSEN
2017/06/02	THE HOME DEPOT #2723	\$17.64	PETER VASILION
2017/06/06	THE HOME DEPOT #2723	\$4.80	PETER VASILION
2017/06/07	THE HOME DEPOT #2723	\$49.99	PETER VASILION
2017/06/12	THE HOME DEPOT #2723	\$14.92	PETER VASILION
2017/06/01	THE HOME DEPOT #2723	\$113.20	TODD FRANK
2017/06/05	THE HOME DEPOT #2723	\$60.19	DAVID LESTER
2017/06/02	TRACTOR SUPPLY #1149	\$103.98	MATT FOREMAN
2017/06/12	WAL-MART #2866	\$13.93	DAN PALACIOS
2017/06/13	WAL-MART #2866	\$7.96	CHRISTOPHER DOMEYER
2017/06/06	WW GRAINGER	\$126.40	DARCIE WEIGAND

\$8,781.11

ACH Transactions

<u>Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Purpose</u>
06/06/17	Blue Care Network	10,124.61	Employee Health Insurance
06/14/17	Blue Care Network	7,934.45	Employee Health Insurance
06/07/17	IRS	96,832.38	Payroll Taxes 6/09/17 Payroll
06/07/17	ICMA	32,499.71	Payroll Deductions 6/09/17 Payroll
06/07/17	Varisous Financial Institutions	248,818.78	Direct Deposit 6/09/17 Payroll
06/10/17	MERS	210,670.26	Employee Retirement
	Total ACH Payments	<u>606,880.19</u>	



To: Board Members
From: 
LuAnn Maisner, CPRP, Director
Department of Parks and Recreation
Date: June 13, 2017
Re: Fireworks Display Permit – Celebrate Meridian Independence Day
Celebration – July 1

The Meridian Township Parks and Recreation Department is organizing the Celebrate Meridian Independence Day Celebration on Saturday, July 1, 2017 in Central Park, 5151 Marsh Road, Okemos. The fireworks display will be launched from Central Park South 1990 Central Park Drive and is planned to begin at approximately 10:20 p.m. (weather permitting).

According to state law, Township Board approval is required to grant permits for fireworks display and storage. The Fire Department has evaluated the competency and qualifications of the pyrotechnic operator, Night Magic Displays. Night Magic Displays has performed the fireworks display for the past 19 years. The Fire Department recommends the approval of the fireworks display permit.

The following motion is prepared for Board consideration:

MOVE TO APPROVE THE FIREWORKS PERMIT FOR THE 2017 CELEBRATE MERIDIAN INDEPENDENCE DAY CELEBRATION BY PYROTECHNIC OPERATOR NIGHT MAGIC DISPLAYS.

Application for Fireworks Other Than Consumer or Low Impact

FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY
 DATE PERMIT EXPIRES
7/2/17

Authority: 2011 PA 256
 Compliance: Voluntary
 Penalty: Permit will not be issued

The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to the Legislative Body of City, Village or Township Board.

TYPE OF PERMIT(S) (Select all applicable boxes)

Agricultural or Wildlife Fireworks Articles Pyrotechnic Display Fireworks

Public Display Private Display

Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes

NAME OF APPLICANT: **Charter Township of Meridian** ADDRESS OF APPLICANT: **5151 Marsh Rd. Okemos, MI 48864** AGE (18 YEARS OLD OR OLDER) OF APPLICANT:

NAME OF PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER: **LuAnn Maisner, Director** ADDRESS PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER: **same**

IF A NON-RESIDENT APPLICANT (LIST NAME OF MICHIGAN ATTORNEY ATTORNEY OR MICHIGAN RESIDENT AGENT): ADDRESS (MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT): TELEPHONE NUMBER:

NAME OF PYROTECHNIC OPERATOR: **Roger L. Bonney** ADDRESS OF PYROTECHNIC OPERATOR: **212 First St. Olivet, MI 49076** AGE (18 YEARS OLD OR OLDER) OF PYROTECHNIC OPERATOR: **77**

NO. YEARS EXPERIENCE: **41** NO. DISPLAYS: **over 300** WHERE: **Meridian - Delhi - Delta Townships, Lugnuts, Olivet, Silver Bells, others**

NAME OF ASSISTANT: **Roger W. Bonney II** ADDRESS OF ASSISTANT: **210 First St. Olivet, MI 49076** AGE OF ASSISTANT (18 YEARS OR OLDER): **53**

NAME OF OTHER ASSISTANT: **Edward G. Bonney** ADDRESS OF OTHER ASSISTANT: **446 Bates St. Jackson, MI** AGE OF OTHER ASSISTANT (18 YEARS OR OLDER): **57**

EXACT LOCATION OF PROPOSED DISPLAY: **Central Park North,** CITY, VILLAGE, TOWNSHIP: **Meridian Twp. MI**

DATE OF PROPOSED DISPLAY: **Saturday, July 01, 2017** RAIN DATE: **TBD** TIME OF PROPOSED DISPLAY: **approximately 10:20 PM**

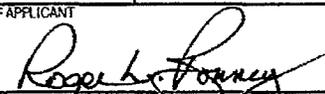
MANNER AND PLACE OF STORAGE, SUBJECT TO APPROVAL OF LOCAL FIRE AUTHORITIES, IN ACCORDANCE WITH NFPA 1123, 1124, & 1126 AND OTHER STATE OR FEDERAL REGULATIONS. PROVIDE PROOF OF PROPER LICENSING OR PERMITTING BY STATE OR FEDERAL GOVERNMENT.

Delivered to site day of show

AMOUNT OF BOND OR INSURANCE (TO BE SET BY LOCAL GOV.): **\$10,000,000.00** NAME OF BONDING CORPORATION OR INSURANCE COMPANY: **ARTHUR J. GALLAGHER RISK MANAGEMENT SERVICES INC.**

ADDRESS OF BONDING CORPORATION OR INSURANCE COMPANY: **777 108th Ave. NE, #200 Bellevue, WA 98004**

NUMBER OF FIREWORKS	KIND OF FIREWORKS TO BE DISPLAYED (Please provide additional pages as needed)
596	3" aerial shells
163	4" aerial shells
135	5" aerial shells
50	6" aerial shells
12	8" aerial shells
7	10" aerial shells

SIGNATURE OF APPLICANT:  DATE: **May 4, 2017**

Other Night Magic Personnel may act as operators and assistants throughout the season
 Night Magic Displays
 3999 E. Hupp Rd. Building R-3-1
 LaPorte, IN 46350

COMMENTS

2017

Permit for Fireworks Other Than Consumer or Low Impact
 Michigan Department of Licensing & Regulatory Affairs
 Bureau of Fire Services
 P.O. Box 30700
 Lansing, MI 48909
 (517) 241-8847

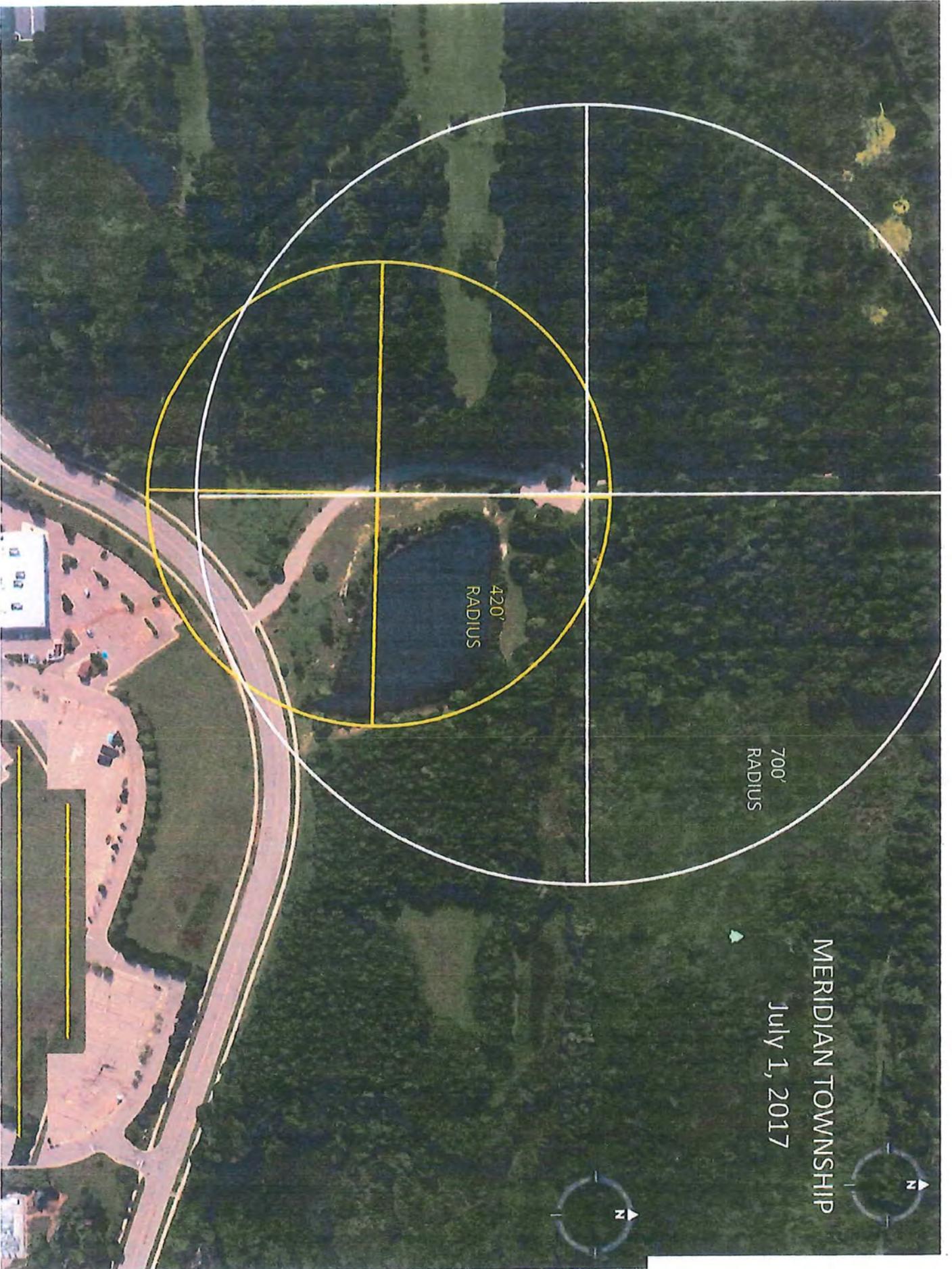
Authority	2011 PA 256	The Department of Licensing & Regulatory Affairs will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this agency/
Compliance	Required	
Penalty	Permit will not be issued.	

This permit is not transferable. Possession of this permit authorizes the herein named person to possess, transport and display fireworks in the amounts, for the purpose of and at the place listed below only.

Public Display		
ISSUED TO Roger L. Bonney		AGE (18 or over) 77
ADDRESS 212 First St. Olivet, MI 49076		
NAME OF ORGANIZATION, GROUP, FIRM OR CORPORATION Charter Township of Meridian		
ADDRESS 5151 Marsh Rd. Okemos, MI 48864		
NUMBER AND TYPES OF FIREWORKS		
596	3" aerial shells	
163	4" aerial shells	
135	5" aerial shells	
50	6" aerial shells	
12	8" aerial shells	
7	10" aerial shells	
EXACT LOCATION OF DISPLAY OR USE Central Park North,		
CITY, VILLAGE, TOWNSHIP Meridian Twp. MI	DATE July 1, 2017	TIME approximatel 10:20 PM
BOND OR INSURANCE FILED <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		AMOUNT \$10,000,000.00

Issued by action of the Legislative Body of a		
<input type="checkbox"/> city	<input type="checkbox"/> village	<input type="checkbox"/> township of _____ on the _____ day of _____ 20____.
_____ (Signature and Title of Legislative Body Representative)		

FORM IS VALID FOR YEAR SHOWN ONLY



MERIDIAN TOWNSHIP

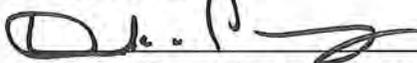
July 1, 2017

420'
RADIUS

700'
RADIUS



9.E.

To: Board Members
From: 
Derek N. Perry, Assistant Township Manager &
Director of Public Works & Engineering

Younes Ishraidi, P.E., Chief Engineer
Date: June 20, 2017
Re: 2017 Order to Maintain Sidewalk
Special Assessment District #17 – Resolutions 1 & 2

Since 1999 the Township has developed a proactive approach to minimize residential sidewalk hazards and potential liability to the Township by adopting a sidewalk replacement program.

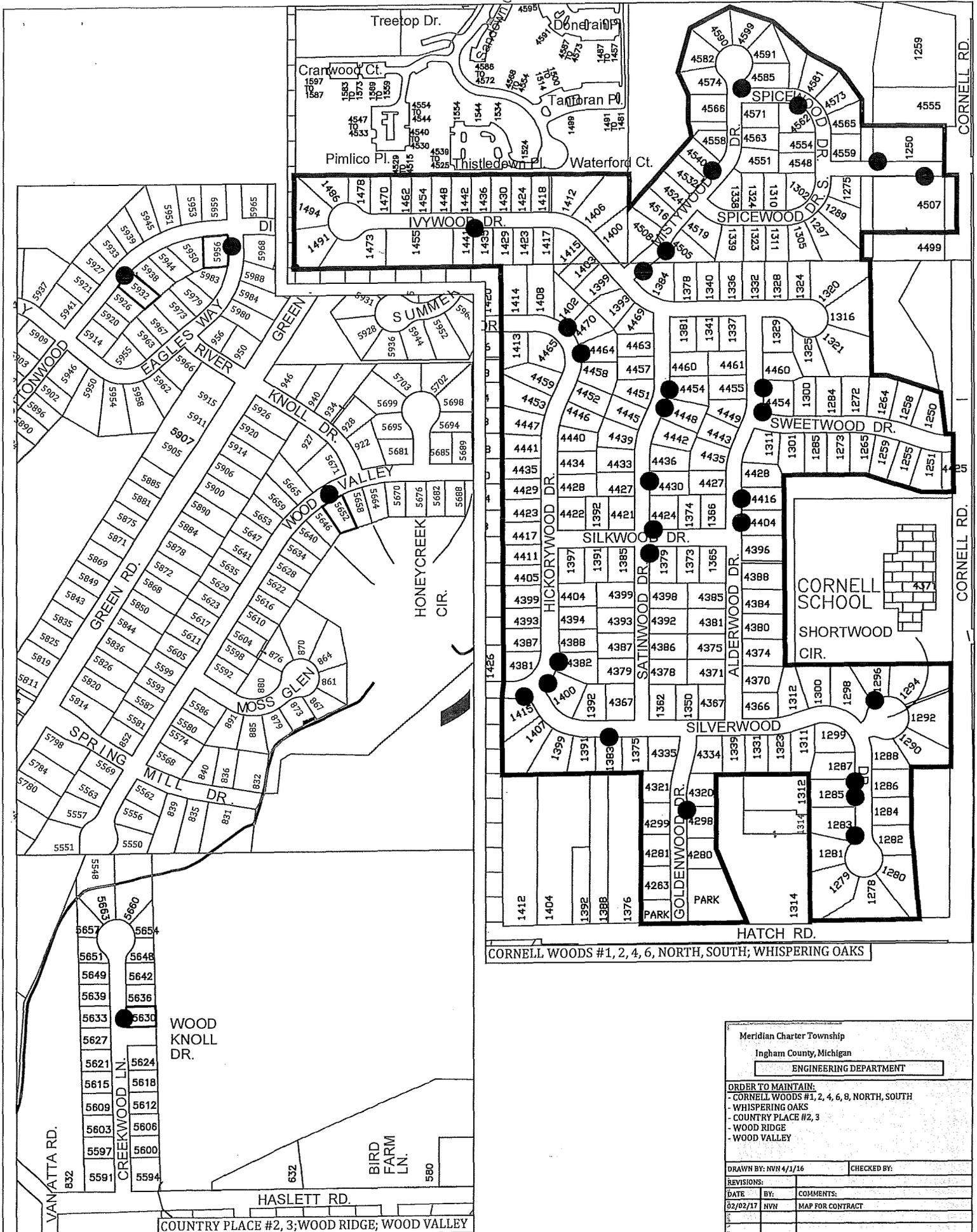
In accordance with ordinance Section 58-32b, and Section 58-32d, the Township Board may order the repair of defective sidewalks. If the property owner fails to repair the sidewalk within 20 days after written notification, the Township may repair or replace the sidewalk and bill the cost of construction to the property owner.

As part of the ongoing sidewalk replacement program for this year, engineering staff has designated locations in Sections 3, 4, 5, 8, 12, 23, and 26 to continue the sidewalk replacement program. The proposed project areas include the following subdivisions: Briarwood #4; Crestwood #3; Cornell Woods #1, 2, 4, 6, North & South; Country Place #2 & 3; Heritage Hills & Heritage Hills #3 & #4; Whispering Oaks; Whitehills Lakes & Whitehills Lakes #2, 3, 4, & 6; Whitehills Woods #2, 3, & 5; Wilkshire #2; Wood Ridge; Wood Valley; and 4507 Cornell Road.

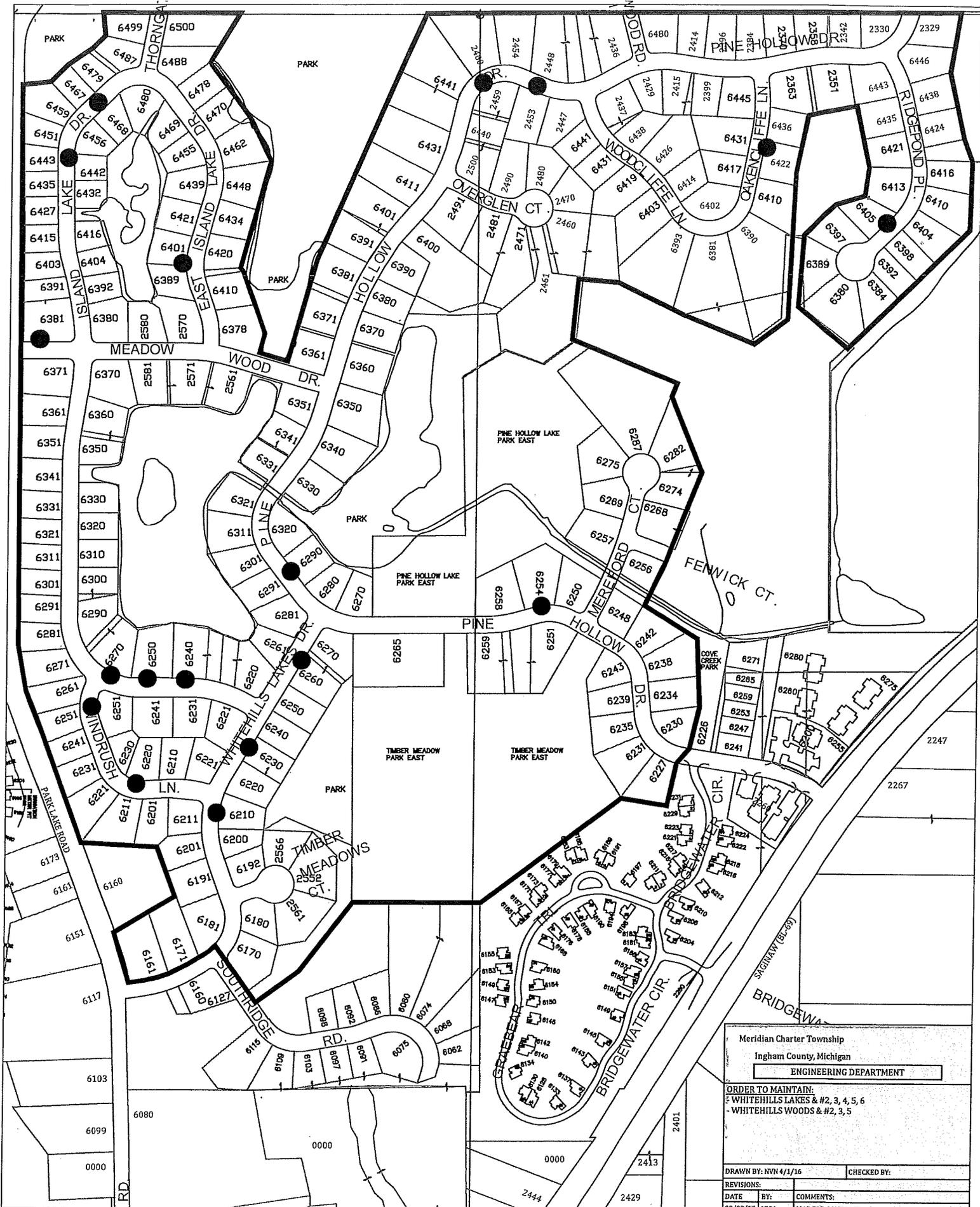
The following motion is offered for your consideration:

“Move to approve 2017 Order to Maintain Sidewalk Special Assessment District #17 – Resolutions #1 and #2, which tentatively approves the improvements and the cost estimates of proposed improvements, and sets the date for a public hearing on July 18, 2017.”

Attachments



● CONCRETE REPLACEMENT LOCATION



WHITEHILLS LAKES & #2, 3, 4, 6; WHITEHILLS WOODS & #2, 3, 5

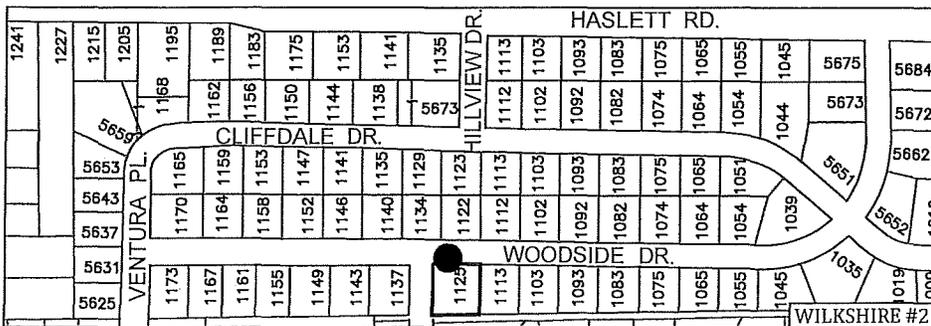
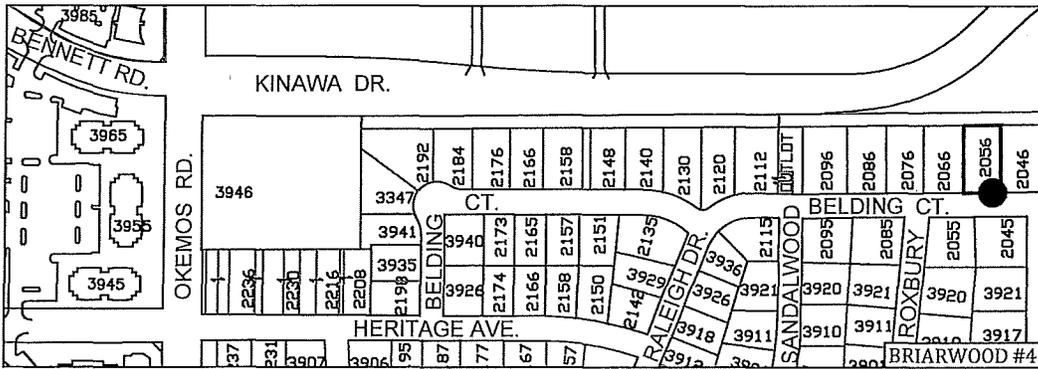
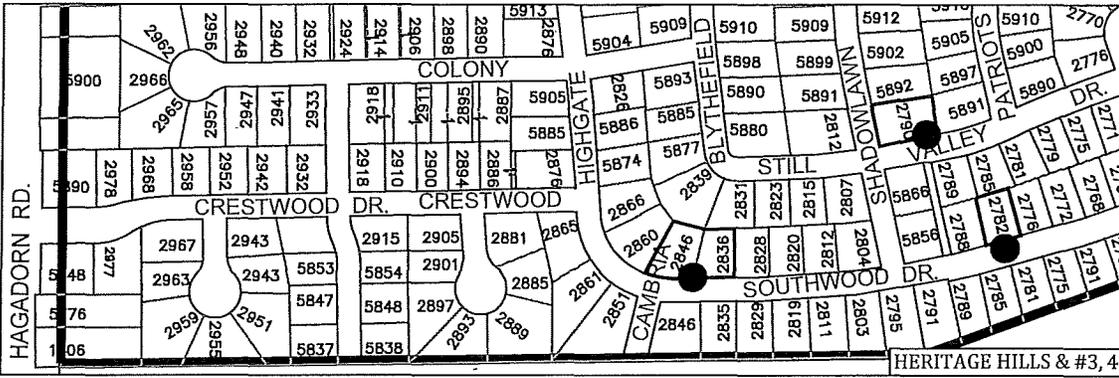
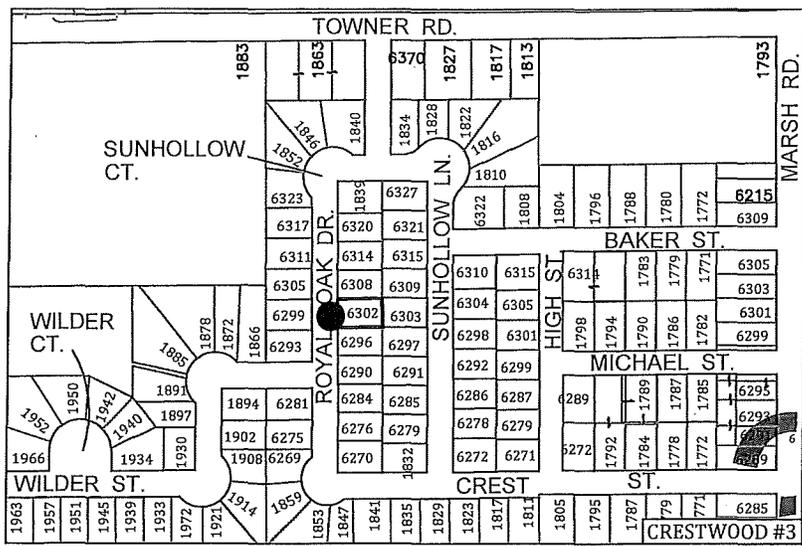
● CONCRETE REPLACEMENT LOCATION

Meridian Charter Township
 Ingham County, Michigan
 ENGINEERING DEPARTMENT

ORDER TO MAINTAIN:
 - WHITEHILLS LAKES & #2, 3, 4, 5, 6
 - WHITEHILLS WOODS & #2, 3, 5

DRAWN BY: NVN 4/1/16		CHECKED BY:
REVISIONS:		
DATE:	BY:	COMMENTS:
02/02/17	NVN	MAP FOR CONTRACT

SCALE: NTS PAGE:



● CONCRETE REPLACEMENT LOCATION

Meridian Charter Township Ingham County, Michigan		
ENGINEERING DEPARTMENT		
ORDER TO MAINTAIN: - BRIARWOOD #4 - CRESTWOOD #3 - HERITAGE HILLS & #3, 4 - WILKSHIRE #2		
DRAWN BY: NVN 4/1/16		
CHECKED BY:		
REVISIONS:		
DATE	BY	COMMENTS:
02/02/17	NVN	MAP FOR CONTRACT
SCALE:		
PAGE:		
NTS		

**2017 ORDER TO MAINTAIN SIDEWALK
SPECIAL ASSESSMENT DISTRICT NO. 17
RESOLUTION NO. 1**

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held in the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, Michigan 48864-1198, (517) 853-4000 on Tuesday, June 20, 2017, at 6:00 p.m.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____
and supported by _____.

WHEREAS, Township personnel have performed field inspections of public sidewalk and have identified and marked sections of defective sidewalk in the following areas:

(SEE ATTACHED LEGAL DESCRIPTION) and,

WHEREAS, the Township Board acting on its own initiative as permitted by Act 188, Public Acts of Michigan, 1954, as amended, tentatively declares its intention to make the following public improvement: Repair and maintain sidewalk in portions of the aforementioned areas; and,

WHEREAS, Township Ordinance Section 58-32b places the duty to maintain the sidewalk in a good and usable condition with the adjacent property owner; and,

WHEREAS, Township Ordinance Section 58-32d states whenever the Township Board deems it a necessary public improvement to require the maintenance of a sidewalk, the Township Board may, after a public hearing, order the maintenance of a sidewalk and establish an assessment district of the benefited property. The adjacent property owner will be allowed 20 days to perform the work, and if not completed, the Township shall proceed with the work and assess the cost in accordance with the assessment district; and,

WHEREAS, the Township Board desires to proceed with this public sidewalk improvement.

NOW, THEREFORE, BE IT RESOLVED the Township Engineer is hereby ordered to prepare a list of the improvement locations and estimates of the cost thereof, pursuant to the project as previously set forth in this resolution.

ADOPTED: YEAS: _____

NAYS: _____

Resolution declared adopted.

STATE OF MICHIGAN)

) ss.

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Charter Township of Meridian, Ingham County, Michigan, **DO HEREBY CERTIFY** that the foregoing is a true and complete copy of proceedings taken by the Township Board at a regular meeting held on Tuesday, June 20, 2017.

Brett Dreyfus, CMMC, Township Clerk

**2017 ORDER TO MAINTAIN SIDEWALK
SPECIAL ASSESSMENT DISTRICT #17**

RESOLUTION NO. 2

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, Michigan 48864-1198, (517) 853-4000, on Tuesday, June 20, 2017, at 6:00 p.m.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and supported by _____.

WHEREAS, the Township Board of the Charter Township of Meridian acting on its own initiative, as permitted by Act 188, Public Acts of Michigan, 1954, as amended, deems it advisable and necessary for the public health, safety, and welfare of the Township and its inhabitants to make the following described public sidewalk improvements: Repair and Maintain Sidewalk, in the following areas:

(SEE ATTACHED LEGAL DESCRIPTION)

and to defray the cost thereof by special assessment against the properties specially benefited thereby in accordance with Township Ordinance 58-32d; and,

WHEREAS, the Township Board has caused to be prepared by the Township Engineer, a list of the improvement locations and an estimate of the cost thereof; and,

WHEREAS, the same has been received by the Township Board; and,

WHEREAS, the Township Board desires to proceed further with the improvements.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, THAT:

1. The list of the improvement locations and an estimate of the cost thereof be filed with the Township Clerk and be available for public examination.
2. The Township Board tentatively declares its intention to make the public sidewalk improvements previously listed in this resolution.
3. There is hereby tentatively designated a special assessment district against which the cost of said improvement is to be assessed, consisting of the lots and parcels of land described as:

(SEE ATTACHED LEGAL DESCRIPTION)

**2017 Order to Maintain Sidewalk
Special Assessment District No. 17
Resolution No. 2
Page 2**

4. The Township Board shall meet in the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, MI on Tuesday, July 18, 2017 at 6:00 p.m. at which time and place the Township Board will hear objections to the improvement and to the special assessment district therefore.
5. The Township Clerk is hereby ordered to cause notice of such hearing and the fact that the Township Board is proceeding with this project to be published twice prior to said hearing in a newspaper of general circulation in the Township, the first publication to be at least ten (10) days before the time of the hearing, pursuant to Act 188, Public Acts of Michigan, 1954, as amended, and shall cause said notice to be mailed by first class mail to all record owners of, or parties with interest in property in the special assessment district, at the addresses shown on the current tax records of the Township, at least ten (10) full days before the date of said hearing.
6. Said notice shall be in substantially the following form: **(SEE ATTACHED)**
7. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

ADOPTED:

YEAS: _____

NAYS: _____

Resolution declared adopted.

STATE OF MICHIGAN)

)ss.

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Charter Township of Meridian, Ingham County, **DO HEREBY CERTIFY**, that the foregoing is a true and complete copy of proceedings taken by the Township Board at a regular meeting held on Tuesday, June 20, 2017.

Brett Dreyfus, CMMC, Township Clerk
Charter Township of Meridian

Parcel Number
Owner
Owner Address
City, State ZIP

SUBJECT PROPERTY:
Property Address
City, State ZIP

2017 ORDER TO MAINTAIN SIDEWALK

PUBLIC HEARING

July 18, 2017 AT 6:00 PM

**TO THE RECORD OWNERS OF, OR PARTIES IN INTEREST IN, THE FOLLOWING PROPERTY
CONSTITUTING THE PROPOSED SPECIAL ASSESSMENT DISTRICT:**

(SEE ATTACHED LEGAL DESCRIPTION)

Township Ordinance Section 58-32 places the duty to maintain the sidewalk in a good and usable condition with the adjacent property owner; and also states the Township Board may order the maintenance of the sidewalk and establish an assessment district of the benefited properties. The adjacent property owner will be allowed 20 days, from date of notification, to perform the work, and if not completed, the Township shall proceed with the work and assess the cost in accordance with the assessment district.

PLEASE TAKE NOTICE that the Township Board of the Charter Township of Meridian, acting on its own initiative as permitted by Act 188, Public Acts of Michigan, 1954, as amended, has determined for the public health, safety, and welfare of the Township and its inhabitants to make the following described public sidewalk improvements: repair and maintain sidewalk in the aforementioned proposed special assessment district and to defray the cost thereof by special assessment against the properties specially benefited thereby.

Plans and estimates have been prepared and are on file with the Township Clerk for public examination.

TAKE FURTHER NOTICE that the Township Board will meet Tuesday, July 18, 2017, at 6:00 p.m. at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, MI 48864-1198, for the purpose of hearing objections, written or oral, to the proposed improvement, special assessment, and the special assessment district therefore. The Township Board is also interested in hearing those that favor the proposed project.

An owner or party in interest, or his or her agent, may appear in person at the hearing to protest the project, the special assessment district, or the special assessment, or shall be permitted to file his or her appearance or protest by letter before the hearing and his or her personal appearance shall not be required.

“FOR PURPOSES OF THIS HEARING, THE AMOUNT TO BE ASSESSED AGAINST YOUR PROPERTY IS ESTIMATED TO BE \$_____.”

Dated: _____, 2017

Brett Dreyfus, CMMC, Township Clerk
Charter Township of Meridian

2017 ORDER TO MAINTAIN SIDEWALK SAD #17

LEGAL DESCRIPTION

- Briarwood #4, Section 33** Lot 147
- Cornell Woods #1, Section 26** Lots 25, 26, 27, 40, 43, 44, 47, 48, 51
- Cornell Woods #2, Section 26** Lots 57, 58, 59
- Cornell Woods #4, Section 26** Lots 83, 84, 95, 96, 97, 98, 107
- Cornell Woods #6, Section 26** Lots 129, 130, 133
- Cornell Woods North, Section 26** Lots 6, 7
- Cornell Woods South, Section 26** Lots 5, 6
- Country Place Subdivision #2, Section 12**
Lot 53 excluding beginning at the most northeasterly corner of lot 53; thence southwesterly on the lot line 7 feet; thence northwesterly to the most northerly line of lot 53 at a point 50 feet northwesterly of the point of beginning; thence southeasterly on the northerly lot line 50 feet to the point of beginning.
- Country Place Subdivision #3, Section 12** Lot 57
- Crestwood #3, Section 3** Lot 41
- Heritage Hills, Section 8** Lot 46
- Heritage Hills #3, Section 8** Lots 97, 119
- Heritage Hills #4, Section 8** Lot 150
- Whispering Oaks Subdivision, Section 23** Lots 1, 14, 22, 33, 37
Whispering Oaks Commons (Private) – Between **Whispering Oaks Subd.**, Lots 10 and 37
- Whitehills Lakes, Section 5**
Lot 1, excluding the south 25 feet thereof.
- Whitehills Lakes #2, Section 5** Lots 38, 45, 54
Lot 44 including a part of lot 43, beginning at the northwest corner of lot 43; thence S66°19'46"E 63.16 feet; thence S05°27'38"W 187.90 feet to the north right-of-way line of Island Lake Drive; thence on a curve to the left on said right-of-way 60.62 feet having a radius of 510.96 feet and a chord of 60.58 feet bearing N76°35'15"W to the southeast corner of lot 44; thence N05°27'38"E on the east line of lot 44 a distance of 199.26 feet to the point of beginning.
- Lot 46 including a part of lot 47, beginning at the southeast corner of lot 47; thence S45°16'22"W on the south lot line 191.93 feet to the northeasterly right-of-way line of Island Lake Drive; on a curve to the right on said right-of-way 24.51 feet having a radius of 243.45 feet and a chord of 24.50 feet bearing N31°44'07"W; thence N45°06'22"E 183.74 feet; thence S51°08'25"E 24 feet to the point of beginning.
- Lot 58 including a part of lot 65, Whitehills Lakes Subdivision #3, beginning at the northeasterly corner of lot 65; thence N57°W along the northwesterly lot line to the northwesterly corner of lot 65; thence S33°W along the westerly line of lot 65 a distance of 15 feet; thence S61°45'49"E 180.62 feet to said northeasterly corner of lot 65 and the point of beginning.
- Lot 61 including the south 20 feet of lot 62.
- Lot 62 excluding the south 20 feet of said lot.
- Whitehills Lakes #3, Section 5** Lots 64, 68
- Whitehills Lakes #4, Section 5** Lots 92, 94, 100, 101
- Whitehills Lakes #6, Section 4** Lot 123
- Whitehills Woods #2, Section 4** Lot 31
Lot 30, excluding the south 15 feet thereof.
- Whitehills Woods #3, Section 4** Lot 52
- Whitehills Woods #5, Section 4**
Lot 70 including a part of lot 69, beginning at the southeast corner of lot 68; thence N62°45'43"W on the southerly lot line 136.80 feet to the southwesterly corner of lot 69; thence N08°17'56"E on the westerly lot line 10 feet; thence S58°53'54"E 140.37 feet to the point of beginning.
- Wilkshire #2, Section 11** Lot 59
- Wood Ridge, Section 12** Lot 20
- Wood Valley, Section 12** Lot 76
- 4507 Cornell, Section 23** – Commencing at the south ¼ corner of section 23; thence along the north-south ¼ line N00°51'20"E 147.7 feet; thence N89°38'40"W 50 feet to the west line of Cornell Road and the point of beginning; thence N89°38'40"W 283 feet to the westerly line of Whispering Oaks Subdivision; thence N00°21'20"E 200 feet; thence S89°38'40"E 283 feet to the west line of Cornell Road; thence S00°21'20"W 200 feet to the point of beginning.

2017 ORDER TO MAINTAIN SIDEWALK
SPECIAL ASSESSMENT DISTRICT NO. 17 - RESOLUTION 1

Repair Address				Mailing Address						Homeowner Cost
Parcel #	Subdivision	Lot No.	Repair Address	Primary Name	Street Address	City	ST	Zip		
1	33-02-02-26-130-004	CORNELL WOODS #6	129	4404 ALDERWOOD	PRYGOSKI, PHILIP J & MARY H	4404 ALDERWOOD DR	OKEMOS	MI	48864	\$232.44
2	33-02-02-26-130-003	CORNELL WOODS #6	130	4416 ALDERWOOD	KOHLER, JOHN O & SUZANNE K	4416 ALDERWOOD DR	OKEMOS	MI	48864	\$169.05
3	33-02-02-26-127-014	CORNELL WOODS #6	133	4454 ALDERWOOD	SHAHINIAN, LEVON & KATHERINE	4454 ALDERWOOD DR	OKEMOS	MI	48864	\$739.59
4	33-02-02-33-226-008	BRIARWOOD SUBDIVISION #4	147	2056 BELDING	MORTON, JOHN K & PAULA	2056 BELDING CT	OKEMOS	MI	48864	\$190.18
5	33-02-02-12-105-015	COUNTRY PLACE SUBDIVISION #2	53-	5932 BUTTONWOOD	TINNEY, SUSAN M	5932 BUTTONWOOD DR	HASLETT	MI	48840	\$169.05
6	33-02-02-12-105-013	COUNTRY PLACE SUBDIVISION #3	57	5956 BUTTONWOOD	GILLISON, KATHRYN M TRUSTEE	5956 BUTTONWOOD DR	HASLETT	MI	48840	\$126.79
7	33-02-02-23-377-005	N/A	N/A	4507 CORNELL	AUSTRINS, GIRTS & ARJA	4507 CORNELL	OKEMOS	MI	48864	\$507.15
8	33-02-02-12-303-022	WOOD RIDGE	20	5630 CREEKWOOD	HAMILTON, JOHN & JOANNE	5630 CREEKWOOD	HASLETT	MI	48840	\$507.15
9	33-02-02-23-377-011	WHISPERING OAKS SUB.	37	1250 ETHEL	POTTERPIN, TERRY A & RONALD J	1250 ETHEL STR	OKEMOS	MI	48864	\$232.44
10	33-02-02-26-107-003	CORNELL WOODS #1	27	1402 FOREST HILLS	WAGAW, WALELIGN G & SABLEWONGEL TEFERA	1402 FOREST HILLS DR	OKEMOS	MI	48864	\$253.58
11	33-02-02-26-176-012	CORNELL WOODS SOUTH	6	4298 GOLDENWOOD	BALI, VALENTINA A & RAFAEL A AURAS	4298 GOLDENWOOD DR	OKEMOS	MI	48864	\$295.84
12	33-02-02-26-176-011	CORNELL WOODS SOUTH	5	4320 GOLDENWOOD	SEARS, MELISSA J	4320 GOLDENWOOD DR	OKEMOS	MI	48864	\$295.84
13	33-02-02-26-154-007	CORNELL WOODS #2	59	4382 HICKORYWOOD	LATHAM, KEITH E & LISA B	4382 HICKORYWOOD DR	OKEMOS	MI	48864	\$211.31
14	33-02-02-26-107-005	CORNELL WOODS #1	25	4464 HICKORYWOOD	ASMARE, ELSABETH	4464 HICKORYWOOD	OKEMOS	MI	48864	\$211.31
15	33-02-02-26-107-004	CORNELL WOODS #1	26	4470 HICKORYWOOD	LEE, LIK CHUAN & ZENG, DIDIANA	4470 HICKORYWOOD	OKEMOS	MI	48864	\$253.58
16	33-02-02-05-252-028	WHITEHILLS LAKES #2	44 & PT 43	6240 ISLAND LAKE	GILLESPIE, PATRICK K & JENNIFER E	6240 ISLAND LAKE DR	EAST LANSING	MI	48823	\$422.63
17	33-02-02-05-252-021	WHITEHILLS LAKES #2	45	6250 ISLAND LAKE	BÉALL, KENNETH W & SANDRA J	6250 ISLAND LAKE	EAST LANSING	MI	48823	\$570.54
18	33-02-02-05-427-001	WHITEHILLS LAKES #2	54	6251 ISLAND LAKE	MOHMAND, HAROON	6251 ISLAND LAKE DR	EAST LANSING	MI	48823	\$139.47
19	33-02-02-05-252-032	WHITEHILLS LAKES #2	46 & PT 47	6270 ISLAND LAKE	KAHL, WILLIAM	6270 ISLAND LAKE DR	EAST LANSING	MI	48823	\$211.31
20	33-02-02-05-201-015	WHITEHILLS LAKES	LOT 1, EXC S 25'	6381 ISLAND LAKE	FULLER, PATRICK LORENZ TRUST	6381 ISLAND LAKE DR	EAST LANSING	MI	48823	\$240.90
21	33-02-02-05-202-017	WHITEHILLS LAKES #4	101	6389 ISLAND LAKE EAST	SCHNEIDER, PAUL & MIRETTE	6389 E ISLAND LAKE DR	EAST LANSING	MI	48823	\$126.79
22	33-02-02-05-202-016	WHITEHILLS LAKES #4	100	6401 ISLAND LAKE EAST	HUHTA, CHRISTOPHER T & ALEXANDRA P	6401 E ISLAND LAKE DR	EAST LANSING	MI	48823	\$126.79
23	33-02-02-05-202-008	WHITEHILLS LAKES #4	92	6442 ISLAND LAKE	TOBIN, MICHAEL J & JULIE M	6442 ISLAND LAKE	EAST LANSING	MI	48823	\$232.44
24	33-02-02-05-202-010	WHITEHILLS LAKES #4	94	6468 ISLAND LAKE	GOBEL, JOHN W	6468 ISLAND LAKE DR	EAST LANSING	MI	48823	\$211.31
25	33-02-02-26-127-001	CORNELL WOODS #1	51	1384 IVYWOOD	ESCHELBACH, MICHELLE & MICHAEL A ESCHELBACH	1384 IVYWOOD DR	OKEMOS	MI	48864	\$139.47
26	33-02-02-23-353-006	CORNELL WOODS NORTH	6	1435 IVYWOOD	LEE, SUNG KI & HYUN JIN	1435 IVYWOOD DR	OKEMOS	MI	48864	\$169.05
27	33-02-02-23-353-007	CORNELL WOODS NORTH	7	1441 IVYWOOD	MAALI, MANOUC & NAHID IPLAKCHI	1441 IVYWOOD DR	OKEMOS	MI	48864	\$169.05
28	33-02-02-23-379-005	WHISPERING OAKS SUB.	WHISPERING OAKS COMMONS (PRIVATE)	0 MISTYWOOD	WHISPERING OAKS ASSOCIATION, ATTN: TREASURER	4563 MISTYWOOD DR	OKEMOS	MI	48864	\$232.44
29	33-02-02-23-378-001	WHISPERING OAKS SUB.	1	4505 MISTYWOOD	BISWAS, SUBIR K & KOVUMAL P	4505 MISTYWOOD	OKEMOS	MI	48864	\$232.44
30	33-02-02-23-379-014	WHISPERING OAKS SUB.	22	4540 MISTYWOOD	LAPHAM, KIRK A & KIMBERLY J	4540 MISTYWOOD	OKEMOS	MI	48864	\$253.58
31	33-02-02-23-379-006	WHISPERING OAKS SUB.	14	4585 MISTYWOOD	ENGAN, KAREN E TRUSTEE	4585 MISTYWOOD	OKEMOS	MI	48864	\$126.79

2017 ORDER TO MAINTAIN SIDEWALK
SPECIAL ASSESSMENT DISTRICT NO. 17 - RESOLUTION 1

32	33-02-02-04-104-013	WHITEHILLS WOODS #3	52	6422	OAKENCLIFFE	MESSING, HARVEY J & ELAINE	6422 OAKENCLIFFE LN	EAST LANSING MI	48823	\$253.58
33	33-02-02-04-104-002	WHITEHILLS WOODS #2	31	2453	PINE HOLLOW	HUGHES, MICHAEL & SHELIA	2453 PINE HOLLOW DR	EAST LANSING MI	48823	\$211.31
34	33-02-02-04-104-005	WHITEHILLS WOODS #2	LOT 30, EXC S 15'	2459	PINE HOLLOW	WILLIAMS, GREG & DAWN	6381 WOODCLIFFE LANE	EAST LANSING MI	48823	\$253.58
35	33-02-02-04-151-003	WHITEHILLS LAKES #6	123	6254	PINE HOLLOW	RUSSELL TRUST, MARGARET A	6254 PINE HOLLOW DRIVE	EAST LANSING MI	48823	\$316.97
36	33-02-02-05-276-007	WHITEHILLS LAKES #2	38	6290	PINE HOLLOW	HUDGINS, JEFFREY W & SALLY A	6290 PINE HOLLOW	EAST LANSING MI	48823	\$211.31
37	33-02-02-04-128-007	WHITEHILLS WOODS #5	70 & PT 69	6405	RIDGEPOND	MC ALLISTER, LORI ANN TRUSTEE	6405 RIDGEPOND PLACE	EAST LANSING MI	48823	\$211.31
38	33-02-02-03-178-025	CRESTWOOD #3	41	6302	ROYAL OAK	BOZUNG, MATTHEW J & KELLY B	6302 ROYAL OAK DRIVE	HASLETT MI	48840	\$232.44
39	33-02-02-26-128-008	CORNELL WOODS #1	43	4424	SATINWOOD	WAHI, SUNIL K	4424 SATINWOOD DR	OKEMOS MI	48864	\$139.47
40	33-02-02-26-12-007	CORNELL WOODS #1	44	4430	SATINWOOD	HALL, THOMAS R	4430 STAINWOOD DR	OKEMOS MI	48864	\$274.71
41	33-02-02-26-128-004	CORNELL WOODS #1	47	4448	SATINWOOD	RUPPERT, DAVID & CHARLOTTE M TRUSTEES	4448 SATINWOOD DR	OKEMOS MI	48864	\$169.05
42	33-02-02-26-128-003	CORNELL WOODS #1	48	4454	SATINWOOD	FLANDERS, RONALD D & SARA M TRUSTEES	4454 SATINWOOD DR	OKEMOS MI	48864	\$211.31
43	33-02-02-26-179-005	CORNELL WOODS #4	84	1296	SHORTWOOD CIR	COURTNEY, JOHN A & KRISTEN	1298 SILVERWOOD DR	OKEMOS MI	48864	\$507.15
44	33-02-02-26-129-001	CORNELL WOODS #1	40	1379	SILKWOOD	BROOKS, ROGER I & LANETTE K	1379 SILKWOOD DR	OKEMOS MI	48864	\$152.15
45	33-02-02-26-179-018	CORNELL WOODS #4	95	1281	SILVERWOOD	BRANDAU, ANTHONY JAMES & VIRUPANNAVAR, SHANTI	1281 SILVERWOOD DR	OKEMOS MI	48864	\$169.05
46	33-02-02-26-179-019	CORNELL WOODS #4	96	1283	SILVERWOOD	CROOKS, KIM D & PATRICIA J	1283 SILVERWOOD DR	OKEMOS MI	48864	\$169.05
47	33-02-02-26-179-020	CORNELL WOODS #4	97	1285	SILVERWOOD	VAN OVERBEKE, DANIEL J & KATHRYN A VANDAGENS	1285 SILVERWOOD DR	OKEMOS MI	48864	\$443.76
48	33-02-02-26-179-021	CORNELL WOODS #4	98	1287	SILVERWOOD	YEOMANS, MATTHEW M & WON K	1287 SILVERWOOD DR	OKEMOS MI	48864	\$253.58
49	33-02-02-26-179-004	CORNELL WOODS #4	83	1298	SILVERWOOD	COURTNEY, JOHN ALAN & KRISTEN HECKRODT COURTNEY	1298 SILVERWOOD DR	OKEMOS MI	48864	\$152.15
50	33-02-02-26-155-005	CORNELL WOODS #4	107	1383	SILVERWOOD	DESCHAIINE, GAIL M & PHILIP A	1383 SILVERWOOD DR	OKEMOS MI	48864	\$232.44
51	33-02-02-26-154-008	CORNELL WOODS #2	58	1400	SILVERWOOD	BEAL, MELISSA W	1400 SILVERWOOD DR	OKEMOS MI	48864	\$426.85
52	33-02-02-26-155-001	CORNELL WOODS #2	57	1415	SILVERWOOD	HEBERT, KARA K	1415 SILVERWOOD	OKEMOS MI	48864	\$202.86
53	33-02-02-08-181-008	HERITAGE HILLS #4	150	2782	SOUTHWOOD	JAKOVAC, SCOTT & SHANNON	2782 SOUTHWOOD DR	EAST LANSING MI	48823	\$422.63
54	33-02-02-08-180-015	HERITAGE HILLS #3	97	2836	SOUTHWOOD	CHRISTEL, LEO C & MARY L TRUSTEES	2836 SOUTHWOOD DR	EAST LANSING MI	48823	\$422.63
55	33-02-02-08-180-006	HERITAGE HILLS SUB.	46	2846	SOUTHWOOD	KIDINGER, DAVID B & ROBERTA H	2846 SOUTHWOOD DR	EAST LANSING MI	48823	\$211.31
56	33-02-02-23-380-007	WHISPERING OAKS SUB.	33	4562	SPICEWOOD	GEVA, PINHAS & DALIA	4562 SPICEWOOD	OKEMOS MI	48864	\$422.63
57	33-02-02-08-129-007	HERITAGE HILLS #3	119	2790	STILL VALLEY	SCHNEIDER, ROBERT & MARGARET	2790 STILL VALLEY	EAST LANSING MI	48823	\$583.22
58	33-02-02-05-428-008	WHITEHILLS LAKES #3	64	6210	WHITEHILLS LAKES	OLDHAM, KELLI M & PATRICK R	6210 WHITEHILLS LAKES DR	EAST LANSING MI	48823	\$211.31
59	33-02-02-05-428-006	WHITEHILLS LAKES #2	58 & PT 65	6230	WHITEHILLS LAKES	WOOD, WARREN W & ANNELIESE C	6230 WHITEHILLS LAKES DR	EAST LANSING MI	48823	\$211.31
60	33-02-02-05-428-012	WHITEHILLS LAKES #2	LOT 61, INCL S 20' OF LOT 62	6260	WHITEHILLS LAKES	ASHDOWN, BLAKE E & DEBBIE LANE	6260 WHITEHILLS LAKE DR	EAST LANSING MI	48823	\$507.15
61	33-02-02-05-428-011	WHITEHILLS LAKES #2	LOT 62, EXCL S 20'	6270	WHITEHILLS LAKES	WHITEHILLS LAKES HOMEOWNERS ASSOC	1048 PIERPONT STE 2	LANSING MI	48911	\$507.15
62	33-02-02-05-427-007	WHITEHILLS LAKES #3	68	6220	WINDRUSH	MARTIN, VAN W & SHARON C	6241 ISLAND LAKE DR	EAST LANSING MI	48823	\$253.58
63	33-02-02-12-178-002	WOOD VALLEY	76	5652	WOOD VALLEY	BERTRAND, KEITH D & BONNIE G TRUSTEES	5652 WOOD VALLEY DR	HASLETT MI	48840	\$253.58
64	33-02-02-11-430-001	WILKSHIRE #2	59	1125	WOODSIDE	WARNELL FAMILY TRUST	1125 W WOODSIDE DR	HASLETT MI	48840	\$270.48

\$17,471.36

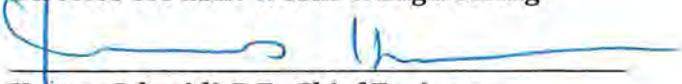


9.F.

To: Board Members

From:


Derek N. Perry, Assistant Township Manager
Director of Public Works & Engineering


Younes Ishraidi, P.E., Chief Engineer

Date: June 20, 2017

Re: Georgetown #3 Public Streetlighting Improvement
Special Assessment District #425 - Resolution #1 & #2

A request was received from the property owners of Georgetown #3 for installation and maintenance of streetlights in Georgetown #3. The proposed plan is for twenty one (21) streetlights, Traditional fixtures with cut-off, and black standard poles, to be installed and maintained along Giesboro Lane & Kalorama Way(see attached map).

Resolution #1 orders plans to be prepared showing the improvement, the location, and the estimate of cost. Resolution #2 files the plans and cost estimate with the Clerks Office and declares the Township Board's intention to make the improvements and tentatively designates a special assessment district and sets a public hearing on Tuesday, July 18, 2017, for hearing objections to the improvement, cost estimate, and assessment district.

The proposed first year cost for streetlighting in Georgetown #3 is \$4172 (\$75.86/lot) and the cost annually thereafter will be \$2940 (\$53.46/lot) (subject to adjustment).

Proposed Motion:

"Move to approve the Georgetown #3 Public Streetlighting Improvement Special Assessment District #425- Resolution #1, ordering plans to be prepared showing the streetlighting improvement, location, and estimate of cost; and Resolution #2, filing the plans showing the improvement, location and estimate of cost with the Clerk's Office, tentatively declaring intention to install and maintain 21 traditional w/cut-off streetlights and defray the cost of operation and maintenance by special assessment against the 55 benefiting units, and setting a public hearing for July 18, 2017."

Attachments

GEORGETOWN III STREETLIGHTS SPECIAL ASSESSMENT DISTRICT #425

79

91

5

POWELL RD.

ANACOSTIA

GIESBORO

LN.

5088

5056

CORNELL RD.

5160

5140

5120

5080

5004



PROPOSED 21 LIGHTS *
DRAWN 5/31/17
NO SCALE

HUH DRAIN

5001

**GEORGETOWN #3 PUBLIC STREETLIGHTING IMPROVEMENT
SPECIAL ASSESSMENT DISTRICT NO. 425**

RESOLUTION NO. 1

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, held at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, MI 48864-1198, Phone (517) 853-4000, on Tuesday, June 20, 2017 at 6:00 p.m.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____
and supported by _____.

WHEREAS, the Township Board of the Charter Township of Meridian, Ingham County, Michigan, acting on a request from property owners of Georgetown #3 and on its own initiative, pursuant to Act 188, Public Acts of Michigan, 1954, as amended, deems it advisable and necessary for the public health, safety, and welfare of the Township and its inhabitants to install, operate and maintain streetlights in Georgetown #3 to service the proposed special assessment district area described as:

Lots 82 through 136, Georgetown #3

WHEREAS, the public streetlighting improvement consists of installing twenty-one (21) streetlights, Traditional fixtures with cut off, and black standard poles along Giesboro Lane & Kalorama Way.

WHEREAS, the Township Board desires to proceed with this public streetlighting improvement;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, AS FOLLOWS:

1. The Township's Director of Public Works & Engineering is hereby ordered to prepare plans showing the improvements, the location thereof and estimates of the cost thereof, pursuant to the project as previously set forth in this resolution.

YEAS: _____

NAYS: _____

STATE OF MICHIGAN)
) ss.
COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Charter Township of Meridian, Ingham County, Michigan, **DO HEREBY CERTIFY** that the foregoing is a true and complete copy of proceedings taken by the Township Board at a regular meeting held on Tuesday, June 20, 2017.

Brett Dreyfus, CMMC, Township Clerk

**GEORGETOWN #3 PUBLIC STREETLIGHTING IMPROVEMENT
SPECIAL ASSESSMENT DISTRICT NO. 425**

RESOLUTION NO. 2

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, held at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, MI 48864-1198, Phone (517) 853-4000, on Tuesday, June 20, 2017, at 6:00 p.m.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____

and supported by _____.

WHEREAS, the Township Board of the Charter Township of Meridian deems it advisable and necessary for the public health, safety, and welfare of the Township and its inhabitants to install, operate and maintain the following described public streetlighting improvements:

Install, operate and maintain twenty one (21) streetlights, Traditional fixtures with cut-off and black standard poles along Giesboro Lane & Kalorama Way,

and to defray the cost thereof by special assessment against the properties specially benefitted thereby.

WHEREAS, the Township Board has caused to be prepared by the Township's Director of Public Works & Engineering, plans showing the improvement and location thereof and an estimate of the cost thereof, in accordance with a resolution of the Township Board pursuant to Act 188, Public Acts of Michigan, 1954, as amended; and

WHEREAS, the same has been received by the Township Board; and

WHEREAS, the Township Board desires to proceed further with the improvements;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, AS FOLLOWS:

1. The plans showing the improvement and location thereof and an estimate of the cost thereof be filed with the Township Clerk and be available for public examination.
2. The Township Board tentatively declares its intention to make the following public streetlighting improvements: Install, operate and maintain twenty one (21) streetlights, Traditional fixtures with cut-off, and black standard poles along Giesboro Lane & Kalorama Way.
3. There is hereby tentatively designated a special assessment district against which the cost of said improvement is to be assessed, consisting of the lots and parcels of land described as:

Units 82 through 136, Georgetown #3

4. The Township Board shall meet in the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, MI on Tuesday, July 18, 2017 at 6:00 p.m. at which time and place the Township Board will hear objections to the improvement and to the special assessment district therefore. All objections must be filed in writing.
5. The Township Clerk is hereby ordered to cause notice of such hearing and the fact that the Township Board is proceeding on its own initiative to be published twice prior to said hearing in a newspaper of general circulation in the Township, the first publication to be at least ten (10) days before the time of the hearing, and pursuant to Act 188, Public Acts of Michigan, 1954, as amended, shall cause said notice to be mailed by first class mail to all record owners of, or parties in interest in, property in the special assessment district, at the addresses shown on the current tax records of the Township, at least ten (10) full days before the date of said hearing.
6. Said notice shall be in substantially the following form: (See Attached)
7. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

ADOPTED:

YEAS:

NAYS:

Resolution declared adopted.

STATE OF MICHIGAN)

) ss.

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Charter Township of Meridian, Ingham County, **DO HEREBY CERTIFY** that the foregoing is a true and complete copy of proceedings taken by the Township Board at a regular meeting held on Tuesday, June 20, 2017.

Brett Dreyfus, CMMC, Township Clerk

**GEORGETOWN #3 PUBLIC STREETLIGHTING IMPROVEMENT
SPECIAL ASSESSMENT DISTRICT NO. 425**

NOTICE OF HEARING

**TO THE RECORD OWNERS OF, OR PARTIES IN INTEREST IN, THE FOLLOWING PROPERTY
CONSTITUTING THE PROPOSED SPECIAL ASSESSMENT DISTRICT:**

Units 82 through 136, Georgetown #3

PLEASE TAKE NOTICE that the Township Board of the Charter Township of Meridian, acting on a request from property owners of Georgetown #3 and on its own initiative, pursuant to Act 188, Public Acts of Michigan, 1954, as amended, has determined to make the following described public streetlighting improvement:

Install, operate, and maintain twenty one (21) streetlights, Traditional fixtures with cut-off and black standard poles along Giesboro Lane & Kalorama Way;

and to defray the cost thereof by special assessment against the properties specially benefitted thereby.

Plans and estimates have been prepared and are on file with the Township Clerk for public examination.

TAKE FURTHER NOTICE that the Township Board will meet Tuesday, July 18, 2017, at 6:00 p.m. at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, Michigan 48864-1198, for the purpose of hearing objections to the improvement and the special assessment district therefore. The Township Board is also interested in hearing those that favor the proposed project.

Appearance and protest at the hearing in the special assessment proceedings is required in order to appeal the amount of the special assessment to the state tax tribunal. Your personal appearance at the hearing is not required, but you or your agent may appear in person at the hearing and protest the special assessment. To make an appearance and protest, you must file your written objections by letter or other writing with the Township Clerk before the close of this hearing. The owner or any person having an interest in the real property may file a written appeal of the special assessment with the state tax tribunal with 30 days after the confirmation of the special assessment roll if that person appeared and protested the special assessment at this hearing.

The Township Board may proceed with the improvement and special assessment district unless written objections from more than 20% of the property owners are filed with the Township board at or before the hearing.

**"FOR PURPOSES OF THIS HEARING, THE AMOUNT TO BE ASSESSED AGAINST YOUR PROPERTY
IS ESTIMATED TO BE:**

First Year Cost:	\$ 75.86/UNIT
Annually Thereafter:	\$ 53.46/UNIT

Dated: _____

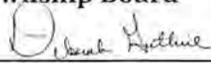
Brett Dreyfus, CMMC, Township Clerk
CHARTER TOWNSHIP OF MERIDIAN

<u>Lot #</u>	<u>Parcel #</u>	<u>Parcel Address</u>	<u>Property Owner</u>	<u>Mailing Address</u>	<u>First Year Cost</u>	<u>Annual Cost Thereafter</u>
112	3302-02-14-376-015	1304 Kalorama Way	Robert J & Jennifer R Zambiasi	1304 Kalorama Way, Okemos, MI 48864	\$75.86	\$53.46
111	3302-02-14-376-014	1308 Kalorama Way	Deborah A Galvan	8500 E Taft Rd, Ovid, MI 48866	\$75.86	\$53.46
113	3302-02-14-376-016	1311 Kalorama Way	Jim Giguere Builders, Inc.	6200 Pine Hollow Dr Ste 100, East Lansing, MI 48823	\$75.86	\$53.46
110	3302-02-14-376-013	1312 Kalorama Way	EL Holding Co, LLC	1650 Kendale Blvd Ste 200, East Lansing, MI 48823	\$75.86	\$53.46
109	3302-02-14-376-012	1316 Kalorama Way	EL Holding Co, LLC	1650 Kendale Blvd Ste 200, East Lansing, MI 48823	\$75.86	\$53.46
114	3302-02-14-376-017	1317 Kalorama Way	Melchora R & Frelon Bartley	1317 Kalorama Way, Okemos, MI 48864	\$75.86	\$53.46
115	3302-02-14-376-018	1323 Kalorama Way	Gopalakrishnan Packrisamy & Sangeetha liangovan	2708 Morning Glory, Okemos, MI 48864	\$75.86	\$53.46
116	3302-02-14-376-019	1327 Kalorama Way	KBBV, LLC	4665 Dobie Rd Ste 130, Okemos, MI 48864	\$75.86	\$53.46
108	3302-02-14-376-011	1328 Kalorama Way	Steven M Smith & Lu Song	2375 Club Meridian Dr A12, Okemos, MI 48864	\$75.86	\$53.46
107	3302-02-14-376-010	1330 Kalorama Way	EL Holding Co, LLC	1650 Kendale Blvd Ste 200, East Lansing, MI 48823	\$75.86	\$53.46
117	3302-02-14-378-001	1333 Kalorama Way	Mukta Sharma & Shiva Shrotriya	1333 Kalorama Way, Okemos, MI 48864	\$75.86	\$53.46
106	3302-02-14-376-009	1336 Kalorama Way	Jim Giguere Builders, Inc.	6200 Pine Hollow Dr Ste 100, East Lansing, MI 48823	\$75.86	\$53.46
118	3302-02-14-378-002	1341 Kalorama Way	Amit Aurora & Anu Sikka	1341 Kalorama Way, Okemos, MI 48864	\$75.86	\$53.46
105	3302-02-14-376-008	1342 Kalorama Way	Zankhana & Gaurang Patel	2736 E. Grand River Ave, East Lansing, MI 48823	\$75.86	\$53.46
119	3302-02-14-378-003	1347 Kalorama Way	Caleb P & Shuang Li Troyer	4358 Dell Rd Apt J, Lansing, MI 48911	\$75.86	\$53.46
104	3302-02-14-376-007	1348 Kalorama Way	Harnoor & Avni P Tokhie	2200 Samper Lane Apt 2, Holt, MI 48842	\$75.86	\$53.46
120	3302-02-14-378-004	1353 Kalorama Way	KBBV, LLC	4665 Dobie Rd Ste 130, Okemos, MI 48864	\$75.86	\$53.46
103	3302-02-14-376-006	1356 Kalorama Way	Aneel Kumar Chikkudukayala & Bhanu Bommakanti	5228 Madison Ave Apt B1, Okemos, MI 48864	\$75.86	\$53.46
121	3302-02-14-378-005	1359 Kalorama Way	Mojgan Nejad & Babak Saravi	1359 Kalorama Way, Okemos, MI 48864	\$75.86	\$53.46
102	3302-02-14-376-005	1360 Kalorama Way	Country View Estates LLC	13937 Webster Rd Ste A, Bath, MI 48808	\$75.86	\$53.46
122	3302-02-14-378-006	1363 Kalorama Way	EL Holding Co, LLC	1650 Kendale Blvd Ste 200, East Lansing, MI 48823	\$75.86	\$53.46
101	3302-02-14-376-004	1366 Kalorama Way	Jim Giguere Builders, Inc.	6200 Pine Hollow Dr Ste 100, East Lansing, MI 48823	\$75.86	\$53.46
123	3302-02-14-378-007	1367 Kalorama Way	Jim Giguere Builders, Inc.	6200 Pine Hollow Dr Ste 100, East Lansing, MI 48823	\$75.86	\$53.46
100	3302-02-14-376-003	1372 Kalorama Way	EL Holding Co, LLC	1650 Kendale Blvd Ste 200, East Lansing, MI 48823	\$75.86	\$53.46
124	3302-02-14-378-008	1373 Kalorama Way	Srinivas Parkala	5211 Madison Ave Apt A1, Okemos, MI 48864	\$75.86	\$53.46
99	3302-02-14-376-002	1378 Kalorama Way	EL Holding Co, LLC	1650 Kendale Blvd Ste 200, East Lansing, MI 48823	\$75.86	\$53.46
125	3302-02-14-378-009	1379 Kalorama Way	EL Holding Co, LLC	1650 Kendale Blvd Ste 200, East Lansing, MI 48823	\$75.86	\$53.46

<u>Lot #</u>	<u>Parcel #</u>	<u>Parcel Address</u>	<u>Property Owner</u>	<u>Mailing Address</u>	<u>First Year Cost</u>	<u>Annual Cost Thereafter</u>
126	3302-02-14-378-010	1383 Kalorama Way	Magesh Boodhaguru & Uma Vasudha Purandiran	12923 Townsend Dr Apt 612, Grand Ledge, MI 48837	\$75.86	\$53.46
98	3302-02-14-354-006	1384 Kalorama Way	Matthew M & Veronica H Ellison	1384 Kalorama, Okemos, MI 48864	\$75.86	\$53.46
127	3302-02-14-378-011	1389 Kalorama Way	KBBV, LLC	4665 Dobie Rd Ste 130, Okemos, MI 48864	\$75.86	\$53.46
97	3302-02-14-354-005	1390 Kalorama Way	Jim Giguere Builders, Inc.	6200 Pine Hollow Dr Ste 100, East Lansing, MI 48823	\$75.86	\$53.46
128	3302-02-14-378-012	1395 Kalorama Way	Siva Koti-Reddy & Sumana Vupputri	5223 Madison Ave Apt A1, Okemos, MI 48864	\$75.86	\$53.46
129	3302-02-14-378-013	1403 Kalorama Way	EL Holding Co, LLC	1650 Kendale Blvd Ste 200, East Lansing, MI 48823	\$75.86	\$53.46
130	3302-02-14-378-014	1409 Kalorama Way	Amrinder & Shavna Saini	7723 Treatlewood Dr Apt 2B, Lansing, MI 48917	\$75.86	\$53.46
88	3302-02-14-351-020	1410 Kalorama Way	Eyde Ltd Fam Ptrshp, L&G	P.O. Box 4218, East Lansing, MI 48826	\$75.86	\$53.46
131	3302-02-14-378-015	1415 Kalorama Way	Andrei Verevko & Samar Benthami	500 Snapdragon Lane, Dewitt, MI 48820	\$75.86	\$53.46
87	3302-02-14-351-021	1416 Kalorama Way	KBBV, LLC	4665 Dobie Rd Ste 130, Okemos, MI 48864	\$75.86	\$53.46
132	3302-02-14-378-016	1423 Kalorama Way	Eyde Ltd Fam Ptrshp, L&G	P.O. Box 4218, East Lansing, MI 48826	\$75.86	\$53.46
86	3302-02-14-351-022	1424 Kalorama Way	Jim Giguere Builders, Inc.	6200 Pine Hollow Dr Ste 100, East Lansing, MI 48823	\$75.86	\$53.46
133	3302-02-14-378-017	1429 Kalorama Way	Chikka N Krishnamurt & Subhashini Mahalingappa	6822 Mulberry Lane, Grand Ledge, MI 48837	\$75.86	\$53.46
85	3302-02-14-351-023	1430 Kalorama Way	EL Holding Co, LLC	1650 Kendale Blvd Ste 200, East Lansing, MI 48823	\$75.86	\$53.46
134	3302-02-14-378-018	1435 Kalorama Way	Giguere Homes	6200 Pine Hollow Dr Ste 100, East Lansing, MI 48823	\$75.86	\$53.46
84	3302-02-14-351-024	1436 Kalorama Way	EL Holding Co, LLC	1650 Kendale Blvd Ste 200, East Lansing, MI 48823	\$75.86	\$53.46
135	3302-02-14-378-019	1441 Kalorama Way	Vinoj R Bethelli	4435 Heritage Ave Apt 1B, Okemos, MI 48864	\$75.86	\$53.46
83	3302-02-14-351-025	1442 Kalorama Way	EL Holding Co, LLC	1650 Kendale Blvd Ste 200, East Lansing, MI 48823	\$75.86	\$53.46
136	3302-02-14-378-020	1449 Kalorama Way	Eyde Ltd Fam Ptrshp, L&G	P.O. Box 4218, East Lansing, MI 48826	\$75.86	\$53.46
82	3302-02-14-351-026	1450 Kalorama Way	EL Holding Co, LLC	1650 Kendale Blvd Ste 200, East Lansing, MI 48823	\$75.86	\$53.46
96	3302-02-14-354-004	5033 Giesboro Lane	Eyde Ltd Fam Ptrshp, L&G	P.O. Box 4218, East Lansing, MI 48826	\$75.86	\$53.46
89	3302-02-14-351-019	5037 Giesboro Lane	Jim Giguere Builders, Inc.	6200 Pine Hollow Dr Ste 100, East Lansing, MI 48823	\$75.86	\$53.46
95	3302-02-14-354-003	5042 Giesboro Lane	Eyde Ltd Fam Ptrshp, L&G	P.O. Box 4218, East Lansing, MI 48826	\$75.86	\$53.46
90	3302-02-14-351-018	5043 Giesboro Lane	Jim Giguere Builders, Inc.	6200 Pine Hollow Dr Ste 100, East Lansing, MI 48823	\$75.86	\$53.46
94	3302-02-14-354-002	5050 Giesboro Lane	KBBV, LLC	4665 Dobie Rd Ste 130, Okemos, MI 48864	\$75.86	\$53.46
91	3302-02-14-351-017	5051 Giesboro Lane	Jayant & Ramandeep Mudgal	1690 5th Ave, Apt 5, Okemos, MI 48864	\$75.86	\$53.46
92	3302-02-14-351-016	5055 Giesboro Lane	EL Holding Co, LLC	1650 Kendale Blvd Ste 200, East Lansing, MI 48823	\$75.86	\$53.46
93	3302-02-14-354-001	5058 Giesboro Lane	EL Holding Co, LLC	1650 Kendale Blvd Ste 200, East Lansing, MI 48823	\$75.86	\$53.46
					\$4,172	\$2,940



9. G

To: Township Board
From: 
Deborah Guthrie, Communications Director/PIO
Date: June 14, 2017
Re: Rock the Block! Carriage Hills Liquor License Resolution

Meridian Township Communications Department is requesting Township Board approval to apply for a one day liquor license to sell beer and wine at the Rock the Block! Carriage Hills event scheduled for Saturday, August 12, 2017. The license type is a "Special License for Consumption on the Premises" which is issued by the Michigan Liquor Control Commission (MLCC), under authority from the Michigan Department of Licensing and Regulatory Affairs (LARA). A certified copy of a resolution of the Township Board authorizing the license request must be included in the application to the State. For municipalities, the license fee for the "Special License" is \$50. The license is good for one day, with sales restricted to 7 a.m. until 2 a.m. The Rock the Block! event will run from 1:00 pm until 11 pm. The Communications Department is prepared to provide a secure site with appropriate barriers as required per law, and monitor and restrict beer /wine sales from visibly intoxicated persons and minors.

MOTION TO APPROVE THE COMMUNICATIONS DEPARTMENT'S REQUEST TO APPLY FOR A ONE-DAY LIQUOR LICENSE FROM THE MICHIGAN LIQUOR CONTROL COMMISSION (MLCC) FOR THE ROCK THE BLOCK! CARRIAGE HILLS EVENT ON AUGUST 12, 2017

Attachment - Resolution to approve license application.

CHARTER TOWNSHIP OF MERIDIAN

Ronald J. Styka
Brett Dreyfus
Julie Brixie
Frank L. Walsh

Supervisor
Clerk
Treasurer
Manager



Phil Deschaine
Patricia Herring Jackson
Dan Opsommer
Kathy Ann Sundland

Trustee
Trustee
Trustee

RESOLUTION TO APPROVE

Liquor License Request
Township Board
June 20, 2017

RESOLUTION

At the regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 20th day of June, 2017 at 6:00 pm. Local Time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and supported by _____.

WHEREAS, Meridian Township Communications Department has requested Township Board approval to apply for a one-day liquor license to sell beer and wine from the Michigan Liquor Control Commission (MLCC) at the Rock the Block! Carriage Hills event scheduled for Saturday, August 12, 2017; and

WHEREAS, the Communications Department will operate beer and wine sales in conformance with all applicable laws as established in the provisions of the one-day liquor license; and

WHEREAS, the Rock the Block! Carriage Hills event is consistent with Township Board Policy 1.4 (Cultural Heritage Ends) to energize citizen pride in the community; and

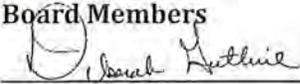
WHEREAS, beer and wine sales may help to draw additional patrons to the Rock the Block! Carriage Hills event.

NOW THEREFORE BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby approves Meridian Township Parks & Recreation to apply for a one-day liquor license from the MLCC for sale of beer and wine at the Celebrate Meridian event on Saturday, July 1, 2017.

ADOPTED: YEAS: _____

NAYS: _____



To: Board Members
From: 
Deborah Guthrie, Communications Director/PIO
Date: June 14, 2017
Re: Distributed Antennae System (DAS)

Attached is a final draft of the Distributed Antennae System (DAS) and Small Cell Policy for the Board's further consideration on the issue of allowing these wireless systems in our rights of way. This policy was originally drafted based upon recommended DAS and Small Cell Policy choice considerations from the Communications Commission, legal counsel and the previous and current Township Boards. The attached recommended final draft policy has been updated based upon input and feedback received from multiple Board and Commission members and meetings thereof, as well as from the Township Manager, Communications, Engineering and Planning staff and multiple meetings with ACD.Net representatives, and finally, the June 6, 2017 Township Board meeting.

At the May meeting, the board indicated DAS and Small Cell Policy changes to include (as highlighted on the Draft DAS and Small Cell Policy included with this memo);

Reduce the pole height maximum from forty feet (40') to thirty five feet (35') (DAS Pole Light Comparison Heights has been included with this memo),

Include Maps of designated DAS Zones with the policy draft to include the following areas; Carriage Hills Pica Zone, Downtown Okemos PICA Zone, Downtown Haslett PICA Zone and the Corridor Improvement Authority area,

The following change was made in section 1.4.9 of the DAS and Small Cell Policy provided:

1.4.9 New DAS and Small Cell Facility support structures shall occur in a consistent and conforming manner in designated districts as defined by the Township Board and as shown on maps attached to this policy. These districts shall include the following zones:

The Carriage Hills Retail PICA Zone, as defined in the 2017 Master Plan;
The Downtown Okemos PICA Zone, as defined in the 2017 Master Plan;
The Downtown Haslett PICA Zone, as defined in the 2017 Master Plan;
The Corridor Improvement Authority area;
C - 2 and C - 3 Zoning Map

The Township Board may wish to modify the DAS and Small Cell Policy at any time to add other areas and corridors as adopted.

This document is being brought before the Township Board to decide whether or not this DAS and Small Cell Policy draft together with the DAS/Small Cell Franchise Agreement and Modified METRO Agreement adequately addresses the appropriate standards for permitting and franchising DAS and Small Cell systems in the Meridian Township rights of way.

The following motion is recommended for Board consideration:

MOVE TO ADOPT THE DAS AND SMALL CELL POLICY TO BE USED BY THE TOWNSHIP IN NEGOTIATING A MODIFIED METRO AGREEMENT AND DAS FRANCHISE AGREEMENT FOR PURPOSES OF ALLOWING DAS/SMALL CELL WIRELESS SYSTEMS INTO THE TOWNSHIPS RIGHTS OF WAY.

Attached is a final draft of the Distributed Antennae System (DAS) Franchise Agreement for the Board's further consideration on the issue of allowing these wireless systems in our rights of way.

At the most recent Township Board meeting, there was a discussion regarding the determination of pole rate charges. Staff explained the rates were adopted from the City of Boyne Agreement with ACD.net. In consulting with legal, staff learned the fee structure rate was determined by looking at the total annual franchise fee revenue collected from video service providers and dividing the number of utility poles used by video service providers. Total franchise fees received in 2016 from Comcast and AT&T UVerse was \$690,333. At this time we do not know how many poles are utilized by these providers.

Changes to the DAS Franchise Agreement document under the fee structure section have been modified to reflect recommended fee structure changes (as highlighted on the Draft DAS Franchise Agreement included with this memo). Fee rates are negotiable. Recommended rate structure;

\$28.00 for ornamental poles in downtown districts

\$70.00 for poles in downtown districts, i.e. main intersection poles, in districts where there are buildings > 5 stories, or other large complexes, within a couple of hundred feet of the small cell

\$145.00 for poles outside wood utility pole districts, i.e. where there are concrete light poles, fiberglass poles, metal poles for carrying or lighting only (i.e. non-intersection, non-downtown poles)

Wood poles are expressly prohibited

This document is being brought before the Township Board to decide whether or not this DAS/Small Cell Franchise Agreement together with the DAS and Small Cell Policy and Modified

Memo to Township Board
June 14, 2017
Re: Distributed Antennae System (DAS)
Page 3

METRO Agreement adequately addresses the appropriate standards for permitting and franchising DAS and Small Cell systems in the Meridian Township rights of way.

The following motion is recommended for Board consideration:

MOVE TO APPROVE THE DAS/SMALL CELL FRANCHISE AGREEMENT.

No changes for the Modified METRO Agreement were requested by the Township Board at the last two (2) Board meetings.

The following motion is recommended for Board consideration:

MOVE TO APPROVE THE MODIFIED METRO AGREEMENT.

Attachments

1. Draft DAS and Small Cell Policy
2. Designated Proposed DAS Zone Maps
3. DAS Pole Light Comparison Heights
4. Draft DAS/Small Cell Franchise Agreement
5. Draft Modified METRO Agreement

**MERIDIAN TOWNSHIP
DRAFT DAS AND SMALL CELL POLICY**

The administration of this Policy shall be governed by the following DAS and Small Cell Policy:

- 1.1. The Township supports efforts to establish an open, competitive marketplace for needed communication services that also serves the Township's Constitutional and statutory mandates to promote safety and convenience in the use of public right-of-ways under its jurisdiction and to maintain the integrity of the Township Zoning and Master Plan, promote property values and preserve the character of the Township as desired by Township residents. The Township promotes and encourages competition for communication services that make the latest and best technology available and keep service prices affordable for all Township residents and businesses. An integral component of this open marketplace is the consistent application of regulations to all communications providers and the preservation of local authority over matters of local impact.
- 1.2. The Township recognizes that to balance the needs and interests of the public in the management of the right-of-ways together with the desire of the communications service industry to access such rights of way where there is a demonstrated need for new facilities, facilities supporting communication services may be integrated into the right-of-ways in conformity principally with community standards, also taking into account industry standards and best practices identifying community standards together with an understanding of industry standards and best practices all of which may be incorporated into the terms and conditions of the Township's franchise and right-of-way permit and permit process and may change from time to time, in the Township's sole judgment and discretion.
- 1.3. The Township's primary goal is to make and maintain the right-of-ways under its jurisdiction safe and convenient for public travel, maintain the integrity of the Township Zoning and Master Plan as guidance only at the Township's sole discretion, promote property values and preserve the character of the Township as desired by Township residents. To further this goal, the Township recites the following siting priority preferences, which shall be enforced wherever possible in the Township's discretion.

1.4. Use/Installation Priority Preference Considerations

- 1.4.1. A Communications Service Provider shall first demonstrate a need for new communication facilities by providing proof of customer demand exceeding available supply.

1.4.1.1. Details of Proof TBD. (Coverage Gap/Deficiency Map).

1.4.1.2. The Township requires that future DAS/Small Cell Wireless Infrastructure be located in safe areas of the rights of way. The Township's reasoning includes: Reduced aesthetic impact, fewer land use restrictions, diminished visual impact of telecommunication facilities, improved buffering from adjacent residential uses, potential to join publicly managed communication systems with commercial wireless service antennas, greater continuity of telecommunications facilities, enhanced cell phone service in more remote parts of the Township, motorist safety as approved by the township and Ingham County Road Department, and quicker application approval process as valid reasons for such preference.

**MERIDIAN TOWNSHIP
DRAFT DAS AND SMALL CELL POLICY**

- 1.4.1.3. Collocation on an existing facility within the right-of-way subject to a franchise agreement shall be preferred to locating a new DAS and Small Cell Facility within the right-of-way.
 - 1.4.1.4. Locating a new DAS and Small Cell Facility in the right-of-way shall only be permitted when the applicant demonstrates, in the Township's judgment, that collocating on any existing facility, is not possible or practical.
 - 1.4.1.5. Where possible and practical, facilities will be required to be located below ground where other existing facilities or structures are located below ground.
- 1.4.2. Collocation**
- 1.4.2.1. All DAS collocation applications shall be subject to collocation within existing DAS structures. Mandatory future collocation of all subsequent DAS and Small Cell Facilities shall be required where possible and practical for any newly authorized structure under this Policy.
 - 1.4.2.2. Any DAS application that is not for a collocated DAS structure must contain a statement justifying why collocation is not possible or practical. Such statement shall include:
 - 1.4.2.2.1. Such structure and technical information and other justifications as are necessary to document the reasons why collocation is not possible or practical, including all communication of denials of collocation requests from 3rd party entities; and
 - 1.4.2.2.2. A list of all eligible support structures and alternative structures considered as alternatives to the proposed location.
 - 1.4.2.2.3. A written explanation why the alternatives considered were not possible or practical due to technical or physical constraints.
 - 1.4.3. Stealth installations or otherwise aesthetically consistent designs shall be required at the discretion of the Township, with all facilities located **within** the pole, and will generally be similar to the existing infrastructure in the area. See Ordinance Sections #86-438.
 - 1.4.4. New structures shall be limited and not higher than other existing poles in all areas, and in all events, no higher than **thirty five (35')** and no more than 2 feet in diameter, or as determined by zone unless otherwise shown to be needed by the Applicant based upon the technical characteristics of the area or other considerations, including collocation. The dimensions of new facilities will generally not be permitted to exceed existing infrastructure in the same vicinity.
 - 1.4.5. Use of new or existing light poles is an acceptable support structure subject to all other criteria herein.

**MERIDIAN TOWNSHIP
DRAFT DAS AND SMALL CELL POLICY**

- 1.4.6. Attachments to a support structure including any and all power sources and back-ups shall be placed inside the pole absent specific exception granted at the sole discretion of the Township.
- 1.4.7. New structures shall be customized to match the norms of the area. By way of examples: A new pole if otherwise approved, must match the RGB scale of the green LED lights in Downtown Okemos and - A new pole in a commercial district must be a metal type structure - either steel or aluminum or a combination of the two.
- 1.4.8. No new DAS and Small Cell Facility support structure may be erected in the public right-of-way within five hundred feet (500') of an existing Communication structure including DAS and Small Cell Facility support structures, unless shown, as determined by the Township in its discretion, that it is required for technical feasibility or that all existing infrastructure is already exhausted or not available for use.
- 1.4.9. New DAS and Small Cell Facility support structures shall occur in a consistent and conforming manner in designated districts as defined by the Township Board and as shown on maps attached to this policy. These districts shall include the following zones:
- 1.4.9.1. Carriage Hills Retail PICA Zone as defined in the 2017 Master Plan
 - 1.4.9.2. Downtown Okemos PICA Retail Zone as defined in the 2017 Master Plan
 - 1.4.9.3. Downtown Haslett PICA Retail Zone as defined in the 2017 Master Plan
 - 1.4.9.4. The Corridor Improvement Authority Area
- 1.4.10. The Township will manage access to the public right-of-ways for DAS and Small Cell purposes in a nondiscriminatory, competitively neutral and nonexclusive way to the extent required under applicable law and, to the extent allowed under applicable law, to receive fair compensation based upon market rates. The public interest will be protected by a franchise agreement reflecting such fees and collecting all associated administrative costs for use of the public right-of-ways under the jurisdiction of the Township. In Kind Services may be substituted for some portion of or all such fees where the Township determines that the value of such services approximates fair and reasonable market rates.
- 1.4.11. Right-of-way permits for location of DAS and Small Cell Facilities and all supporting equipment and structures will be managed to preserve the integrity of the road system's infrastructure, ensure efficient use of the property under the jurisdiction of the Township, and ensure compliance with all state, federal and local law and regulation as well as all applicable and commonly recognized building, electrical, safety and other road right of way standards, regulations and permitting processes and requirements.
- 1.4.12. In order to effectively manage and regulate the use of public right-of-ways under the Township's jurisdiction in the best interests of the public, it is necessary for the

**MERIDIAN TOWNSHIP
DRAFT DAS AND SMALL CELL POLICY**

Township to reserve and exercise all franchise, proprietary, legislative, administrative and discretionary authority it may have to the full extent allowed or not prohibited by law. Nothing in this policy shall be construed to diminish or in any way to limit the franchise, proprietary, discretionary, administrative or legislative authority of the Township and its officials as respects the management and use of the Township's public right-of-ways or other property interests in respect to the granting, delaying, or denying any right-of-way permit or use of other Township property.

- 1.4 **Township DAS and Small Cell Facility Proposal Review Process**
 - 1.4.1 Routing of Application - TBD
 - 1.4.2 Timing and Deadlines - TBD
 - 1.4.3 Franchise Fees, Permit Fees and Cost Recovery -TBD

- 1.5 Compliance with all existing Township Ordinances as guidelines only at the discretion of the Township.

Haslett PICA. Bisected by Haslett and Marsh Roads and disconnected from Haslett by the railroad, the plazas that make up this PICA--Shop Town, Haslett Village Square and Haslett Commerce Center--are a mix of highly successful and vacant retail space.

Haslett Today. East of Marsh Road, Shop Town is successful despite aging infrastructure and a disorganized development pattern. To the west, underutilized retail space in Haslett Village Square is hidden behind expanses of parking lot. Marsh Road divides the sides with five lanes of heavy traffic, creating a barrier for any potential pedestrian connection between the two sites. Haslett Road similarly deters residents from walking into the site from the north.

A Walkable Community Center Tomorrow. The Haslett mixed use core will benefit from an influx of residential development that places walkability and human scale above traditional suburban living.

By providing housing on-site with existing commercial buildings, the revitalized area will provide residents with the amenities they need, while retailers will benefit from an invested customer base within easy walking distance.



Perspective View ▶

Bird's Eye View ▶





Haslett PICA Analysis

RETAIL

- 87,428 Square Feet of Retail
- 17.9% of demand for new retail in Meridian
- 10.7% of demand for new walkable retail in Meridian
- Possible Retail Tenants:
 - » Specialty Food Stores
 - » Health and Personal Care Stores
 - » General Merchandise Stores
 - » Used Merchandise Stores
 - » Beer/Wine/Liquor Stores
 - » Bars/Restaurants
 - » Florists

HOUSING

- 320 Housing Units
- 12.8% of demand for walkable housing in Meridian

- Retail
- Housing
- Park
- PICA Boundary

Okemos PICA. Located along Okemos Road a short distance south of Grand River Avenue, this once-thriving historic activity center is utilized as a vehicular cut-through.

Okemos Today. The street grid is desirable in scale and has the potential to support mixed use infrastructure of a walkable urban form. In its current form, Okemos lacks true connection to the active commercial corridor just minutes to the north. The center is missing an identity and purpose, even though visibility and accessibility are high.

A Bustling Downtown Tomorrow. The Okemos core will embody traditional urban living, with emphasis on creating spaces for living, working, and recreation within the neighborhood.

New development in Okemos will take advantage of its location to provide residents great access to regional transportation systems and draw in visitors with unique retail and service amenities. First floor storefronts and upper-level apartments and condos will provide an eclectic mix of users that will take advantage of plazas and street cafes to create an active streetscape.



Perspective View ▲
 Bird's Eye View ▶





Note: This conceptual build-out scenario shows buildings in floodplain areas. All future development must be consistent with Meridian Township floodplain policies.

Okemos PICA Analysis

RETAIL

- 191,458 Square Feet of Retail
- 39.2% of demand for new retail in Meridian
- 23.4% of demand for new walkable retail in Meridian
- Possible Retail Tenants:
 - » Furniture Stores
 - » Home Furnishings Stores
 - » Electronics Stores
 - » Specialty Food Stores
 - » Beer/Wine/Liquor Stores
 - » General Merchandise Stores
 - » Bars/Restaurants

HOUSING

- 695 Housing Units
- 27.9% of demand for walkable housing in Meridian

- Retail
- Housing
- Community
- Existing
- PICA Boundary

Carriage Hills PICA. The northwest corner of Hagadorn and Lake Lansing is a commercial center surrounded by family-oriented residential neighborhoods. Updates to retail and office buildings continue, but a cohesive vision is not apparent.

Carriage Hills Today. Underutilized retail space and an expansive parking lot characterize the interior of the shopping center. The credit union and gas station along the periphery have been modernized, yet a main draw of commercial or recreational interest remains absent from the area. With a large population living in close proximity to the center, there is great potential for retail and activity in a close-knit mixed use development.

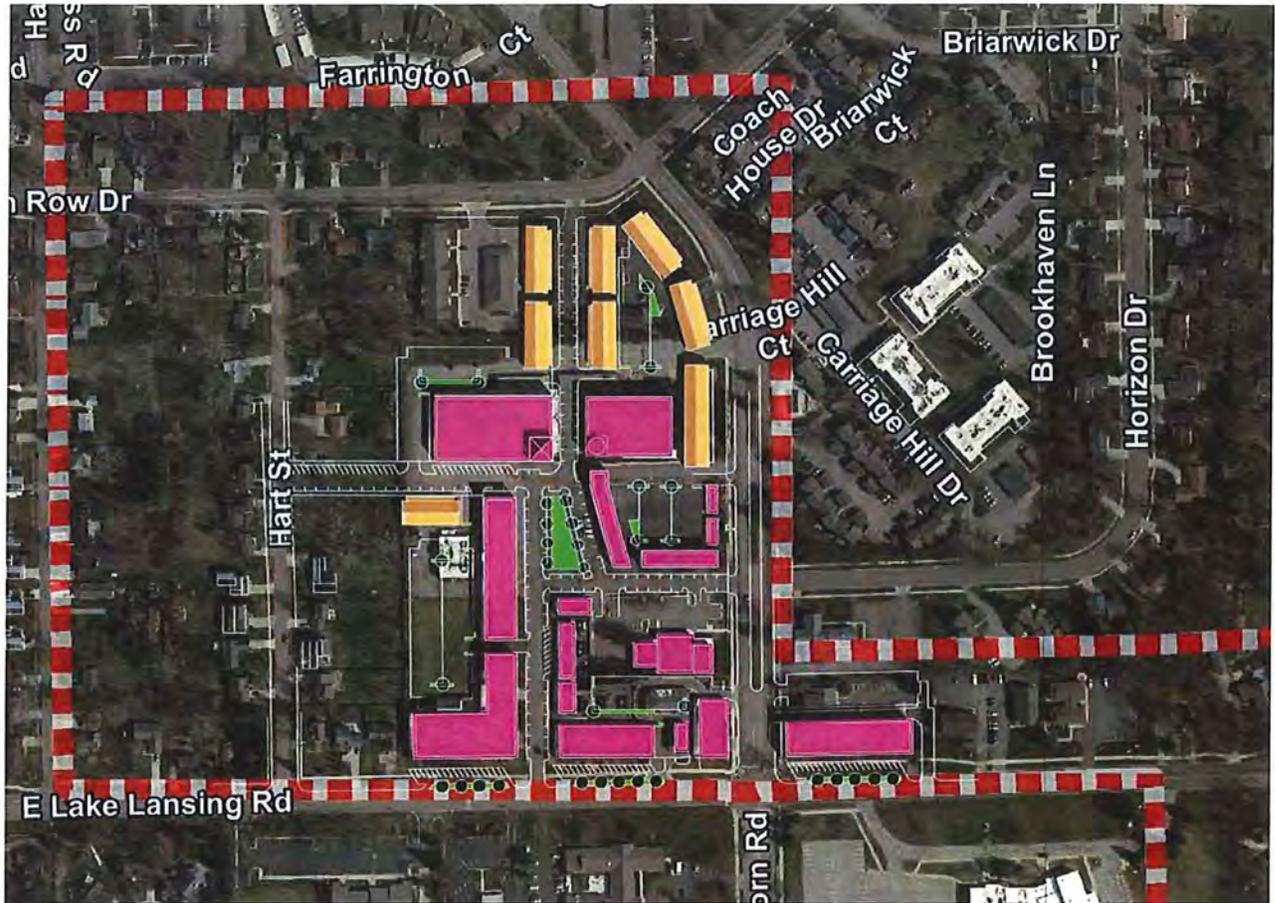
A Re-Imagined Mixed Use Destination tomorrow. Taking advantage of the surrounding population, the Carriage Hills plan brings life in the form of resident-focused activity nodes surrounded by family-oriented retail and restaurants.

The updated street grid and building forms will encourage walkable living for existing residents on the periphery as well as new residents living above storefronts and offices. Carriage Hills will provide the amenities necessary for families to live within the center, and the excitement necessary to draw in visitors from the Lansing region.



Perspective View ▲
 Bird's Eye View ▶





Carriage Hills PICA Analysis

RETAIL

- 70,437 Square Feet of Retail
- 14.42% of demand for new retail in Meridian
- 8.62% of demand for new walkable retail in Meridian

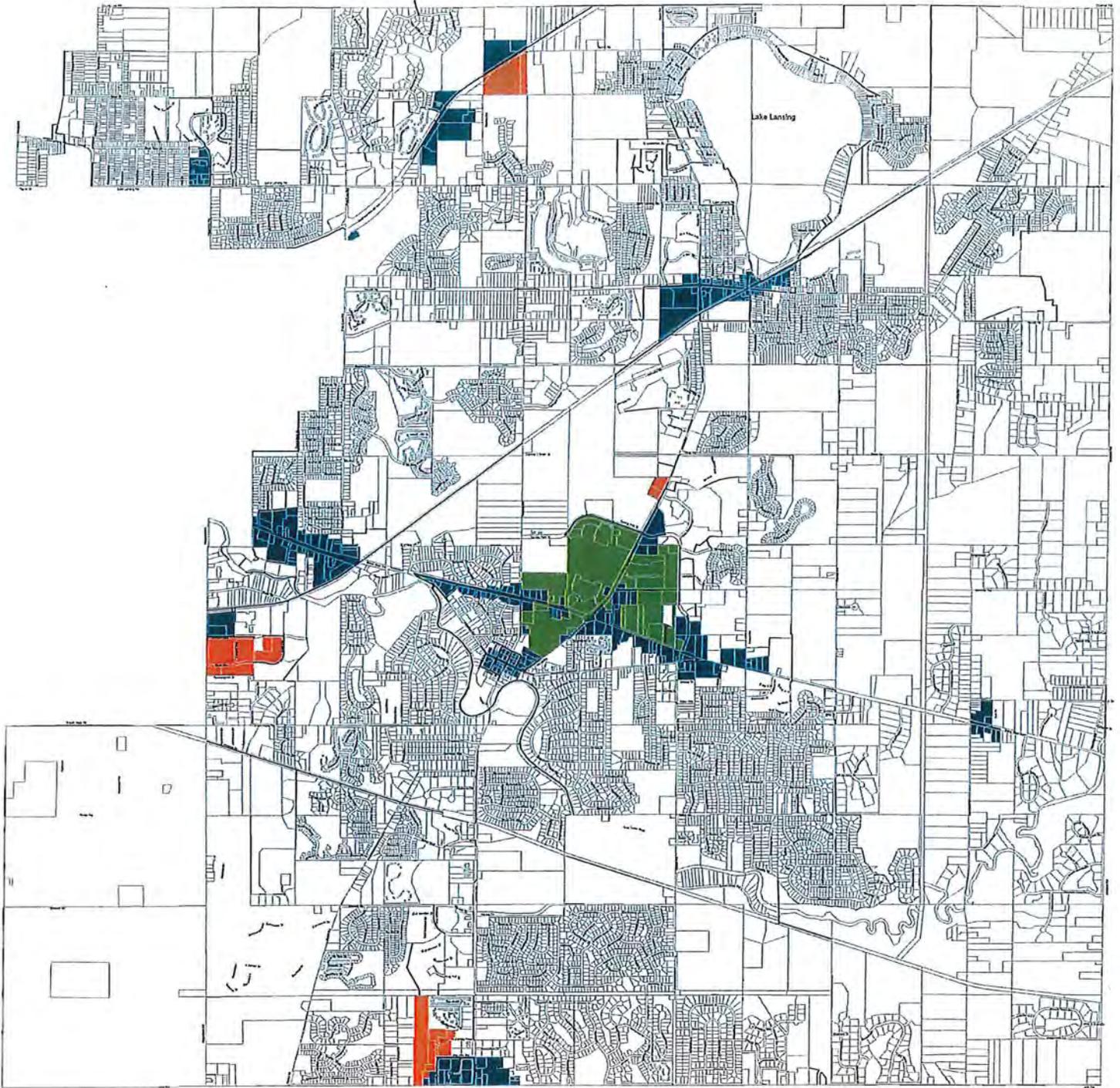
• Possible Retail Tenants:

- » Specialty Food Stores
- » Health and Personal Care Stores
- » General Merchandise Stores
- » Used Merchandise Stores
- » Beer/Wine/Liquor Stores
- » Bars/Restaurants
- » Florists

HOUSING

- 131 Housing Units
- 5.3% of demand for walkable housing in Meridian

- Retail
- Housing
- Park
- PICA Boundary



Zoning

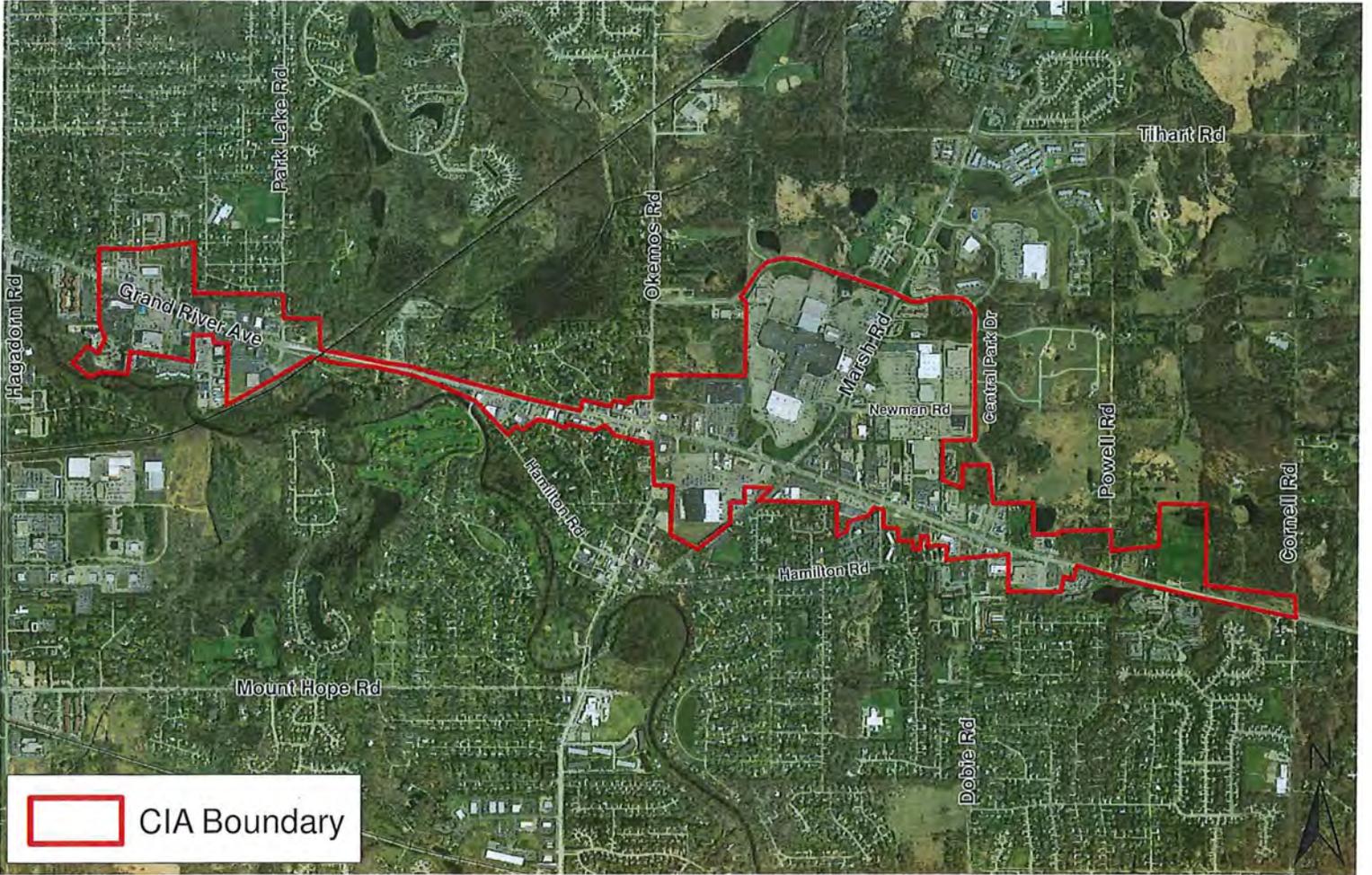
-  C-2
-  C-2*
-  C-3



MERIDIAN TOWNSHIP

INGHAM COUNTY, MICHIGAN

* Signifies a "Conditional" Rezoning



□ CIA Boundary

DAS Light Pole Heights

Municipal Building Parking Light



Municipal Building Acorn Light



Downtown Okemos Light Pole



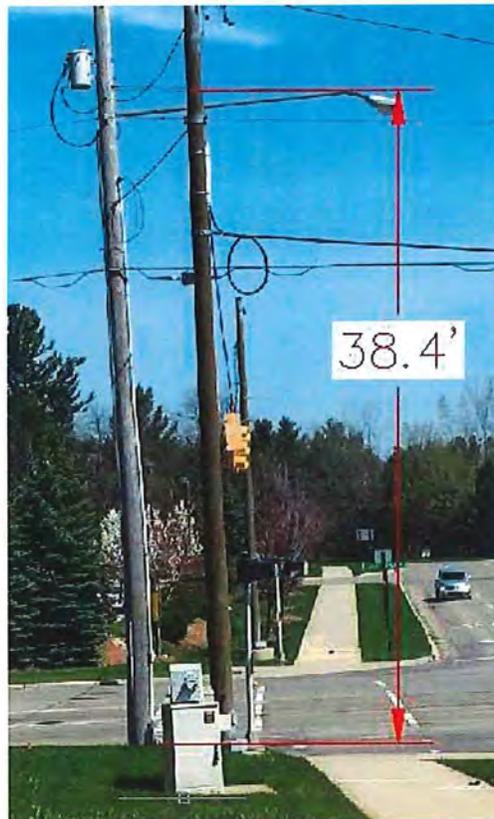
Okemos Road LED Light



Hamilton Round-About



Grand River Cobra Light



DAS/SMALL CELL FRANCHISE AGREEMENT

BETWEEN

CHARTER TOWNSHIP OF MERIDIAN

and

KEPS Technologies, Inc. d/b/a "ACD"

THIS FRANCHISE AGREEMENT ("AGREEMENT") DATED AS OF THIS ___ DAY OF _____, 2017, IS ENTERED INTO BY AND BETWEEN THE CHARTER TOWNSHIP OF MERIDIAN, A MUNICIPAL CORPORATION ("TOWNSHIP OR TWP"), AND KEPS Technologies, Inc. d/b/a "ACD", A MICHIGAN CORPORATION ("FRANCHISEE" OR "ACD").

WHEREAS, the Township has made significant investments of time and resources in the acquisition and maintenance of the public ways and such investment has enhanced the utility and value of the public ways; and

WHEREAS, the public ways within the Township are used by and useful to private enterprises including Franchisee and others engaged in providing telecommunications services to citizens, institutions, and businesses located in the Township; and

WHEREAS, the right to access and/or occupy portions of such public ways for limited times, for the business of providing telecommunications services, is a valuable economic privilege; and

WHEREAS, beneficial competition between providers of communications services can be furthered by the Township's provision of grants of location and rights to use the public ways on non-discriminatory and competitively neutral terms and conditions as specifically itemized in this agreement; and

WHEREAS, FRANCHISEE is a private enterprise engaged in **installing** facilities related to and/or **providing** various telecommunications services within the Township by means of fiber connected Distributed Antenna Systems or other Small Cell Facilities (DAS/Small Cells or DAS Small Cell Networks); and

WHEREAS, FRANCHISEE desires to physically install and occupy portions of the public way to install wireless facilities as specifically enumerated herein, or to utilize Township owned light, traffic signals or other Township owned poles for use of it's FRANCHISED DAS/Small Cells; and FRANCHISEE

WHEREAS, FRANCHISEE is agreeing to compensate the Township for installation and/or operation of all antennas, supporting structures for antennas, equipment shelters, poles or houses associated with DAS/Small Cells in exchange for a grant of location and the right to use and physically occupy portions of the public way for the limited purposes and times set forth below;

WHEREAS, the Township grants this Franchise pursuant to its authority to manage its public spaces;

NOW THEREFORE BE IT RESOLVED, in consideration of the terms and conditions contained in this Agreement, the Township and FRANCHISEE do hereby agree:

THIS AGREEMENT IS MADE WITH REFERENCE TO THE FOLLOWING FACTS AND CIRCUMSTANCES:

1.0 DEFINITIONS

Except as otherwise defined herein, the following terms shall, when capitalized, have the meanings given below:

1.1 "Agency" means any governmental agency or quasi-governmental agency other than the Township, including, but not limited to, the Federal Communications Commission (FCC) and the Michigan Public Service Commission, Metro Authority or Local Community Stabilization Authority .

1.2 "Grant" when used with reference to grant or authorization of the Township, means the prior written authorization of the Charter Township of Meridian (and/or its various boards and commissions) unless another person or method for authorization is specified herein or under applicable law. Grant does not mean "Approval" as contemplated in various FCC determinations related to subsequent collocation requests which are expressly not granted by this Franchise.

1.3 "Business Day" means any Day other than a Saturday, Sunday, or Day observed as an official holiday by the Township.

1.4 "Day" means any calendar day, unless a Business Day is specified. For the purposes hereof, if the time in which an act is to be performed falls on a Day other than a Business Day, the time for performance shall be extended to the following Business Day. For the purposes hereof, the time in which an act is to be performed shall be computed by excluding the first Day and including the last.

1.5 "FCC" means the Federal Communications Commission.

1.6 "Hazardous Material" means any substance, waste or material which, because of its quantity, concentration or physical or chemical characteristics is in fact or deemed by any federal, state, or local governmental authority to pose a present or potential hazard to human health or safety or to the environment.

1.7 "Law" or "Laws" means any federal, state or local statute, ordinance, resolution, regulation, rule, tariff, administrative order, certificate, order, or other lawful requirement in effect either at the time of execution of this Agreement or at any time during the period the DAS/Small Cells are located in the Public Rights-of-Ways.

1.8 "DAS/Small Cells" means any and all telecommunication facilities or related equipment installed and/or operated by FRANCHISEE for the provision of commercial mobile radio service ("CMRS") carriers and including cables, antennas,

brackets, devices, conduits, poles, shelters, houses, cabinets and all other related equipment to be deployed, installed and/or operated by FRANCHISEE as described in Exhibit A attached hereto.

1.9 "Person" means an individual, a corporation, a partnership, a sole proprietorship, a joint venture, a business trust, or any other form of business association or government agency.

1.10 "Public Ways" or "Public Rights-of-Way" means the areas in, upon, above, along, across, under, and over the public streets, sidewalks, roads, lanes, courts, ways, alleys, boulevards, buildings and any other public places owned by and within the Township as the same now or may hereafter exist and which are under the permitting jurisdiction of the Township.

1.11 "Release" when used with respect to Hazardous Material means any actual or imminent spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, or disposing into or inside any existing improvements or any improvements constructed hereunder by or on behalf of FRANCHISEE.

1.12 "Services" means those services provided by or through DAS/Small Cells FRANCHISEE as specifically identified in the attached detailed plans and specifications See Exhibit A. If the Township grants the provision of any other services by FRANCHISEE, upon such grant, the definition of "Services" shall automatically be revised to include any such grant of additional services. Unless specifically expressed in this agreement, Service does not mean video service of any kind.

1.13 "Poles" means light poles, wooden power poles, traffic light poles, highway sign poles, utility poles, lighting fixtures or other similar poles located in the Public Way owned by the Township or FRANCHISEE or any other third parties and may refer to such facilities in the singular or plural, as appropriate to the context in which used. The term poles excludes any historically or architecturally significant poles owned by the Township located on public ways or, other similar street features.

2.0 TERM OF AGREEMENT

The term of this Agreement shall commence on the date of execution by the Township ("The Commencement Date") and shall end on the same date as termination of Metro Act Permit.

Upon written application to Township delivered no later than one year before the end date of the term of this FRANCHISE, the FRANCHISEE may request to amend this FRANCHISE to extend the end date to a proposed new date. Assuming the Franchisee has met all conditions of the FRANCHISE and performed to Township's satisfaction in providing the Services in the Township, and assuming that Township believes extension of the term of this Franchise would be in the public interest, the term end date of this FRANCHISE may be extended.

3.0 DESCRIPTION OF WORK

3.1 Installation of DAS/SMALL CELL NETWORKS. During the term of this Agreement, FRANCHISEE is authorized, on a non-exclusive basis, to locate and install antennas, supporting structures for antennas, equipment shelters, poles or houses associated with DAS/Small Cell networks including utility poles, light poles or, to attach to Township light poles, traffic signal poles, if any, or other Township owned poles to house and operate a DAS/Small Cell Network in the utility public right of way or other Township owned or controlled property, as more particularly identified in Exhibit A.

This agreement does not give any rights to use any property, poles or other structures not owned by the Township. Prior to installation of any DAS/Small Cell equipment including poles, in any Township right of way, FRANCHISEE shall obtain written authorization for such installation upon such specifically designated property or pole from the owner of the property or pole, including the Township and shall provide the Township with written evidence of such authorization, if received from a 3rd party.

3.1.1. Location of DAS/Small Cell Networks. The Township may grant or deny the location and installation of any DAS/Small Cell equipment on a pole or other structure prior to installation, based on reasonable proprietary and or regulatory factors, such as the location of other present or future communications facilities owned by or installed at the direction or permission of the Township, efficient use of physical space to avoid premature exhaustion of rights of way resources and space, potential inference with other communications facilities and services, the public safety of the motoring public and other users of the rights of way, maintaining the integrity and character of the various community districts as embodied in the zoning ordinances of the Township, such ordinances NOT binding upon either party to this agreement regarding use of Township property including rights of way, but as a guide employed at the discretion of the Township, and other critical public services; provided, however, that such grant shall not be unreasonably conditioned, withheld, or delayed.

3.1.2 Map and List of DAS/Small Cell equipment. FRANCHISEE shall maintain in a form acceptable to the Township, a current map and list of the location of all Facilities used by FRANCHISEE for its DAS/Small Cell Network pursuant to this Agreement and located in public ways; FRANCHISEE shall provide such list to the Township within ten (10) Business Days upon completion of the installations permitted in this agreement; and FRANCHISEE shall, whether or not requested by the Township, provide an updated list and map promptly after any change is made in regard to the locations of the specific intallations specified by FRANCHISEE in such lists and maps. FRANCHISEE shall obtain all required permits and grants of the Township and any of its departments or agencies, and any other Agency with jurisdiction over the DAS/Small Cells, services or the property on which the DAS/Small Cells are or will be located, prior to performing any work under this Agreement and shall comply with all of the terms and conditions set forth in these permits. FRANCHISEE shall not mount, construct, install, maintain, locate, operate, place, protect, reconstruct, reinstall, remove, repair, or replace any DAS/Small Cells on any pole, or other structure except as expressly authorized by and in strict compliance with this Agreement, and shall not without further and separate authorization, otherwise locate more than one antenna or other related structure on any single pole or other structure.

3.1.3 Changes to DAS/Small Cell Networks or Their Location on Poles Located in Public Ways. If FRANCHISEE proposes to install different but comparable equipment, or if the DAS/Small Cell or its location on the poles located in public Rights-of-Way deviate in any material way from the specifications attached hereto as Exhibit A, then FRANCHISEE shall first obtain a grant for the use and installation of the comparable equipment or for any such deviation in the DAS/Small Cells Network from the Township and owners of the poles located on Public Rights-of-Way and shall provide the Township with written evidence of such authorization. The Township may not unreasonably deny use of the different but comparable equipment, or non-material deviation from the specifications set forth in Exhibit A with regard to the placement of the DAS/Small Cell equipment on the poles located on public ways, pursuant to the factors enumerated under Section 3.1.1, and such grant shall not be unreasonably conditioned, withheld, or delayed.

3.2 Provision of Services. The DAS/Small Cell Network installed pursuant to this Agreement shall be used solely for the rendering of communication services including telecommunication services and wireless services. If FRANCHISEE proposes to make a material change to the nature and character of the services not expressly permitted under this Agreement, including, without limitation, video programming services, open video system services, or cable television services, FRANCHISEE shall notify the Township in writing of this intended change not less than one hundred and eighty (180) days prior to the proposed date of change to Service. The Township may either (i) accept the proposed change in Service on mutually agreeable terms and conditions subject to the franchise requirements of MCL 484.3301 et seq. or (ii) require that the Services not be changed but rather continue to be provided as contemplated herein.

3.3 Restoration of Work Site Areas. Upon the completion of each task or phase of work to be performed by FRANCHISEE under this Agreement, FRANCHISEE shall promptly restore all work site areas to a condition reasonably satisfactory to the Township and in accordance with construction standards as specified by the Township, ordinary

wear and tear not caused by FRANCHISEE or the DAS/Small Cells Networks excepted. The provisions of this paragraph shall survive the expiration, completion or earlier termination of this Agreement.

3.4 Removal of DAS/Small Cell Network. Upon one hundred and eighty (180) days' written notice by the Township pursuant to the expiration or earlier termination of this Agreement for cause, FRANCHISEE shall promptly, safely and carefully remove the DAS/Small Cell Network from all poles and other places located in Public Rights-of-Way. Such obligation of FRANCHISEE shall survive the expiration or earlier termination of this Agreement. If FRANCHISEE fails to complete this removal work on or before the one hundred and eighty (180) days subsequent to the issuance of notice pursuant to this Section 3.4, then the Township, upon written notice to FRANCHISEE, shall have the right at the Township's sole election, but not the obligation, to perform this removal work and charge FRANCHISEE for the actual costs and expenses, including, without limitation, reasonable administrative costs. FRANCHISEE shall pay to the Township the reasonable costs and expenses incurred by the Township in performing any removal work and any storage of FRANCHISEE's property after removal (including any portion of the DAS/Small Cell Networks) within fifteen (15) Business Days of the date of a written demand for this payment from the Township. The Township may, in its discretion, obtain reimbursement for the above by making a claim under FRANCHISEE's performance bond. After the Township receives the reimbursement payment from FRANCHISEE for the removal work performed by the Township, the Township shall promptly return to FRANCHISEE the property belonging to FRANCHISEE and removed by the Township pursuant to this Section 3.4 at no liability to the Township. If the Township does not receive the reimbursement payment from FRANCHISEE within such fifteen (15) Business Days, or if Township does not elect to remove such items at the Township's cost after FRANCHISEE's failure to so remove prior to one hundred and eighty (180) days subsequent to the issuance of notice pursuant to this Section 3.4, any items of FRANCHISEE's property, including without limitation the DAS/Small Cell Networks, remaining on or about the Public Rights-of-Way or stored by the Township after the Township's removal thereof may, at the Township's option, be deemed abandoned and the Township may dispose of such property in any manner allowed by Law, and in accordance with any legal rights of persons other than the Township who own light poles located in the public way and used by FRANCHISEE. Alternatively, the Township may elect to take title to such abandoned property, whether the Township is provided by the FRANCHISEE, an instrument satisfactory to the Township transferring to the Township the ownership of such property, or not. The provisions of this paragraph shall survive the expiration or earlier termination of this Agreement.

3.5 Risk of Loss or Damage. FRANCHISEE acknowledges and agrees that FRANCHISEE bears all risk of loss or damage of its equipment and materials, including, without limitation, the DAS/Small Cell Networks, installed in the Public Rights-of-Way pursuant to this Agreement from any cause, and the Township shall not be liable for any cost of repair to damaged DAS/Small Cell Networks, including, without limitation, damage caused by the Township's removal of DAS/Small Cell Networks, except to the extent that such loss or damage was caused by the willful misconduct of the Township, including without limitation, each of its commissions, boards, departments, officers, agents, employees and contractors.

3.6 Removal or Relocation of DAS/Small Cell Network at Township's Request. FRANCHISEE understands and acknowledges that the Township, at any time and from time to time, may require FRANCHISEE to remove or relocate upon a written request from the Township on ten (10) Business Days' (or shorter in the event of an Emergency) notice at FRANCHISEE's sole cost and expense, portions of the DAS/Small Cell Network whenever Township reasonably determines that the removal or relocation is needed: (1) to facilitate or accommodate the construction, completion, repair, relocation, or maintenance of a Township project, (2) because the DAS/Small Cell Network interferes with or adversely affects proper operation of the light poles, traffic signals, Township-owned communications systems or other Township facilities, (3) because of a sale or vacation of the public right of way by the Township, (4) because there is a change in use of the public right of way by the Township provided such use similarly effects similarly FRANCHISED users in the public right of way, (5) because there is damage to and/or removal of the light pole, or (6) to preserve and protect the public health and safety, in a manner not inconsistent with 47 U.S.C. § 332(c)(7). FRANCHISEE shall at its own cost and expense remove, relocate and/or adjust the DAS/Small Cell Network, or any part thereof, to such other location or locations in the Public Rights-of-Way, or in such manner, as appropriate, as may be designated or granted, in writing and in advance, by the Township. Such removal, relocation, adjustment shall be completed within the time prescribed by the Township in it's written request and in accordance with the terms of this Agreement. FRANCHISEE shall not be in default hereunder if it has taken appropriate action as directed by the Township to obtain such grant. If FRANCHISEE fails to remove, relocate, adjust or support any portion of the DAS/Small Cell Network as described by the Township within the prescribed time, Township may take all reasonable, necessary, and appropriate action, as stated in Section 3.4.

4.0 PERMIT, LIMITATIONS AND RESTRICTIONS

4.1 Limited Authorization. This Agreement does not authorize the placement of DAS/Small Cell Networks or any other equipment on any sites, structures or facilities other than those specifically identified herein including collocation. Placement of the DAS/Small Cell Networks shall comply with the terms of the Township's conditions of access in effect as of the date of execution hereof and as are applied equally to all Persons using the Public Rights-of-Way under grant by the Township. The Agreement does not relieve FRANCHISEE of its burden of seeking any necessary permission from other governmental agencies which may have jurisdiction regarding FRANCHISEE's proposed use. FRANCHISEE further acknowledges that it cannot use any historically or architecturally significant poles located on the public rights-of-way or other street furniture, except as may be otherwise expressly authorized in a specific permit issued by the Township.

4.2 No Authorization to Provide Other Services. FRANCHISEE represents, warrants and covenants that its DAS/Small Cell Networks installed pursuant to this Agreement will be utilized solely for the rendering of communication services, telecommunication services, including wireless services, and FRANCHISEE is not authorized to and shall not use the DAS/Small Cell Networks to offer or provide any other services not specified herein. Failure to abide by this may constitute a breach of this agreement, and the Township, after providing FRANCHISEE with written notice and a meeting concerning the same, may levy fines in an amount not to exceed one thousand dollars (\$1,000.00) per day until the breach is remedied together with all other remedies available at law or equity.

4.3 Reservation of Powers. The Township reserves any and all powers it may have, now or in the future under applicable local, state, or federal law, to regulate the DAS/Small Cell Networks, their use, or the use of the Public Rights-of-Way or of other Township property. FRANCHISEE shall be subject to all present and future ordinances of the Township and its Boards and Commissions. Nothing in this Agreement shall be construed as a waiver of any codes, ordinances or regulations of the Township or of the Township's right to require FRANCHISEE to secure the appropriate permits or authorizations for exercising the rights set forth in this Agreement.

4.4 All Permitted Activities Fees at FRANCHISEE's Sole Expense. Notwithstanding any other provision of this Agreement, the construction, operation, maintenance, removal and replacement of DAS/Small Cell Networks, and all other activities permitted hereunder and all fees or obligations of FRANCHISEE under this Agreement, shall be FRANCHISEE's sole responsibility at FRANCHISEE's sole cost and expense.

4.5 Permit. FRANCHISEE shall obtain, at its sole expense, all applicable permits as are required by the Township or any other government Agency to perform the work and ongoing use, as described in this Agreement, of poles located on the Public Rights-of-Way, including but not limited to a Metro Act Permit pursuant to 2002 PA 48; MCL 484.3101et seq.

4.6 No Real Property Interest Created. Neither FRANCHISEE's use of the Public Rights-of-Way, nor anything contained in this Agreement, shall be deemed to grant, convey, create, or vest in FRANCHISEE a real property interest in any portion of the Public Rights-of-Way or any other Township property, including but not limited to, any fee or leasehold interest in any land or easement. FRANCHISEE, on behalf of itself and any permitted successor, lessee, or assign, recognizes and understands that this Agreement may create an interest subject to taxation and that FRANCHISEE, its successor, lessee or assign may be subject to the payment of such taxes.

4.7 All Rights Nonexclusive. Notwithstanding any other provision of this Agreement, any and all rights expressly or impliedly granted to FRANCHISEE under this Agreement shall be non-exclusive, and shall be subject and subordinate to (1) the continuing right of the Township to use, and to allow any other Person or Persons to use, any and all parts of the Public Rights-of-Way, exclusively or concurrently with any other Person or Persons, and (2) the public easement for streets and any and all other deeds, easements, dedications, conditions, covenants, restrictions, encumbrances and claims of title (collectively, "Encumbrances") which may affect the Public Rights-of-Way now or at any time during the term of this Agreement, including without limitation any Encumbrances granted, created or allowed by the Township at any time.

4.8 Collocation. This FRANCHISE does not grant or approve any collocation rights to any person or entity, related or unrelated to the FRANCHISEE. FRANCHISEE is authorized to install 1 antenna per site. Additional antennas or other equipment or structures proposed by any entity requires new and additional franchises at the Township's Sole discretion. The Township reserves the right to require all future DAS/Small Cell installers to collocate within Franchisee's poles or other support facilities pursuant to its police powers and Franchisee agrees to reasonably accommodate such requirements in terms of location within the structure and costs and fees charged to such 3rd party applicant.

5.0 WAIVERS AND INDEMNIFICATION

5.1 Non-Liability of Township Officials, Employees and Agents. No elective or appointive board, commission, member, officer, employee or other agent of the Township shall be personally liable to FRANCHISEE, its successors and assigns, in the event of any default or breach by the Township or for any amount which may become due to FRANCHISEE, its successors and assigns, or for any obligation of Township under this Agreement.

5.2 Obligation to Indemnify the Township. FRANCHISEE, its successors and assigns, shall hold harmless, defend, protect and indemnify the Township, including, without limitation, each of its commissions, departments, officers, agents, employees and contractors, from and against any and all actions, losses, liabilities, expenses, claims, demands, injuries, damages, fines, penalties, costs, judgments or suits including, without limitation, reasonable attorneys' fees and costs (collectively, "Claims") of any kind allegedly arising directly or indirectly from: (i) any act by, omission by, or negligence of FRANCHISEE or its contractors or subcontractors, or the officers, agents, or employees of any of them, while engaged in the performance of the work or conduct of the activities authorized by this Agreement, or while in or about the Public Rights-of-Way or any other Township property for any reason connected in any way whatsoever with the performance of the work, conduct of the activities or presence of the DAS/Small Cell Networks authorized by this Agreement, or allegedly resulting directly or indirectly from the presence, construction, installation, maintenance, replacement, removal or repair of the DAS/Small Cell Networks, (ii) any accident, damage, death or injury to any contractor, subcontractor, or any officer, agent, or employee of either of them, while engaged in the performance of the work, conduct of the activities or presence of the DAS/Small Cell Networks authorized by this Agreement, or while in or about the Public Rights-of-Way, for any reason connected with the performance of the work or conduct of the activities authorized by this Agreement, or arising from liens or claims for services rendered or labor or materials furnished in or for the performance of the work authorized by this Agreement, (iii) any accident, damage, death or injury, to real or personal property, good will, and Person(s) in, upon or in any way allegedly connected with the work or activities authorized by this Agreement or the presence of the DAS/Small Cell Networks from any cause or claims arising at any time including, without limitation, injuries or damages allegedly caused, directly or indirectly, in whole or in part, by radio wave transmission or electromagnetic fields emitted by the DAS/Small Cell Networks, (iv) any Release, or threatened Release, of any Hazardous Material caused in whole or in part by FRANCHISEE in, under, on or about the property subject to this Agreement or into the environment, or resulting directly or indirectly from the DAS/Small Cell Networks or the work or activities authorized by this Agreement, (v) any violation by FRANCHISEE of the terms and conditions hereof or any permit or grant issued by Commissioner or any Agency in connection with the DAS/Small Cell Networks or Services or pursuant hereto, or any misrepresentation made herein or in any document given by FRANCHISEE in connection herewith, and (vi) any direct or indirect interference by FRANCHISEE or the DAS/Small Cell Networks, except to the extent that such Claims arise from interference with use or placement of facilities in the public way caused by the sole negligence or willful misconduct of the Township, including without limitation, each of its commissions, boards, departments, officers, agents, employees and contractors.

5.3 Scope of Indemnity. FRANCHISEE shall hold harmless, indemnify and defend the Township as required in this Section 5, including without limitation, each of its

commissions, boards, departments, officers, agents, employees and contractors, except only for claims resulting from the sole negligence or willful misconduct of the Township, including without limitation, each of its commissions, departments, officers, agents, employees and contractors. FRANCHISEE specifically acknowledges and agrees that it has an immediate and independent obligation to defend the Township from any claim which actually or potentially falls within this indemnity provision, even if the allegations are or may be groundless, false or fraudulent, which obligation arises at the time such claim is tendered in writing to FRANCHISEE by the Township and continues at all times thereafter. FRANCHISEE agrees that the indemnification obligations assumed under this Agreement shall survive expiration or other termination of this Agreement.

5.4 No Liability for Damage, Death or Bodily Injury. Neither Township nor any of its commissions, departments, boards, officers, agents or employees shall be liable for any damage to the property of FRANCHISEE, its officers, agents, employees, contractors or subcontractors, or their employees, or for any bodily injury or death to such persons, resulting or arising from the DAS/Small Cell Networks or activities authorized by this Agreement, the condition of any Township property subject to this Agreement or FRANCHISEE's use of any Township property, except as otherwise provided herein.

5.5 Waiver of Claims regarding Fitness of Light Poles or Other Municipal properties or structures Located in Public Ways. FRANCHISEE acknowledges that the Township has made no warranties or representations regarding the fitness, availability or suitability of any of light poles or other Municipal properties or structures for the installation of the DAS/Small Cell Networks, or for any other activities permitted under this Agreement, and that, except as expressly provided herein, any performance of work or costs incurred by FRANCHISEE or provision of Services contemplated under this Agreement by FRANCHISEE is at FRANCHISEE's sole risk. FRANCHISEE on behalf of itself and its successors and assigns, waives its right to recover from, and forever releases and discharges, the Township and its agents, and their respective heirs, successors, administrators, personal representatives and assigns, from any and all Claims, whether direct or indirect, known or unknown, foreseen and unforeseen, that may arise on account of or in any way be connected with the physical or environmental condition of the light poles located on public ways, other Township property affected by this Agreement or any law or regulation applicable thereto.

5.6 Waiver of All Claims. FRANCHISEE acknowledges that this Agreement is terminable by the Township under certain limited circumstances as provided herein, and in view of such fact FRANCHISEE expressly assumes the risk of making any expenditures in connection with this Agreement, even if such expenditures are substantial, and FRANCHISEE expressly assumes the risk of selling its Services which may be affected by the termination of this Agreement. Without limiting any indemnification obligations of FRANCHISEE or other waivers contained in this Agreement and as a material part of the consideration for this Agreement, FRANCHISEE fully RELEASES, WAIVES AND DISCHARGES forever any and all claims, demands, rights, and causes of action against, and covenants not to sue, Township, its departments, commissions, officers, boards, Commissioners and employees, and all persons acting by, through or under each of them, under any present or future Laws, including, but not limited to, any claim for inverse condemnation or the payment of just compensation under the law of eminent domain, or otherwise at equity, in the event that the Township exercises its right to terminate this Agreement, as specifically provided herein.

5.7 No Liability for Consequential or Incidental Damages. FRANCHISEE expressly acknowledges and agrees that the Township will not be liable for any consequential or incidental damages, including, but not limited to, lost profits and loss of good will, arising out of termination of this Agreement or disruption to the DAS/Small Cell Networks or FRANCHISEE's permitted activities hereunder. The Township would not be willing to enter into this Agreement in the absence of a waiver of liability for consequential or incidental damages due to the acts or omissions of Township or its agents, and FRANCHISEE expressly assumes the risk with respect thereto. Accordingly, without limiting any indemnification obligations of FRANCHISEE or other waivers contained in this Agreement and as a material part of the consideration for this Agreement, FRANCHISEE fully RELEASES, WAIVES AND DISCHARGES forever any and all claims, demands, rights, and causes of action for consequential and incidental damages (including without limitation, lost profits and loss of good will), and covenants not to sue for such damages, Township, its departments, boards, commissions, officers, Commissioners and employees, and all persons acting by, through or under each of them, arising out of this Agreement or the work and activities authorized hereunder, including, without limitation, any interference with uses conducted by FRANCHISEE pursuant to this Agreement, regardless of the cause, and whether or not due to the negligence or gross negligence of Township or its agents.

5.8 No Interference. FRANCHISEE shall not unreasonably interfere in any manner with the existence and operation of any and all public and private facilities existing now or in the future, including but not limited to sanitary sewers, water mains, storm drains, gas mains, poles, aerial and underground electric and telephone wires, electroliers, cable television, telecommunications facilities, utility, and municipal property without the express grant of the owner or owners of the affected property or properties, except as permitted by applicable Laws or this Agreement. FRANCHISEE shall be responsible for repair and restoration of any damage caused by such interference, to the extent it is caused by FRANCHISEE, to facilities belonging to the Township. The Township agrees to require the inclusion of the same prohibition on interference as that stated above in all similar type agreements Township may enter into after the date hereof.

6.0 INSURANCE

6.1 Amounts and Coverages. FRANCHISEE and each of its subcontractors or others working on its behalf, will maintain in force, during the full term of this Agreement, insurance in the following amounts and coverages:

6.1.1 Workers' Compensation, with Employer's Liability limits of not less than One million dollars (\$1,000,000) each accident.

6.1.2 Commercial General Liability Insurance with limits not less than five million dollars (\$5,000,000) each occurrence Combined Single Limit for Bodily Injury and Property Damage, including Contractual Liability, Personal Injury, Owners and Contractors' Protective, Broadform Property Damage, Products Completed Operations.

6.1.3 Business Automobile Liability Insurance with limits not less than one million dollars (\$1,000,000) each occurrence Combined Single Limit for Bodily

Injury and Property Damage, including owned, non-owned and hired auto coverage, as applicable.

6.2 Required Provisions. General Liability and Automobile Liability Insurance shall be endorsed to provide for the following:

6.2.1 Name as additional insureds: the Township, its officers, agents and employees.

6.2.2 That such policies are primary insurance to any other insurance available to the additional insureds, with respect to any claims arising out of this Agreement, and that insurance applies separately to each insured against whom claim is made or suit is brought.

6.3 Advance Notice of Cancellation. All policies shall be endorsed to provide: thirty (30) days advance written notice to Township of cancellation or intended non-renewal, mailed to the following address:

Township Clerk
Charter Township of Meridian
5151 Marsh Rd., Okemos, MI
48864
Phone: 517.853.4324
Email: Clerk Brett Dreyfus dreyfus@meridian.mi.us

6.4 Claims-Made Policies. Should any of the required insurance be provided under a claims-made form, FRANCHISEE shall maintain such coverage continuously throughout the term of this Agreement and, without lapse, for a period of six (6) years beyond the Agreement expiration, to the effect that, should any occurrences during the Agreement term give rise to claims made after expiration of the Agreement, such claims shall be covered by such claims-made policies.

6.5 General Aggregate Limit. Should any of the required insurance be provided under a form of coverage that includes a general annual aggregate limit or provides that claims investigation or legal defense costs be included in such general annual aggregate limit, such general aggregate limit shall double the occurrence or claims limits specified above.

6.6 Receipt of Certificates of Insurance. Certificates of insurance, in the form and with insurers reasonably satisfactory to the Township, evidencing all coverages above shall be furnished to the Township before commencing any operations under this Agreement, with complete copies of policies promptly upon the Township's written request.

6.7 Effect of Approval of Insurance. Approval of the insurance by the Township shall not relieve or decrease the liability of FRANCHISEE hereunder.

6.8 Effect of Lapse of Insurance. This Agreement shall terminate immediately, after written notice to FRANCHISEE and an opportunity to cure of three (3) business days, upon any lapse of required insurance coverage.

7.0 **FRANCHISE FEE, RECORD and DEPOSITS**

In connection with the work to be performed and activities to be conducted by FRANCHISEE under this Agreement:

7.1 Right-of-Way Fees for Installation and operation of DAS/Small Cell related Metro Act exempt facilities including antennas, supporting structures for antennas, poles equipment shelters or houses. Initial Entry Fee: In order to compensate the Township for FRANCHISEE's initial entry upon and deployment of DAS/Small Cell related Metro Act exempt facilities including antennas, supporting structures for antennas, poles equipment shelters or houses within the Public Rights-of-Way, FRANCHISEE shall pay to the Township one or more of the following : \$5,000 one time payment.

Monthly Fee Per ACD or Township owned pole, with ACD owned Antenna and related structures and equipment: As compensation for the use of any and all structures in the Township Rights of Way or public places including light poles or other structures and facilities owned, in whole or in part, whether held in fee or in trust or other form of proprietary interest, by the Township("Township Facility"), or by ACD, as FRANCHISEE, shall pay to the Township a monthly fee (the "Monthly Fee") in the amount identified in the schedule set forth immediately below, per site for the use of each such facility or structure, whether Township owned or owned by ACD or any 3rd party, which location is located in the Township Right of Way or public place and upon which a DAS/Small Cell Network antenna, or any supporting structure thereof, has been installed pursuant to the other requirements of this Agreement. The aggregate Monthly Fee with respect to each year of the term shall be an amount equal to the number of sites on Township owned rights of way or other property locations or equipment or Facilities on which FRANCHISEE's equipment was currently existing during the preceding month, multiplied by the Monthly Fee, prorated as appropriate, and shall be due and payable within 30 days of of the end of each quarter to Township by FRANCHISEE.

The parties to this agreement do not intend, and this agreement does not grant, the utilization of any jointly owned or third party owned properties in fulfillment of this agreement subject to collocation priority requirements as referenced in sections 3.1.1 and 4.8.

This agreement anticipates AND AUTHORIZES ONLY ONE ANTENNA PER POLE OR STRUCTURE AND that every antenna as well as related support structure, installed by ACD in Township Rights of Way or public places shall be subject to a Franchise fee as identified in this section. Subject to collocation priority requirements as referenced in Sections 3.1.1 and 4.8

Schedule of Monthly Fees per antenna or pole or both (Not more than one antenna/pole-See Section 4.8):

USE OF TOWNSHIP AND/OR ACD.NET OWNED OR 3rd PARTY OWNED OR INSTALLED POLES IN RIGHTS OF WAY OR PUBLIC PLACES

\$28.00 for ornamental poles in downtown districts

\$70.00 for poles in downtown districts, i.e. main intersection poles, in districts where there are buildings > 5 stories, or other large complexes, within a couple of hundred feet of the small cell

\$145 for poles outside wood utility pole districts i.e. Where there are concrete light poles, fiberglass poles, metal poles for carrying or lighting only (i.e. non-intersection, non-downtown poles)

Wood poles are expressly prohibited

(It is the intent of the parties that all antennas are to be placed on poles only, as described above.)

The parties to this agreement do not intend, and this agreement does not grant, the utilization of any Township owned public places, buildings or structures other than certain poles in the Township Rights of Way as specifically identified in Exh A.

7.2 Retention of Records. FRANCHISEE shall at all times keep and maintain full, true and correct business and financial records associated with this Agreement and provide such records on a quarterly basis in such form as to support the payments made under Sec 7.1 above.

7.3 Late Payment Charge. If FRANCHISEE fails to pay any amounts payable under this Agreement within ten (10) days following the due date thereof, and after written notice of such non-payment, such unpaid amount shall be subject to a late payment charge equal to eighteen (18%) of the unpaid amount in each instance. The late payment charge has been agreed upon by the Township and FRANCHISEE, after negotiation, as a reasonable estimate of the additional administrative costs and detriment that the Township will incur as a result of any such failure by FRANCHISEE, the actual costs thereof being extremely difficult if not impossible to determine.

7.4 Other Payments and Documentation. In addition to all other fees to be paid to the Township hereunder, FRANCHISEE shall timely pay to the Township all applicable deposit fees, permit fees, engineering fees and other fees or amounts, required to be paid by FRANCHISEE to the Township in connection with obtaining permits or performing work under this Agreement, and as required by any federal, state or local law, statute, ordinance, rule or regulation. FRANCHISEE therefore acknowledges and agrees that this Agreement alone is not sufficient in and of itself authorization from the Township for the installation and operation of the DAS/Small Cell Networks and that additional documentation may be required by the TownshipTownship.

7.5 Security Deposit/Bond. Prior to performing any work necessary under this Agreement, FRANCHISEE will deliver to the Township a valid performance bond in the sum of fifty thousand dollars (\$50,000.00), issued by a surety company acceptable to the TownshipTownship's Controller in the form attached hereto as Exhibit B. FRANCHISEE agrees and acknowledges that it will obtain a bond which allows for the use of the bond to cover all costs associated with the project not covered by any insurance policies including but not limited to: interest, charges by the Township to remove DAS/Small Cell Networks and unpaid permit and administrative fees. FRANCHISEE shall keep such bond, at its expense, in full force and effect (The bond can be renewed from year to year) until the

ninetieth 90th day after the Expiration Date or other termination hereof, to insure the faithful performance by FRANCHISEE of all of the covenants, terms and conditions of this Agreement. Such bond shall provide thirty (30) days prior written notice to the Township of cancellation or material change thereof. In the event of any non-extension of the bond, FRANCHISEE shall replace such security with another form permitted hereunder at least ten (10) days prior to expiration and if FRANCHISEE fails to do so the Township shall be entitled to present its written demand for payment of the entire face amount of such bond and to hold the funds so obtained as the Security Deposit required hereunder. Any unused portion of the funds so obtained by the Township shall be returned to FRANCHISEE upon replacement of the bond or deposit of cash security in the full amount required hereunder. Such bond submitted pursuant to the requirements of a related Metro Permit shall satisfy the bond requirements of this agreement.

8.0 WORK STANDARDS

8.1 Performance of Work. FRANCHISEE shall use and exercise due care, caution, skill and expertise in performing all work under this Agreement and shall take all reasonable steps to safeguard and maintain in clean and workmanlike manner, all work site areas, including, without limitation, the light poles located on Public Rights-of-Way and other existing facilities and property. All work to be undertaken by FRANCHISEE in the Public Rights-of-Ways shall at all times be performed by workers in accordance with generally accepted industry practice.

8.2 Work Plan. Prior to performing any work necessary under this Agreement, FRANCHISEE shall present a map and written proposal describing the work to be performed and the facilities, methods and materials (if any) to be installed ("Work Plan") to the Township for review and will not perform any work until it has received Township Authorization of the Work Plan. In addition, prior to conducting any work in the Public Rights-of-Way, FRANCHISEE shall provide to the Township a current emergency response plan identifying staff who have authority to resolve, twenty-four (24) hours a day, seven (7) days a week, problems or complaints resulting, directly or indirectly, from the DAS/Small Cell Network installed pursuant to this Agreement. As soon as is reasonably practical following installation of the DAS/Small Cell Network, FRANCHISEE shall deliver as-built drawings to Township Hall.

8.3 No Underground Work Without Written Authorization. FRANCHISEE hereby represents, warrants and covenants that FRANCHISEE shall perform no excavation, trenching, coring, boring, or digging into the ground or installation of any equipment or other material into the ground, or any other underground work in connection with the work to be performed or Services to be provided by FRANCHISEE under this Agreement, except to the extent expressly approved by the Township. FRANCHISEE further represents, warrants and covenants that it shall not otherwise disturb or disrupt the operation or maintenance of any sanitary sewers, storm drains, gas or water mains, or other underground conduits, cables, mains, or facilities.

8.4 Repair or Replacement of Damaged Facilities or Property. Upon written request, FRANCHISEE agrees to repair or replace to Township's reasonable satisfaction any Township-owned facilities or Township-owned property that the Township determines has been damaged, destroyed, defaced or otherwise injured as a result of the work performed

or Services provided by FRANCHISEE under this Agreement. FRANCHISEE shall perform such work at no expense to the TownshipTownship, except to the extent such damage, destruction, defacement, or injury was caused by the sole negligence or willful misconduct of TownshipTownship.

8.5 Modification of Work Plans. If during the term of this Agreement, the Township determines that the public health or safety requires a modification of or a departure from the Work Plan submitted by FRANCHISEE and granted, the Township shall have the authority to identify, specify and delineate the modification or departure required, and FRANCHISEE shall perform the work allowed under this Agreement in accordance with the Township-specified modification or departure at FRANCHISEE's sole expense. The Township shall provide FRANCHISEE with a written description of the required modification or departure, the public health or safety issue necessitating the modification or departure, and the time within which FRANCHISEE shall make, complete or maintain the modification or departure required.

9.0 TERMINATION

9.1 Immediate Termination upon Notice in Certain Circumstances. In addition to all other remedies provided by law or in equity, either party may terminate this Agreement immediately upon written notice to the other party in the event of either of the following:

9.1.1 By Township after written notice to FRANCHISEE and after opportunity to meet with representatives of the Township, if the Township reasonably determines that FRANCHISEE's continued use of the Public Rights-of-Way will adversely affect public health or safety;

9.1.2 By either party (the "Non-Defaulting Party") if the other party has failed to perform any of its material obligations under this Agreement; provided, however, that if the Defaulting Party's failure to perform under or comply with this Agreement is capable of being cured, and if a specific notice or cure period or time for performance of such obligation is not otherwise specified in this Agreement, then the Non-Defaulting Party shall provide the Defaulting Party with a notice of the Defaulting Party's failure to perform or comply and provide the Defaulting Party with thirty (30) days from the date of the notice to cure the failure to perform or comply to the Non-Defaulting Party's reasonable satisfaction; provided, further, that upon the occurrence during the term of this Agreement of two (2) defaults of the same obligation by either Party, the Non-Defaulting Party shall not be required to provide any notice regarding the Defaulting Party's failure to perform such obligation, and any subsequent failure by the Defaulting Party after the Defaulting Party has received two such notices shall constitute a default by the Defaulting Party hereunder without any requirement on the part of the Non-Defaulting Party to give the Defaulting Party notice of such failure or an opportunity to cure.

9.2 Effect of Termination. In the event of termination of this Agreement as herein provided, FRANCHISEE shall immediately cease all work being performed under this Agreement, excepting only that work necessary for FRANCHISEE to remove all DAS/Small Cell Networks from the Public Rights-of-Way as provided in Section 3.4 above. Termination of this Agreement by the Townshipas herein provided shall constitute the withdrawal of

any grant, consent or authorization of the Township for FRANCHISEE to perform any construction or other work under this Agreement in the Public Rights-of-way or on public property excepting only that work necessary for FRANCHISEE to remove all DAS/Small Cell Networks and leave all work site areas in a clean and safe condition and in accordance with Section 3. Upon any such early termination, the Township shall promptly remit to FRANCHISEE a prorated portion of the annual Franchise fee paid to the Township, if any.

10.0 NOTICES

Except as otherwise expressly provided in this Agreement, any notice given hereunder shall be effective only if in writing and given by delivering the notice in person, or by sending it first-class mail or certified mail with a return receipt requested, postage prepaid, or reliable commercial overnight courier, return receipt requested, with postage prepaid, to:

Charter Township of Meridian
Township Clerk
Clerk Brett Dreyfus
5151 Marsh Rd., Okemos, MI.
48864
Phone: 517.853.4324
Email: dreyfus@meridian.mi.us

With a copy to counsel:
Michael J. Watza
Kitch Drutchas
1 Woodward 24th Fl
Detroit, MI 48226
Phone: 313.965.7983 Fax: 313.965.7403
Email: mike.watza@kitch.com

FRANCHISEE
Kevin Schoen, CEO
KEPS Technologies, Inc. d/b/a ACD.net d/b/a ACD Telecom
1800 N Grand River Ave
Lansing MI 48906
Phone: 517-999-3250
Fax: 517-999-3993
Email: regulatory@acd.net

or to such other address as either TOWNSHIP or FRANCHISEE may designate as its new address for such purpose by notice given to the other in accordance with the provisions of this Section at least ten (10) days prior to the effective date of such change.

11.0 COMPLIANCE WITH LAWS

11.1 FRANCHISEE shall comply with all present and future Laws.

11.2 All facilities installed pursuant to this Agreement shall be constructed to comply with all lawful federal, state and local construction and applicable telecommunications requirements.

12.0 MISCELLANEOUS

12.1 Amendments. Neither this Agreement nor any term or provisions hereof may be changed, waived, discharged or terminated, except by a written instrument signed by the parties hereto.

12.2. Representations and Warranties. Each of the persons executing this Agreement on behalf of FRANCHISEE does hereby covenant, represent and warrant that, to the best of his or her knowledge, (a) FRANCHISEE is a duly authorized and existing Massachusetts corporation, has and is qualified to do business in the Commonwealth of Massachusetts, and has full right and authority to enter into this Agreement, (b) each and all of the persons signing on behalf of FRANCHISEE are authorized to do so, (c) all financial statements and reports previously provided to the Township by FRANCHISEE are true and complete in all material respects and accurately reflect the financial condition of FRANCHISEE as of the date such statements were provided to the Township, and FRANCHISEE's financial condition as of the date it executes this Agreement is not materially worse than that reflected in the most recent of such financial statements and reports, and (d) the DAS/Small Cell Networks installed pursuant to this Agreement shall comply with all applicable FCC standards regarding radio frequencies and electromagnetic field emissions. Upon the Township's written request, FRANCHISEE shall provide the Township with evidence reasonably satisfactory to the Township confirming the foregoing representations and warranties.

Franchisee further warrants all the work performed by it or its subcontractors or anyone acting on behalf of Franchisee, against workmanship and product defects and any and all related costs, fees and damages to appurtenant or otherwise affected Township facilities and property.

12.3 Interpretation of Agreement. This Agreement has been negotiated at arm's length and between persons sophisticated and knowledgeable in the matters dealt with herein and shall be interpreted to achieve the intents and purposes of the parties, without any presumption against the party responsible for drafting any part of this Agreement. Use of the word "including" or similar words shall not be construed to limit any general term, statement or other matter in this Agreement, whether or not language of non-limitation, such as "without limitation" or similar words, are used.

12.4 Assignment; Successors and Assigns. Neither this Agreement nor any part of FRANCHISEE's rights hereto may be assigned, pledged or hypothecated, in whole or in part, without the express written consent of the Township, which consent shall not be unreasonably withheld, conditioned, or delayed. Notwithstanding the foregoing, the transfer of the rights and obligations of FRANCHISEE hereunder to a parent, subsidiary, successor, or financially viable affiliate shall not be deemed an assignment for the purposes of this Agreement, provided that FRANCHISEE deliver to the Township the following: (1) Bond issued in the name of transferee; (2) Assignment and Assumption Agreement between Township and transferee; (3) Certificate of Insurance naming transferee as insured. In the event FRANCHISEE files a petition in bankruptcy pursuant to 11 U.S.C.

Sections 101, et seq., the assignment of this Agreement shall be governed by the provisions of the Bankruptcy Code with a presumption that such filing in bankruptcy constitutes a breach of this agreement. An assignment of this Agreement is only enforceable against the Township if FRANCHISEE or its trustee in bankruptcy complies with the provisions of 11 U.S.C. Section 365, including obtaining the authorization from the Bankruptcy Court. Township hereby expressly reserves all of its defenses to any proposed assignment of this Agreement. Any person or entity to which the Bankruptcy Court authorizes the assignment of this Agreement shall be deemed without further act to have assumed all of the obligations of FRANCHISEE arising under this AGREEMENT on and after the date of such assignment. Any such assignee shall upon demand execute and deliver to Township an instrument confirming such assumption. Any monies or other considerations payable or otherwise to be delivered in connection with such assignment shall be paid to Township, shall be the exclusive property of Township, and shall not constitute property of FRANCHISEE or of the estate of FRANCHISEE within the meaning of the Bankruptcy Code

12.5 Severability. If any provision of this Agreement or the application thereof to any person, entity or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this Agreement, or the application of such provision to persons, entities or circumstances other than those as to which it is invalid or unenforceable, shall not be affected thereby, and each other provision of this Agreement shall be valid and be enforceable to the fullest extent permitted by Law.

12.6 Governing Law. This Agreement shall be construed and enforced in accordance with the Laws of the State of Michigan.

12.7 Entire Agreement. This instrument (including the exhibits hereto, which are made a part of this Agreement) contains the entire agreement between the parties and supersedes all prior written or oral negotiations, discussions, understandings and agreements. The parties further intend that this Agreement shall constitute the complete and exclusive statement of its terms and that no extrinsic evidence whatsoever (including prior drafts of this Agreement and any changes therefrom) may be introduced in any judicial, administrative or other legal proceeding involving this Agreement.

12.8 Time of Essence. Time is of the essence with respect to all provisions of this Agreement in which a definite time for performance is specified.

12.9 Cumulative Remedies. All rights and remedies of either party hereto set forth in this Agreement shall be cumulative, except as may otherwise be provided herein.

12.10 Relationship of Parties. The Township is not, and none of the provisions in this Agreement shall be deemed to render the Township, a partner in FRANCHISEE's business, or joint venturer or member in any joint enterprise with FRANCHISEE. Neither party shall act as the agent of the other party in any respect hereunder, and neither party shall have any authority to commit or bind the other party without such party's prior written consent as provided herein. This Agreement is not intended nor shall it be construed to create any third party beneficiary rights in any third party, unless otherwise expressly provided.

12.11 Non-Discrimination. FRANCHISEE agrees and shall require all agents conducting business in Michigan on its behalf to agree not to discriminate on the basis of race, sex, religious creed, national origin, sexual preference, color, disability or age in connection with this agreement.

12.12 Most Favored Jurisdiction. Should FRANCHISEE, after the date that FRANCHISEE receives all permits and Authorizations necessary to install and operate the network as contemplated in this Agreement, enter into a DAS/Small Cell FRANCHISE Agreement with another government body, school, or municipality within the State of Michigan which contains financial benefits for such government body, school, or municipality which, taken as a whole and balanced with the other terms of such agreement, are in the Township's reasonable opinion substantially superior to those in this Agreement, Township shall have the right to require that FRANCHISEE modify this Agreement to incorporate the same or substantially similar superior benefits and such other terms and burdens by substitution, *mutatis mutandis*, of such other agreement or otherwise. Any increase in financial benefits in a similar agreement shall be paid to the Township retroactive to the date FRANCHISEE entered into such superior agreement with another entity.

FRANCHISEE
KEPS TECHNOLOGIES, INC. d/b/a ACD.net
a Michigan Public Corporation,

By: _____
Title: _____
Dated: _____

CHARTER TOWNSHIP OF MERIDIAN

By: _____
Title: _____
Dated: _____

EXHIBITS

Exhibit A DAS/Small Cell Network Plans and Specs
Exhibit B Bond

METRO Act
Unilateral Form
Revised 12/06/02

RIGHT-OF-WAY

TELECOMMUNICATIONS PERMIT FOR DAS/SMALL CELL SYSTEM LINES ONLY
(Revised by CHARTER TOWNSHIP of _____ on _____, _____)

This permit issued this ____ day of _____, _____ by the CHARTER TOWNSHIP of _____.

1 Definitions

- 1.1 Date of Issuance shall mean the date set forth above.
- 1.2 Manager shall mean Municipality's Manager or his or her designee.
- 1.3 METRO Act shall mean the Metropolitan Extension Telecommunications Right-of Way oversight Act, Act No. 48 of the Public Acts of 2002, as amended.
- 1.4 Municipality shall mean the Township of _____, a Michigan municipal corporation.
- 1.5 Permit shall mean this document.
- 1.6 Permittee _____ shall _____ mean _____ organized under the laws of the State of Michigan, whose address is 1800 N. Grand River Avenue Lansing MI 48906.
- 1.7 Public Right-of-Way shall mean the area on, below, or above a public roadway, highway, street, alley, easement, or waterway, to the extent Municipality has the ability to grant the rights set forth herein. Public Right-of-Way does not include a federal, state, or private right-of-way.
- 1.8 Telecommunications Facilities or Facilities shall mean the Permittee's equipment or personal property, such as copper and fiber cables, lines, wires, switches, conduits, pipes, and sheaths, which are used to or can generate, receive, transmit, carry, amplify or provide telecommunication services or signals. **Telecommunication Facilities or Facilities do not include antennas, supporting structures for antennas, equipment shelters, poles or houses,** and any ancillary equipment and miscellaneous hardware used to provide federally licensed commercial mobile service as defined in Section 332(d) of Part I of Title III of the Communications Act of 1934, Chapter 652, 48 Stat. 1064, 47 U.S.C. 332 and further defined as commercial mobile radio service in 47 CFR 20.3, and service provided by any wireless, two-way communications device.

1.9 Term shall have the meaning set forth in Part 7.

2 Grant

2.1 Municipality hereby issues a permit under the METRO Act to Permittee for access to and ongoing use of the Public Right-of-Way identified on Exhibit A, **(Not including Antennas, supporting structures for antennas, equipment shelters, poles or houses)** to construct, install and maintain Telecommunication Facilities on the terms set forth herein.

2.1.1 Exhibit

2.1.2 A may be modified by Manager upon written request by Permittee.

Exhibit A is modified to exclude Antennas, supporting structures for antennas, equipment shelters, poles or houses.

2.1.3 Any decision of Manager on a request by Permittee for a modification may be appealed by Permittee to Municipality's legislative body.

2.1.4 **Any and all Permits, Approvals, Franchises, Leases or Licenses for Antennas, supporting structures for antennas, equipment shelters, poles or houses shall be applied for in a separate franchise application requesting same.**

2.2 Overlashing. Permittee shall not allow the wires or any other facilities of a third party to be overlashed to the Telecommunication Facilities without Municipality's prior written consent. Municipality's right to withhold written consent is subject to the authority of the Michigan Public Service Commission under Section 361 of the Michigan Telecommunications Act, MCL § 484.2361.

2.3 Nonexclusive. The rights granted by this Permit are nonexclusive. Municipality reserves the right to approve, **modify or deny**, at any time, additional permits for access to and ongoing usage of the Public Right-of-Way by telecommunications providers and to enter into agreements for use of the Public Right-of-Way with and grant franchises for use of the Public Right-of-Way to telecommunications providers, cable companies, utilities and other providers.

3 Contacts, Maps and Plans

3.1 Permittee Contacts. The names, addresses and the like for engineering and construction related information for Permittee and its Telecommunication Facilities are as follows:

3.1.1 The address, e-mail address, phone number and contact person (title or name) at Permittee's local office (in or near Municipality) is

3.1.2 If Permittee's engineering drawings, as-built plans and related records for the Telecommunication Facilities will not be located at the preceding local office, the location address, phone number and contact person (title or department) for them is

3.1.3 The name, title, address, e-mail address and telephone numbers of Permittee's engineering contact person(s) with responsibility for the design, plans and construction of the Telecommunication Facilities is:

3.1.4 The address, phone number and contact person (title or department) at Permittee's home office/regional office with responsibility for engineering and construction related aspects of the Telecommunication Facilities is

3.1.5 Permittee shall at all times provide Manager with the phone number at which a live representative of Permittee (not voice mail) can be reached 24 hours a day, seven (7) days a week, in the event of a public emergency.

3.1.6 Permittee shall immediately notify Municipality in writing as set forth in Part 12 of any inaccuracies or changes in the preceding information.

3.2 Route Maps. Within ninety (90) days after the substantial completion of new Facilities in a Municipality, a provider shall submit route maps showing the location of the Telecommunication Facilities to both the Michigan Public Service Commission and to the Municipality, as required under Section 6(7) of the METRO Act, MCLA 484.3106(7).

3.3 As-Built Records. Permittee, without expense to Municipality, shall, upon forty-eight (48) hours notice, give Municipality access to all "as-built" maps, records,

plans and specifications showing the Telecommunication Facilities or portions thereof in the Public Right-of-Way. Upon request by Municipality, Permittee shall inform Municipality as soon as reasonably possible of any changes from previously supplied maps, records, or plans and shall mark up maps provided by Municipality so as to show the location of the Telecommunication Facilities.

4 Use of Public Right-of-Way

- 4.1 No Burden on Public Right-of-Way. Permittee, its contractors, subcontractors, and the Telecommunication Facilities shall not unduly burden or interfere with the present or future use of any of the Public Right-of-Way. Permittee's aerial cables and wires shall be suspended so as to not endanger or injure persons or property in or about the Public Right-of-Way. If Municipality reasonably determines that any portion of the Telecommunication Facilities constitutes an undue burden or interference, due to changed circumstances, Permittee, at its sole expense, shall modify the Telecommunication Facilities or take such other actions as Municipality may determine is in the public interest to remove or alleviate the burden, and Permittee shall do so within a reasonable time period. Municipality will attempt to require all occupants of a pole or conduit whose facilities are a burden to remove or alleviate the burden concurrently.
- 4.2 No Priority. This Permit does not establish any priority of use of the Public Right-of-Way by Permittee over any present or future permittees or parties having agreements with Municipality or franchises for such use. In the event of any dispute as to the priority of use of the Public Right-of-Way, the first priority shall be to the public generally, the second priority to Municipality, the third priority to the State of Michigan and its political subdivisions in the performance of their various functions, and thereafter as between other permit, agreement or franchise holders, as determined by Municipality in the exercise of its powers, including the police power and other powers reserved to and conferred on it by the State of Michigan.
- 4.3 Restoration of Property. Permittee, its contractors and subcontractors shall immediately (subject to seasonal work restrictions) restore, at Permittee's sole expense, in a manner approved by Municipality, any portion of the Public Right-of-Way that is in any way disturbed, damaged, or injured by the construction, installation, operation, maintenance or removal of the Telecommunication Facilities to a reasonably equivalent (or, at Permittee's option, better) condition as that which existed prior to the disturbance. In the event that Permittee, its contractors or subcontractors fail to make such repair within a reasonable time, Municipality may make the repair and Permittee shall pay the costs Municipality incurred for such repair. **Municipality is authorized to assess and collect all such costs against the bond or letter of credit posted by permittee pursuant to paragraph 8 of this permit.**

- 4.4 Marking. Permittee shall mark the Telecommunication Facilities as follows: Aerial portions of the Telecommunication Facilities shall be marked with a marker on Permittee's lines on alternate poles which shall state Permittee's name and provide a toll-free number to call for assistance. Direct buried underground portions of the Telecommunication Facilities shall have (1) a conducting wire placed in the ground at least several inches above Permittee's cable (if such cable is nonconductive); (2) at least several inches above that, a continuous colored tape with a statement to the effect that there is buried cable beneath; and (3) stakes or other appropriate above ground markers with Permittee's name and a toll-free number indicating that there is buried telephone cable below. Bored underground portions of the Telecommunication Facilities shall have a conducting wire at the same depth as the cable and shall not be required to provide the continuous colored tape. Portions of the Telecommunication Facilities located in conduit, including conduit of others used by Permittee, shall be marked at its entrance into and exit from each manhole and handhole with Permittee's name and a toll-free telephone number.
- 4.5 Tree Trimming. Permittee may trim trees upon and overhanging the Public Right-of-Way so as to prevent the branches of such trees from coming into contact with the Telecommunication Facilities, consistent with any standards adopted by Municipality. Permittee shall dispose of all trimmed materials. Permittee shall minimize the trimming of trees to that essential to maintain the integrity of the Telecommunication Facilities. Except in emergencies, all trimming of trees in the Public Right-of-Way shall have the advance approval of Manager.
- 4.6 Installation and Maintenance. The construction and installation of the Telecommunication Facilities shall be performed pursuant to plans approved by Municipality. The open cut of any Public Right-of-Way shall be coordinated with the Manager or his designee. Permittee shall install and maintain the Telecommunication Facilities in a reasonably safe condition. If the existing poles in the Public Right-of-Way are overburdened or unavailable for Permittee's use, or the facilities of all users of the poles are required to go underground then Permittee shall, at its expense, place such portion of its Telecommunication Facilities underground, unless Municipality approves an alternate location. Permittee may perform maintenance on the Telecommunication Facilities without prior approval of Municipality, provided that Permittee shall obtain any and all permits required by Municipality in the event that any maintenance will disturb or block vehicular traffic or are otherwise required by Municipality.
- 4.7 Pavement Cut Coordination. Permittee shall coordinate its construction and all other work in the Public Right-of-Way with Municipality's program for street construction and rebuilding (collectively "Street Construction") and its program

for street repaving and resurfacing (except seal coating and patching) (collectively, "Street Resurfacing").

4.7.1 The goals of such coordination shall be to encourage Permittee to conduct all work in the Public Right-of-Way in conjunction with or immediately prior to any Street Construction or Street Resurfacing planned by Municipality.

4.8 Compliance with Laws. Permittee shall comply with all laws, statutes, ordinances, rules and regulations regarding the construction, installation, and maintenance of its Telecommunication Facilities, whether federal, state or local, now in force or which hereafter may be promulgated. Before any installation is commenced, Permittee shall secure all necessary permits, licenses and approvals from Municipality or other governmental entity as may be required by law, including, without limitation, all utility line permits and highway permits. Permittee shall comply in all respects with applicable codes and industry standards, including but not limited to the National Electrical Safety Code (latest edition adopted by Michigan Public Service Commission) and the National Electric Code (latest edition). Permittee shall comply with all zoning and land use ordinances and historic preservation ordinances as may exist or may hereafter be amended.

4.9 Street Vacation If Municipality vacates or consents to the vacation of Public Right-of-Way within its jurisdiction, and such vacation necessitates the removal and relocation of Permittee's Facilities in the vacated Public Right-of-Way, Permittee shall, as a condition of this Permit, consent to the vacation and removal of its Facilities at its sole cost and expense when ordered to do so by Municipality or a court of competent jurisdiction. Permittee shall relocate its Facilities to such alternate route as Municipality, applying reasonable engineering standards, shall specify.

4.10 Relocation. If Municipality requests Permittee to relocate, protect, support, disconnect, or remove its Facilities because of street or utility work, or other public projects, Permittee shall relocate, protect, support, disconnect, or remove its Facilities, at its sole cost and expense, including where necessary to such alternate route as Municipality, applying reasonable engineering standards, shall specify. The work shall be completed within a reasonable time period.

4.11 Public Emergency. Municipality shall have the right to sever, disrupt, dig-up or otherwise destroy Facilities of Permittee if such action is necessary because of a public emergency. If reasonable to do so under the circumstances, Municipality will attempt to provide notice to Permittee. Public emergency shall be any condition which poses an immediate threat to life, health, or property caused by any natural or man-made disaster, including, but not limited to, storms, floods,

fire, accidents, explosions, water main breaks, hazardous material spills, etc. Permittee shall be responsible for repair at its sole cost and expense of any of its Facilities damaged pursuant to any such action taken by Municipality.

- 4.12 Miss Dig. If eligible to join, Permittee shall subscribe to and be a member of "MISS DIG," the association of utilities formed pursuant to **Act 174 of 2013; MCL 460.721 et seq.**, and shall conduct its business in conformance with the statutory provisions and regulations promulgated thereunder.
- 4.13 Underground Relocation. If Permittee has its Facilities on poles of Consumers Energy, Detroit Edison or another electric or telecommunications provider and Consumers Energy, Detroit Edison or such other electric or telecommunications provider relocates its system underground, then Permittee shall relocate its Facilities underground in the same location at Permittee's sole cost and expense.
- 4.14 Identification. All personnel of Permittee and its contractors or subcontractors who have as part of their normal duties contact with the general public shall wear on their clothing a clearly visible identification card bearing Permittee's name, their name and photograph. Permittee shall account for all identification cards at all times. Every service vehicle of Permittee and its contractors or subcontractors shall be clearly identified as such to the public, such as by a magnetic sign with Permittee's name and telephone number.

5 Indemnification

- 5.1 Indemnity. Permittee shall defend, indemnify, protect, and hold harmless Municipality, its officers, agents, employees, elected and appointed officials, departments, boards, and commissions from any and all claims, losses, liabilities, causes of action, demands, judgments, decrees, proceedings, and expenses of any nature (collectively "claim" for this Part 5) (including, without limitation, attorneys' fees) arising out of or resulting from the acts or omissions of Permittee, its officers, agents, employees, contractors, successors, or assigns, but only to the extent such acts or omissions are related to the Permittee's use of or installation of facilities in the Public Right-of-Way and only to the extent of the fault or responsibility of Permittee, its officers, agents, employees, contractors, successors and assigns.
- 5.2 Notice, Cooperation. Municipality will notify Permittee promptly in writing of any such claim and the method and means proposed by Municipality for defending or satisfying such claim. Municipality will cooperate with Permittee in every reasonable way to facilitate the defense of any such claim. Municipality will consult with Permittee respecting the defense and satisfaction of such claim, including the selection and direction of legal counsel.

- 5.3 Settlement. Municipality will not settle any claim subject to indemnification under this Part 5 without the advance written consent of Permittee, which consent shall not be unreasonably withheld. Permittee shall have the right to defend or settle, at its own expense, any claim against Municipality for which Permittee is responsible hereunder.

6 Insurance

- 6.1 Coverage Required. Prior to beginning any construction in or installation of the Telecommunication Facilities in the Public Right-of-Way, Permittee shall obtain insurance as set forth below and file certificates evidencing same with Municipality. Such insurance shall be maintained in full force and effect until the end of the Term. In the alternative, Permittee may satisfy this requirement through a program of self-insurance, acceptable to Municipality, by providing reasonable evidence of its financial resources to Municipality. Municipality's acceptance of such self-insurance shall not be unreasonably withheld.
- 6.1.1 Commercial general liability insurance, including Completed Operations Liability, Independent Contractors Liability, Contractual Liability coverage, railroad protective coverage and coverage for property damage from perils of explosion, collapse or damage to underground utilities, commonly known as XCU coverage, in an amount not less than Five Million Dollars (\$5,000,000).
- 6.1.2 Liability insurance for sudden and accidental environmental contamination with minimum limits of Five Hundred Thousand Dollars (\$500,000) and providing coverage for claims discovered within three (3) years after the term of the policy.
- 6.1.3 Automobile liability insurance in an amount not less than One Million Dollars (\$1,000,000).
- 6.1.4 Workers' compensation and employer's liability insurance with statutory limits, and any applicable Federal insurance of a similar nature.
- 6.1.5 The coverage amounts set forth above may be met by a combination of underlying (primary) and umbrella policies so long as in combination the limits equal or exceed those stated. If more than one insurance policy is purchased to provide the coverage amounts set forth above, then all policies providing coverage limits excess to the primary policy shall provide drop down coverage to the first dollar of coverage and other contractual obligations of the primary policy, should the primary policy carrier not be able to perform any of its contractual obligations or not be collectible for any of its coverages for any reason during the Term, or

(when longer) for as long as coverage could have been available pursuant to the terms and conditions of the primary policy.

- 6.2 Additional Insured. Municipality shall be named as an additional insured on all policies (other than worker's compensation and employer's liability). All insurance policies shall provide that they shall not be canceled, modified or not renewed unless the insurance carrier provides thirty (30) days prior written notice to Municipality. Permittee shall annually provide Municipality with a certificate of insurance evidencing such coverage. All insurance policies (other than environmental contamination, workers' compensation and employer's liability insurance) shall be written on an occurrence basis and not on a claims made basis.
- 6.3 Qualified Insurers. All insurance shall be issued by insurance carriers licensed to do business by the State of Michigan or by surplus line carriers on the Michigan Insurance Commission approved list of companies qualified to do business in Michigan. All insurance and surplus line carriers shall be rated A+ or better by A.M. Best Company.
- 6.4 Deductibles. If the insurance policies required by this Part 6 are written with retainages or deductibles in excess of \$50,000, they shall be approved by Manager in advance in writing. Permittee shall indemnify and save harmless Municipality from and against the payment of any deductible and from the payment of any premium on any insurance policy required to be furnished hereunder.
- 6.5 Contractors. Permittee's contractors and subcontractors working in the Public Right-of-Way shall carry in full force and effect commercial general liability, environmental contamination liability, automobile liability and workers' compensation and employer liability insurance which complies with all terms of this Part 6. In the alternative, Permittee, at its expense, may provide such coverages for any or all its contractors or subcontractors (such as by adding them to Permittee's policies).
- 6.6 Insurance Primary. Permittee's insurance coverage shall be primary insurance with respect to Municipality, its officers, agents, employees, elected and appointed officials, departments, boards, and commissions (collectively "them"). Any insurance or self-insurance maintained by any of them shall be in excess of Permittee's insurance and shall not contribute to it (where "insurance or self-insurance maintained by any of them" includes any contract or agreement providing any type of indemnification or defense obligation provided to, or for the benefit of them, from any source, and includes any self-insurance program or policy, or self-insured retention or deductible by, for or on behalf of them).

- 7.1 Term. The term (“Term”) of this Permit shall be until the earlier of:
- 7.1.1 five years from the Date of Issuance; or
 - 7.1.2 When the Telecommunication Facilities has not been used to provide telecommunications services for a period of one hundred and eighty (180) days by Permittee or a successor or an assignee of Permittee; or
 - 7.1.3 When Permittee, at its election and with or without cause, delivers written notice of termination to Municipality at least one-hundred and eighty (180) days prior to the date of such termination; or
 - 7.1.4 Upon either Permittee or Municipality giving written notice to the other of the occurrence or existence of a default by the other party under Sections 4.8, 6, 8 or 9 of this Permit and such defaulting party failing to cure, or commence good faith efforts to cure, such default within sixty (60) days (or such shorter period of time provided elsewhere in this Permit) after delivery of such notice; or
 - 7.1.5 Unless Manager grants a written extension, one year from the Date of Issuance if prior thereto Permittee has not started the construction and installation of the Telecommunication Facilities within the Public Right-of-Way and two years from the Date of Issuance if by such time construction and installation of the Telecommunication Facilities is not complete.

8 Performance/Removal Bond or Letter of Credit

- 8.1 Municipal Requirement. Municipality requires Permittee to post a **\$50,000** bond (or letter of credit) as provided in Section 15(3) of the METRO Act, as amended [MCL § 484.3115(3)], **“to ensure that the public right of way is returned to its original condition during and if necessary, after the provider’s access and use”**. The bond may be renewed or replaced from year to year.

9 Fees

- 9.1 Establishment; Reservation. The METRO Act shall control the establishment of right-of-way fees at a **one-time \$500**. The parties reserve their respective rights regarding the nature and amount of any fees which may be charged by Municipality in connection with the Public Right-of-Way.

10 Removal

10.1 Removal; Underground. As soon as practicable after the Term, Permittee or its successors and assigns shall remove any underground cable or other portions of the Telecommunication Facilities from the Public Right-of-Way which has been installed in such a manner that it can be removed without trenching or other opening of the Public Right-of-Way. Permittee shall not remove any underground cable or other portions of the Telecommunication Facilities which requires trenching or other opening of the Public Right-of-Way except with the prior written approval of Manager. All removals shall be at Permittee's sole cost and expense.

10.1.1 For purposes of this Part 10, "cable" means any wire, coaxial cable, fiber optic cable, feed wire or pull wire.

10.1.2 Removal; Above Ground. As soon as practicable after the Term, Permittee, or its successor or assigns at its sole cost and expense, shall, unless waived in writing by Manager, remove from the Public Right-of-Way all above ground elements of its Telecommunication Facilities, including but not limited to poles, pedestal mounted terminal boxes, **any and all DAS or small cell facilities and antennas, supporting structures for antennas, equipment shelters, poles or houses** and lines attached to or suspended from poles.

10.2 Schedule. The schedule and timing of removal shall be subject to approval by Manager. Unless extended by Manager, removal shall be completed not later than twelve (12) months following the Term. Portions of the Telecommunication Facilities in the Public Right-of-Way which are not removed within such time period shall be deemed abandoned and, at the option of Municipality exercised by written notice to Permittee as set forth in Part 12, title to the portions described in such notice shall vest in Municipality.

11 Assignment. Permittee may assign or transfer its rights under this Permit, or the persons or entities controlling Permittee may change, in whole or in part, voluntarily, involuntarily, or by operation of law, including by merger or consolidation, change in the ownership or control of Permittee's business, or by other means, subject to the following:

11.1 No such transfer or assignment or change in the control of Permittee shall be effective under this Permit, without Municipality's prior approval (not to be unreasonably withheld), during the time period from the Date of Issuance until the completion of the construction of the Telecommunication Facilities in those portions of the Public Right-of-Way identified on Exhibit A.

11.2 After the completion of such construction, Permittee must provide notice to Municipality of such transfer, assignment or change in control no later than thirty

(30) days after such occurrence; provided, however,

11.2.1 Any transferee or assignee of this Permit shall be qualified to perform under its terms and conditions and comply with applicable law; shall be subject to the obligations of this Permit, including responsibility for any defaults which occurred prior to the transfer or assignment; shall supply Municipality with the information required under Section 3.1; and shall comply with any updated insurance and performance bond requirements under Sections 6 and 8 respectively, which Municipality reasonably deems necessary, and

11.2.2 In the event of a change in control, it shall not be to an entity lacking the qualifications to assure Permittee's ability to perform under the terms and conditions of this Permit and comply with applicable law; and Permittee shall comply with any updated insurance and performance bond requirements under Sections 6 and 8 respectively, which Municipality reasonably deems necessary.

11.3 Permittee may grant a security interest in this Permit, its rights thereunder or the Telecommunication Facilities at any time without notifying Municipality.

12 Notices

12.1 Notices. All notices under this Permit shall be given as follows:

If to Municipality, to Meridian Township Clerk Brett Dreyfus
CHARTER TOWNSHIP OF MERIDIAN
Address: 5151 Marsh Rd., Okemos, MI. 48864

12.1.1 If _____ to _____ Permittee, _____ to

12.2 Change of Address. Permittee and Municipality may change its address or personnel for the receipt of notices at any time by giving notice thereof to the other as set forth above.

13 Other items

13.1 No Cable, OVS. This Permit does not authorize Permittee to provide commercial cable type services to the public, such as "cable service" or the services of an "open video system operator" or "video service" as defined in 2006 PA 480; MCL 484.3301 et seq., (as such terms are defined in the Federal Communications Act of 1934 and implementing regulations, currently 47 U.S.C. §§ 522 (6), 573

and 47 CFR § 76.1500).

- 13.2 Effectiveness. This Permit shall become effective when Permittee has provided any insurance certificates and bonds required in Parts 6 and 8, and signed the acknowledgement of receipt, below.
- 13.3 Authority. This Permit satisfies the requirement for a permit under Section 5 of the METRO Act [MCL 484.3105].
- 13.4 Interpretation and Severability. The provisions of this Permit shall be liberally construed to protect and preserve the peace, health, safety and welfare of the public, and should any provision or section of this Permit be held unconstitutional, invalid, overbroad or otherwise unenforceable, such determination/holding shall not be construed as affecting the validity of any of the remaining conditions of this Permit. If any provision in this Permit is found to be partially overbroad, unenforceable, or invalid, Permittee and Municipality may nevertheless enforce such provision to the extent permitted under applicable law.
- 13.5 Governing Law. This Permit shall be governed by the laws of the State of Michigan.
- 13.6 **DAS**: This Permit is not an approval of the installation of any antennas, supporting structures for antennas, equipment shelters, poles or houses small cell antenna systems or distributed antenna systems (DAS). The Township references paragraph 1.8 of this State approved Permit Form as well as MCL 484.3102(j) which clearly state that such “antenna” are specifically excluded by the Metro Act, and thus not properly subject to this Metro Act Permit. The Township rejects Metro Act Determination #1 as unsupported by and in direct conflict with the clear language of the Metro Act, at MCL 484.3102(j), paragraph 1.8 of the State approved Unilateral Metro Act Permit form and in violation of the Township’s zoning and other regulatory authority and proprietary interests with respect to such antennas and supporting structures as ordered in FCC 14-153 (October 17, 2104). By granting this permit, the Township makes no representations about any subsequent agreement concerning the nature or placement of any antennas, supporting structures for antennas, equipment shelters, poles or houses or small cell antenna systems or distributed antenna systems (DAS) or that such an agreement will be reached.

Township of _____

By: _____

Its: _____
Date: _____

Acknowledgement of Receipt: Permittee acknowledges receipt of this Permit granted by Municipality.

[Permittee Name]

By: _____
Its: _____
Date: _____

Exhibit A

Public Right-of-Way to be Used by Telecommunication Facilities

Exhibit B

Bond



12. B

To: Board Members
From: *Mark Kieselbach*
Mark Kieselbach, Director, Community Planning and Development
Date: June 20, 2017
Re: Okemos/Jolly Intersection

A resolution consistent with the Meridian Transportation Commission recommendation for the installation of audible signals and a pedestrian crossing at the Okemos/Jolly intersection has been provided.

Move to adopt the resolution to recommend the Ingham County Road Department install audible signals on all four corners of the Okemos/Jolly intersection and a north/south pedestrian crossing be installed on the east side of the Okemos/Jolly intersection.

Attachment

- 1.) Resolution

G:\Community Planning & Development\Planning\Transportation Commission\Okemos Jolly Intersection TB1.doc

RESOLUTION TO APPROVE

Improvements
Okemos/Jolly Intersection

RESOLUTION

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 20th day of June, 2017, at 6:00 p.m., Local Time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and supported by _____.

WHEREAS, the Ingham County Road Department has plans for improvements to the Okemos/Jolly intersection; and

WHEREAS, a representative of Ingham County Road Department attended the Meridian Transportation Commission meeting on March 23, 2017 and provided information on the improvements to the Okemos/Jolly intersection; and

WHEREAS, the improvements to the Okemos/Jolly intersection did not include audible signals or a north/south pedestrian crossing on the east side of the intersection; and

WHEREAS, the Meridian Transportation Commission at its meeting on April 27, 2017 recommended the Township Board support a request that the Ingham County Road Department install audible signals on all four corners of the Okemos/Jolly intersection and install a north/south pedestrian crossing on the east side of the intersection; and

WHEREAS, the Township Board discussed the Meridian Transportation Commission recommendation at its meeting on June 6, 2017; and

WHEREAS, the Okemos/Jolly intersection serves as a gateway to the Township and has had a significant increase in development with new restaurants, hotels, financial facilities and housing; and

WHEREAS, the Township has adopted a complete streets ordinance that encourages and advocates for complete streets infrastructure along and across roadways to enable safe travel for all users; and

WHEREAS, the improvements to the Okemos/Jolly intersection should be developed with opportunities for people with disabilities to join other pedestrians in safely transacting the entire intersection; and

WHEREAS, the installation of audible signals and pedestrian crossing are most cost effective when installed as part of the proposed improvements to the Okemos/Jolly intersection rather than as a replacement or upgrade in the future.

NOW THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby urges audible signals be installed on all four corners of the Okemos/Jolly intersection and a north/south pedestrian crossing be installed on the east side of the Okemos/Jolly intersection .

BE IT FURTHER RESOLVED that the Clerk of the Charter Township of Meridian is directed to transmit a copy of this resolution to William Conklin, Ingham County Road Department Managing Director, Ingham County Commissioners Deb Nolan and Teri Banas.

ADOPTED: YEAS: _____

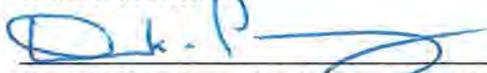
NAYS: _____

STATE OF MICHIGAN)
) ss
COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and a complete copy of a resolution adopted at a regular meeting of the Township Board on the 20th day of June, 2017.

Brett Dreyfus, CMMC
Township Clerk



To: Board Members
From: 
Derek N. Perry, Assistant Township Manager
Director of Public Works & Engineering

Date: June 20, 2017

Re: Local Roads 2017 Project List

In the 2017 Local Roads budget, \$772,400.00 is allocated for neighborhood (local) street projects. That budgeted amount is made up of the following revenue sources: Local street millage (0.2492 mills) - \$407,400.00, General Fund additional allocation - \$250,000.00 and the Ingham County local match of \$115,000.00.

After careful and extensive review of all 147 miles of local streets the following roads have been selected and are recommended for pavement work in 2017.

Street, From- To

Woodwind Trail , Lake Drive to Oak Park Trail	\$92,854.00
Woodside , White Ash to Haslett Rd	\$89,369.00
Woodside , White Ash to Ventura	\$53,745.00
E. Hidden Lake , Sapphire to Burcham	\$103,003.00
Whistler , Park Lake Rd to Blue Haven	\$41,268.00
Chippewa , Arrowhead to Ottawa	\$17,070.00
Ardmore , Kent to Grand River Ave.	\$34,780.00
Birchwood , Tacoma to Kenosha East	\$93,620.00
Alderwood , Silkwood to Ivywood	\$42,539.00
Satinwood , Silkwood to Ivywood	\$39,470.00
Heartwood , S. End to Comanche	\$49,466.00
Dustin , Heartwood to S. End	\$45,774.00
Additional Costs and Contingency (traffic control, restoration, etc.)	\$65,000.00

Total Estimate \$ **\$767,958.00**

All of the neighborhood streets selected for improvement in 2017 have not received any significant pavement work in over 25 years according to Township records. As in previous years, the Ingham County Road Department (ICRD) will bid, award and oversee the contract and manage the project in the Township as the local road authority. Our Public

Memo to Township Board (Item 12. C)
June 20, 2017
Re: Local Roads 2017 Project List
Page 2

Works & Engineering team will provide support and coordinate with the ICRD throughout the project.

In 2018 we anticipate the majority of the local road funds to be used for Towner Road and East and West Sleepy Hollow Lane.

The following motion is proposed for Board consideration:

MOVE TO APPROVE THE LOCAL ROADS 2017 PROJECT LIST AND AUTHORIZE THE DIRECTOR OF PUBLIC WORKS & ENGINEERING TO PROCEED WITH THE PROJECT.



To: Board Members

From: Michael McDonald
Michael McDonald, Chair
Park Commission

Date: June 15, 2017

Re: Park Commission Appointment Recommendation

On May 22, 2017, Richard Baker submitted his letter of resignation from the Park Commission as he relocated his residency outside of the community. A notice announcing the vacancy was placed in the Towne Courier with a request for interested persons to submit an Application for Public Service to the Clerk's office. The following eight persons expressed interest. Their applications and resumes are attached.

Karen Barrett
Charles Given
Charles Lawler
Robert Lovell
Amy Salisbury
Dr. Steven M Smith
Courtney Wisinski
Jillian Winn

The candidates were invited to introduce themselves during Public Comment at the June 13, 2017 regular meeting of the Park Commissions. The Park Commission met on June 15, 2017 in a Special Meeting to again review the applications to determine their recommendation to fill the vacated Park Commission seat. The Park Commission respectfully requests that **Courtney Wisinski** be appointed to fill the seat vacated by Richard Baker.

Motion for Consideration:

MOVE TO SUPPORT THE RECOMMENDATION FROM THE PARK COMMISSION TO APPOINT COURTNEY WISINSKI TO THE MERIDIAN TOWNSHIP PARK COMMISSION TO FILL THE SEAT VACATED BY RICHARD BAKER ON MAY 22, 2017. THE TERM OF THE APPOINTMENT WILL EXPIRE AT THE NEXT GENERAL ELECTION AT WHICH TIME THE SEAT WILL BE FILLED BY POPULAR VOTE.

CHARTER TOWNSHIP OF MERIDIAN

Ronald J. Styka
Brett Dreyfus
Julie Brixie
Frank L. Walsh

Supervisor
Clerk
Treasurer
Manager



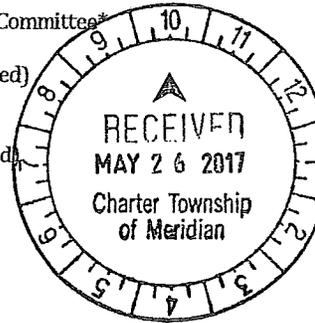
Phil Deschaine
Patricia Herring Jackson
Dan Opsommer
Kathy Ann Sundland

Trustee
Trustee
Trustee
Trustee

APPLICATION FOR PUBLIC SERVICE

I am interested in service on one or more of the following public bodies as checked below:

- | | |
|---|--|
| <input type="checkbox"/> Assessing Board of Review*
<input type="checkbox"/> Board of Water and Light Representative*
<input type="checkbox"/> Brownfield Redevelopment Authority*
<input type="checkbox"/> Building and/or Fire Board of Appeals and Building Hearing Officer
<input type="checkbox"/> Capital Area Transportation Authority (C.A.T.A.)
<input type="checkbox"/> Communications Commission*
<input type="checkbox"/> Community Resources Commission
<input type="checkbox"/> Corridor Improvement Authority*
<input type="checkbox"/> Downtown Development Authority*
<input type="checkbox"/> East Lansing-Meridian Water & Sewer Authority
<input type="checkbox"/> Economic Development Corporation | <input type="checkbox"/> Elected Officials Compensation Commission*
<input type="checkbox"/> Environmental Commission
<input type="checkbox"/> Lake Lansing Watershed Advisory Committee*
<input type="checkbox"/> Land Preservation Advisory Board
<input checked="" type="checkbox"/> Park Commission (elected/appointed)
<input type="checkbox"/> Pension Trustees
<input checked="" type="checkbox"/> Planning Commission
<input checked="" type="checkbox"/> Township Board (elected/appointed)
<input type="checkbox"/> Transportation Commission*
<input type="checkbox"/> Zoning Board of Appeals
<input type="checkbox"/> Other |
|---|--|



(*Special conditions restrict eligibility for appointment)

Indicate areas not included above which may warrant special attention or study that are of interest to you:

Summarize your reasons for applying for this type of public service: *I Really appreciate residing in A Township with so many Parks Trails & facilities for its residents. I would like to help expand and maintain these provisions.*

Describe education, experience or training which will assist you if appointed. (Attach resume if available)

- see resume - mainly promoting planning

Name: KAREN BARRETT
 Occupation: Event Coordinator Place of Employment: SOPMed/Champion Ultimate
 Home Address: 5858 EDSON ST. HASLETT
 Phone: (days) 224-5090 (evenings) 489-6051 E-mail: KALIZE50@HOTMAIL.COM
 Signature: Karen Barrett Date: 5/21/17

Other than the Downtown Development Authority Board and the Economic Development Corporation, persons appointed to Meridian Township boards and commissions must be a resident and elector (if of voting age) of the Township during the term of office. Excessive absences may be cause for review of appointment.

(PLEASE USE BACK IF NEEDED)

The policy for appointment of candidates to the various public service positions is based on the following criteria: desire to serve, experience, expertise, availability of time to serve, and maintenance of equitable geographic representation. In most instances it will be desirable to develop further information through a personal interview. This application will be retained in township files for two years. Please return this form to the Office of the Clerk, Charter Township of Meridian.

FOR OFFICE USE ONLY			
Date Received	5.26.17	Distro: RS FW	Application # PK 1701
Registered Voter:	(Y/N)	MK LM	PC 1703
Date Appointed:		BD MEMBERS	TB 1701

Karen Barrett

5858 Edson Street, Haslett, MI 48840 (517)489-6051 kalize50@hotmail.com

Summary of Qualifications

Over 20 years of experience marketing and promoting business and services in the public and private sector with emphasis on event management and field development.

Professional Experience

Business Manager/Event Coordinator

Society of Progressive Medical Education/Champion Ultimate/Quartz Tubes - Grand Ledge, MI

Manage all aspects of business for three family companies in the alternative medicine field. Responsible for bookkeeping, payroll, shipping, purchasing, inventory, marketing, communications, sales and event management. I do all event planning for four physician trainings and one main conference in June of each year for over 200 medical professionals. Primary responsibility for running the offices without supervision, including fiscal planning and key holder duties.

District Manager of Field Operations

Advantage Sales and Marketing- Austin, TX

Responsible for the on line scheduling, training and hiring of over 100 part time demonstration event specialists working in the Kroger Michigan chain. Brought district to 100% quality execution in two month's time. Gained contract with Meijer through corporate walk events and management work withs.

Regional Client District Manager (McKesson Pharmaceuticals)

SPAR Administrative Services - Auburn Hills, MI

Managed team of 75 + merchandisers and several supervisors in a six state region (Michigan, Indiana, Ohio, Wisconsin, West Virginia & Pennsylvania) for McKesson Pharmaceuticals line of independent Health Mart Pharmacies. Responsible for executing and staffing grand openings and consulting on product mix for each store in territory.

Field Manager

Information Resources Incorporated - Chicago, IL

Managed team of 35 in store, research marketing, data collections representatives in the Detroit market. Responsible for qualifying the accuracy and quality of data collected in all CPG channels. Member of research team for quality execution.

Business Owner

The Framing Post- Rockford, MI

Operated and managed a picture framing store. Managed the books, purchased supplies, built frames and mounting materials per customer specifications. Produced original artwork and portraiture on commission. Responsible for the maintenance of the books and taxes as well as inventory and staff.

District Market Manager

SPAR Marketing Force - Auburn Hills, MI

Managed over 50 independent contract merchandisers for major film studios in mass merch and grocery stores in the West Michigan market. Took failing team to 100% field completion within 6 months. Also managed projects for Floorgraphics, Burpee Seeds and Proctor & Gamble.

Chamber of Commerce Administrator

City of Rockford - Rockford, MI

Recruited for this position after working for the local weekly newspaper, The Rockford Squire, as a reporter, attending board and township meetings and writing about city activities. I was responsible for setting up meetings, coordinating events and programs, staffing events, overseeing the main office and creating a benefit package for commerce members.

Staff Reporter/Columnist

The Rockford Squire Newspaper - Rockford, MI

Sole reporter for a weekly newspaper. Attended all board, commission and city meetings reporting on issues important to the community. Creating weekly column on police activities and recruited the Chief of Police to collaborate on the writing. Also creating a kids page for students in the district.

Unit Supervisor-Unit Manager

News America Marketing (Actmedia) - Livonia, MI

Began as dedicated merchandiser for the Proctor & Gamble HBA account in the Meijer chain. Promoted to a Unit Supervisor in three months over the Grand Rapids market and then Unit Manager over West Michigan and Northern Indiana within a year. Staffed in store promotions for clients such as Gordon's Fish Products, Proctor & Gamble and Lew Brands. Staffed Floor Graphics placement, shopping cart promotions, demo couponing, costumed presentations and red box coupon machine merchandising for Michigan and Indiana markets.

Education

Certifications : Microsoft Office Suites, 2010

New Horizons Computer Centers - East Lansing, MI, USA

Microsoft Word, Excel, Powerpoint, Adobe Illustrator and In-Design Website development programs

Wedding and Event Planning program training 2008

Bachelor of Science : Marketing/Advertising

Ferris State University - Big Rapids, MI

Associate of Arts : Journalism

Ferris State University - Big Rapids, MI

CHARTER TOWNSHIP OF MERIDIAN

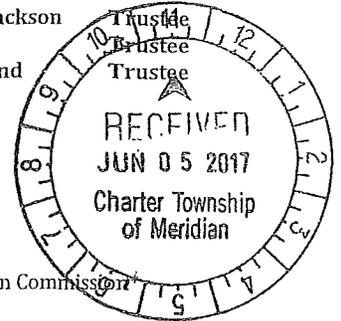
Ronald J. Styka
Brett Dreyfus
Julie Brixie
Frank L. Walsh

Supervisor
Clerk
Treasurer
Manager



Phil Deschaine
Patricia Herring Jackson
Dan Opsommer
Kathy Ann Sundland

Trustee
Trustee
Trustee



APPLICATION FOR PUBLIC SERVICE

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- | | |
|---|---|
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| <input type="checkbox"/> Board of Water and Light Representative* | <input type="checkbox"/> Environmental Commission |
| <input type="checkbox"/> Brownfield Redevelopment Authority* | <input type="checkbox"/> Lake Lansing Watershed Advisory Committee* |
| <input type="checkbox"/> Building and/or Fire Board of Appeals and Building Hearing Officer | <input type="checkbox"/> Land Preservation Advisory Board |
| <input type="checkbox"/> Capital Area Transportation Authority (C.A.T.A.) | <input checked="" type="checkbox"/> Park Commission (elected/appointed) |
| <input type="checkbox"/> Communications Commission* | <input type="checkbox"/> Pension Trustees |
| <input type="checkbox"/> Community Resources Commission | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Corridor Improvement Authority* | <input type="checkbox"/> Township Board (elected/appointed) |
| <input type="checkbox"/> Downtown Development Authority* | <input type="checkbox"/> Transportation Commission* |
| <input type="checkbox"/> East Lansing-Meridian Water & Sewer Authority | <input type="checkbox"/> Zoning Board of Appeals |
| <input type="checkbox"/> Economic Development Corporation | <input type="checkbox"/> Other |

(*Special conditions restrict eligibility for appointment)

Indicate areas not included above which may warrant special attention or study that are of interest to you:

Summarize your reasons for applying for this type of public service:

Our family has been a longtime user of Meridian Parks. I believe that the Parks are a vibrant part of life in this community and I would like to participate in helping to guide their future.

Describe education, experience or training which will assist you if appointed. (Attach resume if available)

Name: Charles W. Given
 Occupation: Professor Place of Employment: Michigan State
 Home Address: 1655 Boulevard Dr.
 Phone: (days) 317-281-4696 (evenings) Same E-mail: given@msu.edu
 Signature: Charles W. Given Date: 06/05/2017

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FOR OFFICE USE ONLY			
Date Received	<u>6.5.17</u>	Distro: <u>RS FW</u>	Application # <u>PK 1705</u>
Registered Voter:	<u>Y/N</u>	<u>LM</u>	
Date Appointed:		<u>BD MEMBERS</u>	

CHARLES W. GIVEN
Curriculum Vitae

NAME: Charles William Given

HOME ADDRESS: 1655 Boulevard Drive
Okemos, Michigan 48864

HOME TELEPHONE: (517) 349-1945

HOME FAX: (517) 349-5328

BUSINESS ADDRESS: Department of Family Medicine
135 East Fee Hall
965 Fee Road
Michigan State University
East Lansing, Michigan 48824

BUSINESS TELEPHONE: (517) 353-8131

BUSINESS FAX: (517) 355-7700

EMAIL ADDRESS: bill.given@hc.msu.edu

PRESENT RESPONSIBILITIES: Professor, Department of Family Medicine, College of Human Medicine, Michigan State University
& Professor, Institute for Health Policy, Michigan State University

EDUCATION: Bachelor of Science, Economics and Sociology, Ohio State University, Columbus, Ohio, 1963
Master of Science, Sociology, Ohio State University, Columbus, Ohio, 1965
Doctor of Philosophy, Sociology, Michigan State University, East Lansing, Michigan, 1969

HONORS AND AWARDS:

College of Human Medicine Distinguished Faculty Award, 1996

Arthur Victor Distinguished Faculty Award in Health Care Delivery, 1996

Joint American Academy of Family Physicians Foundation/American Academy of Family Physicians Grant

Awards Council, Recognition of Service as Peer Reviewer, 1996

Michigan State University Distinguished Faculty Award, 1997

Nominated for Michigan Association Governing Boards Award, 1997

BCBSM Foundation Excellence in Research Award, 2001

ONS Schering Award for paper titled, Pain and fatigue management: Results of a nursing randomized clinical trial to be published in the
Oncology Nursing Forum, 2002

BCBSM Foundation Excellence in Research Award for Policy Research, 2002

MCC's 2002 Spirit of Collaboration Award for collaboration on "Characteristics of Patients Who Enter Clinical Trials"

Michael K. Guest Award for Innovative Research, presented by the Walther Cancer Institute, Indianapolis, IN 2004

Burdette Kunkel Behavioral Research Achievement Award, presented by the Behavioral Cooperative Oncology Group, 2014

Fellow of the American Psychosocial Oncology Society (APOS), 2016

MAJOR RESEARCH INTERESTS:

Impact of behavioral interventions on chronic disease – especially cancer, disparities in the delivery and quality of cancer care, and quality and costs of cancer care.

PROFESSIONAL WORK EXPERIENCE:

1969-70 Director, Planning and Program Development, Regional Medical Programs and Assistant
Professor of Sociology, Michigan State University

1970-71 Director, Planning Program Development, Regional Medical Programs and Assistant Director,
Urban Survey Research Unit, Michigan State University

1971-78 Assistant Professor, Department of Community Health Science, Michigan State University

1979-83 Associate Professor, Department of Community Health, Michigan State University

1983-85 Associate Professor, Department of Family Practice, Michigan State University

1985-Present Professor, Department of Family Practice, Michigan State University

1993-2000,2003 Associate Chairperson for Research, Department of Family Practice, Michigan State University.
1994-2001 Program Leader, Primary Care Programs, Cancer Center at Michigan State University
1997-2001 Affiliate Faculty, Institute for Health Care Studies
1997-2000 Research Scientist, Walther Cancer Institute
2000-2015 Senior Scientist, Walther Cancer Institute
2001-2005 Affiliate Faculty, Institute for Health Care Studies
2012-2015 Director of Research, Institute for Health Policy, Michigan State University
2015-Present Professor, Institute for Health Policy, Michigan State University

PROFESSIONAL ACTIVITIES:

Departmental

Curriculum Committee. Planning and implementing courses in college curriculum related to: Epidemiology and Biostatistics; Aging and Long-Term Care; Clinical Rotations in Geriatric Assessment; Quality Assurance and Cost Containment; Evaluation of Health Services and Programs

By-Laws Committee

Reappointment Promotion and Tenure Committee (2003-present)

Recruitment Committee; Executive Committee

Departmental Chairman, Family Practice Review Committee

Executive Committee, Department of Family Practice 2003- 2006

Associate Chair, Research, Department of Family Practice 2003-2006

College

College Advisory Committee

Graduate Studies and Research Committee

Research Committee

Planning Committee Family Practice Research Days

Admissions Committee

Ad Hoc Grievance Committees

Life Long Cancer Care Center Task Force

Rural Breast Cancer Screening Task Force

Rural Research in Health Task Force

Human Health Programs Executive Committee on Aging

Comprehensive Cancer Center Psychosocial Research Program Group

Electronic Medical Records Committee

Research and Graduate Committee College of Human Medicine

Cancer Center at Michigan State University, American Cancer Society Institutional Grant -- Reviewer for Junior Faculty Research Grants

Collegewide RPT Committee

Development Committee, College of Human Medicine

Chair, Post-Tenure Review Committee, 2004-05

Graduate Studies Committee, 2007

College-wide Mentor Group -- Present

Doctoral Committees:

Victoria Marshall, Member, Doctoral, Michigan State University, College of Nursing

Eric Vachon, Co-Chair, Doctoral, Michigan State University, College of Nursing

Completed Doctoral Thesis:

Byma, E. (2010). Pain and Pain Management in a Medicaid Waiver Program.

Choi, C.J. (2011). Group-Based Trajectory Modeling Of Caregiver Psychological Distress Over Time. *Annals of Behavioral Medicine*. University of Pittsburgh.

Hershey, D. (2011). Older Adults with Diabetes and Older Adults with Diabetes and Cancer: Impact on Diabetes Self-management. Michigan State University, College of Nursing.

Hung, C.T. (2012). Pain and Fatigue on Severity and Frequency: Conguence between Cancer Patients and their Family Caregivers. Michigan State University, College of Nursing

Kelly, A. (2015). Adverse Drug Reactions and Resultant Health-Related Quality of Life During Multidrug-Resistant Tuberculosis (MDR-TB) Treatment. Michigan State University, College of Nursing.

Parker, Carol. (2016). The Use of Health Information Exchange Organizations in Clinical Research: Current Status, Challenges and Opportunities. Michigan State University, College of Human Medicine.

Spoelstra, S. (2010). Falls, Fall Sequelae, and Healthcare Use In The Community Dwelling Elderly With A History of Cancer. Michigan State University, College of Nursing.

Wierenga, K. (2016). Emotion Regulation and Illness Perceptions in African American Women with Heart Failure. Michigan State University, College of Nursing.

Masters Thesis Committees:

Xiating Wu, Michigan State University, Department of Epidemiology

University

Research Initiation Grant Review Committee
Graduate Council
Rural Research Health Care Working Group, W.K. Kellogg Partnership Grant
BSRG Grant Review
University Committee on Intellectual Integrity
Cancer Center Control Committee
University Committee on Faculty Tenure Chair
University Committee on Conflicts of Interest – Present
University Committee on Academic Council – Faculty Council
University Appeals Board
University Hearing Board

Regional

Reviewer, Southwest Michigan Area Health Education Corporation Research Day
Participation, facilitation, Grand Rapids Area Medical Education Corporation Research Network
Research facilitation, Community-Based Family Practice Residency Programs (Midland, Saginaw, Grand Rapids, Lansing)
Mary Margaret Walther Post-Doctoral Fellow Review Committee, 1999-2015
Mary Margaret Walther BCOG Executive Committee, Chair, 1999-2015
Behavioral Cooperative Oncology Group Advisory Committee, 2000-2015

State

Established the Family Health Institute of Michigan a 501-C-3 Not-for-Profit Corporation to operate a financial management and health-data system.
Chronic Disease Advisory Committee, Dementia Subcommittee
Michigan Department of Community Health, Breast Cancer Task Force
Michigan Hospital Association Committee on Long Term Care
Senior Services Series, Chaired by Senator Emmons, 1990-91
Senior Policy Task Force, State of Michigan, Representative DeLange, Chair, 1991-92
State of Michigan Office of Services to the Aging, "Project Care: Community Action to Reach the Elderly" statewide committee for community site selection, 1991-92
Prostate Cancer Advisory Committee, Michigan Department of Public Health, 1994-98
Sisters of Mercy Corporation Quality Committee, 1997-99
Michigan Department of Community Health, Prostate Task Force for Strategic Planning, 1999
Michigan Cancer Consortium, Linked Clinical and Cost Data Committee, 2001-2005

National

National Institute on Aging and Alzheimer's Disease and Related Disorders Association, to define for national legislation criteria for the eligibility of patients for community-based, long-term care, 1988-1989.
Rosalyn Carter Institute, caregiving across the lifespan, advisory panel member, 2002.
American Psycho-Oncology Society, Board of Directors, 2006-2009
Gerontological Society of America, Director of Research Cancer and Aging Interest Group, 2006 – Present

VISITING PROFESSORSHIPS:

University of Wisconsin, Madison, January 1988
University of Wisconsin, Milwaukee, February - May 1988
Australian Catholic University, Mater Misericordiae Adult Hospital, Brisbane, Australia, August 1996
University of Pennsylvania, College of Nursing and Comprehensive Cancer Center, March 1998 – January 1999
Oregon Health Sciences University, 2001

GRANT REVIEWER:

AHCPR MEDTEP (Minority Research Center), 1995

AHCPR, 1996, 1998, 1999
AHCPR, Health Services Research Study Section, 1993
AHCPR, Research Port II, 1994
Agency for Health Care Policy and Research (AHCPR), Small Grants, 1992
The American Academy of Family Physicians, 1991, 1993
American Cancer Society – Invited Reviewer Behavioral Research Center
American Nurses Association New Investigator Research Grants, 1995
Cancer Prevention Research Institute of Texas (CPRIT) Grants, 2012
Children, Youth and Families Center, 1999
Department of Defense, AIBS Breast Cancer Research Program, 1994
Health Care Financing Administration, Subacute/Long-Term Care Section, February 1988
Michigan Department of Public Health, AIDS Grant Reviews, 1989
Michigan State University, All University Grant Review, 1998, 1999, 2000-2003
Michigan State University, College of Nursing External Grant Reviewer - Hershey NIH R03
National Institute on Aging, Minority and Aging, 1992
National Institute on Health, Small Business Innovation Research Grants, March 1988
NCI - Special Review Panel for Cancer Research Network, November 2006
NIH - 2012
NIH - DIRH, 2014
NIH SPIP Study Section 2005
NIH/NINR Predoctoral Training Grants, 1994, 2003
NIHMHD U01, 2015
NINR, 1996, 2003, 2004, 2008
NRCS Grant Reviews, February 2016, June 2016, October 2016, February 2017
NSSA, 2008
PCORI Grants, 2012
Pennsylvania Department of Health's Peer Review on Healthcare Innovation, August 2016

GRANTS:

- 1972-1977 Principal Investigator on *Continuing Subcontract from Michigan Department of Public Health*. Funded under contract from the National Center for Health Statistics to implement and conduct research development on Ambulatory Care Data Set.
- 1978-1980 Principal Investigator, *Dissemination and Use of a Cost-Effective Health Information System*, funded by W. K. Kellogg Foundation. Total budget: \$279,456.
- 1978-1981 Co-Principal Investigator, *Patient Contributions to Care: Link to Process and Outcome*, Division of Nursing, DHEW #1 RO2 NU00662, Total budget: \$356,289.
- 1981-1983 Principal Investigator, *Extension-Dissemination and Use of a Cost-Effective Health Information System*, funded by W. K. Kellogg Foundation.
- 1982 Authored, *Active Participation: Health Care for the Elderly*, funded by Michigan State University All-University Research Initiation Grants (AURIG). Total budget: \$5,700.
- 1983-1986 Principal Investigator, *Self-Sustaining Management Information System*, funded by W. K. Kellogg Foundation. Total budget: \$1,089,756.
- 1984-1986 Participated, *Validity of Structured Cases to Study Clinical Judgment*, NCHCR #1 RO11 & S05112, 10% time.
- 1986 Principal Investigator, *Review of Literature and Development of Program for Worksite Hypertension Control*, funded by Michigan Department of Public Health. Total budget: \$4,000.
- 1986-1988 Principal Investigator, *Caregiver Responses to Managing Elderly Patients at Home*, Public Health Service Grant, Department of Health and Human Services, grant # 1 RO1 AGO6584, funded by National Institute on Aging. Total budget: \$389,552.
- 1987-1988 Principal Investigator, *Impact of Alzheimer's Disease on Family Caregivers*, Public Health Services Grant, Department of Health and Human Services, National Institute of Mental Health, #1 RO1 MH41766. Total budget: \$237,891.

- 1988-1990 Co-Principal Investigator, *Family Home Care for Cancer Patients*, grant # PBR-32A, funded by American Cancer Society. Total budget: \$266,000.
- 1989 Participation with D. Levande and P. Freddolino in *The Process of Selecting Family Caregivers for Cancer Patients*, funded by MSU Biomedical Research Support Grants. Total budget: \$7,975.
- 1989 Participated with M. Kingry and M. Stommel in *Involvement in the Cancer Experience: How Does it Affect the Adolescent?*, funded by College of Osteopathic Medicine General Research Support Grants. Total budget: \$8,196.
- 1989 Participated with S. King in *Use of Community Services by Alzheimer's Caregivers*, funded by the Andrus Foundation. Total budget: \$56,758.
- 1989-1990 Principal Investigator, *Evaluation of VISCAP Program*, funded by the State of Michigan Office of Services to the Aging. Total budget: \$9,984.
- 1989-1991 Co-Principal Investigator, *Family Homecare for Cancer -- A Community-Based Model*, Public Health Services Grant, grant #1 RO1 NR01915, funded by Department of Health and Human Services, National Center for Nursing Research. Total budget: \$331,586.
- 1989-1991 Co-Principal Investigator, *Impact of Alzheimer's Disease on Family Caregivers*, Public Health Services Grant, funded by Department of Health and Human Services, National Institutes of Mental Health, Competing Continuation of NIMH #1 RO1 MH41766, approved (123 priority score). Total budget: \$517,772.
- 1989-1991 Co-authored, *Assessment of Barriers and Facilitators to Screening for Breast Cancers: A Worksite Approach*, funded by the Michigan Department of Public Health, Division of Research and Development. Total budget: \$150,000.
- 1989-1993 Principal Investigator, *Caregiver Responses to Managing Elderly Patients at Home*, Public Health Service Grant, funded by Department of Health and Human Services, National Institute on Aging. Competing Continuation of NIA #1 RO1 AGO6584. (Approved, 13th percentile priority score). Total budget: \$996,669.
- 1990-1991 Administrative addition for *Multiple Data Set Analysis*, funded by National Center for Nursing Research. Total budget: \$25,000.
- 1990-1992 Principal Investigator, *Combined Data Set on Economic Burden of Cancer and Cancer Treatment on Cancer Patients and Their Families*, funded by National Cancer Institute contract DHHS P.O.#263-MD-101487-1, MSU ORD#52980. Total budget: \$17,976.
- 1990-1992 Co-Principal Investigator, *Family Homecare for Cancer Patients*, funded by American Cancer Society. Total budget: \$415,477.
- 1990 Co-Investigator, *The Rural Breast Cancer Screening Project*, funded by American Cancer Society Michigan Division. Total budget: \$60,000
- 1992-1998 Principal Investigator, *Rural Partnership Linkage for Cancer Care*, grant #1 R01 CA56338, funded by the National Cancer Institute. Total budget: \$2,367,034.
- 1992 Co-Investigator, *Cancer Prevention and Control Surveillance Master Agreement*, grant # NCI-CN-15338-33, funded by National Cancer Institute, Sample Technical Proposal, Barbara A. Given, Principal Investigator.
- 1992-1993 Principal Investigator, *Continuing Care Needs of Patients with Prostate Cancer: A Pilot Study*, funded by the Michigan State University Cancer Center. Total budget: \$20,973.
- 1993-1997 Co-Investigator, *Family Home Care for Cancer -- A Community-Based Model*, grant #R01 NR01915, jointly funded by the National Institute of Nursing Research and the National Cancer Institute, Given, B., Principal Investigator. Total budget: \$2,025,313.
- 1996-2011 Co-Investigator, *Senior Scientist Award/BCOG*, funded by Walther Cancer Institute. 2010-11 Budget \$60,903.

- 1996-2000 Co-Investigator, *A Subacute Care Intervention for Short-Stay Breast Cancer Surgery*, funded by the Department of Defense, grant # DAMD-17-96-1-6325 - Army, Wyatt, G. Principal Investigator. Total budget: \$799,858.
- 1996-1999 Co-Investigator, *Cancer Care Intervention to Improve Functioning and Psychosocial Outcomes in Newly diagnosed Cancer Patients and their Families*, in affiliation with the Mary Margaret Walther Program of the Walther Cancer Institute, Given, B. Principal Investigator. Total Budget \$250,903.
- 1996-1997 Co-Investigator, *Cancer Prevention, Outreach and Access to Care*, funded by the Michigan Department of Community Health, Given, B. Principal Investigator. Total budget: \$1,000,000.
- 1996 Principal Investigator, *Patient and Caregiver Health States at the End of Life*, funded by MSU Butler Funds. Total budget: \$13,000.
- 1997-1998 Principal Investigator, *Supplemental Analysis Grant, Rural Partnership Linkage for Cancer Care*, grant # R01 CA56338, funded by National Cancer Institute. Total budget: \$52,789.
- 1997-1998 Co-Investigator, *Cancer Prevention, Outreach and Access to Care*, funded by the Michigan Department of Community Health, Given, B., Principal Investigator. Total Budget: \$1,000,000.
- 1998-1999 Co-Investigator, *Cancer Prevention, Outreach and Access to Care*, funded by the Michigan Department of Community Health, Given, B., Principal Investigator. Total Budget: \$1,000,000.
- 1998-1999 Principal Investigator, *The Impact of Welfare Reform Incentives on Health Care Utilization and Cost Patterns Among Families Leaving the Medicaid Program*, funded by Michigan State University Applied Public Policy Research Funds. Total budget: \$71,184.
- 1998-2003 Co-Principal Investigator, *Family Home Care For Cancer – A Community-Based Model*, grant #9 R01 CA79280-07, funded by the National Cancer Institute and the National Institute for Nursing Research, Given, B., Principal Investigator. Total budget: \$2,243,044.
- 1998-2001 Principal Investigator, *Acceptance and Use of Complimentary Therapy by Cancer Patients and their Families*, in collaboration with the Walther Cancer Institute. Total budget: \$297,293.
- 1998-2000 Co-Investigator, *Quality of Life for Prostate Cancer Patients and their Partners*, in collaboration with Indiana University and the Mary Margaret Walther Program of the Walther Cancer Institute. B. Geisler, Principal Investigator. Total budget: \$730,235.
- 1999-2000 Principal Investigator, *A Study of Caretaker Relatives on Medicaid Spend-Down*, funded by the Michigan State University Applied Public Policy Research Funds. Total budget \$73,803
- 1999-2000 Co-Principal Investigator, *Cancer Prevention, Outreach and Cancer Control for Patients in Medicaid Managed Care Settings*, funded by the Michigan Department of Community Health. Total budget: \$1,000,000, Farrell, J., Principal Investigator.
- 1999-2001 Co-Investigator, *Diagnosis, Treatment and Outcomes of Patients Diagnosed with Cancer and Insured by Medicare*, funded by the National Cancer Institute, grant # R03 CA-83347, C. Bradley, Principal Investigator. Total budget: \$146,718.
- 1999-2002 Co-Investigator, *Improving Outcomes for Somatizers in Managed Care*, funded by the National Institute for Mental Health and National Institute for Nursing Research, grant # R01 MH-57099. R. Smith, Principal Investigator. Total budget: \$1,430,170.
- 1999-2002 Principal Investigator, *Comparison of Delivery Methods for Supportive Care*, in collaboration with Mary Margaret Walther Program of the Walther Cancer Institute and the Indiana University School of Nursing. Total budget: \$509,597.
- 1999 Principal Investigator, *Coordinated Care Management Program*, funded by Blue Cross Blue Shield of Michigan, Total budget: \$98,703.

- 2000-2001 Co-Investigator, *Cancer Prevention, Outreach and Cancer Control for Patients in Medicaid Managed Care and Community Based Programs*, funded by Michigan Department of Community Health; Total budget: \$1,000,000, Farrell, J., Principal Investigator.
- 2000-2002 Co-Principal Investigator, *Clinical and Cost Databases for the Purposes of Evaluating Screening, Cost, Outcomes, and Quality of Care*, funded by the Michigan Department of Community Health, Bradley, C., Principal Investigator. Total budget: \$172,703.
- 2001-2003 Co-Principal Investigator, *Taking CHARGE: Successful Transition to Survivorship Following Breast Cancer Treatment*. Research conducted in affiliation with the Mary Margaret Walther Program, Walther Cancer Institute; Cimprich, B., Principal Investigator, Total budget \$357,020.
- 2001-2005 Co-Investigator, *Labor Market Outcomes of Long-term Cancer Survivors*, grant # RO1 CA-86045-01A1, funded by National Cancer Institute, C. Bradley, Principal Investigator. Total budget: \$1,170,652.
- 2002 Co-Investigator, *Cancer Prevention, Outreach and Cancer Control for Patients in Medicaid Managed Care and Community-Based Programs*, funded by Michigan Department of Community Health; Total budget \$500,000.
- 2002-2003 Co-Investigator, *Cancer Prevention & Education*, funded by Michigan Department of Community Health. Total budget: \$403,061, Nerenz, D., Principal Investigator.
- 2003-2004 Co-Principal Investigator, *Linked Medicare/Medicaid Data Set Project*, funded by Michigan Department of Community Health. Total budget: \$54,851, Bradley, C, Principal Investigator.
- 2003-2009 Co-Investigator, *Family Home Care for Cancer – A Community-Based Model*, grant # RO1 CA-79280, funded by National Cancer Institute, Given, B., Principal Investigator. Total budget: \$2,765,591.
- 2003-2009 Principal Investigator, *Automated Telephone Monitoring for Symptom Management*, grant # R01 CA-30724, funded by National Cancer Institute. Total budget: \$3,504,741.
- 2005-2009 Co-Investigator, *In Depth Examination of Disparities in Cancer Outcomes*, grant # R01 CA-101835, funded by National Cancer Institute. Total budget: \$347,793. Bradley, C., Principal Investigator.
- 2004-2005 Mentor, *Advance Care Planning: Experience of Breast Cancer Patients*, grant #W81XWH-04-0469, funded by The U.S. Army Medical Research and Materiel Command. Total budget: \$192,859. Doorenbos, A., Principal Investigator.
- 2004-2009 Consultant, *Outcomes of Triage Family Care in Advanced Cancer*, grant #R01 CA107383-04, funded by National Cancer Institute, Total budget: \$2,600,000. Northouse, L., Principal Investigator.
- 2005-2010 Principal Investigator, *K05 Senior Scientist - Integrating Symptom Trials*, grant # K05 CA108575. Funded by National Cancer Institute. Total budget: \$571,148.
- 2005-2010 Co-Investigator, *Minimizing the Economic Impact of Cancer*. National Institutes of Health (NCI). Total budget: \$2,926,759. Bradley, C., Principal Investigator.
- 2007-2010 Co-Investigator, *Intervention to Improve Adherence & Symptoms from Oral Agents*. Funded by Oncology Nursing Society. Total budget: \$200,000. Given, B., Principal Investigator.
- 2007-2010 Co-Investigator, *A Web Portal for Linking IUCC Patients, Clinicians, and Researchers*, funded by Walther Cancer Foundation, Collaborative Cancer Control Initiative at Indiana University. Total budget: \$150,000. McDaniel, A., Principal Investigator.
- 2007-2010 Consultant, *Training in Research for Behavioral Oncology and Cancer Control*, funded by National Cancer Institute. Total budget: \$2,092,300. Champion, V., Principal Investigator.
- 2008-2009 Consultant, *Energy Balance, Inflammation and Colon Cancer Risk in Humans*. Total budget: \$39,994. Fenton, J. Principal Investigator.
- 2008-2011 Consultant, *Web-Based Ovarian Cancer Symptom Control: Nurse Guided vs. Self-Directed*, funded by the American

- Cancer Society. Total budget: \$940,915. Donovan, H., Principal Investigator.
- 2009-2010 Sponsor to PhD Candidate Sandra Spoelstra. *Falls in the Community Dwelling Elderly with a History of Cancer*, funded by National Research Service Award. Budget: \$29,275.
- 2009-2010 Sponsor to PhD Candidate Elizabeth Byma. *Pain and Pain Management in a Medicaid Waiver Program*. (2009-2010), funded by National Research Service Award. Budget: \$13,565.
- 2009-2012 Co Investigator. *Web-based System to Support Family Caregiving*, funded by Walther Cancer Foundation. A. McDaniel, A. Primary Investigator. C.W. Given, & B.A. Given, Co Investigators.
- 2009-2014 Site Subcontract PI. *Web Based Support for Caregivers of Veterans Undergoing Chemotherapy*, funded by US Department of Veterans Administration, Total budget: \$124,826. Silveira, M. Principal Investigator.
- 2010-2015 Principal Investigator (2010-11), *Translating Evidence into Demonstrations*, funded by Michigan Department of Community Health. Total budget: \$145,405. Given, B.A., Given, C.W., Spoelstra, S. Principal Investigators (2012).
- 2010-2011 Co-Investigator, *eCancer: A Technological Approach to Symptom Management from Home to Practice*, funded by the National Institutes of Health. 1R41MD006148-01 Total budget: \$97,212. Decker, B., Principal Investigator.
- 2011-2014 Principal Investigator, *BCOG Center for Symptom Management*, funded by Walther Cancer Foundation. Budget: \$337,556. Given, B.A. Given, C.W., Principal Investigators.
- 2012-2013 Senior Mentor Co-I. *Determining Severity, Interference, and Number of Days of Symptoms from Side Effects in Cancer Patients Prescribed Oral Chemotherapy Agents, How Comorbid Conditions may Influence these Symptoms, and Patient Actions and Preferences in Regard to Symptom Management*, funded by Walther Cancer Foundation. Budget: \$30,000. Spoelstra, S., Principal Investigator.
- 2012-2017 Co Investigator. *SmartCare: Innovations In Caregiving Interventions*, funded by NIH/NINR. Budget: \$70,422. P. Sherwood & H. Donovan, Co-Primary Investigators. C.W. Given, Co Investigator. B.A. Given, Consultant.
- 2012-2013 Principal Investigator. *HIT Resource Center*, funded by Michigan Department of Community Health. Budget: \$580,204. C.W. Given, W. Corser, Principal Investigators.
- 2013-2014 Principal Investigator. *Secondary Analyses and Archiving of Social and Behavioral Data Sets in Aging*. Funded by NIA, RFA-AG-13-004. Budget: \$76,750.
- 2013-2014 Co Investigator. *Adult Medicaid Quality Grant: Measuring and Improving the Quality of Care in Medicaid*, funded by Michigan Department of Community Health. Budget: \$500,000. Health. K. Oberst, Principal Investigator, C.W. Given Co-Investigator.
- 2013-2014 Co Investigator. *Text Messaging to Improve Symptom Management and Adherence to Oral Chemotherapy Agents*. funded by McKesson Foundation. Budget: \$250,000. S. Spoelstra, Primary Investigator. C.W. Given, & B.A. Given, Co Investigators.
- 2013-2014 Consultant. *Developing an mHealth Application to Improve Cancer Chemotherapy Symptom Management*, funded by McKesson Foundation. Budget: \$250,000. L. An, Primary Investigator. C.W. Given, & B.A. Given, Consultants.
- 2013-2014 Mentor. *Chemotherapy, Glycemic Control and Symptoms in adults with a solid tumor cancer and diabetes*. (5/2013-10-2014). Funded by BCOG Center for Symptom Management and Walther Cancer Foundation. Hershey, D. Principal Investigator. C.W. Given, & B.A. Given, Mentors. Budget: \$30,000.
- 2013-2015 Co Investigator. *Text Messaging to Improve Adherence to Oral Chemotherapy Agents*, funded by National Institute of Health. Budget: \$348,431. S. Spoelstra, Primary Investigator. C.W. Given, Co Investigator.
- 2013-2017 Principal Investigator. *Post Hospital Transition among Patients*, funded by National Institute of Health. Budget: \$76,750
- 2013-2017 Co-Principal Investigator. *Improving Adherence to Oral Cancer Agents and Self Care of Symptoms Using an IVR*, funded by National Institute of Health. Budget: \$2,174,769 B.A. Given & C.W. Given, Co-Principal Investigators.

- 2013-2015 Principal Investigator. *Translating Evidence into Demonstrations*, funded by Michigan Department of Community Health. Total budget: \$144,810. C.W. Given, Principal Investigator.
- 2014-2016 Co-Principal Investigator. *Assessment of Cost Containment & Efficacy of Services for Medicare/Medicaid Eligible Population in Michigan*, funded by Michigan Department Community Health. Budget: \$321,820. C.W. Given & K. Oberst, Co-Principal Investigators.
- 2014-2015 Co-Principal Investigator. *BCOG Center for Bio Behavioral Oncology Research Trainin*, funded by Walther Cancer Foundation. Budget: \$96,270.11. Given, B.A., and Given, C.W., Co-Principal Investigators.
- 2014-2015 Co Investigator. *Chronic Condition Accumulation in a Michigan Dually Insured Population*. Funded by US Department of Health and Human Services Agency for Healthcare Research and Quality. Budget: \$179,980. K. Oberst, Principal Investigator.
- 2015-2016 Co-Principal Investigator. *HIT Resource Center*, funded by Michigan Department of Health and Human Services. Budget: \$603,116. Given, C.W. & Brooks - Co-Principal Investigators.

GRANTS SUBMITTED/PENDING:

CONSULTATIONS:

- 1973-78 GEOMET, Washington, D.C., act as consultant on various projects related to quality of care and health status of populations.
- 1978-79 East Tennessee State University, School of Medicine, Department of Family Practice.
- 1983-84 University of Nevada School of Medicine, Department of Community and Family Medicine.
- 1985 Michigan Department of Public Health Divisions of Epidemiology, Health Education and Maternal and Child Health. Uses of Primary Care data for evaluation and case finding.
- 1985 Greater Flint H.M.O. — Behavior Management of Hypertension.
- 1986 Health Care Network H.M.O. Grand Rapids, Michigan — Behavioral Management of Hypertension
- 1991-92 National Cancer Institute, Applied Epidemiology Branch — Set agenda, identify and invite nationally recognized researchers to present on cost and continuing care needs for patients with cancer, and to summarize conference and set research agenda.
- 1992 MetroHealth Medical Center, Cleveland, Ohio — Propose, develop and implement in clinical practices measures of Health Status to assess medical outcomes.
- 1996 Multi Disciplinary Cancer Collaborative Group, Mater Misericordiae Adult Hospital, Brisbane, Australia.
- 1996 Cancer Unit Nurses at Nurse Case Consultation Forum, Mater Misericordiae Adult Hospital, Brisbane, Australia.
- 1996 Palliative Care Nursing post-graduate students and staff, Australian Catholic University, School of Nursing, Brisbane, Australia.
- 1996 University Research Forum with undergraduate and post-graduate nursing staff and students, Australian Catholic University, School of Nursing, Brisbane, Australia.
- 1996 Palliative Care Staff, Mater Misericordiae Adult Hospital, Brisbane, Australia.
- 1996 Dr. Will Cairns and staff, Palliative Care Unit, Townsville Hospital, Townsville, Australia.

- 1996 Consultation with Professor of Gerontologic Nursing Rhonda Nay, Senior Research Assistant Yvonne Wells, Head of Graduate Studies Annette Street, and Sanchia Aranda, Senior Lecturer, School of Nursing, La Trobe University, Melbourne, Australia.
- 1996 Consultation with doctoral students at La Trobe University, Melbourne, Australia.
- 1996 Victoria Anti-Cancer Council, Living with Cancer Program, Melbourne, Australia.
- 1997-99 Rural Hospital Linkages to Long Term Care Providers, R01HS/AG09106-01A1 National Institute on Aging. Mary Fennell, Ph.D., Professor Sociology & Community Health, Brown University, Principal Investigator.
- 1998 Medical Services Administration (State of Michigan Medicaid-GME Evaluation), Elaine Beane, Principal Investigator, MPH
- 1998 Hospital vs. Home Antibiotic Therapy for Cancer Patients with Febrile Neutropenia. Harvard Medical School, Health Outcomes Center, James Talcott, Principal Investigator.
- 2005 Mt. Sinai School of Medicine. Ruttenburg Cancer Center.
- 2004-06; 2008 CanCORS Family Supplement Meeting, sponsored by the National Cancer Institute, Office of Cancer Survivorship. Bethesda, MD, June 8.
- 2004 American Cancer Society (Home Office) to review and develop strategies for the Behavioral Research Center Studies on National Surveys of Cancer Survivors. Developed strategies and plans for initiating analyses.
- 2003-2006 Cancer Caregiving and the Stress Process. Schoenberg, N., Principal Investigator.
- 2005-2009 Outcomes of Triaged Family Care in Advanced Cancer. Northouse, L., Principal Investigator.
- 2007-2008 Problem solving to enhance opportunities for strength in caregiving. Sherwood, P., Principal Investigator.
- 2007-2010 Virginia Commonwealth University – Cathy Bradley
- 2008-2015 University of Michigan – Laurel Northouse
- 2008-present Indiana University – R25 – Victoria Champion
- 2008-present University of Michigan/VA – Maria Silveira
- 2008 Case Western – Julia Rose
- 2009-present University of Pittsburgh – Paula Sherwod, Heidi Donovan
- 2010-2015 Michigan State University, Sandra Spoelstra
- 2011-present Michigan State University, Denise Hershey
- 2012-2015 University of Michigan – Larry An
- 2014-present National Cancer Institute, CANCORS
- 2014-present Michigan State University, Erin Sarzynski
- 2014-present Wellness Center

TESTIMONY PROJECT:

- 1997 Testimony to the President's Cancer Panel on Rural and Special Populations, Tampa, Florida.

- 1999 Given, B., Given, C.W. Impact of Initial Treatment on Change in Physical Functioning Among Older Cancer Patients. Friends of the National Institute of Nursing Research Congressional Breakfast Briefing, "Aid in Decision Making and Management of Concern", Capitol Hill, Washington DC.
- 2001-02 Testimony before the Michigan House and Senate Appropriations Committee for Cancer Appropriations, Michigan Cancer Consortium, May 1, 2001, Lansing, MI

PUBLICATIONS:

- Given, C.W., & Given, B. (1969). Automation and technology: a key to professionalized care. *Nursing Forum*, 8(1), 74-81.
- Given, C.W., Marcus, P., & Papsidero, J. (1973). Task specialization: Some nascent problems. *Hospital Administration*, 18, 49-66.
- Gallin, R., & Given, C.W. (1976). The concept and classification of disability in health interview surveys. *Inquiry*, 13, 395-407.
- Gallin, R., & Given, C.W. (1977). Linking the Data and Management Functions: Anatomy of a Failure. *American Journal of Health Planning*, 1(4), 17-22.
- Given, C.W., Simoni, L., & Gallin, R. (1977). The design and use of a health status index for family practitioners. *Journal of Family Practice*, 4(2), 287-291.
- Given, C.W., Simoni, L., Gallin, R., & Sprafka, R. (1977). The use of computer generated patient profiles to evaluate resident performance in patient care. *Journal of Family Practice*, 5(5), 831-840.
- Given, C.W., Given, B., & Simoni, L. E. (1978). The association of knowledge and perception of medications with compliance and health states among hypertension patients: A prospective study. *Research in Nursing and Health*, 1(2), 76-84.
- Given, B., & Given, C.W. (1979). An approach to process-outcome assessment of quality of care in ambulatory settings. *Quality Assurance Update*, 3(2), 7-8.
- Given, B., Given, C.W., & Simoni, L. E. (1979). Relationships of processes of care to patient outcomes. *Nursing Research*, 28(2), 85-93.
- Given, B., Given, C.W., & Simoni, L. E. (1981). Relationships of processes of care to patient outcomes. *Kango Kenkyu*, 14(1), 41-55.
- Given, C.W., Browne, M., Sprafka, R. J., & Breck, E. C. (1981). Evaluating primary ambulatory care with a health information system. *Journal of Family Practice*, 12(2), 293-302.
- Given, B., & Given, C.W. (1982). Patient contributions to care: Link to process and outcome. *The Voice*, 2(4), 1-4.
- Given, B., & Given, C.W. (1983). Adherence to hypertensive therapy. *Geriatric Nursing*, 4(3), 172-175.
- Given, B., & Given, C.W. (1983). A nursing model for promoting patients' management of their chronic disease in family practice offices. *Patient Education in the Primary Care Setting: Sixth Annual Conference*. Kansas City, Missouri: The Project for Patient Education in Family Practice, St. Mary's Hospital.
- Given, C.W., Given, B., Gallin, R. S., & Condon, J. W. (1983). Development of scales to measure beliefs of diabetic patients. *Research in Nursing and Health*, 6(3), 127-141.
- Given, C.W., & Sprafka, R. J. (1983). Screening the ambulatory care performance of family practice residents using a health information system. *Journal of Medical Systems*, 7(3), 285-293.
- Given, B., & Given, C.W. (1984). Creating a climate for compliance. *Cancer Nursing*, 7(2), 139-147.
- Given, C.W. (1984). Measuring the social-psychological health states of ambulatory chronically ill patients: Hypertension and diabetes as tracer conditions. *Journal of Community Health*, 9(3), 179-195.
- Given, C.W., Given, B., & Coyle, B. (1984). The effects of patient characteristics and beliefs on responses to behavioral interventions for control of chronic diseases. *Patient Education and Counseling*, 6(3), 131-140.
- Given, C.W., Branson, M., & Zemach, R. (1985). Evaluation and application of continuity measures in primary care settings. *Journal of Community Health*, 10(1), 22-41.
- Given, C.W., Given, B., & Coyle, B. (1985). Prediction of patient attrition from experimental behavioral interventions. *Nursing Research*, 34(5), 293-298.
- Given, C.W., Morrill, C. E., Lachance R., Gifford, W. (1985) Defining the information content of health data systems. *Primary Care*, 12(3), 515-533.
- Barnes, C. L., Given, C.W., & Given, B. (1988). Worksite hypertension control: A guide to success. *Official Journal of the American Association of Occupational Health Nurses*, 36(3), 113-116.
- Collins, C., Given, B., Given, C.W., & King, S. (1988). Interviewer training and supervision. *Nursing Research*, 37(2), 122-124.
- Given, B., King, S., Collins, C., & Given, C.W. (1988). Family caregivers of the elderly: Involvement and reactions to care. *Archives of Psychiatric Nursing*, 2(5), 281-288.
- Given, C.W., Collins, C. E., & Given, B. (1988). Sources of stress among families caring for relatives with Alzheimer's disease. *Nursing Clinics of North America*, 23(1), 69-82.
- Ellis, B. H., Miller, K. I., & Given, C.W. (1989). Caregivers in home health care situations: Measurement and relations among critical concepts. *Health Communication*, 7(4), 207-226.
- Given, B., & Given, C.W. (1989). Cancer nursing for the elderly: A target for research. *Cancer Nursing*, 12(2), 71-77.
- Given, B., & Given, C.W. (1989). Compliance among patients with cancer. *Oncology Nursing Forum*, 16(1), 97-103.
- Holmes, M. M., Rovner, D. R., Rothert, M. L., Schmitt, N., Given, C.W., & Ialongo, N. S. (1989). Methods of analyzing physician practice patterns in hypertension. *Medical Care*. 27(1), 59-68.

- Ogle, K., Given, C.W., & Given, B. (1989). Physician home visits from the viewpoint of the disabled elderly and their caregivers. *Home Health Care Services Quarterly*, 10(3), 67-75.
- Given, B., Keilman, L. J., Collins, C., & Given, C.W. (1990). Strategies to minimize attrition in longitudinal studies. *Nursing Research*, 39(3), 184-186.
- Given, B., Stommel, M., Collins, C., King, S., & Given, C.W. (1990). Responses of elderly spouse caregivers. *Research in Nursing and Health*, 13(2), 77-85.
- Given, C.W., Given, B., & Stommel, M. (1990). Conceptualization and measurement of family members' involvement in caregiving. Unpublished manuscript.
- Lyles, J., King, S., Given, B., & Given, C.W. (1990). Social interaction, instrumental support & family caregiver perception of support. *Behavior, Health & Aging*, 1(2), 105-120.
- Stommel, M., Given, C.W., & Given, B. (1990). Depression as an overriding variable explaining caregiver burdens. *Journal of Aging and Health*, 2(1), 81-102.
- Barnes, C. L., Given, B., Given, C.W., & Mavis, B. (1991). Hypertension control programs at the worksite: A review. In J. P. Mayer & J. K. David (Eds.), *Worksite health promotion: Needs, approaches, and effectiveness*. Lansing, MI: Michigan Department of Public Health.
- Collins, C., Stommel, M., Given, C.W., & King, S. (1991). Knowledge and use of community services among family caregivers of Alzheimer's disease patients. *Archives of Psychiatric Nursing*, 5(2), 84-90.
- Collins, C., Stommel, M., King, S., & Given, C.W. (1991). Assessment of the attitudes of family caregivers toward community services. *The Gerontologist*, 31(6), 756-761.
- Franklin, S., Given, B., & Given, C.W. (1991). Elderly spouses responses to caregiving. Abstract published in *SEARCH Newsletter*, 14(2), 4-5.
- Given, B., Dwyer, T., Vredevoogd, J., & Given, C.W. (1991). Family caregivers of cancer patients: Reactions and assistance. In A. P. Pritchard (Ed.), *Cancer nursing: A revolution in care* (pp. 39-43). Proceedings of the Fifth International Conference on Cancer Nursing, London, 4th-9th, September, 1988.
- Given, B., & Given, C.W. (1991). Family caregivers of cancer patients. In S. Molloy Hubbard, P. E. Greene, & M. T. Knobs (Eds.), *Current issues in cancer nursing practice* (pp. 1-9). Philadelphia, PA: J.B. Lippincott.
- Given, B., & Given, C.W. (1991). Family caregiving for the elderly. In J. J. Fitzpatrick, R. L. Taunton, & A. K. Jacox (Eds.), *Annual review of nursing research* (Vol 9, pp. 77-101). New York: Springer.
- Barnes, C. L., Given, B., & Given, C.W. (1992). Caregivers of elderly relatives: Spouses and adult children. *Health and Social Work*, 17(4), 282-289.
- Given, B., & Given, C.W. (1992). Patient and family caregiver reaction to new and recurrent breast cancer. *Journal of The American Medical Women's Association*, 47(5), 201-206, 212.
- Given, B., Given, C.W., & Stommel, M. (1992). Depression and family caregiving: Measurement and definition. In B. Bauer (Ed.), *Conceptual and methodological issues in family caregiving research* (pp. 20-30). The Proceedings of the Invitational Conference on Family Caregiving Research, under the sponsorship of the Faculty of Nursing and the Center for Studies of Aging, University of Toronto. Canada: University of Toronto Press Inc.
- Given, C.W., Given, B., Stommel, M., Collins, C., King S., & Franklin, S. (1992). The caregiver reaction assessment (CRA) for caregivers to persons with chronic physical and mental impairments. *Research in Nursing and Health*, 15(4), 271-283.
- Stommel, M., Wang, S., Given, C.W., & Given, B. (1992). Confirmatory factor analysis (CFA) as a method to assess measurement equivalence. *Research in Nursing and Health*, 15(5), 399-405.
- Given, C.W., Stommel, M., Given, B., Osuch, J., Kurtz, M.E., & Kurtz, J.C. (1993). The influence of cancer patients' symptoms and functional states on patients' depression and family caregivers' reaction and depression. *Health Psychology*, 12(4), 277-285.
- Kurtz, M.E., Given, B., Given, C.W., & Kurtz, J.C. (1993). Relationships of barriers and facilitators to breast self-examination, mammography, and clinical breast examination in a worksite population. *Cancer Nursing*, 16(4), 251-259.
- Kurtz, M.E., Kurtz, J.C., Given, C.W., & Given, B. (1993). Loss of physical functioning among patients with cancer: a longitudinal view. *Cancer Practice*, 1(4), 275-281.
- Stommel, M., Given, C.W., & Given, B. (1993). The cost of cancer home care to families. *Cancer*, 71(5), 1867-1874.
- Collins, C.E., Given, B., & Given, C.W. (1994). Interventions with family caregivers of persons with Alzheimer's disease. *Nursing Clinics of North America*, 29(1), 195-207.
- Collins, C., King, S., Given, C.W., & Given, B. (1994). When is a service of service? Understanding community service use among family caregivers of Alzheimers patients. In E. Light, G. Neiderhe & B. Lebowitz (Eds.), *Stress effects on family caregivers of Alzheimer's patients* (pp. 316-329). NY: Springer Publishers.
- Collins, C., Stommel, M., Wang, S., & Given, C.W. (1994). Caregiving transitions: Changes in depression among family caregivers of relatives with dementia. *Nursing Research*, 43(4), 220-225.
- Given, B., & Given, C.W. (1994). Family home care for individuals with cancer. *Oncology*, 8(5), 77-83.
- Given, B., Given, C.W., & Harlan, A.N. (1994). Strategies to meet the needs of the rural poor. *Seminars in Oncology Nursing*, 10(2), 114-122.
- Given, B., Given, C.W., & Stommel, M. (1994). Family and out-of-pocket costs for women with breast cancer. *Cancer Practice*, 2(3), 187-193.

- Given, B., Given, C.W., Stommel, M., & Lin, C.S. (1994). Predictors of use of secondary carers used by the elderly following hospital discharge. *Journal of Aging and Health, 6*(3), 353-376.
- Given, C.W., & Given, B. (1994). The home care of a patient with cancer: The midlife crisis. In E. Kahana, D.E. Biegel & M. Wykle (Eds.), *Family caregiver applications series. Family caregiving across the lifespan* (Vol. 4, pp. 240-261). Thousand Oaks, CA: Sage Publications.
- Given, C.W., Given, B., & Stommel, M. (1994). The impact of age, treatment, and symptoms on the physical and mental health of cancer patients: A longitudinal perspective. *Cancer Supplement, 74*(7), 2128-2138.
- Given, C.W., Stommel, M., Wang, S., & Given, B. (1994). Impact of new care demands and care transitions on caregiver depression. [Program abstracts from the 47th Annual Scientific Meeting of the Gerontological Society of America, "Aging Cells to Aging Populations: Dynamics of Later Life," November 18-22, 1994, Atlanta, GA], *The Gerontologist, 34*(Special Issue 1), 252.
- Kurtz, M.E., Given, B., Kurtz, J.C., & Given, C.W. (1994). The interaction of age, symptoms, and survival status on physical and mental health of patients with cancer and their families. *Cancer Supplement, 74*(7), 2071-2078.
- Kurtz, M.E., Kurtz, J.C., Given, B., & Given, C.W. (1994). Promotion of breast cancer screening in a worksite population. *Health Care for Women International, 15*(1), 31-42.
- Pohl, J.M., Collins, C.E., & Given, C.W. (1994). Family caregiving characteristics: Referral to and use of home care services following hospital discharge. [Program abstracts from the 47th Annual Scientific Meeting of the Gerontological Society of America, "Aging Cells to Aging Populations: Dynamics of Later Life," November 18-22, 1994, Atlanta, GA], *The Gerontologist, 34*(Special Issue 1), 347.
- Pohl, J.M., Given, C.W., Collins, C.E., & Given, B. (1994). Social vulnerability and reactions to caregiving in daughters and daughters-in-law caring for disabled aging parents. *Health Care for Women International, 15*(5), 385-395.
- Stommel, M., Given, B., Given, C.W., Kalanian, H., Schulz, R., & McCorkle, R. (1994). Gender bias in the measurement properties of the Center for Epidemiologic Studies Depression Scale (CES-D). *Psychiatry Research, 49*(3), 239-250.
- Barnes, C.L., Given, B., & Given, C.W. (1995). Parent caregivers: A comparison of employed and not employed daughters. *Journal of the National Association of Social Workers, 40*(3), 375-381.
- Kurtz, M.E., Kurtz, J.C., Given, C.W., & Given, B. (1995). Relationship of caregiver reactions and depression to cancer patient's symptoms, functional states and depression -- a longitudinal view. *Social Science and Medicine, 40*(6), 837-846.
- Pohl, J.M., Boyd, C., Liang, J., & Given, C.W. (1995). Analysis of the impact of mother-daughter relationships on the commitment to caregiving. *Nursing Research, 44*(2), 68-75.
- Pohl, J.M., Collins, C., & Given, C.W. (1995). Beyond patient dependency: Family characteristics and access of elderly patients to home care services following hospital discharge. *Home Health Care Services Quarterly, 15*(4), 33-47.
- Stommel, M., Given, B., Given, C.W., & Collins, C. (1995). The impact of the frequency of care activities on the division of labor between primary caregivers and other care-providers. *Research on Aging, 17*(4); 412-433.
- Given, B., & Given, C.W. (1996). Family caregiver burden from cancer care. In R. McCorkle, M. Grant, M. Frank-Stromborg, & S.B. Baird (Eds.), *Cancer nursing: A comprehensive textbook* (2nd Edition, pp. 93-109). Orlando, FL: W.B. Saunders Co.
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MANUSCRIPTS IN PRESS:

Given, B.A., Given, C.W., Sikorskii, A., Vachon, E., Banik, A. (Accepted). Medication burden of treatment using oral cancer medications. *Asia-Pacific Journal of Oncology Nursing*.

Spoelstra, S.L. & Given, C.W. (In Press). Development of an index to predict risk of nursing home placement for home and community-based waiver participants. *Edorium Journal of Aging*.

MANUSCRIPTS UNDER REVIEW:

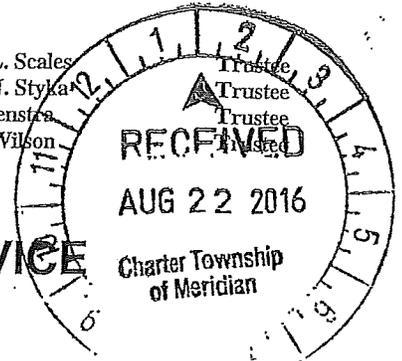
Koroukian, S.M., Basu, J., Schiltz, N.K., Navale, S., Bakaki, P.M., Warner, D.F., Dor, A., Given, C.W., Strange, K. (Submitted). Changes in case-mix and health outcomes of Medicare fee-for-service beneficiaries and managed care enrollees over the last two decades.

CHARTER TOWNSHIP OF MERIDIAN

Elizabeth Ann LeGoff Supervisor
 Brett Dreyfus Clerk
 Julie Brixie Treasurer
 Frank L. Walsh Manager



Milton L. Scales
 Ronald J. Styka
 John Veenstra
 Angela Wilson



APPLICATION FOR PUBLIC SERVICE

I am interested in service on one or more of the following public bodies as checked below:

- | | |
|---|---|
| <input type="checkbox"/> Assessing Board of Review* | <input type="checkbox"/> Elected Officials Compensation Commission* |
| <input type="checkbox"/> Board of Water and Light Representative* | <input type="checkbox"/> Environmental Commission |
| <input type="checkbox"/> Building and/or Fire Board of Appeals and Building Hearing Officer | <input type="checkbox"/> Land Preservation Advisory Board |
| <input type="checkbox"/> Cable Communications Commission* | <input checked="" type="checkbox"/> Park Commission (elected/appointed) |
| <input type="checkbox"/> Capital Area Transportation Authority (C.A.T.A.) | <input type="checkbox"/> Pension Trustees |
| <input type="checkbox"/> Community Resources Commission | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Downtown Development Authority* | <input checked="" type="checkbox"/> Township Board (elected/appointed) |
| <input type="checkbox"/> East Lansing-Meridian Water & Sewer Authority | <input checked="" type="checkbox"/> Zoning Board of Appeals |
| <input checked="" type="checkbox"/> Economic Development Corporation | <input type="checkbox"/> Lake Lansing Watershed Advisory Committee* |
| | <input type="checkbox"/> Other |

(*Special conditions restrict eligibility for appointment)

Indicate areas not included above which may warrant special attention or study that are of interest to you:

Anything to improve quality of life for citizens of Meridian Twp

Summarize your reasons for applying for this type of public service:

I think it is time to give back & I am at a point in my life when that is possible

Describe education, experience or training which will assist you if appointed. (Attach resume if available)

See attached resume

Name: Charles Lawler (Charley)

Occupation: Attorney Place of Employment: Clare Hill PLLC

Home Address: 4966 Hanson Drive, Okemos, MI 48864

Phone: (days) 517-318-3016 (evenings) 517-896-8355 E-mail: clawlere@clarkhill.com

Signature: [Signature] Date: 8/18/16

Other than the Downtown Development Authority Board and the Economic Development Corporation, persons appointed to Meridian Township boards and commissions must be a resident and elector (if of voting age) of the Township during the term of office. Excessive absences may be cause for review of appointment.

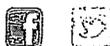
(PLEASE USE BACK IF NEEDED)

The policy for appointment of candidates to the various public service positions is based on the following criteria: desire to serve, experience, expertise, availability of time to serve, and maintenance of equitable geographic representation. In most instances it will be desirable to develop further information through a personal interview. This application will be retained in township files for two years. Please return this form to the Office of the Clerk, Charter Township of Meridian.

FOR OFFICE USE ONLY			
Date Received	8.22.16	Distro: EL FW	Application # EDC 1604
Registered Voter:	(Y)N	PM LM MK	TB 1603 - PK 1602
Date Appointed:		BD MEMBERS	ZBA 1604

5151 MARSH ROAD, OKEMOS, MICHIGAN 48864-1198 (517) 853-4000

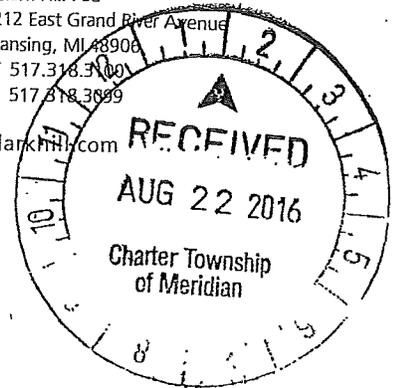
www.meridian.mi.us



CLARK HILL

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212 East Grand River Avenue
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August 18, 2016

Office of the Clerk
Charter Township of Meridian
5151 Marsh Road
Okemos, Michigan 48864-1198

Re: *Application for Public Service*

To Whom it May Concern:

This letter includes my Application for Public Service.

I have been a twenty plus year resident of Meridian Township ("Meridian"). My family has enjoyed our years of living in Meridian. We have had the experience of both of our kids attending the quality schools and being able to participate in the many activities provided by Meridian. At this time in my life I am now able to payback Meridian for all that it has provided to my family. With that in mind I am enclosing an Application for Public Service and my resume. As you will note, I have a wide variety of experience and skills. I am happy to put these to use to help Meridian in any way I can.

Thank you for taking the time to review and consider my submissions. Please feel free to contact me if you have any further questions.

Respectfully,

CLARK HILL PLC

A handwritten signature in black ink, appearing to read "Charles A. Lawler".

Charles A. Lawler

CAL:kmt
Enclosures

CHARLES A. LAWLER

4466 Arbor Drive
Okemos, MI 48864
Home: (517) 349-1792
Office: (517) 896-8355
Email: trev1792@yahoo.com



Summary: Enterprising, highly motivated attorney seeks an opportunity to combine legal expertise and business experience in a market-oriented environment. Will identify, initiate contact, and augment favorable partnerships and alliances to execute strategies in an ever-changing world.

Offers proven leadership in developing new business and bringing together successful teams from diverse backgrounds to achieve common goals.

Professional Experience

Clark Hill PLC, Lansing, Michigan
Attorney/Member

2004-Present

Was one of the top associates for originating new business at Clark Hill PLC. Areas of expertise include:

Corporate Law/Commercial Litigation

Negotiated and drafted corporate documents, including by-laws, buy/sell agreements and stock purchase agreements. Counseled and implemented business and strategic plans for clients. Participated in all aspects of commercial litigation, from claim evaluation through trial.

Real Estate Law

Evaluated, participated in, and led commercial transactions for buyers, sellers, lessors and lessees. Experienced in litigation related to real property disputes, including quiet title actions, delinquent property tax foreclosure, and private roadway/public roadway actions. Authored an appellate brief heard by the Michigan Court of Appeals.

Administrative Law

Participated in all aspects of litigation against state agencies involving constitutionality, application and enforcement of statutes and administrative rules. Responsible for implementation of program for Ingham County Treasurer's compliance with the new process for collection and foreclosure necessitated by the new property tax legislation. Reviewed and commented on legislation and administrative

rules. Familiar with administrative procedures and process. Extensive experience with the Michigan Liquor Control Commission.

Construction Lien Law

Managed and participated in litigation concerning collection of funds for materialmen and subcontractors. This includes appearances at state courts and federal bankruptcy courts. Familiar with all facets of Michigan Builders Construction Trust Fund Act.

Education

Michigan State University - Detroit College of Law

Juris Doctor Cum Laude with concentration in corporate law June 2004; 3.44 GPA, rank 45/220.

Geoffrey Fieger Trial Practice Institute

Selected as one of 32 students for two challenging years of trial practice training. Learned and sharpened these skills: interviewing clients, negotiating fees, drafting complaints and other pleadings, making and responding to preliminary motions, including oral arguments; preparing and defending motions for summary disposition; handling mediation and status conferences with the court; preparing joint pretrial statements, jury instructions and trial briefs; considering interlocutory appeals; preparing and arguing motions, including those for directed verdict and judgment notwithstanding the verdict; planning early litigation and discovery, finding key facts and documents, and handling discovery disputes; planning and preparing trial exhibits; handling jury selection; writing and delivering opening statements; conducting direct and cross examination of witnesses; handling expert, opponent expert, and hostile witnesses; anticipating impeachment of witnesses; making and supporting objections, and preserving same for appellate review; learning strategies for mid-trial negotiation; preparing and delivering closing arguments; and managing criminal case preliminaries and sentencing.

Other Honors

- Merit Scholarship for full tuition
- Outstanding Part-time Student 2003

Activities

- Certified Westlaw Research
- Student Chairman, Business Law Society
- Organizing Committee Member, Business Law Clinic
- Directed study of empirical research on negotiation techniques

Michigan State University

Bachelor of Arts with honors, Food Systems Economics and Management

June 1977

Entrepreneurship

The Country Markett, East Lansing, Michigan

Owner and General Manager

1983 to February 2004

Responsible for all aspects of owning, managing and operating a business grossing \$4 million annually and employing approximately 75 people year round.

Business Acquisitions and Sales

Personally negotiated the purchase of 100% of Country Markett stock in 2002. Bought out minority shareholder, who in 1989 became my partner to purchase the company from the two original stockholders. Personally negotiated the successful purchase and sale of four other retail stores since 1990. Instrumental in negotiating former landlord's purchase of Brookfield Plaza, location of Country Markett. Bought and sold several residential and rental properties after making value-increasing improvements. Negotiated successful bank workout plan.

These experiences have taught me the preparation, timing, place, methods and skills necessary in successful negotiation.

Business Litigation

Successfully strategized and directed response to civil litigation, thwarting landlord's unlawful attempts to break Country Markett's 20-year lease in Brookfield Plaza. Extensive experience in negotiating contracts, both as lessee and lessor.

This legal experience as a participant is priceless and will enable me to accurately advise anyone should litigation become unavoidable.

Regulatory Compliance

Worked closely with East Lansing Police Department through its Targeted Alcohol Management program. Contributed to Michigan State University Alcohol Action Committee Task Force, created by MSU and the City of East Lansing, for the safe student consumption of alcoholic beverages. Worked with the Michigan Liquor Control Commission to meet standards for verifying age identification and other regulations. Kept current with all agencies concerning such issues as environmental law, workers' compensation, workers' safety and food safety to ensure compliance with statutes governing the safe operation of a private business. Kept abreast of age, discrimination, pricing and marketing laws.

This experience has taught me due diligence. I am aware of the governmental and regulatory demands faced by business owners.

Business Management

Managed Country Markett for original shareholders from 1983 until 1989 purchase. Developed mission statement for newly acquired company. Designed yearly strategic plan and revised accounting methods. Developed forecasts, budget, tax planning, and analyses of cash flow, profitability and market share. Developed relationships with lenders and secured line of credit for operating capital. Secured credit through vendors. Developed customer-satisfaction initiative and redesigned method for handling customer

complaints. Trained specialists to whom I could delegate aspects of business operations, allowing me to focus on customer satisfaction.

Many people came through the doors of Country Markett in 20 years. I had time to turn many customers into business associates because I learned to network and delegate. I also learned to be as interested in the weekly wage earners as I was in their employers.

Personnel Management

Responsible for meeting payroll for approximately 75 people over a period of 20 years. Prepared and submitted needed government forms for payroll taxes and insurance. Responsible for hiring, training, disciplining, rewarding, motivating and dismissing Country Markett associates. This could involve counseling young people in the midst of completing their degrees, parents juggling part-time jobs and family lives, professionals learning food economics, or retirees embarking upon sunset careers.

Working with people has taught me three lessons: 1) Listen carefully and ask the right questions. Most often the person with the problem will choose the best solution; 2) Respect business owners who meet payroll and provide private-sector employment; and 3) Leadership is much more effective than so-called "drivership."

Merchandising and Marketing

Implemented online grocery ordering and delivery for customer convenience. Worked closely with vendors on promotions, customer incentives and displays. Stayed current with food trends, offering innovative products.

I learned to adapt strategy as local market conditions evolved.

Insurance Evaluation and Procurement

Conducted studies to evaluate rates and coverage from competitive companies each year, making sure proper coverage is in place for general liability, products liability, business continuation and casualty.

I learned to ask questions and eliminate redundant coverage.

Community Relations

Honored as only liquor-licensee in East Lansing invited to serve on the Michigan State University Alcohol Action Committee Task Force. Sponsored Michigan State University Women's Gymnastic Team. Co-founded and supplied food for the Celestial Auction at St. Martha Church in Okemos. Took special care to deliver groceries to shut-ins in the East Lansing community. Sponsored hot-dog days and high school activities.

I learned the value of giving back to my community.

Laundry & Cleaning Village, East Lansing, Michigan

Owner

1986 to 2004

This business provided additional experience managing the environmental regulatory compliance issues associated with a dry-cleaning facility.

Employment

Felpausch Food Centers, Hastings, Michigan

Trainee to Assistant General Manager

1973 to 1983

Tackled numerous jobs in 13 different Felpausch stores, beginning as the first person in the new management-training program, and culminating as assistant general manager of the Urbandale store.

Biography

Memberships

- Board of Governors, Hiawatha Sportsman's Club, Engadine, Michigan
- Board of Directors, Ingham County Bar Association 2013-present
- Member, State Bar of Michigan 2003-present
- Member, Ingham County Bar Association 2004-present
- Board Member, Okemos Lacrosse Club 2006-present-instrumental in starting this program which now has over 250 participants
- Member, Michigan State University College of Law Dean Search Committee-2007-present
- Board Member, Okemos Booster Club 2003-2011-leader in organization that donates over \$60,000 yearly to Okemos High School
- Board Member and Officer, US Lacrosse-Michigan Chapter 2007-present-organization that supports growth of lacrosse in Michigan and donates in excess of \$40,000/year for same
- Member, MSU Alcohol Action Committee Task Force 1998-1999
- Member, St. Martha's Celestial Auction Committee 1995-instrumental in early development of group which has donated over \$500,000 to St. Martha's School
- Board Member, Associated Grocers of Michigan 1987-1989
- Member, Ingham Regional Medical Center Partners in Parenting Committee 1993-1999
- Board Member, Mid-Michigan MSU Alumni Association 1985-1988
- Board Member, Williamston Chamber of Commerce 1978-1983

Personal

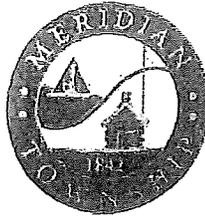
- Married 32 years to wife, Karen
- Father to Stephen, 26, and Mackenzie, 24
- Member, Hiawatha Sportsman's Club, Engadine, Michigan
- Member, St. Martha Church, Okemos, Michigan
- Youth sports coach, enjoy fly-fishing, golfing, and outdoors
- Eagle Scout

References

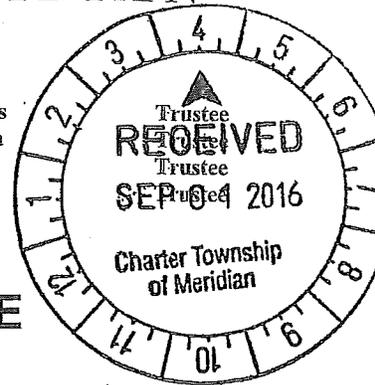
Supplied upon request

CHARTER TOWNSHIP OF MERIDIAN

Elizabeth Ann LeGoff Supervisor
 Brett Dreyfus Clerk
 Julie Brixie Treasurer
 Frank L. Walsh Manager



Milton L. Scales
 Ronald J. Styka
 John Veenstra
 Angela Wilson



APPLICATION FOR PUBLIC SERVICE

I am interested in service on one or more of the following public bodies as checked below:

- | | |
|---|---|
| <input type="checkbox"/> Assessing Board of Review* | <input type="checkbox"/> Elected Officials Compensation Commission* |
| <input type="checkbox"/> Board of Water and Light Representative* | <input type="checkbox"/> Environmental Commission |
| <input type="checkbox"/> Building and/or Fire Board of Appeals and Building Hearing Officer | <input type="checkbox"/> Land Preservation Advisory Board |
| <input type="checkbox"/> Communications Commission* | <input checked="" type="checkbox"/> Park Commission (elected/appointed) |
| <input type="checkbox"/> Capital Area Transportation Authority (C.A.T.A.) | <input type="checkbox"/> Pension Trustees |
| <input checked="" type="checkbox"/> Community Resources Commission | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Downtown Development Authority* | <input type="checkbox"/> Township Board (elected/appointed) |
| <input type="checkbox"/> East Lansing-Meridian Water & Sewer Authority | <input type="checkbox"/> Zoning Board of Appeals |
| <input type="checkbox"/> Economic Development Corporation | <input type="checkbox"/> Lake Lansing Watershed Advisory Committee* |
| | <input checked="" type="checkbox"/> Other Proposed Transportation Commission |

(*Special conditions restrict eligibility for appointment)

Indicate areas not included above which may warrant special attention or study that are of interest to you:

Bicycling, disaster assistance and planning

Summarize your reasons for applying for this type of public service:

I have been volunteering in these areas for several years.

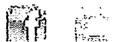
Describe education, experience or training which will assist you if appointed. (Attach resume, if available and any additional documents as needed)

Name: Robert G Lovell
 Occupation: Teacher, Statistician Place of Employment: Retired from MSU, St of MI
 Home Address: 6185 Graebear Tr, E. Lansing 48823
 Phone: (days) 517 2564952 E-mail: Bob.Lovell@Comcast.Net
 Signature: [Handwritten Signature] Date: 8/31/16

Other than the Downtown Development Authority Board and the Economic Development Corporation, persons appointed to Meridian Township boards and commissions must be a resident and elector (if of voting age) of the Township during the term of office. Excessive absences may be cause for review of appointment.

The policy for appointment of candidates to the various public service positions is based on the following criteria: desire to serve, experience, expertise, availability of time to serve and maintenance of equitable geographic representation. In most instances, it will be desirable to develop further information through a personal interview. This application will be retained in township files for two years. Please return this form to the Office of the Clerk, Charter Township of Meridian.

FOR OFFICE USE ONLY			
Date Received	<u>9.1.16</u>	Distro: <u>EL FW</u>	Application # <u>CRC 1604</u>
Registered Voter:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<u>DJ LM</u>	<u>PK 1603 TC 1601</u>
Date Appointed:		<u>BD MEMBERS</u>	



Robert G. Lovell, D.P.A.

ADDRESS: 6185 Graebear Trail
East Lansing, Michigan 48823

PHONE: (517) 575-0765 (Voice)
(517) 256-4552 (Cell)

E-MAIL: BobLovell@Comcast.Net

REFERENCES: Available upon request.

EDUCATION: September, 1987 to August, 1996 - Western Michigan University
Kalamazoo, Michigan
Major: Public Administration
Degree: Doctorate in Public Administration
Concentration in welfare reform and federalism.

March, 1971 to June, 1986 (Intermittently) - Michigan State University
East Lansing, Michigan
Advanced statistics courses, concentrating in non-parametric and
multivariate statistics.

September, 1969 to March, 1971 - Michigan State University
East Lansing, Michigan
Major: Statistics and Probability
Degree: M.S.
Concentration: Decision theory and probability.

September, 1965 to June, 1969 - The Colorado College
Colorado Springs, Colorado
Major: Mathematics
Degree: B.S. cum laude

HONORS: Phi Beta Kappa
Phi Kappa Phi (graduate school honorary society)
Pi Alpha Alpha (public affairs and administration honorary society)
Delta Epsilon (science honorary society)
National Honor Society

PROFESSIONAL ASSOCIATIONS: Mathematical Association of America
Michigan League for Human Services (Past board member)
American Statistical Association (Past Vice President, Mid-Michigan Chapter)

CAREER BACKGROUND:

2009 to 2012 Lecturer, Department of Statistics and Probability, Michigan State University. Teaching introductory and advanced undergraduate statistics.

1999 to 2009 Part-time instructor, Department of Statistics and Probability, Michigan State University. Teaching introductory and advanced undergraduate statistics.

Part-time instructor, Department of Science and Department of Mathematics and Computer Science, Lansing Community College. Teaching college algebra, trigonometry, calculus, introductory computer science, physics, and statistics.

Adjunct Faculty, School of Public Affairs and Administration, Western Michigan University. Teaching Foundations of Public Administration, Data Analysis for Administrators

December, 2001 to May, 2002 Acting Coordinator, Department of Mathematics and Computer Science, Lansing Community College

July, 2001 to December, 2001 Acting Chair, Department of Mathematics and Computer Science, Lansing Community College

I accepted this position on a part-time, temporary basis to assist the college in its search for a permanent chair.

1998 to 2016: Consultant, self-employed (Cardinal Statistical Consultants), specializing in human services evaluation and decision support, facilitating design of decision support systems for human services, and general statistical consulting. Projects include evaluation of Montana's Medicaid mental health managed care program, a welfare reform impact report for three Michigan counties, sales tax sampling, Medicaid provider audit sampling, program audit questionnaire review, and analysis of Medicaid funding for school-based services.

1997 to 1998: Senior Consultant, Institute for Human Services Research, Health Management Associates. I provided program evaluation, statistical, policy

- and technical services to support decisions by human service agency managers. Projects included evaluation of the Montana Medicaid Mental Health Access Project, review of office processes for Michigan's Children's Ombudsman, analysis of Medicaid enrollment since welfare reform for the Henry J. Kaiser Foundation, and review of New Mexico's Early Intervention Services.
- 1992 to 2005: Adjunct Faculty, School of Public Affairs and Administration, Western Michigan University. Statistics, Foundations of Public Administration, Program Evaluation, and Readings in American Welfare Theory and Policy. I also served on a doctoral dissertation committee.
- 1986 to 1997: Director of the Staffing and Program Evaluation Division of the Michigan Family Independence Agency. This division prepared independent evaluations of social welfare programs and management initiatives and managed staffing standards studies. As the Agency's senior researcher, I worked with the Director and top managers, interpreting management reports and research findings in the light of current policy questions and providing advice on data acquisition needs and analyses. From 1992 to 1997 I was responsible for the evaluation of Michigan's welfare reform efforts, focusing on the effectiveness of welfare-to-work programs. I coordinated use of data from other agencies, including the Medical Services Administration, Michigan Employment Security Commission, and the Department of Corrections.
- 1993-1994 and 1995 -1996: Field placement instructor, University of Michigan School of Social Work practicum program. I supervised social work graduate students seeking practical experience in policy analysis and evaluation.
- 1977 to 1986: Supervisor in the Office of Quality Assurance, Michigan Family Independence Agency. Unit responsibilities included planning, statistical design and analysis of sample surveys for program evaluation, quality control and economic problems, developing general purpose statistical programs, and use of advanced statistical techniques to model and evaluate new and current social welfare programs and quality control initiatives.
- 1972 to 1977: Statistician in the Office of Quality Assurance, Michigan Family Independence Agency. General statistical consultant, preparing sample plans and analyses for quality control and program and management evaluation.

1969 to 1972: Graduate Assistant in the Department of Statistics and Probability, Michigan State University. Statistical consultant for a wide variety of university research projects in the physical, biological and social sciences, and teaching assistant in statistics and computer science.

Summer, 1969: Systems Analyst, Apollo Applications Program, Martin Marietta Corporation, Littleton, Colorado. Designed and programmed simulations for solar observations on Skylab.

Summer, 1968: Summer Student Trainee, Oak Ridge Associated Universities, Oak Ridge, Tennessee. Researched and wrote a technical memorandum on generating a pseudo-random normal deviates.

Summer, 1967 and Summer, 1966: Analyst for the Federal Water Pollution Control Administration, Denver, Colorado. I created a computer program implementing an econometric model of the Colorado River Basin, implemented a map-based river mileage system, and collected water quality samples.

**VOLUNTEER
SERVICE:**

Member, Tri-County Bicycle Association Advocacy Committee

Co-Organizer, Friends of Meridian Pathways

American Red Cross Disaster Action Team Member. I respond to help victims of natural disasters, serve as a dispatcher and activate debit cards to assist victims.

I am an active lay leader and educator in my church.

Past member, Ingham County Foster Care Review Board.

Past member, Board of Directors, Michigan League for Human Services

Past Member, Board of Directors, East Lansing Food Co-Op

Past member, Board of Directors, The Cove at Whitehills condominium

Past member, Board of Directors, Michigan League for Public Policy

PRESENTATIONS, REPORTS AND PAPERS:

"Sampling for Sales and Use Taxes," two-day presentations to Michigan Department of Treasury staff, June and December, 2003.

"Statistics You Can Use," presentation for the Michigan State University Human Resource Development Program (sponsored by the Lansing Community College Business and Community Institute), June, 2002.

"Defining Performance Measures," presentations for the Michigan Department of Management and Budget and the Michigan Department of Education, 1999 and 2000.

The Dynamics of Current Medicaid Enrollment Changes (with Vernon K. Smith, Mary Jo O'Brien and Karin A. Peterson). Publication of the Kaiser Commission on Medicaid and the Uninsured, 1998.

Montana Health Access Plan: Montana Community Partners First Year Performance Classification Determination (with Sally Hetrick and Mary Hogan). Health Management Associates, 1998.

New Mexico Early Intervention Services Review: Final Report (with Vernon K. Smith, Mary Hogan and Gregory Gessert). Health Management Associates, 1998.

"A Practical Guide to Program Evaluation," Special Training Course at the National Association for Welfare Research and Statistics, July, 1997.

"Cost Neutrality and Welfare Reform" (with Deborah Meizlish). Journal of Health and Human Services Administration, Health Management Associates, 1998, Volume 20, Number 1, page 42.

Cost Sharing Under Complex Federalism: Welfare Reform Cost Neutrality Calculations. (Dissertation for Doctorate in Public Administration, Western Michigan University School of Public Affairs and Administration) July, 1996. Available from University Microfilms.

"Roundtable on Cost Neutrality" - Presentation (with Peter Germanis and Frank Rondas) to the National Association for Welfare Research and Statistics, July, 1996.

Leadership Network on Children and Welfare Reform / National Center for Children in Poverty - Panel member; June, 1996.

Families and Neighborhoods - Phase III Integration: Distilling Lessons Learned / Kellogg Foundation - Panel member; May, 1996.

Workshop on Welfare and Child Development / National Research Council - Invited participant; April, 1996.

"Cost Sharing Under Complex Federalism: Welfare Reform Cost Neutrality Calculations". Dissertation for Doctorate in Public Administration, Western Michigan University. Advisor -- Peter Kobrak. August, 1996.

"Cost Neutrality in Michigan: Practice and Theory" - Presentation (with Deborah Meizlish) to the National Association for Welfare Research and Statistics, September, 1995.

"Ethics and Internal Evaluators" in Guiding Principles for Evaluators, New Directions for Program Evaluation Number 66 (Summer, 1995).

"Measuring the Results of Welfare Reform" - Presentation to the Michigan Public Management Institute, May, 1995.

"Accessing, Utilizing and Interpreting Data for Community Health Assessment" - Panel member, Michigan Community Health Assessment Forum II, January, 1995.

"Causes and Consequences of the Decision to End Michigan's General Assistance Program" - Presentation to the California Welfare Director's Association, October, 1994.

"Termination of General Assistance in Michigan" - Presentation to the National Association for Welfare Research and Statistics, August, 1993.

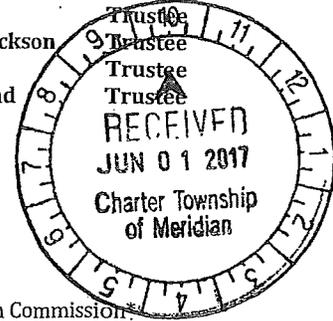
CHARTER TOWNSHIP OF MERIDIAN

Ronald J. Styka
Brett Dreyfus
Julie Brixie
Frank L. Walsh

Supervisor
Clerk
Treasurer
Manager



Phil Deschaine
Patricia Herring Jackson
Dan Opsommer
Kathy Ann Sundland



APPLICATION FOR PUBLIC SERVICE

I am interested in service on one or more of the following public bodies as checked below:

- | | |
|---|---|
| <input type="checkbox"/> Assessing Board of Review* | <input type="checkbox"/> Elected Officials Compensation Commission* |
| <input type="checkbox"/> Board of Water and Light Representative* | <input type="checkbox"/> Environmental Commission |
| <input type="checkbox"/> Brownfield Redevelopment Authority* | <input type="checkbox"/> Lake Lansing Watershed Advisory Committee* |
| <input type="checkbox"/> Building and/or Fire Board of Appeals and Building Hearing Officer | <input checked="" type="checkbox"/> Park Commission (elected/appointed) |
| <input type="checkbox"/> Capital Area Transportation Authority (C.A.T.A.) | <input type="checkbox"/> Pension Trustees |
| <input type="checkbox"/> Communications Commission* | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Community Resources Commission | <input type="checkbox"/> Township Board (elected/appointed) |
| <input type="checkbox"/> Corridor Improvement Authority* | <input type="checkbox"/> Transportation Commission* |
| <input type="checkbox"/> Downtown Development Authority* | <input type="checkbox"/> Zoning Board of Appeals |
| <input type="checkbox"/> East Lansing-Meridian Water & Sewer Authority | <input type="checkbox"/> Other |
| <input type="checkbox"/> Economic Development Corporation | |

(*Special conditions restrict eligibility for appointment)

Indicate areas not included above which may warrant special attention or study that are of interest to you:

Summarize your reasons for applying for this type of public service:

I read about the vacancy on the Park Commission in the Lansing State Journal.
Describe education, experience or training which will assist you if appointed. (Attach resume if available)

Name: Amy L. Salisbury
Occupation: Homemaker Place of Employment: _____
Home Address: 1585 Picadilly Dr., Haslett, MI 48840
Phone: (days) 517-899-3668 (evenings) 517-899-3668 E-mail amybrummsalisbury@gmail.com
Signature *Amy L. Salisbury* Date 5/28/2017

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(PLEASE USE BACK IF NEEDED)

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FOR OFFICE USE ONLY			
Date Received	<u>6.1.17</u>	Distro: <u>RS FW</u>	Application # <u>PK 1704</u>
Registered Voter:	<u>(X) N</u>	<u>LM</u>	
Date Appointed:		<u>BD MEMBERS</u>	

Revised: April 24, 2017

May 28, 2017

Ms. LuAnn Maisner, CPRP
Director, Parks and Recreation
Meridian Township Clerk Office
5151 Marsh Road
Okemos, Michigan 48864

Re: Meridian Township Park Commission Vacancy

Ms. Maisner,

Thank you for considering my application for the vacant position on the Meridian Township Park Commission. I am a frequent Meridian Township parks visitor and supporter. I am also very familiar with the Meridian Township Parks and Recreation enrichment courses for adults and children, participate in numerous Harris Nature Center programs, and actively work to reduce the invasive plants in my neighborhood and on nature trails. I am currently working as a homemaker and caregiver for my two young children, both students at Wilkshire Early Childhood Center. I worked as a professional environmental toxicologist for 13 year prior to voluntarily leaving my position to stay at home with my children. I greatly enjoyed my time working for the State of Michigan and hope that my experience and education could be a benefit to the Commission. I have enclosed my resume for your review.

I read about this vacancy in the Lansing State Journal and thought that I would be a strong candidate for this Commission because of my dedication to public service, flexible schedule, technical expertise, and appreciation for public parks and services. I also appreciate the nuances between natural resource protection, public welfare, and operating under law and policy. Not only do I have a solid background in applying State and Federal regulations, but have also drafted regulation under the State of Michigan's environmental remediation statute, Part 201, of the Natural Resources and Environmental Protection Act (NREPA). I believe this experience, as well as my time spent on numerous cooperative boards, committees, steering groups, and coalitions while working in state government, would make me a good choice for this position.

Sincerely,



Amy Salisbury
1585 Picadilly Drive
Haslett, MI 48840
517-899-3668
amybrummsalisbury@gmail.com

Enclosure: Resume

1585 PICADILLY DRIVE • HASLETT, MICHIGAN 48840
PHONE: 517-899-3668 • EMAIL: amybrummsalisbury@gmail.com

AMY L. SALISBURY

EDUCATION

Central Michigan University, Mt. Pleasant, Michigan
Master of Science in Biology, May 2000, Cumulative GPA: 4.00

Alma College, Alma, Michigan
Bachelor of Science in Biology, Cum Laude, April 1997
Honors in the Department of Biology, Cumulative GPA: 3.84

PROFESSIONAL EXPERIENCE

October 2004 - January 2013

DEPARTMENT OF ENVIRONMENTAL QUALITY, Lansing, Michigan
Toxicologist Specialist, Remediation and Redevelopment Division

1. Served as the Department expert in assessing human health risks from contaminated vapor intrusion to indoor air.
2. Maintained the technical expertise on the development and application of the Part 201 soil and groundwater volatilization to indoor air criteria.
3. Developed and updated technical guidance documents for staff and the regulated community on the application of the Part 201 soil and groundwater volatilization to indoor air criteria.
4. Evaluated new vapor intrusion risk assessment methodologies to assure methods are scientifically valid and represent the latest peer reviewed scientific literature.

May 2000 - October 2004

DEPARTMENT OF ENVIRONMENTAL QUALITY, Lansing, Michigan
Toxicologist, Waste and Hazardous Materials Division

1. Assisted Unit staff in exposure and risk assessment at hazardous waste facilities regulated under the federal Resource Conservation and Recovery Act (RCRA).
2. Served as the Department expert on the appropriate application of the federal requirements for managing polychlorinated biphenyl (PCB) contamination in Michigan.
3. Division contact for implementation of water quality values for contaminated groundwater venting to surface water bodies of the State.
4. Provided toxicological support to the Part 22 Groundwater Discharge Program.

March 2000 - May 2000

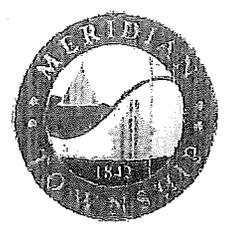
DEPARTMENT OF ENVIRONMENTAL QUALITY, Lansing, Michigan
Environmental Quality Analyst, Surface Water Quality Division

1. Drafted and issued wastewater discharge permits under the National Pollution Discharge Elimination System Program (NPDES).
2. Conducted independent review of municipal and industrial wastewater discharge applications for compliance with State and Federal law.

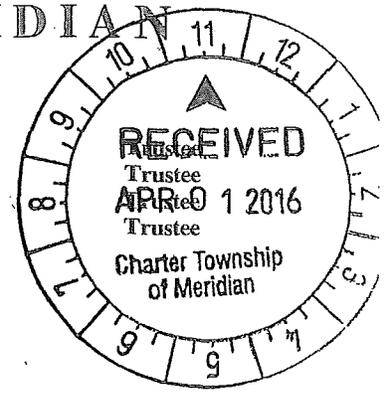
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Supervisor
Clerk
Treasurer
Manager



Milton L. Scales
Ronald J. Styka
John Veenstra
Angela Wilson



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I am interested in service on one or more of the following public bodies as checked below:

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- Board of Water and Light Representative*
- Building and/or Fire Board of Appeals and Building Hearing Officer
- Cable Communications Commission*
- Capital Area Transportation Authority (C.A.T.A.)
- Community Resources Commission
- Downtown Development Authority*
- East Lansing-Meridian Water & Sewer Authority
- Economic Development Corporation
- Elected Officials Compensation Commission*
- Environmental Commission
- Land Preservation Advisory Board
- Park Commission (elected/appointed)
- Pension Trustees
- Planning Commission
- Township Board (elected/appointed)
- Zoning Board of Appeals
- Lake Lansing Watershed Advisory Committee*
- Other

(*Special conditions restrict eligibility for appointment)

Indicate areas not included above which may warrant special attention or study that are of interest to you:

I prefer projects and organizing based on leadership opportunities.

Summarize your reasons for applying for this type of public service:

I have always been active in my community and have been looking for an opportunity since relocating in 2014.

Describe education, experience or training which will assist you if appointed. (Attach resume if available)

PhD in organizational management and experience in leading in the community

Name: Dr. Steven M. Smith

Occupation: Learning Management Systems Admin Place of Employment: Jackson National Life Ins.

Home Address: 2375 Club Meridian #12

Phone: (days) 517-367-3749 (evenings) 405-680-9922 E-mail: rredbird@rredbird.com

Signature: [Signature] Date: 3/30/16

Other than the Downtown Development Authority Board and the Economic Development Corporation, persons appointed to Meridian Township boards and commissions must be a resident and elector (if of voting age) of the Township during the term of office. Excessive absences may be cause for review of appointment.

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FOR OFFICE USE ONLY			
Date Received	<u>4.1.16</u>	Distro: <u>EL FW</u>	Application # <u>PK 1601</u>
Registered Voter:	<u>(Y) N</u>	<u>LM MK</u>	<u>PC 1603</u>
Date Appointed:		<u>BY MEMBERS</u>	<u>TB 1601</u>

Form No. 100-28 2014



Dr. Steven Matthew Smith

(405) 650-9922

rredbird@rredbird.com

SUMMARY

I hold a PhD in Organizational Management with an emphasis on IT and IS. My advanced degree included the understanding and application of learning theories, instructional design, statistical evaluation, and concepts in education and training. My published dissertation focused on pedagogies and andragogies of facilitator and computer based training. I am seeking an opportunity to continue in organizational leadership and training where my particular talents are appreciated and encouraged.

LEADERSHIP & AFFILIATIONS

Association of IT Professionals – Region 3 President (2012-2014)
Association of IT Professionals – Oklahoma City Past President (2011-2014)
Association of IT Professional 2013 Region 3 Collegiate Conference – Conference Chair (2013)
TechJOYnT S.T.E.M. Foundation – Board of Directors (2012-2014)
INTERFACE 2013 – Association Board Member (2012-2013)
Toastmasters International – District 16 Lt. Governor of Marketing (2004-2005)

EDUCATION

Doctorate

Confirmed:
UOP (Online), December 2011

Organizational Management with Emphasis on Information Technology and Sciences (2011)

University of Phoenix, Phoenix, Arizona

- ✓ Contents include history and development of leadership styles and philosophies, contemporary leadership, creativity and critical thinking for problem solving, advanced use of technology applied to business practices, research and reporting methods, dissertation focused on improvement of applied IT/IS structure on the business paradigm specific to adult learning and training scenarios.

Masters of Business Administration

Confirmed:
UOP (OKC, OK), June 2006

Electronic Business/ Business Practices (2006)

University of Phoenix, Norman, Oklahoma

- ✓ Content including ethics, law, accounting, management, finance, strategy, marketing, communications

Bachelor of Science

Confirmed:
UOP (OKC, OK), June 2004

Information Technology/Business Management (2004)

University of Phoenix, Oklahoma City, Oklahoma

- ✓ Emphasis of Operating Systems, Database Design, Programming, Internet, Ethics, Business
- ✓ Utilization of Windows, Linux, MAC environments
- ✓ Programming using VB6, .NET, C++, SQL, Crystal Reports, Oracle
- ✓ Reporting using MS PowerPoint, Visio, Word, Rational Rose, MS Project

Certification

Microsoft (OKC, OK), Feb 2014

Microsoft Virtualization Certification (2014)

IT Training Camp

- ✓ VMware: Management, Integration, and Migration

Certification

UOP (OKC, OK), June 2004

Project Management (2004)

Project Management Book of Knowledge

- ✓ Concepts include planning, purchasing, contracts, development, deliverables, closing, evaluating.
 - ✓ Utilization of MS Project, PowerPoint, and other reporting tools.
-

ACTIVITIES

Publications

E-Learning and Adult Learning Theories

- ✓ Based on research done on dissertation covering a study on employee self-efficacy in a help desk environment when being trained via a facilitator or technology-centered modes.

My Experience as an Adult Learner

- ✓ Fundamentals of returning to college as an adult and foundational tips for success.

Welcome to Okemos

- ✓ A welcoming journey into Meridian Township and the beauty it offered my family during our relocation in 2014.

Public Speaking

Concentration on Training and Leadership Skills

- ✓ Member of Toastmasters since 2001
- ✓ Polished speaker at over 100 events to over 1000s of people
- ✓ Keynote IT Presenter at Tradeshow in Dubai in September 2013.
- ✓ Keynote STEM Presenter at US News STEM Symposium in Washington DC in April 2014

Special Skills

Visual & Oral

- ✓ Skilled in many editing and creative design software in both audio and video

Communications

- ✓ Proficient in many applications for both web design and paper communications

Multi Lingual

- ✓ Spanish: Intermediate conversational, written, documentation, and culture

- ✓ Chinese (Mandarin): Foundational conversational and culture
-

EXPERIENCE

Jackson National Life
May 2014 - Current

Learning Management System Administrator

Manage and maintain company LMS including standardization, documentation, and development of processes.

- ✓ Multiple levels of technology
- ✓ Assisting with multiple teams
- ✓ Leadership/Management
- ✓ Executive Consultation

ITT Technical Institute
July 2010 - May 2014

Chair of Information Technology and Business

Department Chair responsible for 15+ adjuncts and 25+ courses.

- ✓ Created and administrated adjunct training policies and programs
- ✓ Coordinated and managed multiple community and marketing events
- ✓ Created and trained fellow chairs on integrated statistical analysis tools
- ✓ Recognized as Outstanding Achievement as Chair
- ✓ Developed and administrated site wide video communication portals
- ✓ Maintain full teaching load of 4 classes per term
 - Class size of 15-40 adult students
 - Maintain 90% attendance and 85% success rate
 - Maintain SME for teaching in web development, programming, PC hardware, cabling, networking, server 2008, Active Directory, Web services, Email services, Project Management, Information Security, and Business Management

Dell Computers

April 2009 - November
2010

Client / SMB Technical Analyst (Manager)

Handle software operating system issues, hardware diagnostics, and administration of user accounts in over 216 applications for ADT/Tyco. Daily interaction with MS office, SharePoint, and remote technologies.

- ✓ Maintain one of the highest quality score indexes.
 - ✓ Built custom HTML, JavaScript, and VB/VBA Applications and Analysis tools including MS SharePoint administration and process development.
 - ✓ Working with the account manager to provide Leadership and Project Management to the agents
 - ✓ Developed training material for Citrix XenDesktop and Dell Hardware
-

CHARTER TOWNSHIP OF MERIDIAN

Ronald J. Styka
Brett Dreyfus
Julie Brixie
Frank L. Walsh

Supervisor
Clerk
Treasurer
Manager



Phil Deschaine
Patricia Herring Jackson
Dan Opsommer
Kathy Ann Sundland

Trustee
Trustee
Trustee
Trustee



APPLICATION FOR PUBLIC SERVICE

I am interested in service on one or more of the following public bodies as checked below:

- | | |
|---|--|
| <input type="checkbox"/> Assessing Board of Review* | <input type="checkbox"/> Elected Officials Compensation Commission* |
| <input type="checkbox"/> Board of Water and Light Representative* | <input type="checkbox"/> Environmental Commission |
| <input type="checkbox"/> Brownfield Redevelopment Authority* | <input type="checkbox"/> Lake Lansing Watershed Advisory Committee* |
| <input type="checkbox"/> Building and/or Fire Board of Appeals and Building Hearing Officer | <input type="checkbox"/> Land Preservation Advisory Board |
| <input type="checkbox"/> Capital Area Transportation Authority (C.A.T.A.) | <input checked="" type="checkbox"/> <u>Park Commission (elected/appointed)</u> |
| <input type="checkbox"/> Communications Commission* | <input type="checkbox"/> Pension Trustees |
| <input type="checkbox"/> Community Resources Commission | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Corridor Improvement Authority* | <input type="checkbox"/> Township Board (elected/appointed) |
| <input type="checkbox"/> Downtown Development Authority* | <input type="checkbox"/> Transportation Commission* |
| <input type="checkbox"/> East Lansing-Meridian Water & Sewer Authority | <input type="checkbox"/> Zoning Board of Appeals |
| <input type="checkbox"/> Economic Development Corporation | <input type="checkbox"/> Other |

(*Special conditions restrict eligibility for appointment)

Indicate areas not included above which may warrant special attention or study that are of interest to you:

Summarize your reasons for applying for this type of public service:

See attached.

Describe education, experience or training which will assist you if appointed. (Attach resume if available)

See attached.

Name: Jillian Winn
 Occupation: Co-Founder / Member Place of Employment: Signing Savvy
 Home Address: 1485 Belvedere Ave., Okemos, MI 48864
 Phone: (days) 5176483346 (evenings) same E-mail jillianwinn@gmail.com
 Signature Jillian Winn Date 6-1-2017

Other than the Downtown Development Authority Board and the Economic Development Corporation, persons appointed to Meridian Township boards and commissions must be a resident and elector (if of voting age) of the Township during the term of office. Excessive absences may be cause for review of appointment.

(PLEASE USE BACK IF NEEDED)

The policy for appointment of candidates to the various public service positions is based on the following criteria: desire to serve, experience, expertise, availability of time to serve, and maintenance of equitable geographic representation. In most instances it will be desirable to develop further information through a personal interview. This application will be retained in township files for two years. Please return this form to the Office of the Clerk, Charter Township of Meridian.

FOR OFFICE USE ONLY			
Date Received	<u>6.1.17</u>	Distro: <u>RS FW</u>	Application # <u>PK 1703</u>
Registered Voter:	<u>(Y) N</u>	<u>LM</u>	
Date Appointed:		<u>BD MEMBERS</u>	

Revised: April 24, 2017



Jillian Winn
1485 Belvedere Avenue
Okemos, MI 48864
(517) 648-3346
jillianwinn@gmail.com

June 1, 2017

Charter Township of Meridian
5151 Marsh Road
Okemos, MI 48864

RE: Application for Public Service – Park Commission Vacancy

To Whom It May Concern:

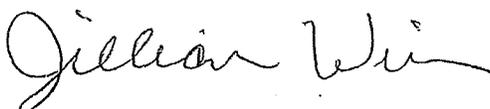
I am applying for the Meridian Township Park Commission Vacancy.

I am interested in this public service position so that I may help Meridian Township continue be a great place to live and to give back to my community. I am excited about this specific position because I feel the parks are one of the most valuable assets of Meridian Township and access to these resources increase our quality of life as citizens. I have lived in Meridian Township for 8 years and I am familiar with the park system. With two young sons (4 and 2 years old), we like to use the parks often and I would bring a family perspective when evaluating park related topics and issues.

However, I am also a business owner and experienced with implementing solutions to serve many different audiences. I co-founded and run my business Signing Savvy, the most comprehensive online sign language resource. We have served over 12 million users since we launched in 2009. I am often the “Chief Problem Solver” – gathering information, accessing risks, weighing options, and working with our executive team to make decisions. Being thoughtful to the needs of my users is always a top priority and I would serve Meridian Township citizens with the same level of thoughtfulness if appointed to the Park Commission.

I also have experience volunteering as a board and council member. I was a member for the State of Michigan’s 21st Century CIO Advisory Council. I helped to start the Michigan Technology Network and was a board member for many years. I am currently serving on the Sparrow RNICU Parent Counsel and the Lansing Community College Sign Language Program Advisory Board. My commitment and dependability has always made me an asset in these types of positions.

My experience and passion about our parks makes me the perfect candidate for the Park Commission Vacancy. If you have any additional questions, please let me know.



Jillian Winn

JILLIAN WINN

jillianwinn@gmail.com | <http://www.signingsavvy.com/>
1485 Belvedere Avenue, Okemos, MI 48864 | Cell: 517-648-3346

EXPERIENCE

Signing Savvy

01 / 2012 - Present

Co-Founder and Partner

I am an entrepreneur, experienced technology strategist, and user experience designer passionate about using and creating online tools to make life not only easier, but to increase the quality of life for others.

I co-founded a technology-based startup, called Signing Savvy (<http://www.signingsavvy.com>). Signing Savvy is an online sign language video dictionary. The site helps people reduce communication barriers and learn to communicate with people who are hard of hearing and deaf. Signing Savvy has become the most comprehensive online sign language resource for educators, students, interpreters or anyone interested in American Sign Language. The website and mobile app have grown to have over 12 million users.

Michigan State University

01 / 2012 - 05 / 2017

Adjunct Faculty

Based on my availability, I occasionally teach technology-related courses for the Department of Media and Information. The most recent courses I've taught include the undergraduate course MI 458 Project Management (of Media and Information projects) and Web Design for an all-girls technology camp. I also co-lead the New Media Design in Europe Study Abroad program focused on Mobile Web Development in Paris.

Michigan State University

10 / 2008 - 12 / 2011

Outreach Specialist

The TISM department (now called Media and Information) at MSU covers the gamut of media and technology. As a technology strategist and evangelist for the department, I developed new initiatives to explore ways the department could do more, better, in order to serve future and current students, alumni, tech-professionals, and the community. Some responsibilities:

TEACH WEB / TECHNOLOGY COURSES

- In three years, managed over 650 students in courses.
- Taught (x)html, css, web design principles, user experience, project management, & Drupal Content Management System. Taught to MSU undergraduate students & also remotely to high school students in rural communities.
- Courses: CAS100, CAS204, TC349, TC458, TC490, TC491, TC493, TC890

DIRECTOR OF SUMMER PROGRAMS

- Programs brought in students from 118 cities, 16 states, and 3 countries.
- Increased number of participants & revenue every year.

- Managed staff, budget, timeline, marketing, and program offerings.
- Served on the University Pre-College Directors Committee.
- Summer programs included: game design, advanced game design, digital cinema, television production, & music recording. Offered for middle school and high school students.

INTERNSHIP SUPERVISOR

- Supervised over 100 students taking Telecom internships for credit (TC 439).
- Made industry connections – connecting employers & current students.

TECHNOLOGY STRATEGIST & DEPARTMENT EVANGELIST

- Lead development of department's new website & web strategy.
- Developed new department strategies to better serve future & current students, alumni, tech-professionals, & the community.
- Developed new programs for K-12 & technology professionals.
- Vetted & brought in industry experts for teaching & speaking engagements.
- Served as representative on committees & local events.

GRANT WORK

- Worked on the Community Ties project to increase technology efficacy in rural communities.
- Taught MSU web class where local students developed a hometown website for their community using Drupal.

Signing Savvy, LLC

01 / 2008 - 10 / 2008

Co-Founder and Partner

Designed, developed, and launched the beta Signing Savvy website.

Games for Entertainment and Learning Lab, Michigan State University

08 / 2006 – 11 / 2007

Producer: Games, Interactive Media, and Web

I was a Producer for a collection of online games, called Brain Powered Games, designed to maintain and improve cognitive functioning in adults. This was an entrepreneurial venture where we were advised by potential Angel investors and ultimately sought grant funding.

In addition to being a producer of the Brain Powered Games project, I also worked on a very early prototype of the concept a few years earlier, which had won *Future Game Impact and Application Award* at *Future Play 2005 International Conference on the Future of Game Design and Technology*. One pending patent resulted from the project and exhibits were demonstrated at the *SIGGRAPH Sandbox Symposium* in Los Angeles and the *Meaningful Play Conference*. The suite of games went on to be part of research studies with children in Africa to examine using game technology to assist with the rehabilitation of cognitive decline resulting from cerebral malaria.

Some responsibilities included:

- **OBTAINED FUNDING:** Assisted in securing funding for development through grant writing and received a Michigan University Consortium Initiative (MUCI) grant for commercializable intellectual property.
- **PROJECT MANAGEMENT:** Managed project vision, team, assets, and timeline.
- **RESEARCH AND TESTING:** Conducted design research, beta and playtesting, quality assurance testing, and formative research. A formal research study was conducted, resulting in the conference paper "The Challenge of Challenge: Avoiding and Embracing Difficulty in a Memory Game" by Heeter, C., Winn, B., Winn, J., Bozoki, A. (2008, October).
- **DESIGN AND DEVELOPMENT:** Game design and level design, content development, interaction and user experience design, usability and accessibility, cross browser compatibility, information architecture, and web design.
- **TECHNOLOGY:** web and flash (xhtml, css, flash, xml, php, javascript)

**Games for Entertainment and Learning Lab,
Michigan State University**

08 / 2005 – 11 / 2007

Study Coordinator and Research Assistant

I was the study coordinator for a research project with hundreds of student participants across the country playing a National Science Foundation (NSF) funded learning game, called Life Preservers, designed to teach middle and high school science standards on adaptation and evolution. I presented a poster on the research project ("Gender, Play Style, and Learning" by Heeter, C., Winn, B., Caywood, J.) at the *National Science Foundation's Joint Annual Meeting* in Washington, D.C. I also designed and developed the project website and incorporated updated soundtrack/voiceovers throughout the game, requiring an update to all animations throughout the game.

The Life Preservers game went on to be selected in 2011 as one of the first six educational games featured in BrainPop's new collection called GameUp, a curated gateway to animated, curriculum-based online content accessed by students as well as 165,000 teacher-members worldwide.

As a research assistant, I also assisted in writing surveys and research instruments, conducted experimental research, and formatted, processed, and analyzed research data. I conducted literature reviews, edited and wrote reports and academic research for journal submission, and was a contributing editor of the InvestiGaming research portal. I attended the Beyond Barbie and Mortal Kombat: New Perspectives on Gender and Gaming conference at UCLA. I co-authored the Games and Culture journal publication "Alien Games: Do girls prefer games designed by girls?" by Heeter, C., Egidio, R., Mishra, P., Winn, B. and Winn, J.

This experience and my mentor, Dr. Carrie Heeter, provided me with great opportunities to learn and conduct STEM gender and game research. Inspired by Dr. Heeter, her work, and projects that I was fortunate to work with her on, I focused my Master's thesis in gender and game research. My Master's thesis resulted in the Sex Roles journal publication: "Gaming, gender, and time: Who makes time to play?" by Winn, J., and Heeter C.

**Division of Engineering Computing Services,
Michigan State University**

06 / 1999 – 08 / 2005

Designer / Developer and Departmental Aide

I started working for the Division of Engineering Computing Services in the College of Engineering the summer before I started my freshman year at Michigan State and I worked there all through my undergrad and for the first year of graduate school. I was lucky to have this opportunity early in college and it helped shaped my education and career choices in the technology field.

I got to see the behind-the-scenes of how the service-focused department worked, including their web and application development teams, support desk, and management of IT services/infrastructure. I had the opportunity to work with staff at all levels from the College and University and worked on several different development projects, including small- to large-scale websites, plus college and university-wide applications.

Departmental Aide from June 1999 to April 2004. Designer / Developer from August 2004 to August 2005.

VOLUNTEER EXPERIENCE & CAUSES

Sparrow RNICU Parent Counsel Member

01 / 2016 – Present

Sparrow Hospital

The Sparrow RNICU Parent Counsel is made up of parents who have had a baby in the Sparrow Regional Neonatal Intensive Care Unit (RNICU). Because I was on bedrest for 10 weeks and in the hospital for 30 days during my second pregnancy and my son was in the RNICU for 9 days, I am passionate about helping mothers and families experiencing similar challenges.

LCC Sign Language Program Advisory Board Member

04 / 2016 – Present

Lansing Community College

As a member of the LCC Sign Language Program Advisory Board, I attend board meetings and work closely with faculty to improve Signing Savvy resources for educators and specifically for faculty and students in the LCC SIGN and ITP programs.

21st Century CIO Advisory Council Member

12 / 2011 – 11/2013

State of Michigan

The 21st Century CIO Advisory Council advised the Michigan CIO, David Behen, on how Michiganders want and expect to interact with technology. It was a diverse think tank with representatives across the state meeting in sub-committees and delivering ideas to State of Michigan executives on a quarterly basis. The purpose was for the State of Michigan to better understand constituent expectations and proactively meet those expectations. On recommendation from this council, the State of Michigan held two civic hacking events called Code Michigan.

Co-Founder and Board Member

12 / 2008 - 2016

Michigan Technology Network (MITN)

The Michigan Technology Network (MITN) is a statewide, non-profit organization driven to enhance the development of technology professionals through education and networking events with a focus on community involvement.

Being a board member is an elected, volunteer position. I joined the MITN board December 2008. I was a founding member of MITN, helping transition it from two local technology groups into the Michigan Technology Network (MITN) in 2010 (before 2010 I was a board member for the LINC group). I served as Vice President, Community Chair, Membership Chair, and Member-At-Large for the Lansing chapter and I also sat on the Statewide board. One of our greatest accomplishments during this time, in addition to helping support and cultivate the local technology community, was raising enough money to establish an endowment at Lansing Community College for a scholarship to support students seeking education in the field of technology.

Volunteer Non-Profit Web Developer

March 2010; March 2011

Lansing Give Camp 2010 and 2011

Lansing Give Campers donate 48+ hours (full weekend) of their time to create a website or mobile application for a charity organization.

- At Lansing Give Camp 2010 our group built a website for a local non-profit - a local community center and community garden for urban youth.
- At Lansing Give Camp 2011 our group built both a website and a beta mobile app for a location-driven competition being put on by local government.

EDUCATION

Masters of Arts

2006

Digital Media, Art and Technology

Michigan State University

Bachelor of Arts

Political Theory and Constitutional Democracy

2004

Michigan State University

Bachelor of Arts

Telecommunication

2004

Michigan State University

AWARDS

Gold Local ADDY for the Signing Savvy Mobile App 2012

The ADDY Awards are the world's largest advertising competition with over 50,000 entries annually.

Top Ten Nominee and Honoree for the 2012 Tribute to Women Award from the Women's Center of Greater Lansing 2012

Selected as a top ten nominee for the 2012 Tribute to Women Award and honored at the Women's Center of Greater Lansing's Dream, Girl: Reach for the Stars event on Thursday, April 26, 2012.

PUBLICATIONS

Gaming, gender, and time: Who makes time to play? 07 / 2009

Sex Roles: A Journal of Research · Authors: Jillian Winn, Carrie Heeter

Winn, J., and Heeter C. (2009). Gaming, gender, and time: Who makes time to play? *Sex Roles*, 61, 1-13

Abstract: This study of 276 US undergraduate students from a large Midwestern university provides the first research evidence of a relationship between leisure time availability and how much digital games are played. College students with less free time were less likely to spend time playing games. The findings suggest one reason women play fewer games than men is because they are required to fulfill more obligatory activities, leaving them less available leisure time, which in turn makes them less likely to "make" time for games. It was found that not only do women report having less free time than men, but their free time is available in smaller chunks, and they play digital games for shorter periods of time than men.

Alien Games: Do girls prefer games designed by girls? 01 / 2009

Games and Culture: A Journal of Interactive Media · Authors: Carrie Heeter, Rhonda Egidio, Punya Mishra, Brian Winn, Jillian Winn

Heeter, C., Egidio, R., Mishra, P., Winn, B. and Winn, J. (2009, January). Alien Games: Do girls prefer games designed by girls? *Games and Culture*. Volume 4, Issue 1.

Abstract: This 3-year study used a mixed-method design beginning with content analysis of games envisioned by 5th and 8th graders, followed by a survey of students in the same age range reacting to video promos representing these games. Results show that the designer's gender influences the design outcome of games and that girls expected that they would find the girl-designed games significantly more fun to play than the boy-designed games, whereas boys imagined that the boy-designed games would be significantly more fun to play than the girl-designed games. Boys overwhelmingly picked games based entirely on fighting as their top ranked games. Girls overwhelmingly ranked those same fighting games as their least preferred. Girls as designers consciously envisioned games with both male and female players in mind, whereas boys designed only for other boys. Both 8th-grade boy game ideas were liberally "borrowed" from a successful commercial game.

10 / 2008

The Challenge of Challenge: Avoiding and Embracing Difficulty in a Memory Game

Meaningful Play Conference · Authors: Carrie Heeter, Brian Winn, Jillian Winn, Andrea Bozoki

Heeter, C., Winn, B., Winn, J., Bozoki, A. (2008, October). The Challenge of Challenge: Avoiding and Embracing Difficulty in a Memory Game. Meaningful Play Conference.

SKILLS

Digital Media / New Media	Leadership	Content Management
User Experience	Entrepreneurship	Systems
Information Architecture	Start-ups	Drupal
Usability and Accessibility	Technology Strategist	(X)HTML
Web Development	Management	CSS
Mobile Applications	Project Management	Video Production
Social Media	Advertising	Photoshop / Illustrator
Search Engine Optimization	Marketing	Blogging
Community Outreach	Social Media Marketing	Photography
Non-profits	Branding	Print Design

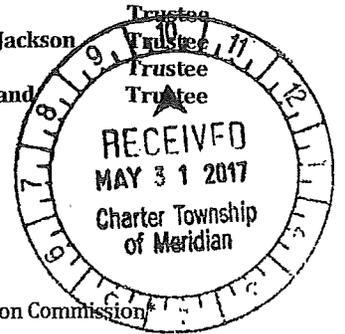
CHARTER TOWNSHIP OF MERIDIAN

Ronald J. Styka
Brett Dreyfus
Julie Brixie
Frank L. Walsh

Supervisor
Clerk
Treasurer
Manager



Phil Deschaine
Patricia Herring Jackson
Dan Opsommer
Kathy Ann Sundland



APPLICATION FOR PUBLIC SERVICE

I am interested in service on one or more of the following public bodies as checked below:

- | | |
|---|---|
| <input type="checkbox"/> Assessing Board of Review* | <input type="checkbox"/> Elected Officials Compensation Commission* |
| <input type="checkbox"/> Board of Water and Light Representative* | <input type="checkbox"/> Environmental Commission |
| <input type="checkbox"/> Brownfield Redevelopment Authority* | <input type="checkbox"/> Lake Lansing Watershed Advisory Committee* |
| <input type="checkbox"/> Building and/or Fire Board of Appeals and Building Hearing Officer | <input type="checkbox"/> Land Preservation Advisory Board |
| <input type="checkbox"/> Capital Area Transportation Authority (C.A.T.A.) | <input checked="" type="checkbox"/> Park Commission (elected/appointed) |
| <input type="checkbox"/> Communications Commission* | <input type="checkbox"/> Pension Trustees |
| <input type="checkbox"/> Community Resources Commission | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Corridor Improvement Authority* | <input type="checkbox"/> Township Board (elected/appointed) |
| <input type="checkbox"/> Downtown Development Authority* | <input type="checkbox"/> Transportation Commission* |
| <input type="checkbox"/> East Lansing-Meridian Water & Sewer Authority | <input type="checkbox"/> Zoning Board of Appeals |
| <input type="checkbox"/> Economic Development Corporation | <input type="checkbox"/> Other |

(*Special conditions restrict eligibility for appointment)

Indicate areas not included above which may warrant special attention or study that are of interest to you:

Summarize your reasons for applying for this type of public service:

Please see attached cover letter

Describe education, experience or training which will assist you if appointed. (Attach resume if available)

Name: Courtney Wisinski

Occupation: Program Manager Place of Employment: MI Dept. of Health and Human Services-Division of Environmental Health

Home Address: 4419 Elmwood, Okemos, MI

Phone: (days) 517-410-1527 (evenings) 517-410-1527 E-mail clwisinski03@gmail.com

Signature: [Handwritten Signature] Date: _____

Other than the Downtown Development Authority Board and the Economic Development Corporation, persons appointed to Meridian Township boards and commissions must be a resident and elector (if of voting age) of the Township during the term of office. Excessive absences may be cause for review of appointment.

(PLEASE USE BACK IF NEEDED)

The policy for appointment of candidates to the various public service positions is based on the following criteria: desire to serve, experience, expertise, availability of time to serve, and maintenance of equitable geographic representation. In most instances it will be desirable to develop further information through a personal interview. This application will be retained in township files for two years. Please return this form to the Office of the Clerk, Charter Township of Meridian.

FOR OFFICE USE ONLY			
Date Received	5, 31, 17	Distro: RS FW	Application # PK 1702
Registered Voter:	Y/N	LM	
Date Appointed:		BD MEMBERS	

Revised: April 24, 2017

May 30, 2017

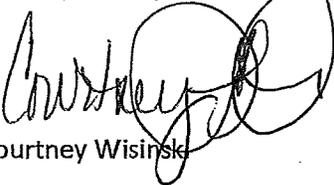
Meridian Township Parks and Recreation
Attn: Ms. LuAnn Maisner, Director of Parks and Recreation
5151 Marsh Road
Okemos, MI 48864

Ms. Maisner,

I am eagerly responding to the vacant public service position with the Meridian Township Park Commission. I am interested in working with the Commission to maintain and expand a diverse park system and the associated health of our community. With more than 18 years' experience in managing environmental and public health programs, as well as membership and chair of multiple local, state and national committees, I believe that my experience would contribute to the knowledge base and commitment of the Commission.

I believe that parks are essential to the physical and mental health of a community. In Ingham County, more than 27% of the population is obese and 24% have heart disease. Safe, accessible and diverse parks not only provide opportunity for exercise, but greenspace improves the environmental quality of a community and is documented as a positive association with the perceived general health of residents. My family and I have experienced most Meridian Township Parks over our past 20 years of residing in Meridian Township, either with organized sports or just filling family time with nature. I would be honored to work with the Commission to enhance our current park system through future land use planning.

Thank you for your consideration,



Courtney Wisinski

COURTNEY WISINSKI

4419 Elmwood, Okemos, MI
clwisinski03@gmail.com
(517) 410-1527

OBJECTIVE

Work to improve public policy through research and advocacy to ensure environmental justice and health equity of Michigan residents.

SKILLS

- Ability to manage multiple projects
- Community development facilitation
- Environmental health research, analysis and report writing
- Complex problem solving ability
- Exceptional verbal and written communication
- Group facilitation
- Extensive grant writing experience
- Program and process evaluation
- Leadership and teamwork
- Innovative and adaptable
- Business development

EXPERIENCE

Program Manager/Michigan Department of Health and Human Services-Environmental Health Division

2005-Present

- Developed and implemented multiple environmental public health programs; including Flint Water Crisis Environmental Investigations, Healthy Homes and Asthma Control through Education and Environment.
- Administration of the programs included development of procedures and policies, quality assurance monitoring, contract and budget management, facilitate planning and coordination of program activities.
- Composed five successful federal and philanthropic grant applications within budget and expected timeframe.
- Established three distinct asthma and healthy homes consortiums consisting of independently operating stakeholders that have continued partnerships to date.
- Managed and mentored more than 20 environmental health professionals who have achieved success in their respective disciplines.
- Co-authored two case-controlled program evaluations. One article was published in Public Health Reports and the second article is under peer review for the Journal of Environmental Health.
- Chairwomen for the National Safe and Healthy Housing Coalition-Affordable Care Act and Medicaid workgroup.

Master's Program Intern/Michigan Environmental Council

Summer 2016

Conducted research and assisted in the development of the Healthy Food Access Policy Action Team's 2017 policy priorities. The project goal of Healthy Kids Healthy Michigan's goal is to reduce childhood obesity rates among vulnerable populations. Developed education materials for partnering agencies and legislators.

Environmental Project Manager/Professional Services Industries

1996-2005

- Responsible for project management, coordination and oversight of environmental consulting projects, as well as, develop and implemented a business develop plan.

COURTNEY WISINSKI

4419 Elmwood, Okemos, MI
clwisinski03@gmail.com
(517) 410-1527

- Evaluated, selected and applied standard techniques and procedures for exposure prevention and remediation of hazardous materials.
- Responsible for report writing, proposal preparation, project budgeting and billing and client relations.
- Conducted environmental site assessments, soil and groundwater remediation plans to ensure compliance with national environmental policies prior to property development.

EDUCATION

Master's of Public Health-Public Health Administration
Creighton University – 2016

Bachelor of Science-Resource Development- Environmental Policy Studies
Michigan State University – 1996

PROFESSIONAL MEMBERSHIPS

- American Public Health Association Member
- Mid-Michigan Asthma Coalition, Member
- Michigan Alliance for Lead Safe Housing, Member
- National Safe and Healthy Homes Coalition-Affordable Care Act Workgroup, Chair
- Veterans of Foreign Wars, Ladies Auxiliary Member
- American Legion, Ladies Auxiliary Member

MATERIAL DEVELOPMENT

- Wisinski, C., Largo, T., & Priem, W. (2016). Evaluation of an in-home environmental pediatric asthma management program in Ingham County, Michigan. *Journal of Environmental Health-pending publication approval.*
- Borgialli, M., Largo, T., Wisinski, C., & Priem, W. (May/June 2011). Healthy Homes University: A home-based environmental intervention and education program. *Public Health Reports.*
- A Monthly Guide to A Healthy Home, Calendar, 2010-2014.
- Don't Get Homesick: A Guide to a Health Home, Collaborative, 2008.
- Healthy Homes Family Guide Book, 2005, revised 2008 and 2010.
- How to Find a Healthy Home: Guide to Perspective Home Buyers and Renters, 2010.
- Healthy Kids, Healthy Michigan – Healthy Food Access Policy Action Team Factsheet.



12. E

To: Board Members
From: Frank L. Walsh
Frank L. Walsh, Township Manager
Date: June 15, 2017
Re: County Tax Property

Attached is the annual letter from the Ingham County Treasurer's Office which identifies a property located in our jurisdiction which has been foreclosed upon. Numerous Township staff members have evaluated the parcel 33-02-02-01-277-001 and, at this time, feel there is no benefit to the Township to pursue acquisition of this property.

The local purchase option must be exercised no later than July 5, 2017. If there is interest to pursue an acquisition, a special Board meeting would need to be held to handle the action.

Community Planning & Development staff compiled a map of the site.

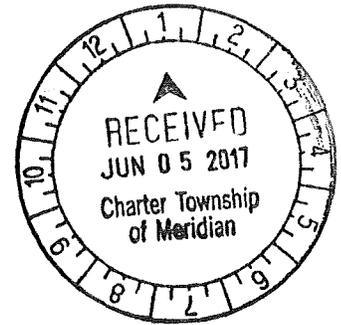
The following motion is prepared for Board consideration:

MOTION TO AUTHORIZE TOWNSHIP MANAGER FRANK WALSH TO NOTIFY INGHAM COUNTY TREASURER ERIC SCHERTZING THAT MERIDIAN TOWNSHIP HAS NO INTEREST IN THE PROPERTY DESCRIBED ABOVE.

Attachments:

1. Ingham County Foreclosure Information
2. Map of the Property

Eric Schertzing
Ingham County Treasurer



Desiree Kirkland
Chief Deputy Treasurer
(517) 676-7235
dkirkland@ingham.org



Courthouse
P.O. Box 215
Mason, MI 48854-0215
(517) 676-7220
eschertzing@ingham.org

June 1, 2017

Mr. Brett Dreyfus
Meridian Township Clerk
5151 Marsh Road
Okemos, Michigan 48864

Dear Mr. Dreyfus:

I am writing to you on behalf of Treasurer Eric Schertzing who serves as the Foreclosing Governmental Unit (F.G.U.) for Ingham County under Public Act 123 of 1999; MCL 211.1-211.157.

Property was foreclosed upon by the F.G.U. for unpaid property taxes in the Township of Meridian. Public Act 123 affords certain acquisition rights to government prior to the auction process. I encourage you to review this process at MCL 211.78m(1). Essentially, the Township may acquire the property for public use by paying the taxes owed. A list of all property tax foreclosed parcels located in the Township of Meridian is enclosed. This local purchase option must be exercised no later than July 5, 2017.

Treasurer Schertzing, working in consultation with local government, spearheaded the creation of the Ingham County Land Bank Authority in 2005 to help combat the problems property tax foreclosed parcels can present to governments and communities. Oftentimes the cost of maintaining such parcels exceeds any benefit a local jurisdiction may gain. The Land Bank allows for those benefits to still become available to the local community without any additional expense from the Township. Ingham County will be interested in acquiring a number of parcels for inclusion in the Land Bank. However, the State of Michigan and your jurisdiction have access these property tax foreclosed parcels prior to the County.

When this issue is taken up, Treasurer Schertzing would be happy to schedule his attendance to answer any questions that may arise.

Also included is a form that may be used to request the F.G.U. add any applicable municipal liens to a foreclosed parcel's minimum bid. This form must be returned no later than July 1, 2017.

Thank you for your assistance in this matter.

Best regards,



Joseph G. Bonsall
Land Bank Coordinator
(517) 267-5221
jbonsall@ingham.org

Cc: Ms. Julie Brixie, Meridian Township Treasurer

Enclosure

FORECLOSURE LIST FOR INGHAM COUNTY
 For 2017 Foreclosures of 2014 and prior taxes
 POPULATION: BLOCK, INDEX: FORCL. YEAR/PARCEL #

PARCEL	TAX DUE	INTEREST/FEES DUE	TOTAL DUE	TAX YEARS DELINQUENT
33-02-02-01-277-001	2,479.46	1,248.65	3,728.11	2016 2015 2014

M 1-3-3-1 M 1-3-7-2 BEG. AT NE COR., TH S 1322.1 FT. TO N 1/8 LINE FOR PT. OF
 BEG., TH. W'LY ALONG SAID 1/8 LINE 541 FT. TO CEN. OF GREEN RD., TH SW'LY ALONG
 CEN. OF GREEN RD. 571.5 FT, SE'LY AT RT. ANGLES TO GREEN RD. 423 FT. M/1 TO RR
 R/W, TH. NE'LY 543 FT. M/1 TO A PT. DUE S OF PT. OF BEG. TH N 471.2 FT. TO PT.
 OF BEG., EXC. BEG AT NE COR., TH S 1322.1 FT. TO E 1/8 POST OF NE 1/4, TH S 89
 DEG 09' W. 541.3 FT. ALONG 1/8 LINE TO CEN. OF GREEN RD. TH ALONG CEN. OF GREEN
 RD. 30 DEG 37' W 497.5 FT, TH S 32 DEG 25' W 74 FT. FOR PT. OF BEG., TH S 57
 DEG 35' E 423 FT. M/1 TO INTER. OF N'LY LINE OF RR R/W, TH N 61 DEG 37' E
 246.51 FT, TH N 59 DEG 23' W 548 FT. M/1 TO CEN. OF GREEN RD., TH S 30 DEG 37'
 W 126 FT. ALONG CEN. OF GREEN RD., TH S 32 DEG 25' W 74 FT. TO PT. OF BEG. SEC.
 1, T4N R1W.

Property Address: GREEN HASLETT MI



1 inch = 200 feet

Green Rd





To: Board Members
From: Mark Kieselbach
Mark Kieselbach, Director of Community Planning and Development
Date: June 16, 2017
Re: Amendment to Planned Unit Development (PUD) and Planned Residential Development (PRD)

The Township Board last discussed the proposed amendment to the PUD and PRD ordinances to allow a golf course to be considered as open space at its Study Session on January 24, 2017. In both ordinances a certain amount of land area in a development is required to be left as open space. The PUD requires a minimum of 50 percent of the project area allowed for density determination excluding wetlands and floodplains, be provided as open space. Open space in a PUD is referred to as "common open space", an area of land or an area of water or a combination of land and water designed and intended for the use or enjoyment of the residents of the PUD or the general public. Areas excluded as common open space are streets, right-of-way, parking areas, commercial areas and golf courses. The PRD requires a minimum of 20 percent of the development be kept as open space. The areas within the development such as residential lots, street right-of-way, driveways and parking areas, buffer areas, floodplains, wetlands, water bodies and waterways and easements cannot be counted towards the minimum open space requirement. Open space in a PRD is also required to be preserved in perpetuity.

A copy of the proposed amendment is attached. If the Board is in agreement the amendment would need to be referred to the Planning Commission for a public hearing and recommendation.

Attachments:

- 1.) Proposed Amendment
- 2.) PUD Ordinance
- 3.) PRD Ordinance
- 4.) Board Minutes January 24, 2017

G:\Community Planning & Development\Planning\Mark\6.16.17 TB1 PUD & PRD Amendment.docx

PROPOSED AMENDMENT
Planned Unit Development (PUD)
Planned Residential Development (PRD)

Section 86-439 Planned Unit Development

Section 86-439 Planned Unit Development (C) (8) Open spaces. "Common open space" is defined as a parcel or parcels of land or an area of water or a combination of land and water designed and intended for the use or enjoyment of the residents of the PUD or of the general public. Preservation of attractive site features and diversity of features is encouraged. Common open space does not include proposed streets, rights-of-way, open parking areas, ~~AND~~ ~~or~~ commercial areas, ~~and~~ ~~golf courses~~. Common open space may include a recreational trail, picnic area, children's play area, greenway, ~~or~~ linear park, **OR GOLF COURSES.**

Section 86-378 Planned Residential Development

Section 86-378 Planned Residential Development (PRD) Overlay District (D) (5)

Open space preservation:

- a. A minimum of 20% of the development parcel shall remain as open space.
- b. The following areas shall not be counted toward the minimum open space requirements:
 1. Residential lots.
 2. Public or private rights-of-way.
 3. Driveways and parking areas.
 4. Buffer areas required by this section, unless contiguous and integrated with other preserved open space.
 5. Floodways, floodplains, wetlands, or other water bodies or waterways, **UNLESS THEY ARE PART OF A GOLF COURSE.**
 6. Public or private easements.
- c. The required amount of open space shall be preserved in perpetuity. The preserved open space shall be deeded to the development's homeowners' association, a land conservancy, the public or otherwise protected in a manner acceptable to the Township. The form of all preservation instruments shall be approved by the Township Attorney. The preserved open space shall be shown and appropriately labeled on the plat approved by the Township and recorded with the county register of deeds.
- d. **A** ~~EXCEPT AS OTHERWISE PROVIDED,~~ A maximum of 50% of preserved open space may be used for the provision of active recreational amenities for the development's residents or public use, if designed

to limit adverse impacts on important natural features preserved in conformance with the purposes of this district. **IF THE RECREATIONAL FACILITY PLAN INCLUDES A GOLF COURSE, A MAXIMUM OF 75% OF PRESERVED OPEN SPACE MAY BE USED FOR THE PROVISION OF ACTIVE RECREATIONAL AMENITIES FOR THE DEVELOPMENT'S RESIDENTS OR PUBLIC USE, IF DESIGNED TO LIMIT ADVERSE IMPACTS ON IMPORTANT NATURAL FEATURES PRESERVED IN CONFORMANCE WITH THE PURPOSES OF THIS DISTRICT.** Any recreational facility plan shall be approved as part of the PRD application.

TO: Township Board

FROM: Dan Opsommer, Trustee

DATE: May 23, 2017

RE: Proposed amendment to the PUD and PRD Open Space Requirements

AMENDMENT I Planned Unit Development (PUD): I am proposing that we consider amending our zoning ordinance to permit golf courses to be counted toward the 50 percent open space requirement for a planned unit development (PUD).

Under our zoning ordinance, golf courses meet the definition of open space, which is simply defined as "An unoccupied space open to the sky on the same lot with a building." However, our zoning ordinance does not permit golf courses to be counted toward the 50 percent open space requirement for a PUD.

This issue came to my attention while I served on the Planning Commission as a result of the public hearings for the Walnut Hills rezoning request, which got me thinking about what should constitute open space for a PUD.

This amendment would give us more flexibility in finding secondary uses that are harmonious with adjacent uses for existing golf courses (in many instances residents choose to live next to golf courses and want them to be preserved, this would help achieve that desired end).

This amendment would also serve as a way to create more meaningful open space for future developments as the open space requirement will not be satisfied with narrow disconnected segments that serve no useful purposes other than to provide a narrow buffer between uses or neighborhoods, but with a seamless and contiguous open space that is necessary to create/preserve a golf course.

This amendment would also help ensure that developments do not encroach on important landscape features and amenities of long-term value as these landscape features and amenities can be preserved as part of a golf course.

These are the primary objectives of the open space requirements for a PUD, as expressed in our zoning ordinance:

Section 86-439 Planned Unit Development (B) (10) All applications shall provide for active and/or passive recreation on the site in harmony with the character of the open space.

Section 86-439 Planned Unit Development (B) (10) A minimum of 50% of the project area allowed for density determination, excluding wetlands and floodplains, shall be provided as open space. **Deliberate efforts must be made to preserve important landscape features and amenities of long-term value and use these features as key components of design. Open space shall consist of large blocks of land, wherever possible.**

Specifically, I am proposing the following amendments, which would help us better achieve the previously stated objectives:

Section 86-439 Planned Unit Development (C) (8) Open spaces. "Common open space" is defined as a parcel or parcels of land or an area of water or a combination of land and water designed and intended for the use or enjoyment of the residents of the PUD or of the general public. Preservation of attractive site features and diversity of features is encouraged. Common open space does not include proposed streets, rights-of-way, open parking areas, ~~AND~~ ~~or~~ commercial areas, ~~and~~ ~~golf courses~~. Common open space may include a recreational trail, picnic area, children's play area, greenway, ~~or~~ linear park, **OR GOLF COURSE**.

AMENDMENT II Planned Residential Development (PRD) Overlay District: Under a planned residential development (PRD), golf courses can be counted toward the 20 percent open space requirement; however, there are two issues that prevent this from occurring.

First, this section does not allow floodways, floodplains, wetlands, or other water bodies or waterways to be counted toward the 20 percent open space requirement. They should count toward the open space requirement if they are part of a golf course.

Second, this section only allows for 50 percent of the open space to be used for active recreational amenities, such as golf courses. This is not enough land to create/preserve a golf course. If the recreational facility plan includes a golf course, this maximum limit should be increased to 75% to provide for enough land to create/preserve a golf course.

Specifically, I am proposing the following amendments:

Section 86-378 Planned Residential Development (PRD) Overlay District (D) (5)

Open space preservation:

- a. A minimum of 20% of the development parcel shall remain as open space.
- b. The following areas shall not be counted toward the minimum open space requirements:

1. Residential lots.
2. Public or private rights-of-way.
3. Driveways and parking areas.
4. Buffer areas required by this section, unless contiguous and integrated with other preserved open space.
5. Floodways, floodplains, wetlands, or other water bodies or waterways, **UNLESS THEY ARE PART OF A GOLF COURSE.**
6. Public or private easements.

c. The required amount of open space shall be preserved in perpetuity. The preserved open space shall be deeded to the development's homeowners' association, a land conservancy, the public or otherwise protected in a manner acceptable to the Township. The form of all preservation instruments shall be approved by the Township Attorney. The preserved open space shall be shown and appropriately labeled on the plat approved by the Township and recorded with the county register of deeds.

d. **A-EXCEPT AS OTHERWISE PROVIDED, A** maximum of 50% of preserved open space may be used for the provision of active recreational amenities for the development's residents or public use, if designed to limit adverse impacts on important natural features preserved in conformance with the purposes of this district. **IF THE RECREATIONAL FACILITY PLAN INCLUDES A GOLF COURSE, A MAXIMUM OF 75% OF PRESERVED OPEN SPACE MAY BE USED FOR THE PROVISION OF ACTIVE RECREATIONAL AMENITIES FOR THE DEVELOPMENT'S RESIDENTS OR PUBLIC USE, IF DESIGNED TO LIMIT ADVERSE IMPACTS ON IMPORTANT NATURAL FEATURES PRESERVED IN CONFORMANCE WITH THE PURPOSES OF THIS DISTRICT.** Any recreational facility plan shall be approved as part of the PRD application.

Charter Township of Meridian
Wednesday, June 14, 2017

Chapter 86. Zoning

ARTICLE IV. District Regulations

DIVISION 4. Other Districts

§ 86-439. Planned unit development.

[Code 1974, § 86-2; Ord. No. 2002-11, 10-15-2002; Ord. No. 2003-05, 4-1-2003; Ord. No. 2005-08, 10-30-2005; Ord. No. 2007-12, 10-28-2007; Ord. No. 2009-04, 6-28-2009; Ord. No. 2010-02, 2-28-2010]

- (a) Purpose. The intent of this district is to permit greater flexibility and consequently more creative design of residential areas than is possible under conventional zoning regulations. It is the intention of this section to allow flexibility without sacrificing established values and rights to adequate light, air, noise, and privacy. It is further intended to promote open space and more cost efficient housing, circulation systems, utilities, and use of land. A premise basic to this section is to consider only developments that will result in lasting value and make a contribution to both social and economic stability in the Township. Finally, because flexibility is inherent in the concept of a PUD, a higher degree of public direction and scrutiny is an essential part of this section. These provisions are set forth in the following subsections of this section. In addition, prospective PUD developers should be aware that final decision of approval or denial of a planned unit development, even though the planned unit development appears to meet the written and outlined criteria as listed in this section, remains with the Township Planning Commission and, in turn, the Township Board at the time and manner as in described in this section.
- (b) Minimum PUD performance objectives.
- (1) All applications shall provide for buffering between any conflicting feature of the design and adjacent residential land use.
 - (2) All applications shall ensure good internal and external pedestrian accessibility with a minimum of conflicting points with the vehicular circulation system. Special provisions for safety such as pedestrian overpasses may be required.
 - (3) All applications shall minimize the cost of street construction and associated maintenance costs while adhering to official Township construction standards.
 - (4) All applications shall consider convenient access to public transportation.
 - (5) All applications shall minimize the cost of utility construction and associated maintenance costs while adhering to construction standards.
 - (6) All applications shall take advantage of natural vegetation and topographic characteristics to promote natural air conditioning and enhancement of air quality. This same consideration, in

conjunction with the direction and angle of the sun, shall be considered to assist with minimizing energy consumption.

- (7) All applications should enhance and preserve wildlife habitat, with special attention to wetlands and other unique habitats. The creation of ponds and habitats that enhance wildlife possibilities is encouraged so long as it is not detrimental to existing quality wetlands and wildlife habitats. Wildlife habitat does not refer to croplands, grassy fields, or other areas of usual abundance, but to special land features such as orchards, small woodlots, swales, ponds, and areas where cover type is abundant enough so as to stand out from the rest of the landscape and where it is common to find wild birds and animals.
 - (8) Except in unusual circumstances, stormwater runoff induced by the proposed development shall be detained for storage and infiltration on the site.
 - (9) All applications shall provide for active and/or passive recreation on the site in harmony with the character of the open space.
 - (10) A minimum of 50% of the project area allowed for density determination, excluding wetlands and floodplains, shall be provided as open space. Deliberate efforts must be made to preserve important landscape features and amenities of longterm value and use these features as key components of design. Open space shall consist of large blocks of land, wherever possible.
 - (11) All applications shall contain a housing type or types sufficient in number to maintain a harmonious relationship with important site features, structures and adjacent land uses and represent quality in design. Setback requirements for multiple dwellings should conform to setback regulations, set forth in Subsection **86-376(g)**, except where variations can be justified and are approved by the Planning Commission and Board of Trustees.
 - (12) All applications shall demonstrate that there is adequate capacity of public streets, sewer and water facilities to serve the development. All applications shall demonstrate the suitability of ground water for on-site water supply in areas not served by public water and the suitability for on-site sewage disposal in areas not served by public sewers. If existing facilities are found by the Planning Commission to be inadequate, the applicant shall correct the deficiencies prior to final PUD approval.
- (c) General restrictions and standards.
- (1) Minimum project area. Subject to the conditions set forth in this section and elsewhere in this chapter, planned unit developments are permitted on sites of any size. No commercial uses of any nature shall be permitted in any planned unit development of less than 15 contiguous acres or in any planned unit development located in the RRR single-family rural residential low density or RR rural residential districts. For planned unit development consisting of 15 contiguous acres or more and located in any district except RRR and RR, the commercial uses shall be allowed as provided for by the chapter but in no event shall such use occupy more than 3% of the total buildable land area of the planned unit development. Prior to issuance of a building permit for construction of any approved commercial use, occupancy permits shall have been issued for a minimum of 75% of the planned unit development's residential component. Land used for commercial purposes in a planned unit development shall not be used to determine allowable residential densities.
 - (2) Location. Planned unit developments of allowable size may be located in any residential district upon approval of the Planning Commission.
 - (3) Uses permitted. Subject to the provisions of this chapter all uses permitted in all residential districts and C-1 district shall be permitted in planned unit developments, except as limited in subsection (c)(1) above.

- (4) Requirements.
- a. Yard, setback, lot size, type of dwelling unit, height, frontage requirements, and use restrictions are generally waived for the planned unit development, except as noted, provided that the spirit and intent of this section, as defined in the purpose clause above, are incorporated with the total development plan. The Planning Commission may determine that certain setbacks be established within all or a portion of the site and shall determine the suitability of the total development plan in accordance with the purpose and performance section.
 - b. Every structure or dwelling unit shall have access to a public street, walkway, or other area dedicated to common use.
- (5) Privacy. Each development shall provide visual and acoustical privacy for dwelling units. Features such as fences, screening walls, insulation, walks, barriers, and landscaping shall be used, as appropriate, for the protection and aesthetic enhancement of property and the privacy of its occupants. High-rise buildings shall be located within a planned unit development in such a way as to minimize any adverse impact on adjoining low-rise buildings either within the development or adjacent area and to avoid an invasion of the privacy of the occupants of such low-rise buildings.
- (6) Off-street parking. Parking space shall be provided in accordance with the following standards:
- a. Minimum parking space size shall be 200 square feet.
 - b. A minimum of two parking spaces shall be provided for each dwelling unit, except as noted in subsection c.
 - c. Uses other than one- and two-family residential, such as housing for the elderly, commercial uses, institutional uses, or similar uses, shall meet the motor vehicle parking and loading, and bicycle parking requirements set forth in Article VIII of this chapter.
 - d. Common driveways, parking areas, walks, and steps may be required, together with appropriate lighting, in order to ensure the safety of the occupants and the general public.
 - e. Screening of parking and service areas may be required through use of trees, shrubs, hedges, or screening walls.
- (7) Density. The total number of dwelling units permitted shall be determined in accordance with the following stipulations:
- a. Preparation of a site plan based on a preliminary lot layout (yield plan) developed in conformance with the underlying zoning district, the subdivision regulations (as applicable), and the Township Code of Ordinances to determine the number of residential dwelling units the site will yield, the site plan and preliminary lot layout shall be submitted with the PUD application and other materials required in subsection (e)(3) a.2.
 - b. Those sites which contain wetlands and/or floodplains shall be permitted a maximum number of units based on the following formula:
$$N = D \times C$$
Where:
N = Maximum number units permitted
D = Allowable density from the yield plan [Subsection (c)(7)a]

C = 1.0+ percent of the site in floodplain and wetland expressed as decimal.

For purposes of this chapter wetland areas are those lands which meet the definition of a wetland set forth in the Meridian Township Code of Ordinances § 22-116. For purposes of this section floodplain areas are those lands which meet the definition for "intermediate regional floodplain" contained in § 86-436 of the zoning ordinance.

- c. In the RRA, RAAA, RAA, RA, and RB districts, the maximum density as computed by subsection (c)(7) may be increased no more than 25% of the net allowable density of the buildable land when a planned unit development is designed with unique and extraordinary amenities, such as preservation of woodlots, provisions of lakes, provision of recreational facilities, provision of affordable housing, etc.
 - d. When more than one zoning district is involved in a PUD application, the density of the project will be based on the average of the zoning districts involved, weighted in direct proportion to the size of the property within the project in each zone.
 - e. In certain instances the density permitted in a PUD based on subsections (c)(7)a—d of this section may exceed the maximum density shown on the comprehensive development plan map for the development site. In these instances, the density computed by subsection (c)(7)a and b of this section supercedes the comprehensive development plan map as well as other requirements set forth in this title for compliance with the comprehensive development plan.
- (8) Open spaces. "Common open space" is defined as a parcel or parcels of land or an area of water or a combination of land and water designed and intended for the use or enjoyment of the residents of the PUD or of the general public. Preservation of attractive site features and diversity of features is encouraged. Common open space does not include proposed streets, rights-of-way, open parking areas or commercial areas, and golf courses. Common open space may include a recreational trail, picnic area, children's play area, greenway, or linear park.
- a. Conveyance and maintenance of common open space. All common open space shown on the final development plan and recorded in the office of the county register of deeds must be reserved or dedicated by lease or conveyance of title, including beneficial ownership, to a corporation, association, or other legal entity or by reservation by means of a restrictive covenant. The terms of such lease or other instrument must include provisions guaranteeing:
 - 1. The continued use of such land for the intended purposes;
 - 2. Continuity of proper maintenance of those portions of the open space land requiring maintenance. The developer shall file with the county register of deeds and the Township Planning Commission legal documents embodying the aforesaid guarantees ensuring the use of the common open spaces for the designated purposes. If the development is to be subdivided, such aforementioned restrictions shall be recorded at the time of final plat approval.
 - b. All common open space proposed for dedication to the Township must be acceptable to it, and may not be so dedicated without approval of the Board of Trustees.
- (9) Circulation facilities. Public streets shall be encouraged. However, private streets may be permitted by approval of the Township Board and the Planning Commission, provided they are designed to allow sufficient access for emergency vehicles (police, fire, ambulance) to the dwelling units they will serve. If private streets are permitted, easements of sufficient width acceptable to the county road commission shall be granted to the Township in order to

accommodate possible future dedication. Width of easements and design of private drives shall be subject to the approval of the Township Engineer.

- (10) Utilities. Planned unit developments shall, where feasible, provide for underground installation of utilities (including electricity and telephone) in both public ways and private extensions thereof. Provisions shall be made for construction of storm sewer facilities including grading, gutters, piping, and treatment of turf to handle stormwaters, prevent erosion and the formation of dust. This could include the establishment of retention basins in order to minimize stormwater runoff. Utilities and maintenance of facilities shall be in accordance with the requirements and regulations of Meridian Charter Township.
 - (11) Planting. The appeal and character of the site shall be preserved by retaining and protecting existing trees and other site features whenever this is practicable. New landscaping shall be added for privacy, shade, beauty of buildings and grounds and to screen out objectionable features.
- (d) Subdivision review. If a subdivision plat is proposed, planned unit developments shall be reviewed in accordance with the procedures detailed in the subdivision regulations of the Township for review of a proposed subdivision with the supplements set forth in this section for planned unit developments.
- (e) Procedures.
- (1) Preapplication conference. Each applicant shall confer with the Department of Community Planning and Development regarding the preparation of the planned unit development application. The general proposal in the form of a conceptualized site plan shall be reviewed by the Director of Community Planning and Development in a preapplication conference prior to submission of the preliminary planned unit development application. The Director of Community Planning and Development shall furnish the applicant with requirements to the components of the planned unit development application. It is not required that any person requesting a preapplication conference be an owner of or holder of an equitable interest in the subject property.
 - (2) Preapplication sketch plan review (optional). A prospective applicant may submit a sketch plan and other required data and information to the Director of Community Planning and Development for review by the Planning Commission after the preapplication conference with staff.
 - a. Required data and information.
 1. A minimum of two sketch plans drawn to a readable scale each depicting an alternate layout in conceptual form and including existing features (both natural and constructed) on the site and on surrounding properties that may affect the project's design.
 2. The yield plan used to determine density per subsection (c)(7)a.
 3. The name, mailing address, and telephone of the applicant, proprietor(s) if different than the applicant, and the person and/or firm responsible for the design.
 4. Location of the property by section, town and range, or by other legal description along with a vicinity map showing the general relationship of the proposed project to the surrounding area.
 5. Existing conditions and characteristics of the site and adjacent land, including:
 - i.

- Approximate boundaries of woodlands, wetlands, floodplain, and watercourses.
- ii. The approximate location and intended future use of existing structures on the site.
 - iii. Existing land use on surrounding properties.
 - iv. Location of existing easements on the site.
 - v. For each sketch plan, the proposed approximate layout of streets and buildings within building envelopes or lots.
 - vi. For each sketch plan, the proposed approximate location, dimension, and area of all parcels of land proposed to be set aside for open space.
- b. Review procedures.
1. The Planning Commission shall review sketch plans with property owners, prospective applicants, and/or their representative(s) at a regular and/or work session meeting of the Planning Commission.
 2. The Planning Commission shall offer comments and suggestions concerning the proposed development in the interest of achieving the purposes of the planned unit development ordinance, the goals of the comprehensive development plan, and the general goals of the Township.
 3. The Planning Commission shall take no formal action to approve or deny a sketch plan but may offer suggestions as to which sketch plan best meets the intent and requirements of this section.
 4. Comments and suggestions made during sketch plan review about the proposed development shall not be binding on the Township or the applicant.
- (3) Application submitted to Township Planning Commission. Applications shall be submitted through the Department of Community Planning and Development on a special form for that purpose. Each application shall be accompanied by the payment of a fee, in accordance with the duly adopted schedule of fees, to cover costs of processing the application. No part of any fee shall be refundable.
- a. Required data and information. Every application shall be accompanied by the following information and data:
1. A map drawn to an engineer's scale, of the total property involved, showing its location in the Township and its relation to adjacent property.
 2. A reproducible two-foot contour topographic map (i.e., sepia, mylar, etc.) drawn at the same scale as the site plan and showing the existing relief features on the site.
 3. A preliminary lot layout (yield plan) developed in conformance with the underlying zoning district, the subdivision regulations (if applicable), and the Township Code of Ordinances to determine the number of residential dwelling units the site will yield.
 4. A site plan of the proposed planned unit development design.
 5. A site analysis, indicating the principal factors which influenced the design decisions regarding the plan. The analysis shall include, but need not be limited to, soil

conditions, topography, surrounding land uses, and surrounding pedestrian and vehicular circulation systems.

6. A schematic layout of the proposed storm sewer system.
 7. A document generally describing the proposed phasing program for the planned unit development of all dwelling units, nondwelling structures, recreational and other facilities, and open space improvements.
 8. A natural features study.
 9. A traffic study where the project will exceed 100 vehicle trips during the peak hours of the adjacent roadway.
 10. Building elevations drawn to scale (in color).
 11. Proof of property ownership or a letter from the property owner authorizing the request submitted with proof of property ownership from the author of the letter.
- b. Local agency review. The developer shall provide the Township with copies of comments from the following reviewing agencies:
1. Ingham County Road Commission.
 2. Ingham County Drain Commissioner.
 3. The appropriate school board, if applicable.
 4. Michigan Department of Environmental Quality, if applicable.
 5. Michigan Department of Transportation, if applicable.
 6. Township Department of Public Works and Engineering.
 7. Township Fire Department.
 8. Township Park Commission.
- (4) Review for planned unit development permit.
- a. Hearing. Upon submittal of a complete application, the Planning Commission shall hold a public hearing.
 1. Notice of public hearing. Notices shall comply with the provisions outlined in Subsection **86-65(b)** of the Code of Ordinances.
 - b. Planning Commission decision. Following the public hearing, and after adequate review and study of an application, the Planning Commission shall make a decision to recommend approval of the request, recommend approval with conditions of the request, or recommend denial of the request, to the Township Board. The Planning Commission shall report its action to the Township Board stating its conclusions and the basis for its conclusions.
 - c. Township Board hearing and decision. After receiving a recommendation from the Planning Commission, the Township Board shall conduct a public hearing which shall be preceded by notice as specified in subsection (e)(4)a of this section. After the hearing, the Township Board may render its decision to approve, approve with conditions, or deny the request.

- d. Conditions to remain unaltered. Any condition imposed upon planned unit development shall be part of the record and remain unchanged, unaltered, and not expanded upon except with the mutual consent of the Township and the landowner. The Township shall maintain a record of conditions which are changed.
- (5) Site plan review. Upon approval by the Township Board of the planned unit development, the developer shall submit a complete application to the Department of Community Planning and Development for site plan review, as outlined in the Code of Ordinances. The site plan review process shall be subject to the standards outlined in Chapter **86** of the Code of Ordinances.
- (6) Commencement of construction. No construction shall commence prior to site plan review approval and issuance of all necessary permits. The applicant shall commence construction of approved planned unit development within two years following granting of a final site plan approval or recording of an approved final plat, if such a plat is necessary. Failure to do so will invalidate the approval. The Planning Commission may grant one extension for not more than one year; provided, that a request therefore is received by the Department of Community Planning and Development prior to the expiration of the original two-year approval.
- (f) Summary of procedures. A summary of the steps for consideration of planned unit development permits is as follows:
 - (1) Preapplication conference or conferences are held with the Director of Community Planning and Development in order to obtain information and guidance in preparing the application.
 - (2) Optional sketch plan review with the Planning Commission at a regular and/or work session meeting.
 - (3) Application for planned unit development permit is submitted with site plans and descriptive statement, for preliminary approval. Public hearing is scheduled and held.
 - (4) Planning Commission recommends either approval or denial of the planned unit development application to the Township Board.
 - (5) A public hearing is scheduled and held at the Township Board. The Township Board either approves or denies the application for planned unit development.
 - (6) If necessary, a preliminary plat application should be filed with the Planning Commission, as provided in the Township subdivision regulations. The Township Board certifies if necessary that the preliminary plat is either approved or denied by the Planning Commission and the Township Board.
 - (7) Application for site plan review is submitted.
 - (8) If necessary, final plat is filed and approved by the Planning Commission and Township Board.
 - (9) If within two years after final approval construction does not begin on the planned unit development, the permit shall be deemed to have expired and terminated. A nonrenewable, one-year extension of the planned unit development approval may be granted by the Planning Commission.
- (g) Phasing. The establishment of common open space and construction of public or common recreational facilities shown on the recorded planned unit development plan, together with the construction of other nonresidential structures, shall proceed in accordance with the phasing program as set forth in the planned unit development permit. To ensure compliance with the approved phasing program and to ensure the establishment of common open space and construction of public or common recreational facilities shown on the approved plan, the Planning Commission or the Township Board may require the applicant to file with the Township Clerk a

surety bond acceptable to the Township covering up to 25% of the estimated cost of construction and improvements associated with the entire planned unit development, conditioned upon faithful completion of the improvements and construction in accordance with the phasing program. After general construction commences, the Director of Community Planning and Development shall review, at least once every six months, all building permits and compare them to the overall development phasing program. If he determines that the rate of construction of residential units or nonresidential structures substantially differs from the phasing program, he shall notify the applicant and the Planning Commission in writing. Thereafter, the Planning Commission may issue such orders to the applicant as will bring the phasing program into proper sequence. Upon continued violation of the phasing program, the Planning Commission may suspend the applicant from further construction of dwelling units or nonresidential structures until compliance is achieved or a new planned unit development permit is obtained. In addition to the foregoing, upon continued violation of the phasing program for longer than 90 days after an order of the Planning Commission, the Township shall be entitled to recover a judgment against the applicant or the surety in the amount of the surety bond.

(h) Amendments.

- (1) Generally. Any person who has a property interest in the planned unit development may apply for an amendment in writing to the Director of Community Planning and Development. The director shall make a determination as to whether a proposed amendment constitutes a major or minor amendment to the original planned unit development.
- (2) Major amendments. A major amendment shall be evidenced by having a significant impact on the permit and the conditions of its approval, which shall include, but not be limited to:
 - a. Building additions located outside a building envelope as shown on the approved planned unit development site plan.
 - b. For approved planned unit developments without building envelopes, any addition that reduces the setback between buildings to a dimension less than the standard imposed in the approved planned unit development site plan.
 - c. The addition of land to the planned unit development for the purpose of increasing the number of residential units.
 - d. The addition or expansion of a nonresidential use in the planned unit development.
 - e. Expansion of a use that anticipates a 10% or greater increase in required off-street parking.
 - f. Any addition to a legal nonconforming site.
- (3) Minor amendments. All projects not deemed to be a major amendment by the Director of Community Planning and Development shall be considered a minor amendment.
- (4) Procedure for processing amendments to existing planned unit developments determined to be major amendments by the Director of Community Planning and Development. Major amendments to approved planned unit developments shall follow the same procedure set forth in this section for new planned unit development applications.
- (5) Procedures for processing amendments to existing planned unit developments determined to be minor amendments by the Director of Community Planning and Development. Upon determination that the request is a minor amendment, the Director of Community Planning and Development shall initiate the following review process:
 - a.

Application. An application for an amendment to a planned unit development shall be submitted to the Director of Community Planning and Development.

- b. Fee. A fee shall be paid at the time of filing the application in the amount established in the schedule of fees adopted by the Township Board.
- c. Public hearing. The application of an amended planned unit development shall be subject to the same notices and hearings and all other procedures required for the initial application as set forth in subsection (e)(4)a above; however, the term "Director of Community Planning and Development" shall be substituted for the term "Planning Commission."
- d. Appeal. An aggrieved person may appeal the decision of the Director of Community Planning and Development to the Township Board, in accordance with § 86-188.

State law reference: Planned unit developments, MCL 125.286c, 125.286d.

Charter Township of Meridian
Wednesday, June 14, 2017

Chapter 86. Zoning

ARTICLE IV. District Regulations

DIVISION 2. Residential Districts

§ 86-378. PRD District: Planned Residential Development Overlay District.

[Code 1974, § 86-11]

(a) Purpose.

- (1) The purpose of the PRD district is to preserve natural features and open space by allowing flexibility and alternative design standards for single-family residential developments. While lot dimensions and yard requirements may be reduced from that required in the underlying zoning district, the overall number of dwelling units in the development shall not exceed the number of dwelling units that could have been developed under conventional subdivision development.
- (2) This district is intended to promote single-family development that minimizes development impacts on important natural features and the more economic provision of infrastructure. Minimum requirements and performance standards are set forth to ensure the objectives of this district are achieved.
- (3) This section applies to the PRD district.

(b) Applicability; districts for which these regulations apply. The planned residential development overlay district (PRD) may be applied as an alternative to conventional zoning regulations in the RR, RRA, RAAA, RAA, and RA single-family residential zoning districts. All requirements and standards of the underlying zoning district or the district being requested with a concurrent rezoning application shall also apply, unless varied by the specific provisions of this section.

(c) Definitions.

DEVELOPMENT PARCEL

The tract, site, parcel of land, or property in its entirety that is the subject of an application for a planned residential development overlay district.

IMPORTANT NATURAL FEATURES

The naturally occurring characteristics of the land, including, but not limited to, wetlands, woodlands, floodways, floodplains, water bodies or waterways, identified groundwater recharge areas, slopes greater than 12%, ravines, and habitats of threatened or endangered species.

OPEN SPACE

An area of land within the PRD development parcel essentially unimproved, except for recreational facilities, which is conveyed or dedicated to an entity approved by the Township Board and set aside for the enjoyment of the residents of the development, their guests, and/or the general public.

PRELIMINARY LOT LAYOUT

A map or plan showing the location of streets, location of lots, lot dimensions and sizes, and drainage scheme.

- (d) General provisions and standards. The following are general provisions and standards that apply to all PRD developments:
 - (1) Minimum development parcel: five acres.
 - (2) Permitted uses. All uses permitted by right in the underlying district, if approved as part of the PRD application, except the following:
 - Private commercial kennels
 - Public educational institutions
 - (3) Special uses. All special uses permitted in the underlying district, if approved as part of the PRD application, except the following:
 - Airports
 - Cemeteries
 - Golf driving ranges or miniature golf courses
 - Greenhouses and nurseries selling retail on the premises
 - Institutions for human care
 - Livestock auction yards
 - Nonpublic, private, or quasipublic educational and social institutions
 - Religious institutions
 - Sand or gravel pits
 - Veterinary hospitals, clinics, or commercial kennels.
 - (4) Method of determining number of dwelling units for the development parcel. The maximum number of dwelling units that may be permitted on any development parcel shall be derived in the following manner:
 - a. The applicant shall prepare a preliminary lot layout, containing information required by the Department of Community Planning and Development, in conformance with the underlying zoning district in which the development parcel is located or the district being requested with a concurrent rezoning application, and in conformance with the comprehensive development plan, the subdivision regulations, and the Township’s Code of Ordinances, without variances. The preliminary lot layout may show roads crossing regulated wetlands at the narrowest points. The purpose for this requirement is to determine the number of lots that could be located on the development parcel using conventional development standards within the underlying zoning district or the requested zoning district. The Department of Community Planning and Development shall determine the maximum number of dwelling units within 15 days of submittal of a preliminary lot layout meeting the submittal requirements of the department. A fee set forth in the adopted schedule of fees shall accompany the submittal.
 - b. For purposes of determining the maximum number of dwelling units, the Department of Community Planning and Development shall assume public sanitary sewer in reviewing the preliminary lot layout, if the applicant intends to request sanitary sewer service as part of the PRD application. This does not obligate the Township to provide sanitary

sewer service to the property and the number of lots shown in the preliminary lot layout shall be adjusted as necessary if on-site septic systems are to be utilized.

- c. Once the preliminary lot layout is found by the Department of Community Planning and Development to be in conformance with the governing regulations, the total number of lots intended for residential units shall become the maximum number of dwelling units permitted on the development parcel under the PRD overlay zoning district.

(5) Open space preservation:

- a. A minimum of 20% of the development parcel shall remain as open space.
- b. The following areas shall not be counted toward the minimum open space requirements:
 - 1. Residential lots.
 - 2. Public or private rights-of-way.
 - 3. Driveways and parking areas.
 - 4. Buffer areas required by this section, unless contiguous and integrated with other preserved open space.
 - 5. Floodways, floodplains, wetlands, or other water bodies or waterways.
 - 6. Public or private easements.
- c. The required amount of open space shall be preserved in perpetuity. The preserved open space shall be deeded to the development's homeowners' association, a land conservancy, the public or otherwise protected in a manner acceptable to the Township. The form of all preservation instruments shall be approved by the Township Attorney. The preserved open space shall be shown and appropriately labeled on the plat approved by the Township and recorded with the county register of deeds.
- d. A maximum of 50% of preserved open space may be used for the provision of active recreational amenities for the development's residents or public use, if designed to limit adverse impacts on important natural features preserved in conformance with the purposes of this district. Any recreational facility plan shall be approved as part of the PRD application.

(e) Design standards. The following standards are intended to ensure that the development is designed to preserve important natural features and open space.

- (1) Buffering adjacent residential development. When the proposed PRD is adjacent to land zoned with minimum lot sizes greater than the average lot size approved for the PRD, a fifty-foot buffer area shall be provided between the two parcels.
- (2) Applicable district regulations. All requirements of the corresponding zoning district in the table below shall apply within the applicable underlying zoning district:

Underlying Zoning (square feet)	Applicable Regulations (square feet)
RR—40,000	RAAA—20,000
RRA—30,000	RAA—13,500
RAAA—20,000	RA—10,000
RAA—13,500	RB—8,000
RA—10,000	RB—8,000

Underlying Zoning (square feet)	Applicable Regulations (square feet)
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- (3) Preservation of natural features; configuration of open space.
 - a. Disturbance of important natural features, as defined herein, shall be avoided.
 - b. To the greatest extent possible, natural features and open spaces preserved shall remain contiguous to promote wildlife habitat.
 - c. To the greatest extent possible, natural features and open spaces preserved shall also be contiguous with those open spaces that occur on adjacent land.
 - d. To the greatest extent possible, scenic vistas from arterial streets shall be preserved and subdivision design shall incorporate buffering of lots closest to any arterial street.

- (f) Application for PRD overlay zoning; submission of sketch plan. Any person wishing to obtain PRD overlay zoning shall submit an application and fee to rezone the development parcel PRD overlay. The application shall be submitted and reviewed in accordance with Article II, Division 2 of this chapter. In addition to these requirements, a sketch plan shall be prepared in the following manner and 18 copies submitted with the application:
 - (1) The total number of dwelling units shall not exceed the number determined in subsection (d) (4) of this section.
 - (2) Existing conditions and characteristics of the development parcel and those lands within 500 feet of the site shall be shown on the plan. Conditions and characteristics include, but are not limited to, wetlands, woodlands, lakes, streams, rivers, drainageways, ponds, slopes, ravines, floodplains, and agricultural fields.
 - (3) General layout and size of streets, blocks, and lots shall be shown on the plan.
 - (4) The location and size of areas designated for open spaces and recreation areas in conformance with subsection (e)(3) of this section shall be shown on the plan.

- (g) Review of sketch plan by Planning Commission and Township Board. The Planning Commission and Township Board shall review and approve, conditionally approve, or deny the sketch plan concurrently with the application to rezone the development parcel to PRD overlay. The sketch plan shall conform to the general provisions and standards in subsection (d) of this section and design standards in subsection (e) of this section.

- (h) Submission of preliminary plat; review procedure. Once the application for PRD overlay zoning and the sketch plan have been approved by the Township Board, the applicant shall prepare a preliminary plat in general conformance with the approved sketch plan, subdivision regulations, and the requirements in this section. The preliminary plat shall be reviewed in accordance with the subdivision regulations.

- (i) Submission of final plat; review procedure. Once the preliminary plat has been approved or approved with conditions, the applicant shall prepare and submit a final plat in accordance with the standards and requirements set forth in the subdivision regulations. The final plat shall be reviewed in accordance with the subdivision regulations.

State law reference: Planned unit development, MCL 125.286c, 125.286d.

CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD SPECIAL MEETING - **APPROVED** -
5151 Marsh Road, Okemos, MI 48864-1198
853-4000, Central Fire Station Community Room
TUESDAY, JANUARY 24, 2017 **6:00 P.M.**

PRESENT: Supervisor Styka, Clerk Dreyfus, Treasurer Brixie, Trustees Deschaine (6:04 P.M.),
Jackson, Opsommer, Sundland
ABSENT: None
STAFF: Township Manager Frank Walsh, Assistant Township Manager/Director of Public
Works and Engineering Derek Perry, Director of Community Planning & Development
Mark Kieselbach, Communication Director Deborah Guthrie

1. CALL MEETING TO ORDER

Supervisor Styka called the meeting to order at 6:00 P.M.

2. ROLL CALL

The Clerk called the roll of the Board.

3. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS

Supervisor Styka opened and closed Public Remarks.

4. APPROVAL OF AGENDA

Trustee Opsommer moved to approve the agenda as submitted. Seconded by Treasurer Brixie.

VOICE VOTE: Motion carried unanimously.

5. BOARD DISCUSSION ITEMS

A. Distributed Antenna System (DAS)

Director Guthrie summarized the subject matter as outlined in staff memorandum dated January 20, 2017.

Board, staff and applicant discussion:

- Telecommunication providers apply for Metro Act permits
- Review of permits and check requirements
- Antennas are not included as part of telecommunication facilities
- Businesses setting up DAS have no legal "rights" to construct antennas in the right-of-way
- Township Board is the body which determines DAS parameters and placement logistics
- Board member recollection the previous Board desired input from the Communications Commission on this issue
- Possibility of making the antenna look like a light post
- Stealth design
- Placement at least 500 feet apart
- Inquiry if there would be one or multiple companies constructing antennas
- Co-location on DAS antennas
- Interest in learning about potential revenue streams
- ACD.net (ACD) was contracted by Verizon Wireless
- Difficulty in uploading data at larger crowd events
- Inquiry if additional services are provided with the antenna installation
- Data usage is significantly increasing
- Antenna placement would facilitate 5 G roll-out
- Interest in learning if the co-location is placed on cell towers, some of which could be on private property
- Some systems can accommodate four (4) major carriers
- Concept is to place six DAS antennas in the Meridian Mall area and three (3) in the Towar Garden area

- Inquiry as to if there are different pricing tiers for access to DAS
- Inquiry if existing towers can assist with coverage issues and reduce the need for DAS
- Signal to noise ratio improves with closely placed antennas
- ACD does not install DAS on private property
- Inquiry about placement on Township property
- ACD is a not a “utility” by standard definition
- Courts have ruled the Township has discretion in this issue as regulations are “lax”
- Best interest of the Township to control the aesthetic look of the antenna
- Applications can be submitted by various companies
- Possibility of 36 carriers (9 X 4) if no antenna co-location
- Co-location can only occur if it is vertical or “contained within”
- Regulations on private property placement
- ACD proposal is for a 36 foot pole, as it is not cost effective if height is below 25 feet
- Ingham County has indicated DAS is a complex issue relative to antenna placement on traffic light poles
- Planning Commission has oversight of the SUP process
- A special use permit (SUP) is required by the Township to construct DAS on private property
- Stealth tower is a use by right, with the Township having regulatory control
- The Township can require applicants to have a stealth design
- With a stealth design, the Township can control the design and look using existing ordinances if an antenna is located on private property
- Innovation at Meridian Township is not predicated on DAS approval
- Potential negative long-term impact of allowing one DAS provider to place antennas on Township rights-of-way
- One DAS provider creates a template for other DAS providers
- Inquiry as to the potential for obsolescence of DAS
- A bond is required for equipment removal in the event of business failure
- Observation of a Verizon customer who lives in the Towar Garden area is that he has had no coverage issues and suggested use of the existing towers is sufficient for calls and data
- Importance of control over rights-of-way for safety and planning purposes
- The Township can potentially restrict an area where DAS antennas are placed
- Antenna placement on street light poles along Grand River could help with compliance of Meridian’s “dark sky” policy
- Light poles are already in place so DAS providers would have to configure project around the existing street lights
- Applicants submit requests with specific locations for placement of DAS
- Concern with the Township giving up “blanket control” of rights-of-way
- Ordinance language could help regulate placement on a case-by-case basis
- In each circumstance, the application should be carefully reviewed
- Meridian Township is pro-technology and protecting rights-of-way has nothing to do with being opposed to new technologies
- Right-of-way is a separate issue from DAS placement
- Ability to limit placement by zoning district
- A cell tower SUP was denied in 2016 using the denial criteria contained in our Township ordinance
- DAS antennas were built into the walls at Spartan Stadium to deal with cell phone problems in crowds, but reports indicate it didn’t address network issues
- Right-of-way is a valuable asset and it is “easy and desirable” for telecommunication providers to want to use a right-of-way for much higher profits
- Revenue stream based on an agreement made with ACD
 - Number of poles, linear feet of fiber, etc. are not covered under the METRO Act, so can be considered during lease negotiations
- Key money is made on water towers
 - Antennas on a water tower are prime real estate

 B. Open Space Ordinance Amendment

Board and staff discussion:

- Inquiry if golf courses should count as “open space” with respect to zoning regulations
- In a Planned Residential Development (PRD), current ordinance requires 20% as open space
- In a Planned Unit Development (PUD), current ordinance requires 50% as open space
- Golf courses currently do not count as open space in the PUD ordinance
- Golf courses are a use by right in residential areas
- Inquiry as to what is counted as open space within a golf course (pools, etc.)
- Golf courses are a commercial enterprise
- Golf courses meet the “spirit of the law” in preserving large contiguous areas
- Inquiry as to what happens if a golf course fails
 - How is open space protected if a golf course closes
- Many golf courses are struggling to survive
- Inquiry if access to open space is restricted to golfers
- Inquiry if the conservation easement for a golf course is built into the approval for a PUD
 - Preserved permanently even if the golf course closes
- Many individuals like the aesthetics of living adjacent to a golf course
- Agreement to exclude wetlands and water assets from courting towards the 50% open space requirement for a PUD
- Property manager and property owner maintain the golf course
- Possible resident concern about using the golf course to meet open space requirements for a PUD
- In certain circumstances, using golf courses towards open space requirement in a PUD may exceed 50% open space

6. COMMENTS FROM THE PUBLIC

Supervisor Styka opened Public Remarks.

Leonard Provencher, 5824 Buena Parkway, Haslett, stated the DAS discussion was informative, as data is growing exponentially. He noted his preference for the private property option rather than placement of antennas in the rights-of-way. Mr. Provencher inquired about obsolescence of DAS in five (5) years.

Supervisor Styka closed Public Remarks.

7. OTHER MATTERS AND BOARD MEMBER COMMENTS (None)

8. ADJOURNMENT

Clerk Dreyfus moved to adjourn. Seconded by Trustee Opsommer.

VOICE VOTE: Motion carried unanimously.

Supervisor Styka adjourned the meeting at 8:40 P.M.

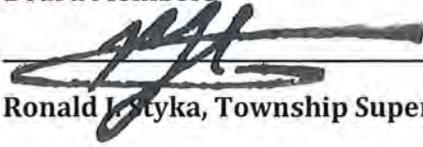
RONALD J. STYKA
TOWNSHIP SUPERVISOR

BRETT DREYFUS, CMMC
TOWNSHIP CLERK

Sandra K. Otto, Secretary



13. B

To: Board Members
From: 
Ronald J. Styka, Township Supervisor
Date: June 15, 2017
Re: Resolution Supporting Continued Adherence in the Paris Climate Accord

With President Trump's withdrawal from the Paris Climate Agreement, states and local governments are stepping up to the challenge. The people of Meridian have often expressed their support for the environment and green issues. The attached document has been drafted by Treasurer Brixie and Supervisor Styka to express Meridian's support of continuing to fight to save our environment and stop the negative effects of human caused climate change.

The following motion is offered approving the attached resolution:

MOVE TO APPROVE THE RESOLUTION IN SUPPORT OF THE PARIS CLIMATE AGREEMENT

Attachment:

1. Resolution in Support of the Paris Climate Agreement

RESOLUTION IN SUPPORT OF THE PARIS CLIMATE AGREEMENT

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held on the 20th day of June 2017, at 6:00 p.m. local time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____
and supported by _____.

WHEREAS, climate change is real and poses a unique threat to the future of our planet, and it puts in peril the health, prosperity, security, and the very survival of our children and grandchildren; and

WHEREAS, the effects of climate disruption are already being felt around the world from hurricanes in New Orleans and New York, floods in Paris, Houston and Montreal, deadly heatwaves in Sydney and toxic air pollution in Beijing, New Delhi and in all large cities; and

WHEREAS, the Paris Climate Agreement is a landmark achievement combating climate change; and

WHEREAS, 2016 was the warmest year since direct record keeping began in 1880, and the earth's average surface temperature has increase 1.1° C since that time; and

WHEREAS, the commitment of all countries to limit the increase in global average temperature to below 2° C above pre-industrial levels does not guarantee that significant adverse impacts will be avoided, but is a positive step toward remedying climate change; and

WHEREAS, the serious consequences of inaction are often irreversible and affect all regions around the world in different but highly damaging ways, resulting in migration flows and loss of lives, and economic, ecological and social losses; and

WHEREAS, the United States of America, which is responsible for 18% of worldwide greenhouse gas emissions, is a signatory to the Paris Climate Agreement in solidarity with 195 countries, representing 97% of the world's climate pollution;

WHEREAS, the decision of President Donald J. Trump on June 1, 2017, to withdraw the United States of America from the Paris Climate Agreement puts the nation and the world at greater risk of significant adverse impacts on the climate and adverse effects on the environment;

WHEREAS, President Trump's decision to withdraw from the Paris Agreement, in spite of the strong evidence of peer-reviewed science confirming that human actions have and are causing climate change, jeopardizes the health of our citizens and environment, harms our country's economic competitiveness, endangers our national security, and abdicates our country's leadership role in the world.

