



AGENDA

CHARTER TOWNSHIP OF
MERIDIAN
TOWNSHIP BOARD
REGULAR MEETING
June 16, 2015
6:00 P.M.



1. CALL MEETING TO ORDER⁺
2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
3. ROLL CALL
4. MOMENT OF SILENCE FOR VIRGINIA WHITE
5. SPECIAL PRESENTATION
 - A. Dr. William Porter and Joanne Crawford – MSU Department of Fisheries and Wildlife
6. PUBLIC REMARKS*
7. TOWNSHIP MANAGER REPORT
8. BOARD COMMENTS & REPORTS
9. APPROVAL OF AGENDA
10. CONSENT AGENDA (SALMON)
 - A. Communications
 - B. Minutes – June 2, 2015 Regular Meeting
 - C. Bills
 - D. Fireworks Permit – Meridian Township 4th of July Display
11. QUESTIONS FOR THE ATTORNEY
12. HEARINGS (CANARY)
13. ACTION ITEMS (PINK)

**Public Comment

 - A. Okemos Road Redevelopment Agreement
 - B. Investment Policy
 - C. Agreement for Legal Services – Fahey Firm
 - D. Appointment of Alternate Members to the Zoning Board of Appeals
 - E. Comcast Uniform Agreement
 - F. Freedom of Information Act (FOIA) Procedures and Guidelines
14. BOARD DISCUSSION ITEMS (ORCHID)

**Public Comment

 - A. Tax Foreclosed Properties
 - B. 2015 Township Citizen Survey
15. PUBLIC REMARKS*
16. FINAL BOARD MEMBER COMMENT
17. ADJOURNMENT
18. POSTSCRIPT – BRETT DREYFUS

*PUBLIC REMARKS (Any topic - 3 minutes per person)

**PUBLIC COMMENT (Agenda item specific - 3 minutes per person)

*Individuals with disabilities requiring auxiliary aids or services should contact the Meridian Township Board by writing or calling the following:
Township Manager Frank L. Walsh, 5151 Marsh Road, Okemos, MI 48864-1198 (517-853-4258) – Ten Day Notice is Required.*

Meridian Charter Township: 5151 Marsh Road, Okemos, MI 48864-1198, (517) 853-4000 Township Hall Room; www.meridian.mi.us

⁺ Appointment of President Pro Tem and/or Temporary Clerk if necessary

Meridian Township exists to create a sustainable community through the most effective use of available resources that achieve the highest quality of life.

TOWNSHIP BOARD REGULAR MEETING COMMUNICATIONS, JUNE 16, 2015

(1) Board Information (BI)

- BI-1 Shoals Neighbors (address unknown), Okemos; RE: Shed in the backyard of 1120 Nautical Drive
- BI-2 Noel Walker, 4411 Wausau, Okemos; RE: Improved condition of the two empty buildings formerly known as the Travelers Club and White Music Co.
- BI-3 Charles Lawler and Kenneth Lane, Clark Hill, 212 East Grad River Avenue, Lansing; RE: Selection Process for Attorney Services
- BI-4 John P. Gardner, Senior Manager, External Affairs, Comcast, Heartland Region, 1401 E. Miller Road, Lansing; RE: Comcast Channel Lineup changes

(2) Staff Communications (SC)

- SC-1 Director Mark Kieselbach; RE: Letter to Thomas Repaskey, 3663 Stagecoach, Okemos regarding Planned Residential Development #15-97015 (SP Investments)



White and the late Mary Helmbrecht in 1998. Helmbrecht succeeded White as Meridian Township clerk, and served 15 years. White died Monday at age 82.

White remembered for dedication to Meridian Township

By Dawn Parker
diparker@lsj.com

MERIDIAN TWP. — Virginia White was many things to many people in Meridian Township — clerk, mom, friend.

White, 82, died Monday in Enola, Pa.

"She is the most loved woman in Meridian Township," the late Mary Helmbrecht said when White announced her resignation in November 1997 after 25 years as township clerk.

Penelope Milliman, a longtime Haslett resident, remembered White for her devotion to the area's quality of life.

"The lady never ran out of steam and always had a smile. That's what I'll remember about her," Milliman said.

White was influential in local politics at a time that wasn't common for women. She ran for councilwoman in 1970 when the township asked voters if they wanted to become a city, a proposal that failed, then was elected as clerk in 1972.

She was reelected continuously until she retired, and in 1989 was named Clerk of the Year by the Michigan Association of Municipal Clerks.

A native of Ohio, she grew up in Mantua, Ohio, about 40 miles southwest of Cleveland.

After earning her degree in business administration from Baldwin-Wallace College in Berea, Ohio, in 1954 she married

Neil White and relocated to Meridian Township, where they raised three children.

Holly Komon, who now lives in Pennsylvania, said her mother was proudest of helping get sidewalks installed and the Lake Lansing Park band shell built.

"Every Friday, you knew that's where she was," Komon said.

East Lansing deputy clerk Teresa Brazee began working for White in 1975. Brazee began as secretary to the township board, and was later appointed deputy clerk.

"She taught me the importance of being professional and treating everyone fairly — the public and fellow staff," Brazee recalled of White.

She is survived by Komon and sons Bill and David White. Her husband, Neil, died in 1999.

Funeral services are set for June 15 in Ohio. An informal gathering for Michigan friends is planned for 4 p.m. to 7 p.m. June 16 at Coral Gables, 2838 E. Grand River.

Mt. HOPE
MONUMENT CO.
2529 E. MT. HOPE AVE.
LANSING, MI
www.mthopemonument.com

**MONUMENTS
MARKERS
PLAQUES**

Call Lorri Miller at
517-482-6266



**Wills, Trusts
and Probate**

MEMORANDUM

TO: Meridian Township Board

FROM: Jane Greenway
Jane Greenway, Parks and Land
Management Coordinator

DATE: June 10, 2015

RE: **Meridian Township Deer Population Study**

The June 16, 2015 Township Board meeting will include a presentation on the Meridian Township Deer Population Study. This study was conducted by researchers at the Boone and Crockett Quantitative Wildlife Center, Department of Fisheries and Wildlife, Michigan State University. In attendance will be Dr. Joanne C. Crawford and Dr. William F. Porter.

Dr. Joanne Crawford, a Research Associate in the Quantitative Wildlife Center at MSU, will present an update on their research investigating social structure of deer and the potential for localized management strategies to reduce human-deer conflicts in Meridian Township. In 2013, researchers collected deer fecal samples from private residences, businesses, and public green spaces in Meridian Township. Dr. Crawford will describe how the MSU researchers recently assisted the DNR in arriving at a preliminary estimate of deer abundance in Meridian Township.

**CLERK'S OFFICE
BOARD COMMUNICATIONS
JUNE 16, 2015**

Board Information (BI)

May 27, 2015

Meridian Twp
5151 Marsh Road
Okemos, MI



Dear Meridian Twp.:

The house at 1120 Nautical Drive was recently put up for sale. Would it be possible at this time to address the shed in the backyard? The shed has a couple issues:

- Shoals #6 is not allowed to have sheds.
- The placement of this shed is NOT on the owner's property. It's set thirty feet into the wetlands property behind the house.

We are unsure who is responsible for this issue so we are sending this letter to The Township Board as well as the Zoning Commission.

Thank you.

Shoals Neighbors

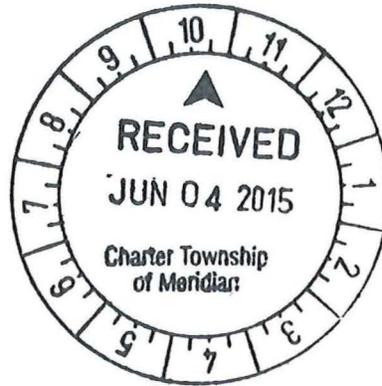
JUN 16 2015

BI-1

JUN 16 2015

6-7-15
4411 Wauson
Okemos, Mich
48864

Board of Supervisors
Meridian Township
5151 Marsh Rd.
Okemos, Mich 48864



Dear Board Members

My letter to you of 3-16-15 cited concerns over two empty buildings, formerly the Travellers Club at the White Music Co..

It was a pleasant surprise in recently passing these buildings to note that the offensive plywood in the windows and doorways had been replaced by a dark shaded fabric material. A big improvement in appearance, eliminating the look of blight!

I assume this upgrade occurred as a result of the Township making contact with the building owners.

If so, I thank you for giving my concerns serious attention.

Very truly yours

Noel S W alker

JUN 16 2015

BI-2

JUN 16 2015

CLARK HILL

Kenneth P. Lane
T 517.318.3062
F 517.318.3078
Email: klane@clarkhill.com

Clark Hill PLC
212 East Grand River Avenue
Lansing, MI 48906
T 517.318.3100
F 517.318.3099
clarkhill.com

May 28, 2015

Township Board of Trustees
Charter Township of Meridian
c/o Frank L. Walsh, Township Manager
5151 Marsh Road
Okemos, MI 48864



Re: Selection Process for Attorney Services

Dear Members of the Township Board:

On behalf of Clark Hill PLC, we wish to express our appreciation for the consideration of our attorney services proposal and for providing the opportunity to interview for the position of Township Attorney. Although we were disappointed with the outcome, we felt the entire selection process was fair, courteous and was handled with the upmost professionalism by members of the Township Board and by Township staff. It was refreshing to have the opportunity to interact with this group of committed professionals.

It was our privilege to meet with each of you. If ever we can be of assistance to Meridian Township, please do not hesitate to contact us.

Sincerely,

CLARK HILL PLC

Charles A. Lawler

CLARK HILL PLC

Kenneth P. Lane

JUN 16 2015

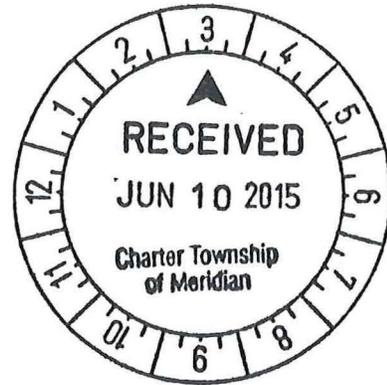
BI-3

JUN 16 2015



June 1, 2015

Ms. Deborah Guthrie, Cable Coordinator
Meridian Township
5151 Marsh Road
Okemos, MI 48864



Dear Ms. Guthrie:

As part of Comcast's commitment to keep you informed about important developments that affect our customers in your community, I am writing to notify you of some changes to the channel lineup. Customers are being notified of these changes via bill message.

Comcast was just informed that WLNS-Live Well (channel 297) programming was discontinued as of May 30, 2015.

Also, effective on or about June 4, 2015, WSYM Bounce (channel 290) will be added to the Limited Basic Service.

Additionally, effective on or about July 20, 2015, ESPN GamePlan and ESPN Full Court Pay-Per-View packages will no longer be available for new subscription. Most of the events featured on these packages will be available with ESPN3.

As always, feel free to contact me directly at 517-334-5686 with any questions you may have

Sincerely,

John P. Gardner
Senior Manager, External Affairs
Comcast, Heartland Region
1401 E. Miller Rd.
Lansing, MI 48911

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BI-4

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**CLERK'S OFFICE
BOARD COMMUNICATIONS
JUNE 16, 2015**

Staff Communications (SC)

CHARTER TOWNSHIP OF MERIDIAN

Elizabeth Ann LeGoff Supervisor
Brett Dreyfus Clerk
Julie Brixie Treasurer
Frank L. Walsh Manager



Milton L. Scales Trustee
Ronald J. Styka Trustee
John Veenstra Trustee
Angela Wilson Trustee

June 8, 2015

Mr. Thomas W. Repaskey, J.D.
3663 Stagecoach Drive
Williamston, MI 48854



RE: Planned Residential Development #15-97015 (SP Investments LP)

Dear Mr. Repaskey,

In response to your letter of May 27, 2015, in which you expressed a preference for concurrent review of revisions to the Planned Residential Development (PRD) sketch plan and the Ember Oaks preliminary plat let me assure you all your concerns will be thoroughly addressed as the process progresses. While Township staff considered options, it was deemed appropriate and preferable the current process should mirror the one conducted in 1999 and 2000 to be consistent with the procedures laid out in the Township's Code of Ordinances and to eliminate confusion between the two separate processes.

In 1999, the Planned Residential Development Overlay sketch plan was reviewed and approved by the Planning Commission and Township Board. As the term "sketch plan" implies, this is not a final layout. It only assures a specific set of requirements for a PRD have been met. You are correct in noting the approved 1999 PRD plan did not provide access to the Ponderosa subdivision via Forsberg Drive but the "proposed" or "current" plan does. This was done for consistency with Ingham County Road Commission requirements to connect Ember Oaks' internal street network with Otsego Drive in Hiawatha Park and Forsberg Drive in Ponderosa.

Following the sequence laid out in the PRD ordinance, once approval was granted in 1999 for the PRD sketch plan, the project moved onto the preliminary plat review phase. While a PRD is regulated through the zoning ordinance, preliminary plat requirements are found in the Township's land division ordinance.

An extensive list of requirements must be fulfilled by the applicant for preliminary plat review to proceed including information about such topics as natural features, stormwater drainage, street design, lot layout, structures within 100 feet of project boundaries, and preliminary engineering for a variety of public improvements. It was at this stage in 2000 that changes were made to reflect concerns raised by the public; for example, the addition and realignment of the Forsberg Drive connection. It is our expectation that ongoing and new concerns raised by the public during this 2015 preliminary plat review will have the best opportunity to affect the final plat layout.

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SC-1

5151 MARSH ROAD, OKEMOS, MICHIGAN 48864-1198 (517) 853-4000

www.meridian.mi.us



JUN 16 2015

Thomas Repaskey
June 8, 2015
Page 2

I hope this explanation has been of assistance to you. If you have any questions, please contact me.

Sincerely,



Mark Kieselbach (517) 853-4506
Director of Community Planning and Development

cc: Township Board ✓

G:\Community Planning & Development\Planning\REZONINGS (REZ)\2015\PRD #15-97015 (Ember Oaks)\Repaskey response.docx

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SC-1

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PROPOSED BOARD MINUTES

PROPOSED MOTION:

Move to approve and ratify the minutes of the June 2, 2015 Regular Meeting as submitted.

ALTERNATE MOTION:

Move to approve and ratify the minutes of the June 2, 2015 Regular Meeting with the following amendment(s): [insert amendments].

**JUNE 16, 2015
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 2, 2015 **6:00 P.M.**

PRESENT: Supervisor LeGoff, Clerk Dreyfus, Treasurer Brixie, Trustees Scales, Styka, Veenstra
(6:01 P.M.), Wilson
ABSENT: None
STAFF: Township Manager Frank Walsh, Assistant Township Manager/Director of Public
Works Derek Perry, Director of Community Planning & Development Mark
Kieselbach, Fire Chief Fred Cowper, Human Resources Director Joyce Marx, Lt.
Kenneth Plaga

1. CALL MEETING TO ORDER

Supervisor LeGoff called the meeting to order at 6:00 P.M.

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS

Supervisor LeGoff led the Pledge of Allegiance.

3. ROLL CALL

The secretary called the roll of the Board.

4. SPECIAL PRESENTATION

A. Introduction of Promoted Fire Department Team Members – Fire Captain Derek Burcham, Fire Lieutenant Al Diaz, and Full-Time Firefighter Dustin Farhat
Chief Cowper introduced the newly promoted fire personnel.

5. PUBLIC REMARKS

Supervisor LeGoff opened Public Remarks.

Michael Nordmann, 631 E. Sherwood Road, Williamston, Haslett and Okemos Rotary Club, announced a fundraiser will be held at Fiesta Charra on June 11, 2015 from 5:30 P.M. until 7:30 P.M. to raise money for some major projects in the Township; i.e., weekend survival kits, Harris Nature Center and the Community Room at the new central fire station. Tickets are \$50 and entertainment will be provided.

Richard Harrington, 820 Piper Road, Haslett, commended Clerk Dreyfus for the brief description included in the public notices published in the newspaper regarding new ordinances adopted by the Township.

Phil Parmalee, 1392 Haslett Road, Haslett, voiced concern with traffic on Haslett Road (including truck traffic) continuing to ignore the 25 mile per hour speed limit in downtown Haslett.

Neil Bowlby, 6020 Beechwood Drive, Haslett, expressed appreciation to all involved in making the Board packet fully text searchable on the Township website. He inquired as to when the Board will continue discussion on the urban service boundary.

Supervisor LeGoff closed Public Remarks.

6. TOWNSHIP MANAGER REPORT

Manager Walsh reported on the following:

- Working on a franchise agreement with Comcast, with a meeting scheduled for Friday
- Progress with the fire station going vertical
- Fire station is currently on schedule to open in December, 2015
- Meridian Township Police Department is hosting a Child Safety Seat Inspection on June 6th from 10:00 a.m. until 1:00 P.M.

- Okemos Pedestrian Pathway Bridge has been erected and will be ready for public use in approximately two (2) weeks
- Preliminary discussion this Friday (June 5th) with the Township's bond underwriter regarding unfunded pension liability
- Township is working on completing replacement of the Heritage Neighborhood signs in Cedar Bend Heights

7. BOARD COMMENTS & REPORTS

Trustee Veenstra reported his attendance at the May 27th Tri County Regional Planning Commission's Meeting (TCRPC) where a presentation was given by Joe Quick on the importance of having a sense of place in your community. The alleged contradiction in the financial plan for the Bus Rapid Transit (BRT) was also discussed (at the request of Trustee Veenstra). He indicated it is Capital Area Transit Authority's (CATA's) plan to obtain \$75 million from the federal government's Small Starts Program, which requires a \$25 million match from the state. He noted the Michigan Department of Transportation's (MDOT's) 2014-2018 Transportation Plan does not designate any state funding for the BRT. Trustee Veenstra pointed out the letter contained in the Board packet from Thomas Repasky regarding traffic in Ember Oaks subdivision, which reminded him that the Consumers Energy east/west corridor travels through the Ember Oaks subdivision and there should be a pathway on that Consumers Energy easement in the future. He requested a written summary of the major topics, which came out of Master Plan Public Input Forum, be provided to the Township Board.

Trustee Scales announced the US census data estimates came out March 21st revealing the fourth largest growing community in the state was Meridian Township, which increased its population by 865 residents. He recognized the Haslett Girls soccer team and Haslett Girls tennis teams for their championship victories.

Trustee Styka reported he is working with Steve Schultz and Frank Walsh on finalizing the details of the legal services agreement. He announced the topics of highest interest expressed by those who attended the Master Plan Public Input Forum on May 21st included: housing mix, code enforcement, rehabilitation of the Haslett and Okemos business districts as well as the Meridian Township business district bordering East Lansing, connectivity, community policing, complete streets, infill development and the urban service boundary. Trustee Styka reported a meeting was held on the chronic wasting disease (CWD) issue which resulted in the need to cull deer in Meridian Township in an effort to save the deer herd. He announced a blood drive will be held in the Township Hall on June 11th from 10:00 A.M. until 3:00 P.M. He announced a Fishing Derby on June 14th at the Central Park Pond for children.

Clerk Dreyfus reported his attendance at the Master Plan Public Input Forum on May 21st where stakeholders from many different venues offered ideas on a variety of topics. He stated over 100 individuals attended the Memorial Day Service at Glendale Cemetery on Monday, May 25th at noon where a speech was given by Retired Army Lt. Colonel Louie Burgess and music was provided by the Meridian Community Band. He noted Okemos Boy Scout Troop 109 continued its yearly service project of placing flags on all veterans' graves within Meridian Township.

Treasurer Brixie informed residents that approximately 800 special assessments have been mailed this week. She reported her attendance at the Master Plan Public Input Forum where it was very well attended by the public and appointees from various Boards and Commissions. Treasurer Brixie expressed appreciation for members of the community who solicited stakeholders to attend the forum.

Trustee Wilson reported her attendance at the Master Plan Public Input Forum. She reported that on May 20th she served lunch to veterans as part of the 12th Annual Capital Area Standown for Homeless Vets as well as attend the Indian Hills Homeowners Association meeting where code enforcement issues were discussed. Trustee Wilson noted the Groundwater Management Board will be reviewing its bylaws at tomorrow's meeting. She reported her attendance at this afternoon's Lansing Economic Area Partnership (LEAP) meeting, where she learned the Lansing region is ranked #1 among Midwest communities in job growth within service industry companies.

8. APPROVAL OF AGENDA

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

VOICE VOTE: Motion carried unanimously.

9. CONSENT AGENDA

Supervisor LeGoff reviewed the consent agenda.

Treasurer Brixie moved to adopt the Consent Agenda. Seconded by Trustee Wilson.

ROLL CALL VOTE: YEAS: Trustees Scales, Styka, Veenstra, Wilson, Supervisor LeGoff,
Treasurer Brixie, Clerk Dreyfus

NAYS: None

Motion carried unanimously.

A. Communications

(1) Board Information (BI)

BI-1 Thomas Repaskey, 3663 Stagecoach, Okemos; RE: Planned Residential Development #15-97015 (SP Investments)

(2) Regional Linkage (RL)

RL-1 Patrick E. Lindemann, Ingham County Drain Commissioner, 707 Buhl Avenue, Mason; RE: Carriage Hills Estates Drain Drainage District "Notice of Day of Review of Drainage District Boundaries" to be held on June 3, 2015 from 9:00 A.M. to 5:00 P.M. at the Drain Commissioner's Office

RL-2 Patrick E. Lindemann, Ingham County Drain Commissioner, 707 Buhl Avenue, Mason; RE: Heritage Hills Drain Drainage District "Notice of Day of Review of Drainage District Boundaries" to be held on June 3, 2015 from 9:00 A.M. to 5:00 P.M. at the Drain Commissioner's Office

RL-3 Patrick E. Lindemann, Ingham County Drain Commissioner, 707 Buhl Avenue, Mason; RE: Indian Hills Drain Drainage District "Notice of Day of Review of Drainage District Boundaries" to be held on June 3, 2015 from 9:00 A.M. to 5:00 P.M. at the Drain Commissioner's Office

RL-4 Patrick E. Lindemann, Ingham County Drain Commissioner, 707 Buhl Avenue, Mason; RE: Trails at Lake Lansing Drain Drainage District "Notice of Day of Review of Drainage District Boundaries" to be held on June 3, 2015 from 9:00 A.M. to 5:00 P.M. at the Drain Commissioner's Office

(3) On File in the Clerk's Office (OF)

Material handed out at the May 19, 2015 Board Meeting

Sam Singh, Democratic Floor Leader, 69th District, Michigan House of Representatives; RE: Support for the Township Board to approve the resolution to Tri-County Regional Planning Commission regarding use of Congestion Mitigation and Air Quality (CMAQ) funds to support the Bus Rapid Transit (BRT)

Clarke Anderson, A.J. Boggs & Company, 4660 S. Hagadorn road, Suite 290, East Lansing; RE: Support for development of the BRT

Lyle Marshall, 2134 Lagoon Drive, Okemos; RE: Request for an amendment to the Vegetation Ordinance relative to the language "within 75 feet of a structure"

Treasurer Brixie 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 Wilson.

ROLL CALL VOTE: YEAS: Trustees Scales, Styka, Veenstra, Wilson, Supervisor LeGoff,
Treasurer Brixie, Clerk Dreyfus
NAYS: None
Motion carried unanimously.

B. Minutes

Treasurer Brixie moved to approve and ratify the minutes of the Regular Meeting as submitted. Seconded by Trustee Wilson.

ROLL CALL VOTE: YEAS: Trustees Scales, Styka, Veenstra, Wilson, Supervisor LeGoff,
Treasurer Brixie, Clerk Dreyfus
NAYS: None
Motion carried unanimously.

C. Bills

Treasurer Brixie moved that the Township Board approve the Manager's Bills as follows:

Common Cash	\$ 208,996.85
Public Works	\$ 157,235.82
Retainage	
Ck #2003-J Rank/Wildwood Lift Station	1,003.85
Total Checks	\$ 367,236.52
Credit Card Transactions	\$ 9,571.44
Total Purchases	<u>\$ 376,807.96</u>
ACH Payments	<u>\$ 381,668.14</u>

Seconded by Trustee Wilson.

ROLL CALL VOTE: YEAS: Trustees Scales, Styka, Veenstra, Wilson, Supervisor LeGoff,
Treasurer Brixie, Clerk Dreyfus
NAYS: None
Motion carried unanimously.

(Bill list in Official Minute Book)

10. QUESTIONS FOR THE ATTORNEY (None)

11. HEARINGS (None)

12. ACTION ITEMS

Supervisor LeGoff opened and closed Public Remarks.

A. Rezoning #15010 (Forsberg Family, LLC) – Rezoning Request for Approximately 39.46 Acres – **Final Adoption**

Trustee Scales moved [and read into the record] NOW THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby FINALLY ADOPTS Ordinance No. 2015-05, entitled “Ordinance Amending the Zoning District Map of Meridian Township Pursuant to Rezoning Petition #15010” from I (Industrial), PO (Professional and Office), RR (Rural Residential) and C-2 (Commercial) to C-2 (Commercial) with the voluntary offer of a condition limiting development to a mixed use planned unit development with a restriction of not more than 18 units per acre as allowed under the density bonus provisions in the ordinance.

BE IT FURTHER RESOLVED that the Clerk of the Charter Township of Meridian is directed to publish the Ordinance in the form in which it is finally adopted at least once prior to the next regular meeting of the Township Board.

Seconded by Treasurer Brixie.

Board discussion:

- Appreciation for the applicant's use of the concept plan to solicit comments from the Board
- Appreciation to the applicant for listening to and acting upon concerns from both the Board and the neighbors
- Redevelopment plans for a degraded site
- Good location for a large apartment complex
- RC zoning category allows 14 units per acre and is the appropriate designation for a large apartment complex
- Board member belief C-2 is not the appropriate zoning for this project
- Drainage issues underneath Jolly Road are not due to the proposed development
- Proposed fitness center will be open to the public at large

ROLL CALL VOTE: YEAS: Trustees Scales, Styka, Veenstra, Wilson, Treasurer Brixie
 NAYS: Supervisor LeGoff, Clerk Dreyfus
 Motion carried 5-2.

B. Preliminary Plat #03012 (Sierra Ridge) Plat Extension

Treasurer Brixie moved [and read into the record] NOW THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby grants the extension of Preliminary Plat #03012, Sierra Ridge Estates, for a period of two years, from July 1, 2015 to July 1, 2017, with the following condition:

All previous conditions placed on the preliminary plat approval shall remain in effect.

Seconded by Trustee Styka.

Board and applicant discussion:

- Sales are improving and nearly all lots in Phase II have been sold
- Commencement of Phase 3, which contains 20 lots, is in process
- Applicant is currently working through some issues for Phase 3 with the Ingham County Drain Commissioner (ICDC) and the Ingham County Road Department (ICRD)
- Board member belief the extension is for the remaining 50 of the original 99 lots
- Seven (7) foot pedestrian/bicycle pathway along Lake Lasing Road was constructed as part of Phase 1
- Planning Commission granted variances from the subdivision standards when the preliminary plat was approved in July, 2003
- House noted in condition #22 of the original preliminary plat has been removed
- Board member belief the language contained within the conditions of the July, 2003 preliminary plat approval should be updated, deleting conditions which have already been met
- An edge drain is located behind the curb in anticipation of handling additional storm water and to extend the life of the road
- An edge drain may be used in an area where there is a high water table or poor draining soils
- Board member inquiry if there is a greenways connection from the subject property to the property on Towner Road recently acquired by the township park system as noted in condition #25
- Applicant response that he has not developed a greenways connection as required in condition #25 of the original preliminary plat approval
- Applicant does not believe the subject land connects to the Towner Road property recently acquired by the Township park system
- Staff to verify if the subject land is directly adjacent to the Towner Road property recently acquired by the Township park system

Trustee Veenstra moved to amend condition #25 of PP #13012 by deleting "if the property is acquired by the township park system." and insert "Township" before "property on Towner Road"

Seconded by Clerk Dreyfus.

Continued Board and applicant discussion:

- Township process of taking the original preliminary plat and approving an extension which is subject to all existing conditions delineated in the original preliminary plat approval
- Confidence in the planning staff that it will ensure all conditions of the original preliminary plat approval are met by the developer
- Township Board as the interface to determine if there are changing conditions and that those conditions are being met each time a plat extension comes before it
- Suggestion to review with the township attorney the concept of revising conditions of the original preliminary plat approval
- Board member belief extending a preliminary plat which had previously been approved requires that any conditions originally included are still required and those conditions which have been met have been completed
- Another option available to the Board is to deny the extension and start the process over
- Staff memo indicates the Township Board has an option to approve the extension with modifications
- Board member request to eliminate only the first sentence in condition #9
- Benefit of maintaining the original preliminary plat language as approved in 2003 for historical purposes
- Board member suggestion to delineate any changes to the original preliminary plat approval conditions in condition #1 of the subject resolution of extension
- Board member belief the conditions which have been completed should be removed from the conditions contained in the 2003 preliminary plat approval
- Staff need to review all conditions prior to having the tentative and final plat approval come before the Board in the future

ROLL CALL VOTE: YEAS: Trustee Veenstra, Supervisor LeGoff, Clerk Dreyfus
 NAYS: Trustees Scales, Styka, Wilson, Treasurer Brixie
 Motion failed 3-4.

ROLL CALL VOTE ON THE MAIN MOTION: YEAS: Trustees Scales, Styka, Wilson, Supervisor LeGoff, Treasurer Brixie
 NAYS: Trustee Veenstra, Clerk Dreyfus
 Motion carried 5-2.

- C. **Body-Worn Camera Pilot Implementation Program FY 2015 Competitive Grant**
Trustee Veenstra moved to authorize the Police Department, in conjunction with the East Lansing Police, to apply for grant funds for body-worn cameras through the U.S. Department of Justice Body-worn Camera Pilot Implementation Program Competitive Grant, with a required fifty percent match not to exceed \$25,000 coming from the General Fund fund balance. Seconded by Trustee Scales.

Board and staff discussion:

- Video of the event as testimony to what actually happened
- Public services conversation during the Master Plan Public Input Forum dealt with the suggestion of Meridian Township police personnel wearing body cameras
- Grant also covers the cost of policy implementation and training
- Various costs for body cameras
- Video storage is not included in the grant
- Vendor being considered is the same vendor which currently provides the Police Department with its in-car camera system and the current storage would suffice for body camera storage
- Policy will address the Freedom of Information (FOI) portion of the body camera video

- House Bill 4234 has been introduced which outlines exemptions for police worn body camera videos in places of privacy
- Vendor being considered by Meridian Township has a price range for body cameras between \$400-\$500 per unit dependent upon features and storage

ROLL CALL VOTE: YEAS: Trustees Scales, Styka, Veenstra, Wilson, Supervisor LeGoff,
Treasurer Brixie, Clerk Dreyfus

NAYS: None

Motion carried unanimously.

With permission from the Board, Lt. Plaga offered an update on the CWD deer culling program in Meridian Township with assistance and direction from the Department of Natural Resources (DNR) staff.

Board and staff discussion:

- Several properties in Meridian Township have been identified by the DNR as locations to which it would like to have access to cull deer which will then be tested for CWD
- Several private land owners have also offered access to their land to cull deer
- Four highly trained sharpshooters may begin the culling process tomorrow
- Sharpshooters will use suppressed rifles for noise control
- Collection of deer will determine how widespread the disease has become
- Reduction of the herd size diminishes deer-to-deer contact, one of the ways in which CWD spreads
- Police personnel working with this issue will contact the emergency dispatch center and conservations officers to alert them as to the sharpshooters location(s) and duration of time
- Culling typically will take place the last two (2) hours of light and the first three (3) hours of darkness to optimize on herd movement
- Police personnel are working on a process of turning deer carcasses as a result of deer-car accidents over to the DNR for testing
- Police personnel will assist wildlife biologists in removing injured or killed deer in high traffic areas
- Police personnel will assist biologists by putting down deer who are displaying symptoms of CWD
- DNR will not be harvesting the meat from the culled deer, as they will not be field dressed prior to testing
- Board member inquiry regarding refrigeration for subsequent donation of venison to the food bank
- Sheriff's Department has been involved in the process since there are 11 Townships involved
- CWD was detected through report of a sick deer from a Haslett resident
- 22 other states have deer suffering from CWD

D. Refinancing of Bonds for Towar Snell and Towar Gardens Drains

Treasurer Brixie moved [and read into the record] NOW, THEREFORE, BE IT

RESOLVED as follows:

1. **The Supervisor, the Township Manager, the Clerk and the Treasurer of the Township, or any one or more of them (the "Authorized Officer"), are authorized to participate in the preparation of preliminary official statements and final official statements for the Refunding Bonds and to sign such documents and give any approvals necessary therefor.**

2. **The Authorized Officer is hereby authorized to execute certificates of the Township to comply with the continuing disclosure undertakings of the Township with respect to the Refunding Bonds pursuant to paragraph (b)(5) of SEC Rule 15c2-12 issued under the Securities Exchange Act of 1934, as amended, and amendments to such certificates from time to time in accordance with the terms of such certificates in such form as the Authorized Officer shall approve, and the Authorized Officer is hereby authorized and directed to sign the disclosure certificates.**
3. **The Authorized Officer is authorized and directed to take all actions necessary or desirable for the issuance of the Refunding Bonds and to execute any documents or certificates necessary to complete the issuance of the Refunding Bonds.**
4. **All resolutions or parts of resolutions in conflict herewith shall be and the same are hereby rescinded to the extent of the conflict.**

Seconded by Trustee Wilson.

Roger Swets, Dickinson Wright, 200 Ottawa Ave., N.W., Suite 1000, Grand Rapids, addressed the significant projected savings of the two drainage districts. He indicated his firm is acting as bond counsel for the issuance of bonds by the two drainage districts. Mr. Swets noted federal law states where a municipality has at least 10% responsibility for payment of a bond issue, then the issuer of the bonds (i.e., drainage districts) must obtain agreement of the municipality through "disclosure in an official statement" and then provide annual updates to that continued disclosure. He noted he has worked with Township bond counsel to ensure there are no additional responsibilities placed on the Township to provide new agreements which mirror the existing obligations.

Board and bond counsel discussion:

- Township will save approximately \$186,000
- Residents will also realize savings through smaller assessments
- Principal owed for Towar Gardens is \$4.397 million; Towar Snell is \$1.25 million
- New bond issues will be lower because of prepayments on the special assessments
- Fund balance being held by Ingham County until the call date which allows for refinancing
- Refinancing could not occur for a ten (10) year period
- If the new bond issue saves 2-3% of the present value savings, it is deemed appropriate from a financial perspective
- Amount of savings is 7.34% & 8.03% of present value of the outstanding debt service
- Availability of new bonds for purchase by local investors
- Bonds are being sold through a negotiated sale to Fifth Third Securities
- Interested parties could contact Fifth Third Securities
- Appreciation for Mr. Swets continued service to Meridian Township

ROLL CALL VOTE: YEAS: Trustees Scales, Styka, Veenstra, Wilson, Supervisor LeGoff,
 Treasurer Brixie, Clerk Dreyfus
 NAYS: None
 Motion carried unanimously.

13. **BOARD DISCUSSION ITEMS**

Supervisor LeGoff opened Public Remarks.

Neil Bowlby, 6020 Beechwood Drive, Haslett, offered grammatical critique on the proposed Investment Policy. He expressed support for the proposed Okemos Road redevelopment project.

Supervisor LeGoff closed Public Remarks.

A. **Okemos Road Redevelopment**

Chris Buck, 2642 Loon Drive, Okemos, Chair of the Economic Development Corporation, summarized the proposed Okemos Road redevelopment project as outlined in staff memorandum dated May 27, 2015.

Board discussion:

- All three projects for this property would have served the Township well
- Board member appreciation for the proposed owner’s successful restaurants throughout Michigan
- Size of the proposed project is a good fit for the downtown Okemos village area
- Board member appreciation for the reuse of the existing MARC building
- Concept plan is forward thinking and true mixed use
- Mixed use above parking maximizes use of the land and frees up green space
- Location of the outdoor seating needs to be a reasonable distance from Okemos Road

Without objection, this item will be placed on the June 16, 2015 agenda for action.

[Supervisor LeGoff recessed the meeting at 8:01 P.M.]

[Supervisor LeGoff reconvened the meeting at 8:09 P.M.]

[Treasurer Brixie reentered the room at 8:10 P.M.]

B. Investment Policy

Treasurer Brixie summarized the proposed amendment of Investment Policy as outlined in staff memorandum dated May 27, 2015.

[Trustee Wilson reentered the room at 8:11 P.M.]

Board discussion:

- Township Board approved the current Investment Policy in 2009
- Past practice of the Township has been not to invest in commercial paper or repurchase agreements although allowed under state law, so that language is being recommended for removal from the Township’s investment policy
- Language of the proposed investment policy was taken directly from state law
- Safety of the principal is the number one objective of the investment policy as delineated in state law
- 512 banks have failed during the current Treasurer’s tenure

Without objection, this item will be placed on the June 16, 2015 agenda for action.

C. Northwind Drive Mixed Use Planned Unit Development Concept Plan

Director Kieselbach highlighted the location of the Northwind Mixed Use Planned Unit Development (MUPUD) as shown in the staff memorandum.

Ron Calhoun, 1427 W. Saginaw, East Lansing, summarized revisions to the MUPUD concept plan as attached to staff memorandum dated May 28, 2015.

Board and applicant discussion:

- Percentage of impervious surface with the current use and proposed use have not yet been calculated
- One of the current buildings will be eliminated which will increase impervious surface
- Number of parking spaces is now calculated at 323 spaces
- Property is a good location for student housing
- Developer will meet the Township’s building and fire safety codes
- Building materials will constitute a combination of metal studs, wood studs, concrete and steel structure
- Board member appreciation the developer listened to the Board’s previous comments and brought back an altered concept plan
- Board member appreciation for the greenspace at the front of the development
- Fire rated separation between floors will be required for safety reasons

- Staff will research whether sprinkling within the building is required for the proposed number of floors (3)
- Board member appreciation for removal of the drive through bank
- Suggestion to pull the sidewalk back from the road for pedestrian comfort and to make the street more inviting
- Suggestion for possible use of the building next door as a feature in the base and placing the buildings south of it and elevate it so it looks like and mixed use building
- First floor apartments on that side would not have windows on the north side
- Buildings need to relate to other spaces around it to create an interior streetscape inside the site
- New foundations would be laid using the existing footprint
- Providing diversity of housing as a regional goal
- Configuration of the units does not lend itself to a diversity in population
- Concept plan shows two, three and four bedroom units
- Student housing currently exists to the west and south
- Current senior housing project to the southeast
- Board member reaffirmation that the concept plan process is a good one which saves the developer money in the long run
- Concern with previous Board member comment apologizing for the Township's ordinance which allows use of a development tool which provides for changes
- Preference for the location of covered bicycle parking to be either in the building or next to the building
- Board member suggestion for the applicant to provide bicycle lockers
- Trash and recycling conveniently located for each building
- Applicant more than meets the parking requirements
- Request for the Board to hold a formal discussion on the amount of apartments in the Township
- Use of the existing building footprints allows the applicant to use the current drainage system
- Possible reduction in parking to provide more greenspace
- Suggestion to use pervious material in some of the parking areas

The Township Board provided additional feedback on the proposed plan.

D. 2015 Township Citizen Survey

Assistant Township Manager/Director of Public Works Perry summarized the proposed 2015 Citizen Survey for the Township as outlined in staff memorandum dated June 2, 2015.

Board discussion:

- Inquiry if any Michigan survey companies were considered
- Use of this survey model allows for the Township to benchmark itself and other communities
- Use of standardized questions allows for comparison to prior years
- Suggestion regarding issuing debt for pension obligation as a custom question
- Custom question regarding the ratio of apartments to single family homes
- 1,400 surveys are randomly mailed to residents
- Low response rate (20%) presents a biased view as only the residents with the strongest opinions will respond
- Questions are not specific enough and the national benchmarking is not really useful as it does not impact public policy making
- Civic engagement in Meridian Township is lower than the national average and has decreased over the last several surveys
- Board member belief the space allowed for up to four (4) custom questions is not adequate to obtain information which can be quantified and relevant to making public policy
- Suggestion for a detailed relevant survey developed by Meridian Township which would include social media in the mix of mediums used
- Careful wording of surveys by professional companies are scientific and prevent biased responses
- Good policy decisions can be made by extrapolating data from responses received to the same questions over the last four (4) surveys

- Social media can be used to encourage a larger response rate
- One way to increase response rates is to offer something in return
- Trends are established by reviewing responses to the same questions over the last several surveys
- Communications Department is not adequately staffed to conduct a survey
- Survey performed in the summer would give a biased response
- Survey should be sent the same time of the year as the previous surveys
- Board member request for a compilation of results from each of the last (4) surveys prior to moving forward
- Current company provides graphs which show trends

Without objection, this item will be placed on the June 16th agenda for continued discussion.

14. PUBLIC REMARKS

Supervisor LeGoff opened Public Remarks.

Leonard Provencher, 5824 Buena Parkway, Haslett, expressed appreciation for the new Okemos Road Pedestrian Pathway Bridge. He also expressed appreciation for the mowing of the Interurban Pathway, requesting the cables be put back in place to prohibit vehicular access. He addressed the need for greater accuracy in Township publications.

Manager Walsh added there was a serious safety issue surrounding the use of cables for a bicyclist on one of the Township’s pathways and the Township’s risk management company has requested an alternative for bicyclist safety.

Neil Bowlby, 6020 Beechwood Drive, Haslett, in referencing the Township Treasurer’s Investment Policy, requested the Township produce documents which are grammatically correct. He voiced appreciation that tall buildings along Grand River Avenue are set back from the road. Mr. Bowlby offered comments and suggestions relative to the Citizen Survey.

Supervisor LeGoff closed Public Remarks.

15. FINAL BOARD MEMBER COMMENT

Trustee Scales noted he is wearing orange today in support of National Anti-Gun Violence Day.

Trustee Veenstra believed it useful to know what time of year the previous surveys were conducted and select the time of year when the greatest percentage of the community will be in residence.

Treasurer Brixie reported her attendance at the Haslett Memorial Day ceremony conducted by the American Legion. She requested her colleague provide the Board with an electronic copy of MDOT’s 2014-2018 Transportation Plan which he quoted several times during the meeting.

16. ADJOURNMENT

Supervisor LeGoff adjourned the meeting at 9:15 P.M.

ELIZABETH LEGOFF
TOWNSHIP SUPERVISOR

BRETT DREYFUS, CMMC
TOWNSHIP CLERK

Sandra K. Otto, Secretary

10.C

GGOM

**Charter Township of Meridian
Board Meeting
6/16/2015**

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

COMMON CASH	\$ 1,723,641.98
PUBLIC WORKS	<u>323,306.29</u>
TOTAL CHECKS:	\$ 2,046,948.27
CREDIT CARD TRANSACTIONS	7,822.48
TOTAL PURCHASES:	<u>\$ 2,054,770.75</u>
ACH PAYMENTS	<u>\$ 684,056.78</u>

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INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
 EXP CHECK RUN DATES 06/16/2015 - 06/16/2015
 JOURNALIZED OPEN AND PAID
 BANK CODE: GF - CHECK TYPE: PAPER CHECK
 COMMON CASH

Vendor Name	Description	Amount	Check #
1. 55TH DISTRICT COURT	CASH BOND	300.00	89884
2. AARON JORDAN	MILEAGE REIMB	95.74	
3. ADP INC.	05/29 PAYROLL PROCESSING FEE	1,776.42	
4. AFFORDABLE TIRE	STATE CONTRACT BID/TIRES	239.92	
	STATE CONTRACT BID/TIRES	156.00	
	TOTAL	395.92	
5. AIRGAS GREAT LAKES	MEDICAL OXYGEN	423.73	
6. ALLGRAPHICS CORP	SOFTBALL JERSEYS FOR OKEMOS AND WILLIAMSTON	924.40	
7. ANDREWS HOOPER PAVLIK PLC	2014 AUDIT	11,000.00	
8. ARGUS-HAZCO	HYDO STAT TESTING SCBA BOTTLES	19.00	
9. AT &T	JUNE SERVICE	74.70	89889
10. AT&T	JUNE SERVICE	4,235.70	89885
	JUNE SERVICE	74.63	89890
	JUNE SERVICE	79.35	89890
	JUNE SERVICE	76.03	89890
	JUNE SERVICE	2,250.49	89890
	JUNE SERVICE	2,406.49	89890
	TOTAL	9,122.69	
11. AUTO VALUE OF EAST LANSING	REPAIR PARTS JAN-JUN 2015	722.65	
12. AVI SYSTEMS INC	EQUIP REPAIR-HOM-TV	654.68	
13. BEE'S CHEVROLET	VEHICLE REPAIR-TRUCK#508	361.75	
14. BEST BEST & KRIEGER	LEGAL FEES-HOM-TV	591.16	
15. BOARD OF WATER & LIGHT	MAY STREET LIGHTS	564.00	89891
16. BRANDON WIRTH	REIMB-CABLE INTERNS MEETING NIGHT PIZZA	52.66	
17. BRD PRINTING	SPRING/SUMMER MERIDIAN MONITOR 2015	2,001.71	
	SPRING/SUMMER MERIDIAN MONITOR/MAILING EXP	433.00	
	TOTAL	2,434.71	
18. BRIAN KUSCH	CABLE EQUIP REPAIR	300.00	
19. BRUNETTE EXTERIORS INC	BLDG PERMIT REFUND-20 ROLLING MEADOW	60.00	
20. CAPITAL EQUIPMENT & SUPPLY	FUEL TANK AND SHUT OFF VALVE	579.71	
21. CBI INC	MAY COPIER CHRG-HNC	23.04	
22. CDW	ADOBE ACROBAT PRO DC 2015	1,891.95	
23. CINTAS CORPORATION #725	MECHANICS UNIFORMS	22.08	
24. CITY OF EAST LANSING	APRIL-SHARED ASSESSOR'S SERVICES	4,691.70	

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Vendor Name	Description	Amount	Check #
25. CITY PULSE	TWP NOTICES	74.20	
	TWP NOTICES	74.20	
	TWP NOTICES	89.04	
	TWP NOTICES	74.20	
	TWP NOTICES	81.62	
	TOTAL	393.26	
26. COMCAST CABLE	JUNE SERVICE	164.60	89886
27. CONSUMERS ENERGY	CRC FUNDS-PAST DUE UTILITIES	250.00	89888
28. COURTESY FORD	FORD REPAIR PARTS -MAY	1,020.09	
29. DAVID S. GREYDANUS	INSTRUCTOR'S FEE-LEGAL UPDATE CLASSES	2,000.00	
30. DBI	OFFICE SUPPLIES-CREDIT MEMO	(45.98)	
	CREDIT MEMO	(26.99)	
	OFFICE SUPPLIES	61.72	
	OFFICE SUPPLIES	14.99	
	TOTAL	3.74	
31. DESIGNS BY NATURE	PLANTS FOR HNC SALE	2,005.50	
32. DIETZ JANITORIAL SERVICE INC	CUSTODIAL SERVICES/MUN BLDG - JUNE	2,611.90	
	JANITORIAL SERVICE/HNC, PORTER ST - JUNE	686.00	
	TOTAL	3,297.90	
33. DISCOUNT ONE HOUR SIGNS	GRAPHICS FOR POLICE INTERCEPTERS	425.00	
34. DLZ MICHIGAN INC	ENGINEERING SERVICES FOR NEW FIRE STATION	4,638.50	
35. DOUGLASS SAFETY SYSTEMS LLC	FIRE EQUIPMENT/GEAR	235.77	
36. DRIVERS LICENSE GUIDE CO	ID CHECKING GUIDE-POLICE DEPT	43.90	
37. EVIDENT INC	POLICE SUPPLIES	81.00	
38. FAHEY SCHULTZ BURZYCH RHODES PLC	LEGAL FEES-LABOR MATTERS	499.00	
39. FEDEX	SHIPPING CHRGS-POLICE DEPT	44.24	
	SHIPPING CHRGS	22.10	
	TOTAL	66.34	
40. FIRST COMMUNICATIONS	JUNE SERVICE	764.97	
41. GENPOWER PRODUCTS	REPAIRS TO BUILDING GENERATORS	905.17	
	REPAIRS TO BUILDING GENERATORS	2,285.42	
	TOTAL	3,190.59	
42. GRANGER	JUNE SERVICE-MUN BLDG	110.00	
	JUNE SERVICE-SERVICE CTR	125.99	
	JUNE SERVICE-S FIRE STN	61.69	
	MAY RECYCLING-SERVICE CTR	17.50	
	JUNE-AUG SERVICE-HNC	138.60	
	TOTAL	453.78	

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Vendor Name	Description	Amount	Check #
43. HAWK HOLLOW	GOLF CLINIC FEES	1,460.00	
44. HAWORTH INC	HAWORTH C/O DBI - ZODY TASK CHAIR	901.02	
45. HENDERSON GLASS	OVERHEAD DOOR WINDOW	195.83	
46. INGHAM COUNTY FINANCIAL SERVICES	911 LEGACY COSTS	9,000.00	
47. JEFFORY BROUGHTON	POLICE RADIO MAINT/REPAIR	135.00	
48. L3 COMM MOBILE VISION INC	W-FB-AV-MC-Y-C4 RCA CABLE FOR MONITOR	377.32	
	2 - L3 CAMERAS, FLASHBACK MOTOR CYCLE	559.00	
	MOBILE VISION EXTENDED MAINTENANCE AGREEMENT	1,865.00	
	TOTAL	2,801.32	
49. LANSING SANITARY SUPPLY INC	STATE CONTRACT CUSTODIAL SUPPLIES	202.05	
50. LANSING UNIFORM COMPANY	POLICE UNIFORM PURCHASE - SHOES AND BOOTS	269.00	
	POLICE UNIFORM PURCHASE - SHOES AND BOOTS	269.00	
	POLICE UNIFORM PURCHASE	756.40	
	UNIFORMS-FIRE DEPT	95.00	
	TOTAL	1,389.40	
51. LUKE LANDSCAPE CO	MOWING SERVICES - 2284 HAMILTON	75.00	
52. MEDICAL MANAGEMENT SYSTEMS	OF		
	MAY - AMBULANCE BILLING SERVICE	5,877.73	89892
53. MEGAN SLIVA	FITNESS INSTRUCTORS FEE	112.00	
54. MERIDIAN DRY CLEANERS	MAY - UNIFORM CLEANING/FIRE DEPT	402.00	
55. MERIDIAN MEADOWS LLC	CRC FUNDS-PAST DUE UTILITIES	99.83	89893
56. MERIDIAN TOWNSHIP RETAINAGE	RETAINAGE-WIELAND-DAVCO	11,761.14	
	RETAINAGE-TOEBE	13,695.76	
	TOTAL	25,456.90	
57. MERS	JUNE-DEC P'MTS	1,244,750.00	89887
58. MICHIGAN ENERGY OPTIONS	BUILDING & STREETLIGHT ENERGY AUDIT	3,000.00	
59. MICHIGAN.COM	TWP NOTICES	668.68	
60. MID MICHIGAN EMERGENCY EQUIPMENT	BUILD FORD UTILITY INTERCEPTOR PER BID	5,833.00	
61. MOLLY HUNSBERGER	FITNESS INSTRUCTOR'S FEE	112.00	
62. MOORE MEDICAL LLC	EMS OPERATING SUPPLIES	921.91	
63. OVERHEAD DOOR OF LANSING	DOOR REPAIR-S FIRE STN	1,454.84	
64. PEOPLEFACTS LLC	MAY SERVICE	12.25	
65. PNC BANK	JUNE P'MT-TWP CREDIT CARDS	1,081.70	89894
66. PROFESSIONAL BENEFITS SERVICES INC	JUNE FLEX BEBEBFITS ADMIN FEE	126.00	
67. RAY BOLLIS	MILEAGE REIMB	16.10	89897
68. RECLAIMED BY DESIGN	OPERATE TWP RECYCLE & TRANS CENTER-JUNE	2,000.00	

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Vendor Name	Description	Amount	Check #
69. SAFETY SYSTEMS INC	ALARM SYSTEM REPAIR-PS BLDG	108.00	
70. SCHROEDER BUILDERS	PERFORMANCE GUARANTEE-5195 TWINGING	500.00	
71. SOUTHEASTERN EQUIPMENT CO	EQUIP REPAIR PARTS	77.63	
72. SPARROW OCCUPATIONAL	EMPLOYMENT PHYSICALS	2,194.91	
73. SPARTAN DISTRIBUTORS	TORO REPAIR PARTS	149.85	
	TORO REPAIR PARTS	83.87	
	TORO REPAIR PARTS	233.07	
	TOTAL	466.79	
74. SPRINT	CELLULAR PHONE SERVICE-POLICE DEPT	96.54	
75. STAMP RITE INC	STAMPS FOR BLDG DEPT	92.40	
76. STATE OF MICHIGAN	STORM WATER CERTIFICATION/TRAINING & EXAM	110.00	
	CPA LICENSE REGISTRATION	150.00	
	TOTAL	260.00	
77. SUPREME SANITATION	PORTABLE TOILET RENTAL-HNC	80.00	
	PORTABLE TOILET RENTAL-TOWNER	80.00	
	PORTABLE TOILET RENTAL-NEWTON ST	80.00	
	PORTABLE TOILET RENTAL-HILLBROOK	80.00	
	PORTABLE TOILET RENTAL-KINAWA	80.00	
	PORTABLE TOILET RENTAL-CHIPPEWA	320.00	
	PORTABLE TOILET RENTAL-BENNETT	80.00	
	PORTABLE TOILET RENTAL - MARSHALL	80.00	
	PORTABLE TOILET RENTAL-WILLIAMSTON ELEMENTARY	200.00	
	TOTAL	1,080.00	
78. TASC CLIENT SERVICES	COBRA ADMIN FEE - 3RD QTR	188.49	
79. TDS	MAY SERVICE	1,352.19	89895
80. TOEBE CONSTRUCTION LLC	OKEMOS ROAD PATHWAY BRIDGE	221,804.24	
81. VERIZON WIRELESS	MAY SERVICE	1,602.99	89896
82. WEST SHORE FIRE	SCABA MASK	279.78	
83. WIELAND DAVCO CORP	CONSTRUCT FIRE STATION	127,283.33	
84. WOOD'S OKEMOS MARATHON	TOWING CHRGS - MARCH-APRIL	636.00	
85. ZOLL MEDICAL CORP	HEART MONITOR SUPPLIES	420.00	
	HEART MONITOR SUPPLIES	497.50	
	TOTAL	917.50	
TOTAL - ALL VENDORS		1,723,641.98	

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EXP CHECK RUN DATES 06/16/2015 - 06/16/2015
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PUBLIC WORKS

Vendor Name	Description	Amount	Check #
1. AMERICIAN PUBLIC WORKS ASSOC	ANNUAL DUES-PERRY	204.00	
2. ANNA SHERMAN	REFUND-OVERP'MT OF UTILITY BILLS	11.92	
3. CARL SCHLEGEL INC	SAND/WATER DEPT	342.00	
	SAND/WATER DEPT	342.00	
	TOTAL	684.00	
4. EAST LANSING MERIDIAN WATER	TWP SHARE OF OPERATING COSTS - JUNE	213,575.08	
5. GREGG'S WOOD PRODUCTS	STAKES FOR WATER DEPT	425.00	
6. HAWORTH INC	HAWORTH C/O DBI - ZODY TASK CHAIR	901.02	
7. MAULDON BROTHERS CONSTRUCTION LLC	CONSTRUCT TOWAR GARDENS LIFT STATION	20,587.50	
8. MERIDIAN TOWNSHIP RETAINAGE	RETAINAGE-MAULDON	2,287.50	
9. MERS	JUNE-DEC P'MT	55,250.00	25863
10. MICHIGAN METER TECHNOLOGY GROUP	5/8" ECODER GALLON REGISTER INSIDE	3,681.30	
11. MICHIGAN PIPE & VALVE	WATER UTILITY MAINTENANCE AND REPAIR PARTS	16,103.87	
12. MICHIGAN SURVEYORS	TRIMBLE EO7XHANDHELD/ & ACCESSORIES PER QUOTE	8,828.00	
13. STATE OF MICHIGAN	STORMWATER CERTIFICATION/TRAINING & EXAM	110.00	
14. TDS	JUNE SERVICE	155.55	25864
15. VERIZON WIRELESS	MAY SERVICE	501.55	25865
TOTAL - ALL VENDORS		323,306.29	

Credit Card Transaction - May 28,2015 - June 10,2015

Date	Merchant Name	Amount	Name
6/2/2015	244 AUTO VALUE EAST LANSI	\$46.17	DAN PALACIOS
6/2/2015	AC&E RENTALS OKEMOS	\$26.47	PETER VASILION
6/8/2015	AMAZON MKTPLACE PMTS	\$27.51	KATHERINE RICH
6/9/2015	AMAZON MKTPLACE PMTS	\$28.66	KATHERINE RICH
6/2/2015	AMAZON MKTPLACE PMTS	\$259.00	STEPHEN GEBES
5/30/2015	AMAZON.COM	\$39.96	CATHERINE ADAMS
6/1/2015	ATHLETICS GALORE	\$52.53	GREG GROTHOUS
6/2/2015	BANNERSONTHECHEAP.COM	\$103.08	ROBIN FAUST
5/29/2015	BRIGHTCARD INC	\$150.00	DENISE GREEN
5/30/2015	BUILDASIGN.COM	\$75.88	ROBIN FAUST
6/1/2015	CATHEY CO	\$59.83	TODD FRANK
6/4/2015	COMCAST OF LANSING	\$82.90	DEBORAH GUTHRIE
6/9/2015	COMCAST OF LANSING	\$18.89	DEBORAH GUTHRIE
6/5/2015	CORAL GABLES OF EAST LANS	\$281.85	FRANK L WALSH
5/29/2015	CRACKER BARREL #517 OKEMO	\$30.43	FRANK L WALSH
6/7/2015	CTC*CONSTANTCONTACT.COM	\$60.00	ANDREA SMILEY
6/2/2015	DICK'S CLOTHING&SPORTING	\$30.94	GREG GROTHOUS
6/4/2015	DICK'S CLOTHING&SPORTING	\$170.19	GREG GROTHOUS
6/4/2015	DICK'S CLOTHING&SPORTING	\$24.97	GREG GROTHOUS
6/5/2015	DICK'S CLOTHING&SPORTING	(\$26.84)	GREG GROTHOUS
6/5/2015	DICK'S CLOTHING&SPORTING	\$39.99	GREG GROTHOUS
5/29/2015	DISCOUNT ONE HOUR SIGNS I	\$20.00	WILLIAM PRIESE
6/4/2015	DISCOUNT SCHOOL SUPPLY	\$249.80	KATHERINE RICH
5/29/2015	E-RIGGING.COM	\$79.81	PETER VASILION
6/2/2015	FEDERAL IRRIGATION SUP	\$5.94	JOE VANDOMMELEN
5/30/2015	FEDEX 780735720928	\$23.13	WILLIAM PRIESE
5/28/2015	GFS STORE #1901	\$86.94	GREG GROTHOUS
5/29/2015	GOODYEAR COMMERCIAL TI	\$144.49	TODD FRANK
6/3/2015	GOVERNMENT FINANCE	\$435.00	GRETCHEN M GOMOLKA
6/4/2015	HAMMOND FARMSLANDS	\$251.52	KEITH HEWITT
6/5/2015	HAMMOND FARMSLANDS	\$167.68	KEITH HEWITT
5/29/2015	HAMMOND FARMSLANDS	\$47.50	ROBERT MACKENZIE
5/29/2015	HAMMOND FARMSLANDS	\$59.38	ROBERT MACKENZIE
6/2/2015	HAMMOND FARMSLANDS	\$147.50	ROBERT MACKENZIE
6/3/2015	HAMMOND FARMSLANDS	\$62.88	ROBERT MACKENZIE
6/4/2015	HAMMOND FARMSLANDS	\$62.88	ROBERT MACKENZIE
6/4/2015	HAMMOND FARMSLANDS	\$62.88	ROBERT MACKENZIE
5/29/2015	HASLETT TRUE VALUE HDW	\$12.98	JIM ANDERSON
6/9/2015	HASLETT TRUE VALUE HDW	\$14.99	JOE VANDOMMELEN
6/3/2015	HASLETT TRUE VALUE HDW	\$5.49	ROBERT MACKENZIE
6/8/2015	HOBBY LOBBY #360	\$156.79	ROBIN FAUST
6/3/2015	IN *SIGN A RAMA	\$208.30	JULIE BRIXIE
6/5/2015	INT'L ASSOC OF ADMIN PRO	\$141.00	DENISE GREEN
6/2/2015	JOHN DEERE LANDSCAPES579	\$26.40	JOE VANDOMMELEN
5/29/2015	JUSTBUTTONS	\$275.37	ROBIN FAUST
6/1/2015	KIMBALL MIDWEST	\$246.29	TODD FRANK
6/3/2015	LEXISNEXIS RISK DAT	\$50.00	GREGORY FRENGER
6/5/2015	MASON ELEVATOR COMPANY	\$235.00	ROBERT MACKENZIE

5/28/2015	MAX&ERMA-LANSING	\$25.00	WILLIAM PRIESE
6/8/2015	MEIJER #253	\$53.74	MICHAEL DEVLIN
6/8/2015	MEIJER INC #025 Q01	\$24.99	CATHERINE ADAMS
6/8/2015	MEIJER INC #025 Q01	\$461.47	CATHERINE ADAMS
6/9/2015	MEIJER INC #025 Q01	\$91.47	KATHERINE RICH
5/28/2015	MEIJER INC #025 Q01	\$30.27	CHRISTOPHER DOMEYER
6/4/2015	MEIJER INC #025 Q01	\$40.00	CHRISTOPHER DOMEYER
6/5/2015	MEIJER INC #025 Q01	\$5.00	PETER MENSER
5/29/2015	MEIJER INC #025 Q01	\$40.99	KENNITH PHINNEY
6/3/2015	MIDWEST POWER EQUIPMEN	\$185.96	ROBERT MACKENZIE
6/3/2015	MIDWEST POWER EQUIPMEN	\$133.97	ROBERT MACKENZIE
6/3/2015	NATIONAL ENGRAVERS	\$90.00	GREG GROTHOUS
6/5/2015	OFFICEMAX CT*IN#261336	\$71.66	CAROL HASSE
6/5/2015	OKEMOS HARDWARE INC	\$20.43	JIM ANDERSON
6/8/2015	OKEMOS HARDWARE INC	\$32.02	JOE VANDOMMELEN
6/9/2015	OKEMOS HARDWARE INC	\$8.28	ROBERT MACKENZIE
6/4/2015	OKEMOS HARDWARE INC	\$3.99	TOM OXENDER
6/5/2015	OVR*O.CO/OVERSTOCK.COM	\$17.94	CAROL HASSE
6/4/2015	PANERA BREAD #715	\$13.99	ROBIN FAUST
6/4/2015	PELLETS INC	\$58.00	KATHERINE RICH
6/4/2015	PETSMART INC 724	\$8.50	KATHERINE RICH
6/4/2015	PRINT MAKERS SERVICE INC	\$144.39	DENISE GREEN
6/2/2015	SOLDAN'S FEEDS & PET S	\$21.43	CATHERINE ADAMS
6/8/2015	SPARROW MEDICAL SUPPLY	\$15.75	WILLIAM PRIESE
6/5/2015	STAPLES DIRECT	\$79.54	ANDREA SMILEY
6/9/2015	STAPLES DIRECT	(\$4.50)	ANDREA SMILEY
6/4/2015	THE HOME DEPOT 2723	\$17.94	CHRISTOPHER DOMEYER
5/29/2015	THE HOME DEPOT 2723	\$38.85	PETER VASILION
6/3/2015	THE HOME DEPOT 2723	\$4.57	PETER VASILION
6/5/2015	THE HOME DEPOT 2723	\$4.97	PETER VASILION
6/4/2015	THE HOME DEPOT 2723	\$8.90	ROBERT MACKENZIE
6/2/2015	THE HOME DEPOT 2723	\$14.98	DAN PALACIOS
6/3/2015	THE HOME DEPOT 2725	\$4.97	PETER VASILION
6/1/2015	USA BLUE BOOK	\$218.39	DENNIS ANTONE
5/28/2015	USA BLUE BOOK	\$228.04	JOE VANDOMMELEN
6/4/2015	USPS 25698008630809271	\$16.95	KATHERINE RICH
6/9/2015	USPS 25698008630809271	\$39.50	ANDREA SMILEY
6/5/2015	USPS 25698008630809271	\$7.20	ROBIN FAUST
5/31/2015	USPS 25698095520802252	\$11.50	DENISE GREEN
6/9/2015	VALETTICKETS.COM	\$70.37	PETER MENSER
6/8/2015	WAL-MART #2866	\$52.20	ROBIN FAUST
6/8/2015	WALGREENS #11286	\$9.97	MARK VROMAN
5/29/2015	WW GRAINGER	\$81.50	JIM ANDERSON
6/2/2015	WW GRAINGER	\$104.40	JIM ANDERSON
6/1/2015	WW GRAINGER	\$94.10	PETER VASILION
6/9/2015	WWW.ENGRAVEDTOLAST.COM	\$256.55	GREG GROTHOUS

\$7,822.48

ACH Transactions
May 28, 2015 - June 10, 2015

<u>Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Purpose</u>
5/29/2015	ICMA	\$ 34,334.00	Payroll Deductions
5/29/2015	MERS	250,290.10	May Invoice
6/2/2015	MCT-PW	8.00	Twp W/S Bills
6/8/2015	Consumer Energy	27,499.35	Gas/Electric Bilss
6/10/2015	ADP	371,925.33	6/12 Payroll
	Total ACH Payments	<u>\$ 684,056.78</u>	

MEMORANDUM

TO: Township Board

FROM: 
Frank L. Walsh, Township Manager

DATE: June 11, 2015

RE: **Fireworks Display Permit - 4th of July Celebration**

The Meridian Township Parks and Recreation Department is organizing the 4th of July Fireworks Celebration at Central Park South. The fireworks display is planned to begin at approximately 10:20 p.m. (weather permitting). Rain date set for July 5, 2015.

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 15 years. The Fire Department recommends the approval of the fireworks display permit.

The following motion is prepared for Board consideration:

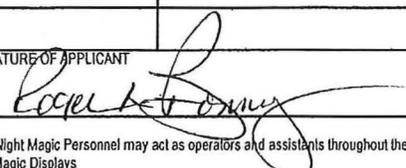
MOVE TO APPROVE THE FIREWORKS PERMIT FOR THE MERIDIAN TOWNSHIP 4TH OF JULY CELEBRATION ON JULY 4, 2015, BY PYROTECHNIC OPERATOR NIGHT MAGIC DISPLAYS. RAIN DATE WILL BE JULY 5, 2015.

Attachment:

1. Application for Fireworks Permit

2015

Application 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 Compliance Penalty	2011 PA 256 Voluntary Permit will not be issued	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.	
<input type="checkbox"/> Agricultural or wildlife fireworks <input type="checkbox"/> Special effects manufactured for outdoor pest control or agricultural purposes		<input type="checkbox"/> Articles Pyrotechnic <input checked="" type="checkbox"/> Public Display	
<input type="checkbox"/> Display Fireworks <input type="checkbox"/> Private Display			
NAME OF APPLICANT Charter Township of Meridian		ADDRESS 5151 Marsh Rd. Okemos, MI 48864	AGE (18 or over)
IF A CORPORATION, NAME OF PRESIDENT LuAnn Maisner, Director		ADDRESS same	
IF A NON-RESIDENT APPLICANT, NAME OF MICHIGAN ATTORNEY OR RESIDENT AGENT		ADDRESS	TELEPHONE NUMBER
NAME OF PYROTECHNIC OPERATOR Night Magic Displays // Roger L. Bonney		ADDRESS 212 First St. Olivet, MI 49076	AGE (18 or over) 75
NO. YEARS EXPERIENCE 39	NO. DISPLAYS over 300	WHERE Meridian Twp, Delta Twp, Delhi Twp, Lugnuts, Lansing, others	
NAME OF ASSISTANT Roger W. Bonney II		ADDRESS 210 First St. Olivet, MI 49076	AGE 51
NAME OF OTHER ASSISTANT Ed Bonney		ADDRESS 446 Bates St. Jackson, MI	AGE 55
EXACT LOCATION OF PROPOSED DISPLAY Central Park Nort - Meridian Township			CITY; VILLAGE; TOWNSHIP Meridian Twp. MI
DATE OF PROPOSED DISPLAY Saturday, July 04, 2015		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 dayof show			
AMOUNT OF BOND OR INSURANCE (to be set by local government) \$10,000,000		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		
512	3" aerial shells		
150	4" aerial shells		
108	5" aerial shells		
48	6" aerial shells		
5	7" aerial shells		
7	8" aerial shells		
4	10" aerial shells		
SIGNATURE OF APPLICANT 		DATE Wednesday, May 20, 2015	

Other Night Magic Personnel may act as operators and assistants throughout the season
 Night Magic Displays
 PO Box 294
 Kingsbury, IN 46345
 BFS 999 rev. 01/09/2014

2015

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 Compliance Penalty	2011 PA 256 Required Permit will not be issued.	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/
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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 <i>Night Magic Displays // Roger L. Bonney</i>	AGE (18 or over) 75	
ADDRESS <i>212 First St. Olivet, MI 49076</i>		
NAME OF ORGANIZATION, GROUP, FIRM OR CORPORATION <i>Charter Township of Meridian</i>		
ADDRESS <i>5151 Marsh Rd. Okemos, MI 48864</i>		
NUMBER AND TYPES OF FIREWORKS		
512	<i>3" aerial shells</i>	
150	<i>4" aerial shells</i>	
108	<i>5" aerial shells</i>	
48	<i>6" aerial shells</i>	
5	<i>7" aerial shells</i>	
7	<i>8" aerial shells</i>	
4	<i>10" aerial shells</i>	
EXACT LOCATION OF DISPLAY OR USE <i>Central Park Nort - Meridian Township</i>		
CITY, VILLAGE, TOWNSHIP <i>Meridian Twp. MI</i>	DATE <i>July 4, 2015</i>	TIME <i>approximately 10:20 PM</i>
BOND OR INSURANCE FILED <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		AMOUNT <i>\$5,000,000</i>

Issued by action of the Legislative Body of a

city village township of _____ on the _____ day of _____ 20__.

(Signature and Title of Legislative Body Representative)

FORM IS VALID FOR YEAR SHOWN ONLY

MEMORANDUM

TO: Township Board

FROM: *Peter Menser*
Peter Menser
Associate Planner

DATE: June 11, 2015

RE: Okemos Road Redevelopment

The former Central Fire Station and the MARC property at 2150 Clinton Street and 4675 Okemos Road were listed for sale on April 1, 2015. David Ledebuhr from Musselman Realty is representing the Township in the marketing and sale of the one-acre, C-2 (Commercial) zoned site. At the May 7, 2015 meeting, the Board members voted to allow the Township Manager to form a committee to vet the development proposals presented by potential buyers of the property and select a project/developer for review by the Township Board.

The committee gathered on May 22, 2015 to review three proposals. The 10-person committee consisted of the chairperson of the Meridian Township Economic Development Corporation (EDC), two representatives from the Meridian Township Downtown Development Authority (DDA), three members of the Township Board, two members of the Planning Commission, the Township Manager, and a resident of the adjacent downtown Okemos neighborhood.

At the conclusion of the presentations, the committee unanimously selected the proposal from developer Kris Elliott of Evergreen Companies. Mr. Elliott provided a concept plan that proposes to construct a 2,500 square foot addition to the MARC building at 4675 Okemos Road and use it as a restaurant; in addition, 3,900 square feet of outdoor seating area is shown around the restaurant. The concept plan also shows an apartment building with a maximum of 18 units and parking lot on the property.

The committee determined that Mr. Elliott's reputation as a successful developer and restaurateur make him an ideal candidate to purchase and redevelop the properties. Mr. Elliott's proven track record with other Lansing area projects provides evidence of financial stability and of his commitment to develop the property in 2016. Mr. Elliott's proposal of a restaurant and apartments on the property aligns with the vision of the Township Board for the downtown area, with the restaurant use offering an impactful destination, and the apartments bringing in full time residents to support both current and future downtown businesses.

Mr. Elliott's extensive background in developing and running successful restaurants (Troppo, Tavern on the Square, 621, Leo's, Peppino's, Grand Woods Lounge, among others) in East Lansing, Lansing, and Grand Rapids demonstrate the long term viability of his proposal. In discussions about his concept plan Mr. Elliott indicated he would not be requesting any tax credits for brownfield redevelopment. Mr. Elliott offered \$10,000 higher than the asking price of \$550,000, placing a \$560,000 bid on the property, significantly higher than other bids. Additionally, the apartment building will have 18 or fewer units; there will be no request for density beyond the 18 units per acre allowed under the provisions of the mixed use planned unit development (MUPUD) ordinance.

Township Board (June 11, 2015)
Sale of Former Central Fire Station/MARC Property
Page 2

If the Township Board agrees to move ahead with Kris Elliott of Evergreen Companies in the redevelopment of the former Central Fire Station/MARC property, staff will begin working with the developer to outline the project review process and ultimately schedule a public hearing with the Planning Commission. The sale of the properties will be contingent on obtaining project approval.

A major concern that we have is that the project stalls and we end up with the property in the current condition three years from now. During the May 22, 2015, community planning meeting the residents overwhelmingly chose the "redevelopment of the Grand River Corridor, Okemos DDA, Marsh Road in Haslett, and Carriage Hills" as their number one goal moving forward. We share in the resident's desire and will put great effort into the timing of the Okemos Road project. At a recent meeting with Mr. Elliott, we shared our concerns that the site be redeveloped this year. We discussed some concessions that might be offered if Evergreen were to commit to begin the project in 2015 and open for business in 2016.

The proposed purchase agreement allows for a \$35,000 credit for the removal of the former fire station if Evergreen commits to our development schedule. We believe this project will provide a resounding coattail effect on the adjacent properties. It is also important to note that the proposed sale price, after the \$35,000 credit, exceeds our next highest offer by \$475,000 if you take into account the brownfield tax credits being sought by the other proposal. It is worth noting that Evergreen has not requested any brownfield tax credits as a part of their development plans.

The agreement before you also demands final closing by October 1, 2015 rather than December 31, 2015 as previously noted. By closing on October 1, we allow Evergreen to move forward in 2015.

- **MOTION TO AUTHORIZE THE TOWNSHIP MANAGER TO SIGN THE ATTACHED PURCHASE AGREEMENT WITH EVERGREEN COMPANIES FOR THE PURCHASE OF THE FORMER CENTRAL FIRE STATION (2150 CLINTON STREET) AND THE MARC (4675 OKEMOS ROAD).**

Attachments

1. Kris Elliot bio and project list
2. Kris Elliot conceptual site plan
3. Development agreement

BUY AND SELL AGREEMENT

Office of James Caster, Caster and Associates. 1500 Kendale Boulevard, Suite 305, East Lansing, Michigan 48823. Phone: (517) 332-5222 Fax: (517) 351-6266 Email: jim@casterandassociates.com

Date: April 15, 2015

1. PURCHASER'S OFFER

The Undersigned: **EFH, LLC** (hereinafter called the **PURCHASER**), hereby offers to buy from **SELLER** through Caster and Associates, the following property located in the **Township of Meridian, County of Ingham, State of Michigan, 48864**, commonly known as **4675 Okemos Road and 2150 Clinton Street** and legally described as parcel number **33-02-02-21-409-009 and 33-02-02-21-409-006** (hereinafter called the Property), subject to existing building and use restrictions, zoning ordinances and easements, if any, and under the following terms and conditions. Property includes all gas, oil and mineral rights; all easement rights to the Property; and all other hereditaments and appurtenances to or belonging to the Property.

2. PURCHASE PRICE

The purchase price for the Property is **Five Hundred Fifty Thousand Dollars (\$550,000.00)**; subject to performance by **SELLER** of the closing obligations specified in Section 14 below.

3. TERMS OF PAYMENT

Terms of payment shall be as indicated by "X" below (other unmarked terms of purchase do not apply.)

CASH. The **PURCHASER** shall pay the full purchase price to **SELLER** upon execution and delivery of a Warranty Deed.

NEW MORTGAGE. The **PURCHASER** shall pay the full purchase price to **SELLER** upon execution and delivery of a Warranty Deed. The **PURCHASER** shall apply for the mortgage loan within **five (5)** business days after **SELLER'S** acceptance hereof and accept it promptly if tendered. If **PURCHASER** does not deliver to **SELLER** on or before **the end of the Inspection Period**, proof that **PURCHASER** has accepted a mortgage commitment, **SELLER** may thereafter treat this contingency as not having been satisfied and terminate this Agreement by written notice to **PURCHASER**.

4. SURVEY

An existing survey showing all easements of record, improvements and encroachments, if any, shall be provided by **SELLER**. All survey(s) and re-certifications provided for hereunder shall be paid for by (See Section 5 - Closing Adjustments). If the survey discloses any conditions which will materially and adversely affect **PURCHASER'S** intended use of the Property. **PURCHASER** may object to such conditions in writing within **forty five (45) days** from the date of this Agreement. In the event **PURCHASER** shall notify **SELLER** of any objections within the **forty five (45) day** period, **SELLER** shall have fifteen (15) days after receiving the written notice to remedy the defect(s), **PURCHASER** shall have the option of either (i) closing the transaction (subject to all other contingencies) and, if the defect(s) can be cured by the payment of money, deduction from the purchase price the cost of such curing or (ii) terminating this Agreement and recovering the immediate return of the earnest money deposit. Exceptions: None.

5. CLOSING ADJUSTMENTS

The following adjustments shall be made between the parties at the close of business on the closing date. **PURCHASER** shall receive a credit or assume responsibility, as the case may be, for amounts attributable to time periods following the closing date;

- a. **PURCHASER** will pay for recording of the deed; attorney's service for **PURCHASER**; appraisal, all inspections including well and/or septic system, pest, plumbing, heating, electrical and structural

- inspections; rezoning; soil borings; use permits; PURCHASER shall order and pay for all costs associated with any survey recertification and/or ALTA upgrade(s);
- b. SELLER will pay for an owner's policy of title insurance with standard exceptions in the amount of the sale price; attorney's services for SELLER; all costs required to convey clear title; closing fees charged by the title company; all transfer taxes on Deed; preparation of Deed and other documents necessary to convey clear title; SELLER to provide the existing survey to PURCHASER;
 - c. Prepaid rent and additional rent (as defined in this paragraph);
 - d. Security deposits; and
 - e. Other: _____ If a tenant is in default in the payment of rent on the closing date, SELLER shall retain the claim for and right to collect such rent which is in default and should any collection be made by SELLER of rent for a period after the date of closing, upon receipt, SELLER shall pay said sum for post-closing rent, escalation charges for real estate taxes, operating expenses, cost-of-living adjustments or other charges of a similar nature (Additional Rent) and any additional rent that is collected by PURCHASER after closing attributable in whole or in part to any period prior to closing, shall be paid back to SELLER;
 - f. Exceptions: None.

6. SPECIAL ASSESSMENTS / TAXES

- a. All Special Assessments which are or become a lien on the Property on or before date of closing of this Agreement shall be paid by SELLER. All existing deferred special assessments which will become a lien on the Property after the date of closing of this Agreement shall be paid by PURCHASER. The Special Assessment(s) that exist are _____.
 The balance of all Special Assessments, excluding but no limited to; fire hydrants and lighting districts are to be assumed by the PURCHASER from the date of closing forward. SELLER is to pay all assessments in full up to the date of closing. The Special Assessment(s) that exist are; _____ and the balance being _____ as of the date of _____.
- b. Taxes shall be deemed to cover the Calendar Year in which the taxes become a lien. Taxes which become a lien in years prior to the year of closing shall be paid by SELLER without proration. Taxes which become a lien in the year of closing shall be prorated so that SELLER shall be charged with taxes from the first of the year to closing date and PURCHASER charged with taxes for the balance of the year. If any bill for taxes pro-ratable hereunder is not yet issued, the current taxable value and tax rate shall be substituted, therefore, and used in proration hereunder;
- c. Exceptions: None.

7. TITLE INSURANCE

SELLER shall provide to PURCHASER at Seller's expense, an owner's policy of title insurance with standard exceptions (ALTA form) from **Diversified National Title Agency**, in the amount of the sales price showing good and marketable title. SELLER shall apply for a commitment for title insurance within **ten (10)** days after the date of this Agreement. Upon receipt of the commitment, PURCHASER shall have **fifteen (15)** days to provide SELLER with written notice of any objections. SELLER will then have **thirty (30)** days after receiving written notice to remedy the claimed defect. If SELLER is unable to remedy the defects within **thirty (30)** days, PURCHASER shall have the option of either (i) closing the transaction (subject to all other contingencies), and, if the requirement(s) can be cured by the payment of money, deducting from the purchase price the cost of such curing or (ii) terminating this Agreement and recovering the immediate return of the earnest money deposit. Exceptions: None.

8. CONVEYANCE

Upon performance by PURCHASER of the closing obligations specified in SECTION 15 below, SELLER shall convey the Property to PURCHASER by Warranty Deed as specified in Section 3 above. Exceptions: None.

9. WARRANTIES OF SELLER

Except as otherwise provided or acknowledged in this Agreement, SELLER represents and warrants to PURCHASER as follows;

- a. SELLER'S interest in the Property shall be transferred to PURCHASER on the closing date, free from liens, encumbrances, claims of others, unless otherwise specified herein;
- b. Performance of the obligations of SELLER under this Agreement will not violate any contract, indenture, statute, ordinance, judicial or administrative order or judgment applicable to SELLER or the property;
- c. There is no litigation or proceeding pending, or to the SELLER'S knowledge threatened, against or involving the SELLER or Property, and the SELLER does not know or have reason to know of any ground for any such litigation or proceeding, which could have a material adverse impact on PURCHASER or PURCHASER'S title to and use of the Property, either before or after closing;
- d. SELLER shall continue to operate the Property in the ordinary course of business and maintain the Property in its current condition and repair during the interim period between the acceptance of this Agreement and the closing date;
- e. If a statement(s) of income and expense with respect to the operation of the Property is (are) attached as Exhibit A, such statement(s) is (are) accurate for the period(s) designated;
- f. All tenants in the building have possession pursuant to written lease, which written lease shall be supplied to PURCHASER by SELLER at such time as the SELLER'S acceptance of this offer is returned to PURCHASER;
 1. All of the leases are in full force and effect; no party is in default there under, and no leases have been modified, amended or extended;
 2. No renewals or extension options have been granted;
 3. No tenant has an option to purchase the Property;
 4. The rents set forth are being collected on a current basis and there are no arrearages in excess of one month;
 5. There are security deposits; and the total amount to be credited to PURCHASER at time of closing.
- g. A schedule of service, maintenance, and supply information and copies of all management contracts will be supplied to PURCHASER by SELLER at the time that SELLER'S acceptance of this Buy and Sell Agreement is delivered to PURCHASER;
- h. With respect to underlying land contracts or mortgages, the sale will not accelerate indebtedness, increase interest rates, or impose penalties and sanctions on the PURCHASER;
- i. SELLER hereby represents and warrants to PURCHASER that, to the best of its knowledge, the Property does not contain underground storage tanks, is not contaminated with, nor threatened by contamination from outside sources by any chemical, material or substance to which exposure is prohibited, limited or regulated by any federal, state, county, local regional authority or which is known to pose a hazard to health and safety; and that the Property has never been used for a landfill, dump site, storage of hazardous substance or by a manufacturer of any product for any other industrial use. This representation and warranty shall survive the Closing. Caster and Associates and its agents have no knowledge and make no representations regarding the presence or non-presence, now or in the past, of hazardous wastes or substances, or of underground storage tanks on the Property or with respect to any environmental conditions affecting the Property;
- j. SELLER has informed PURCHASER of any latent defects that may exist on the Property; and
- k. Within **five (5)** days after the date of this Agreement, SELLER shall provide PURCHASER with copies of any of the following documents for the Property that SELLER may have; any environmental reports, soil sample reports, building inspections, architectural plans and specifications, or wetland reports.
- l. From the date of this Agreement through and including the close of business of the **one hundred eightieth (180th) day** following the date of this Agreement (a period of time referred to as the "Inspection Period"), PURCHASER may, at its sole cost, obtain any soil borings, groundwater tests, wetland evaluation surveys, environmental audits, the existence, availability and cost of utility connections and any other appraisals, inspections, tests, studies or assurance desired by and cost of utility connection, and any other appraisals, inspections, test, studies or assurance desired by PURCHASER to show to PURCHASER'S satisfaction that the Property is usable by PURCHASER for its intended purpose at a cost and expense acceptable to PURCHASER in its sole and absolute discretion.

- m. PURCHASER shall have the right to enter upon the Property during reasonable business hours for the purposes of making such inspections provided that the inspections shall not damage the Property or unreasonably interfere with the rights of SELLER or its tenants. If the results of any tests are unsatisfactory to PURCHASER (in PURCHASER'S sole discretion), it shall notify SELLER and SELLER shall have **thirty (30)** days in which to cure any stated defects. If the SELLER is unable to cure the defect(s), PURCHASER shall have the option of either (i) closing the transaction (subject to all other contingencies), and, if the defect(s) can be cured by the payment of money, deducting from the purchase price the cost of such curing or (ii) terminating this Agreement and recovering the immediate return of the earnest money deposit;
- n. Exceptions: None.

10. WARRANTIES OF PURCHASER

PURCHASER represents and warrants to SELLER as follows;

- a. The performance of the obligations of PURCHASER under this Agreement will not violate any contract, indenture, statute, ordinance, judicial or administrative order or judgment applicable to PURCHASER.
- b. There is no litigation or proceeding pending, or to PURCHASER'S knowledge threatened, against or involving PURCHASER, and PURCHASER does not know or have reason to know of any ground for any such litigation or proceeding, which could have an adverse impact on SELLER or SELLER'S interest under this Agreement.
- c. In entering in to this Agreement, PURCHASER has not relied upon any written or verbal representation made by SELLER or any representative of SELLER, including any real estate agent, regarding the Property or any aspect of this transaction, which are not expressly set forth in this Agreement.
- d. Exceptions: None

11. DAMAGE TO PROPERTY

If between the date of this Agreement and the closing date, all or any part of the Property is damaged by fire or natural elements or other cause(s) beyond SELLER'S control which cannot be repaired prior to the closing date, or any part of the Property is taken pursuant to any power of eminent domain, SELLER shall immediately notify PURCHASER of such occurrence, and SELLER/PURCHASER may terminate this Agreement by written notice to the other within fifteen (15) days after the date of damage or notice of taking. If either SELLER or PURCHASER exercises the right to terminate this Agreement under this Section 11, any earnest money deposit shall be returned to PURCHASER and this Agreement shall be null and void. If neither elects to terminate this Agreement, there shall be no reduction of the purchase price and at closing SELLER shall assign to PURCHASER whatever rights SELLER may have with respect to any insurance proceeds or eminent domain award. Exceptions: None

12. CLOSING

Sale shall be closed within **five (5)** days after all necessary documents have been prepared, but in any event not later than **December 18, 2015**, unless otherwise agreed to be extended in writing by PURCHASER and SELLER. If sale is not closed by that date, this Agreement shall become void. Exceptions: **The closing date may be extended for an additional ninety (90) days if needed by giving notice and increasing the deposit by an additional Twenty Five Thousand Dollars (\$25,000.00).**

13. POSSESSION

SELLER shall grant to PURCHASER possession of the Property upon completion of the closing. Exceptions: None

14. SELLER'S CLOSING OBLIGATIONS

At closing, SELLER shall deliver the following to PURCHASER;

- a. A warranty deed, land contract or assignment of land contract, as specified in Section 3 of this Agreement.
- b. A bill of sale of any Personal Property (attached in Exhibit D);

- c. An assignment by SELLER of SELLER'S interest on all leases which shall contain an assumption by PURCHASER of SELLER'S obligation arising after the closing, together with the original or a true copy of each lease;
- d. An assignment of SELLER'S rights under any service contracts shown in Exhibit C, which are assignable by their terms and which PURCHASER wished to assume, together with an original or a true copy of each service contract assigned.
- e. A notice to any tenants advising the tenants of the sale and directing that future payments be made to PURCHASER; and
- f. Any other documents required by this Agreement to be delivered by SELLER;
- g. Exceptions: None

15. PURCHASER'S CLOSING OBLIGATIONS

At closing, PURCHASER shall deliver to SELLER the following;

- a. The cash portion of the purchase price specified in Section 3 above, in the form of U.S. currency, certified check(s), certified money order(s), or cashier's check(s) as adjusted by the apportionments and assignments in accordance with this Agreement;
- b. The assumption by PURCHASER of the obligations of SELLER under the leases and other contracts; and
- c. Any other documents required by this Agreement to be delivered by PURCHASER.
- d. Exceptions: None

16. NOTICES

Any notice required or permitted by this Agreement shall be sufficient if in writing and either delivered personally or by regular mail addressed to the parties at their addresses specified in the proximity of their signatures below, and any notices given by mail shall be deemed to have been given as of the day following the date of posting. Exceptions: None.

17. ADDITIONAL ACTS

PURCHASER and SELLER agree to execute and deliver such additional documents and to perform such additional acts as may become reasonable necessary to effectuate the transfer contemplated by this Agreement. Exceptions: None.

18. ENTIRE AGREEMENT

This Agreement contains the entire agreement of the parties with respect to the sale of the Property. All contemporaneous or prior negotiations have been merged in to this Agreement. This Agreement may be modified or amended only by written instrument signed by the parties of this Agreement. This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan. Exceptions: None.

19. PURCHASER'S DEPOSIT

Upon acceptance, PURCHASER herewith deposits **Five Thousand Dollars (\$5,000.00)** evidencing PURCHASER's good faith, said deposit to be deposited with **Diversified National Title Agency** in accordance with current State of Michigan licensing regulations, and apply as part of the purchase price. If this offer is not accepted, or title is not marketable or insurable, or if the terms of purchase are contingent upon ability to finance the Property as specified in Section 3 above, or any other contingencies as specified, which cannot be met, this deposit will be refunded forthwith. In the event of default by the PURCHASER all deposits made hereunder shall be forfeited as liquidated damages as SELLER's sole remedy. If SELLER defaults, PURCHASER may enforce this Contract or may demand a refund of the deposit and pursue his/her legal or equitable remedies against SELLER. Exceptions: None.

20. ADVICE OF COUNSEL

Any evidence of title and supporting documents are to be examined by the attorney herein named: **Peter Cronk, Plunkett Cooney, 325 E. Grand River, Suite 250, East Lansing, MI 48823 (517) 333-6598.**

21. MEDIATION

PURCHASER and SELLER agree that any dispute related to this Agreement shall be submitted to mediation. The mediation shall be according to the NATIONAL ASSOCIATION OF REALTORS (NAR) rules and procedures of the Dispute Resolution System. If the parties cannot reach a binding agreement in mediation, they have the right to use other legal remedies. Exceptions: None.

ENVIRONMENTAL DISCLOSURE

PURCHASER hereby acknowledges receipt of environmental disclosure report for **4675 Okemos Road only.**

23. ACCEPTANCE OF OFFER

PURCHASER hereby grants Broker named above until **5:00 pm on April 24, 2015** to obtain SELLER written acceptance or Counter Offer of the Agreement after which this Agreement shall become null and void.

24. OTHER PROVISIONS

- a. PURCHASER may perform an environmental inspection of the property as is necessary to satisfy the PURCHASER'S lender as well as the PURCHASER, at its expense;
- b. PURCHASER RESERVES THE RIGHT TO TRANSFER OR ASSIGN THIS Agreement to a corporation, LLC or partnership;
- c. PURCHASER requests any/all of the following from SELLER if available;
 1. Survey
 2. Soil study
 3. Topographical study
 4. Environmental study
 5. Any type of engineering study
 6. Building plans
- d. 4675 Okemos Road is to be vacated by the current tenant by closing;
- e. Both properties are to be totally vacant of all personal property and broom clean at closing;
- f. The Offer to Purchase and closing is contingent upon the PURCHASER receiving site plan approval from Meridian Township during the Inspection Period.

25. BROKERS

Caster and Associates and Musselman Realty will be paid a commission by the SELLER at the closing of the sale in accordance with a separate agreement. Caster and Associates is acting as the Agent of the PURCHASER. Musselman Realty is acting as the Agent of the SELLER.

DISCLAIMER: This form is provided as a service of Caster and Associates. Those who use this form are expected review both the form and details of the particular transaction to ensure that each section of this form is appropriate for the transaction. Caster and Associates is not responsible for the use or misuse of this form, for misrepresentation, or warranties made in connection with this form.

26. RECEIPT OF COPY

By signing below, PURCHASER acknowledges receipt of a copy of this Agreement:

DATE: April 15, 2015

PURCHASER:

EFH, LLC
By: Kris Elliott

WITNESS:

Name

27. SELLER'S ACCEPTANCE/REJECTION

- The above offer is rejected
- The above offer is hereby accepted
- The above offer is hereby counter-offered as follows: _____
- SELLER gives the Broker until __:__ am/pm on _____, to obtain PURCHASER'S written acceptance of this Counter Offer, if any

SELLER:

WITNESS:

Name, Title
Company
Address
Address

Name

28. PURCHASER'S RECEIPT OF ACCEPTANCE

By signing below, PURCHASER acknowledges receipt of a SELLER'S acceptance of PURCHASER'S offer. If the acceptance was subject to changes from PURCHASER'S offer, the PURCHASER agrees to accept those changes with all other terms and conditions remaining unchanged.

DATE: _____

PURCHASER:

WITNESS:

Name

Name

29. SELLER'S RECEIPT OF ACCEPTANCE

DATE: _____

SELLER:

WITNESS:

Name

Name

ADDENDUM TO BUY AND SELL AGREEMENT

This Addendum is to be part of and incorporated into the Buy and Sell Agreement between **EFH, LLC (PURCHASER)** and the **Township of Meridian (SELLER)** for the property known as **4675 Okemos Road and 2150 Clinton Street, Okemos, Michigan, 48864**, dated **April 15, 2015**.

The above referenced Buy and Sell Agreement is amended as follows:

1. Paragraph 2, "**PURCHASE PRICE**", is to be changed to reflect an increase in the purchase price to **Five Hundred and Sixty Thousand Dollars (\$560,000.00)**.
2. Paragraph 23, "**ACCEPTANCE OF OFFER**", the time of **5:00pm on April 24, 2015** is to be changed to **5:00pm on May 7, 2015**.

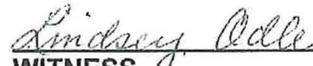
All other terms and conditions of the **BUY AND SELL AGREEMENT** are in full force and effect and remain unchanged.

Date: April 23, 2015

PURCHASER:



EFH, LLC
By: Jim Caster, Broker
Agent for and under the direction of the Purchaser



WITNESS

The above changes to the **BUY AND SELL AGREEMENT** are hereby accepted by the **SELLER**.

Date: _____

SELLER:

By: _____

WITNESS

ADDENDUM TO BUY AND SELL AGREEMENT

This Addendum is to be part of and incorporated into the Buy and Sell Agreement between EFH, LLC (**PURCHASER**) and the **Township of Meridian (SELLER)** for the property known as **4675 Okemos Road and 2150 Clinton Street, Okemos, Michigan, 48864**, dated **April 15, 2015**.

The above referenced **BUY AND SELL AGREEMENT** is amended as follows:

1. Paragraph 2, "**PURCHASE PRICE**", is to be changed to reflect an increase in the purchase price to **Five Hundred and Sixty Thousand Dollars (\$560,000.00)**.
2. Paragraph 4, **PURCHASER'S** deadline to object to the survey is changed from 45 days after the date of this Agreement, to **45 days after all parties have executed this Addendum**.
3. Paragraph 7, **SELLER'S** deadline to apply for a title commitment is changed from 10 days after the date of this Agreement, to **10 days after all parties have executed this Addendum**.
4. Paragraph 9(k), **SELLER'S** deadline to provide copies of environmental reports is changed from 5 days after the date of this Agreement, to **5 days after all parties have executed this Addendum**.
5. Paragraph 9(l), the "Inspection Period" expiration date is changed from 180 days after the date of this Agreement, to **October 1, 2015**. **PURCHASER** may terminate this Agreement at any time during the Inspection Period with its Deposit being returned.
6. Paragraph 12, "**CLOSING**", is changed from December 18, 2015 with a 90 extension after payment of an additional \$25,000.00 deposit to **October 1, 2015 with a 30 day extension after payment of an additional \$10,000.00 deposit**.
7. Paragraph 23, "**ACCEPTANCE OF OFFER**", the time of **5:00 pm on April 24, 2015** is to be changed to **5:00 pm on June 18, 2015**.
8. **SELLER** is to provide the **PURCHASER** at closing a **Thirty Five Thousand Dollar (\$35,000.00)** credit to the **PURCHASE PRICE** for removal of the Fire Station building. The net **PURCHASE PRICE** is to be **Five Hundred Twenty Five Thousand Dollars (\$525,000.00)**. **PURCHASER shall remove the fire station building no later than April 30, 2016**.
9. First actual physical improvement to the Property on the existing building at **4675 Okemos Road** shall begin by no later than **December 31, 2015**. Completion of construction of a new building with an occupancy permit issued shall be no later than **December 31, 2016**.

All other terms and conditions of the **BUY AND SELL AGREEMENT** are in full force and effect and remain unchanged.

Date: June 12, 2015

PURCHASER:

EFH, LLC
By: Jim Caster, Broker
Agent for and under the direction of the Purchaser

WITNESS

The above changes to the **BUY AND SELL AGREEMENT** are hereby accepted by the **SELLER**.

Date: _____

SELLER:

By: _____

WITNESS

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MEMORANDUM

TO: Township Board

FROM: 
Julie Brixie, Township Treasurer

DATE: June 11, 2015

RE: **Amendment of Investment Policy**

Attached is the draft amended investment policy.

Also attached is a resolution to approve the amended Investment Policy.

MERIDIAN TOWNSHIP INVESTMENT POLICY

Date Adopted: March 3, 2009

Date Amended: _____, 2015

Purpose

It is the policy of Meridian Township to invest its funds in a manner which will ensure the preservation of principal and provide the highest investment return with the maximum security while meeting the daily cash flow needs of the Township and complying with all state statutes governing the investment of public funds.

Scope

This investment policy applies to all financial assets of the Township. These assets are accounted for in various funds of the Township and include the general fund, special revenue funds, debt service funds, capital project funds, enterprise funds (e.g. public works), internal service funds, trust and agency funds, and any new funds established by the Township.

Objectives

The primary objectives of the Township's investment activities in priority order shall be:

Safety – Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio.

Diversification – The investments will be diversified by security type and institution in order to reduce overall portfolio risk while obtaining market average rates of return.

Liquidity – The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated.

Return of Investment – The investment portfolio shall be designed with the objective of obtaining a reasonable rate of return throughout the budgetary and economic cycles, while taking into account the investment risk constraints and the cash flow characteristics of the portfolio.

Delegation of Authority

Management responsibility for the investment program is hereby delegated to the Township Treasurer pursuant to MCL 41.76 who shall establish written procedures and internal control policies for the operation of the investment program consistent with this investment policy. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Treasurer. The Treasurer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

Authorized Investments

The Township is limited to investments authorized by Act 20 of 1943 MCL 129.91 as amended, but may only invest in the following:

- (a) Bonds, securities, and other obligations of the United States or an agency or instrumentality of the United States.
- (b) Certificates of deposit, savings accounts, deposit accounts, or depository receipts of a financial institution, but only if the financial institution is eligible to be a depository of funds belonging to the state under a law or rule of this state or the United States.
- (c) Banker's acceptance of United States banks.
- (d) Obligations of this state or any of its political subdivisions that at the time of purchase are rated as investment grade by not less than one standard rating service.
- (e) Mutual funds registered under the investment company act 1940, title 1 of chapter 686, 54 Stat. 789, 15 U.S.C. 80a-1 to 80a-3 and 80a-4 to 80a-64, with authority to purchase only investment vehicles that are legal for direct investment solely by reason of either of the following:
 - (i) The purchase of securities on a when-issued or delayed delivery basis.
 - (ii) The ability to lend portfolio securities as long as the mutual fund receives collateral at all times equal to at least 100% of the value of the securities loaned.
 - (iii) The limited ability to borrow and pledge a like portion of the portfolio's assets for temporary or emergency purposes.
 - (iv) Investments in mutual funds shall be limited to securities whose intention is to maintain a net asset value of \$1.00 per share.*
- (f) Obligations described in subdivisions (a) through (e) if purchased through an interlocal agreement under the urban corporations act of 1967, 1967 (Ex Sess) PA 7, MCL 124.501 to 124.512.
- (g) Investment pools organized under the surplus funds investment pool act, 1982 PA 367, MCL 129.111 to 129.118.
- (h) Investment pools organized under the local government investment pool act, 1985 PA 121, MCL 129.141 to 129.150.
- (i) Certificates of Deposit as authorized by MCL 129.91(5) including Certificate of Deposit Account Registry Service (CDARS).

* This is a requirement of this policy but not required under MCL 129.91
Commercial Paper and Repurchase agreements may not be directly purchased but may be indirectly owned through investment pools and mutual funds.

Safekeeping and Custody

All security transactions, including collateral for repurchase agreements and financial institution deposits, entered into by the Treasurer shall be on a cash or delivery vs. payment basis. Securities may be held by a third party custodian designated by the Treasurer and evidenced by safekeeping receipts as determined by the Treasurer.

Prudence

Investments shall be made with judgment and care, under circumstances then prevailing which persons of prudence, discretion and intelligence exercise in the management of their own affairs. These decisions are not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

Reporting

The Treasurer shall provide quarterly (or more often) written investment reports to the Township Board which provide a clear picture of the status of the current investment portfolio. In addition, the Treasurer shall, as required by law, present an annual written report to the Board.

Conflict of Interest and Ethics

Officials and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Employees and Board Members shall disclose to the Treasurer, and the Treasurer shall disclose to the Board, any material financial interest in financial institutions that conduct business with the Township. The Board, Employees, and the Treasurer shall disclose any material financial investment position related to the performance of the Township's portfolio.

Authorized Financial Institutions and Dealers

A list will be maintained of financial institutions authorized to provide investment services to Meridian Township. In addition, a list will also be maintained of approved security broker/dealers selected by credit worthiness who are authorized to provide investment services to Meridian Township.

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must first be provided with a copy of the Township's Investment Policy and return to the Township a signed copy of the agreement to comply (appendix #1).

Adoption and Review

The Township's investment policy shall be adopted by the Township Board. The policy shall be reviewed annually by the Treasurer and any modifications must be approved by the Township Board.

Appendix #1

**ACKNOWLEDGEMENT OF RECEIPT OF INVESTMENT POLICY AND
AGREEMENT TO COMPLY**

I have read and fully understand Act 20 PA 1943 as amended, and the Investment Policy of the Charter Township of Meridian.

Any investment advice or recommendation on investments given by _____ representing

_____,
to the Meridian Township Treasurer shall comply with the requirement of ACT 20 PA 1943 as amended, and the Investment Policy of the Charter Township of Meridian. Any existing investment not conforming to the statute or policy will be disclosed promptly to the Meridian Township Treasurer. Further, should a broker/dealer learn of a forthcoming downgrading or devaluation of an investment that has been sold to the Charter Township of Meridian, the broker/dealer shall notify the Treasurer as soon as possible to determine if there is a need to trade or dispose of that investment.

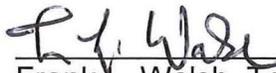
By: _____

Title: _____

Date: _____

MEMORANDUM

TO: Township Board

FROM: 
Frank L. Walsh, Township Manager

DATE: June 12, 2015

RE: **Agreement for Legal Services - Fahey Firm**

During the May 19, 2015 Township Board meeting, the Board unanimously approved a motion to have me and Trustee Styka review a proposed Engagement Letter (Contract) with Fahey Schultz Burzych Rhodes PLC. The gist of the contract was to spell out office hours, process, and what is covered within the \$5,000 monthly retainer. The proposed document is attached for your review. Trustee Styka spent a great deal of time with Mr. Schultz ironing out the details. I appreciate both of them working closely together for the betterment of our residents.

If approved, the Fahey Firm will represent Meridian Township through June 16, 2018.

I do want to thank The Hubbard Firm for their commitment to Meridian Township over the past 14 years. Also, Judge John Dewane has served us extremely well during the interim, and we very much appreciate his ongoing care for our community. I have asked Judge Dewane to remain with us through the month of June as to assist in the transition. It is also important to note that our monthly legal expenses have dropped from an average of \$11,655 per month to \$6,612 under Judge Dewane. This equates to a savings of approximately \$15,000 in legal fees over the past three months.

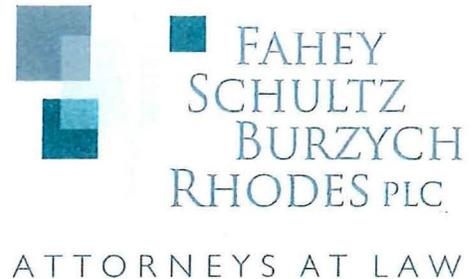
The following motion is offered for Board approval:

**MOVE TO AUTHORIZE THE TOWNSHIP MANAGER TO SIGN THE ATTACHED
LEGAL SERVICES ENGAGEMENT LETTER WITH FAHEY SCHULTZ
BURZYCH RHODES PLC.**

Attachment:
Legal Services – Engagement Letter

STEPHEN O. SCHULTZ

sschultz@fsbriaw.com
517.381.3151 direct
517.381.3171 fax
517.974.2251 cell



June 11, 2015

Frank Walsh
Township Manager
Meridian Charter Township
5151 Marsh Road
Okemos, MI 48864

Dear Mr. Walsh:

Re: Legal Services-Engagement Letter

This engagement letter and its attachments constitute the contract for legal services between the Charter Township of Meridian (“Township”) and the law firm of Fahey Schultz Burzych Rhodes PLC (“firm”), effective for three years from the date of signing of this letter by both parties.

We are very pleased that the Township has selected our firm to serve as township attorneys. Though we already have an engagement letter on file with respect to the labor and employment law services we provide, the Township’s request for proposals asked that a contract be submitted along with our response. The firm views our proposal to serve as Township counsel as setting out the terms of our commitment to the Township. This letter confirms our relationship and the commitments we made during our interview by the Board.

This engagement letter serves as an agreement about the nature and scope of our relationship. Our representation of the Township on all matters that you direct to us will officially begin upon our receipt of this letter as executed by you, though we do believe that our discussions and advice to-date are protected by the attorney-client privilege.

The firm and its attorneys are dedicated to the highest ethical standards. We will hold strictly confidential all sensitive or proprietary information the Township gives us during the course of our representation of the Township. We will not reveal the Township’s confidences or secrets without your consent.

Our responsibility in representing the Township is to do so in a manner that is consistent with our proposal to you and with the customary professional practices and requirements for handling municipal matters. The firm will pursue matters on the Township’s behalf conscientiously and without delay. We are committed to promptly addressing your needs and requests, although there may be times when the nature of the legal system may unavoidably delay our response to your needs. In that case, and in all others, we will keep the Township informed about the status of any matters. The firm welcomes requests for information or updates at any time.

Frank Walsh, Township Manager
June 11, 2015
Page 2

We call to your attention, that the firm is an equal opportunity employer that supports and subscribes to a policy of nondiscrimination in all aspects of employment. The firm does not and will not discriminate on the basis of race, color, religion, national origin, sex, age, height, weight, condition of pregnancy, marital status, physical or mental limitation, disability, source of income, familial status, educational association, sexual orientation, gender identity or expression, HIV status, or any reason prohibited by federal, state or Township laws or ordinances.

Based on a thorough check of any possible conflicts of interest, we have determined that the Township's interests are not directly adverse to the interests of any other client of our firm. That said, if a potential conflict of interest were to arise in the future, we would bring that matter to your immediate attention to resolve any possible conflict. Though unlikely, if an irresolvable conflict arises, the firm could be required to withdraw from representing the Township or the other client or both in order to avoid a conflict of interest.

In the interest of assuring that you are fully aware of our anticipated services and how you will be charged for these services, and based upon our proposal, the services the firm provides for most matters assigned to it will be covered by a monthly retainer of \$5,000.00. This monthly fee is in exchange for full access to our time, advice, and consultation regarding the routine and day to day legal issues and matters that the Township may encounter. We refer to these matters as "general counsel matters." These may include general zoning and land use advice, employment and human resources issues, Freedom of Information Act and Open Meetings Act issues, basic contract or document review and advice, problem solving, litigation prevention and negotiation, and the like, as set out in the attachment to this letter. The question of whether a matter or issue falls within the scope of this monthly fee will be handled with common sense, mutual agreement, mutual respect, and fairness to both the Township and the firm. Since this is the firm's first experience with the development and use of a monthly retainer with the Township, the firm and Township shall meet and discuss the workings of this arrangement, including its cost effectiveness for both the Township and firm, after the firm has served as general township counsel for six months. If both parties agree, the terms of the retainer may be renegotiated at that time.

Services not covered by the retainer will be rendered on an hourly basis. As is consistent with our earlier commitment to the Township, the firm is pleased to offer the Township a \$200 maximum rate per hour for legal services. This is the rate that we offer our municipal clients where we serve as their general legal counsel. Thus, where the customary rate of the attorney serving you exceeds this "cap," the Township will be charged a maximum of \$200 per hour. Where the customary rate for an attorney is less than this "cap," the Township will be charged that lower rate. We will also bill you and you will be required to pay any actual, out of pocket cost items we incur in your representation, such as witness fees, process servers, and filing fees. These costs will be few, however, as we do not charge for anything that one might consider overhead, including mileage, facsimiles, emails, telephone charges, overtime, photocopying, and postage. Invoices not paid within sixty (60) days may be charged interest of 1% per month from the date of the invoice.

The firm agrees that at the outset of this agreement and until otherwise mutually agreed to by the firm and the Township, Stephen O. Schultz shall be assigned to act as the primary attorney

Frank Walsh, Township Manager
June 11, 2015
Page 3

providing legal services to the Township. Mr. Schultz or his agreed upon successor shall be deemed to be the "township attorney" and coordinate the legal services provided to the Township under the retainer. On the Township's behalf, he shall coordinate the provision of specialized legal services provided by other counsel.

We are excited about the opportunity to represent and work with the Township on those matters you might assign to us. We hope to meet your expectations for service and to establish an enduring relationship with the Township. While we understand the three year commitment contemplated in your request for proposals, and fully intend to honor that commitment, we understand that the Township is free to terminate our services at any time by written notice to us to that effect. We may also terminate our services to the Township by written notice to that effect, if we determine that our continued representation of the Township would violate the rules of professional responsibility applicable to lawyers. Clearly, the firm does not expect any of that to be the case.

Please let me know if you have any questions about this letter. If the Township agrees with its terms, please sign this letter and return it to our office at your earliest convenience. This agreement is effective for 3 years from the date of signing by the Township's authorized representative. We have enclosed a copy for your files.

Very truly yours,

FAHEY SCHULTZ BURZYCH RHODES PLC



Stephen O. Schultz

cc: Michelle Nash

AGREED:

By: _____
Frank L. Walsh, Township Manager

Dated: _____, 2015

**ATTACHMENT DEFINING SERVICES INCLUDED AND NOT INCLUDED IN
MONTHLY RETAINER**

(Not intended to be a comprehensive list)

Included:

Consultation on any liability or potential litigation matter. Responding to claim letters from opposing counsel or parties.

Review of any subpoenas, summonses, complaints, or claims served upon you, and advising you on the same.

Consultation on purchase or sale of Township property or real estate, negotiating and reviewing the same.

Consultation and advice on employment and labor relations matters, including contract interpretation, employment policy drafting and grievance issues.

Consultation and advice on collective bargaining matters.

Review and consultation on zoning, land use or code enforcement matters. Drafting and advice on zoning permits and code enforcement.

Drafting of ordinances and amendments to ordinances proposed for adoption by the Township Board.

Attendance at Township Board meetings as requested by the Township Board or Manager. Attendance will be scheduled to accommodate the agenda and items of legal concern.

Attendance at internal meetings of Township staff and meetings between staff and others, as requested by the Township Manager.

Review and consultation on contract, public works, utility matters and issues.

Not Included:

Prosecution or defense of litigation matters.

Appearing in court or at deposition in your defense, answering complaints, etc.

Handling the closing of the purchase or sale of Township property or real estate.

Defending the Township at the MDCR, EEOC, MERC, UIA, MERS, or other government agencies, arbitrations or courts.

Serving as the lead negotiator or Township representative in collective bargaining.

Litigation of zoning or land use matters.

No scheduled office hours at the Township Hall.

MEMORANDUM

TO: Township Board

FROM: Frank L. Walsh
Frank L. Walsh
Township Manager

DATE: June 10, 2015

RE: Alternate Members of the Zoning Board of Appeals

Since January of this year, the Zoning Board of Appeals (ZBA) has been without alternate members. The Township Zoning Ordinance and the Michigan Zoning Enabling Act allows the legislative body to appoint up to two alternate members to serve in the absence of a regular member. An alternate member can also be called to serve when a regular member has a conflict of interest. Unlike some boards and commissions, it takes a majority vote of the members of the ZBA to grant a variance. With five regular members, that means if only three members are present, all three would need to vote in the affirmative to grant the variance. Having alternates gives the ZBA the ability to have a full board present to hear cases.

Five people interested in serving on the ZBA have submitted applications for public service. The applications have been attached for the Board's review.

A motion to appoint two alternates to the Zoning Board of Appeals is provided for Township Board consideration:

- **MOVE** to appoint _____ and _____ to the Charter Township of Meridian Zoning Board of Appeals.

Attachments

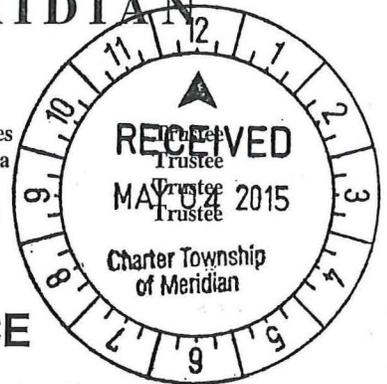
1. Applications for public service

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 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 type="checkbox"/> Township Board (elected/appointed) |
| <input type="checkbox"/> East Lansing-Meridian Water & Sewer Authority | <input checked="" type="checkbox"/> Zoning Board of Appeals |
| <input 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:

Summarize your reasons for applying for this type of public service: I was a planning commissioner and would like to join the ZBA.

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

I am a property and real estate lawyer.

Name: Shane Goodale
 Occupation: Lawyer Place of Employment: _____
 Home Address: 1223 Tihart
 Phone: (days) 5172308708 (evenings) _____ E-mail shane@shanegoodale.com
 Signature Shane Goodale Date 5/1/15

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>5.4.15</u>	Distro: <u>EL FW</u>	Application # <u>ZBA 1504</u>
Registered Voter:	<u>(Y/N)</u>	<u>MK</u>	
Date Appointed:		<u>BD MEMBERS</u>	

Revised: April 28, 2015

5151 MARSH ROAD, OKEMOS, MICHIGAN 48864-1198 (517) 853-4000

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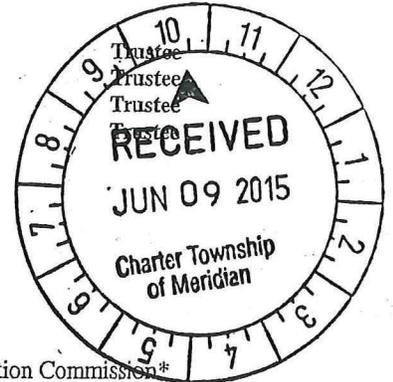
CHARTER TOWNSHIP OF MERIDIAN

Elizabeth Ann LeGoff
Brett Dreyfus
Julie Brixie
Frank L. Walsh

Supervisor
Clerk
Treasurer
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 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 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:

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

I would like to be engaged in public service. This At zoning board of Appeals would be a good start into public service.

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

BA in Supply Chain Management.

Name: Henry Kwok
 Occupation: Self Employed Place of Employment: Asian Buffet
 Home Address: 2643 Melville Drive
 Phone: (days) 5174492580 (evenings) 5174492580 E-mail hmk7919@gmail.com
 Signature: [Signature] Date 6/5/15

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>6.9.15</u>	Distro: <u>EL MK</u>	Application # <u>ZBA 1505</u>
Registered Voter:	<u>Y/N</u>	<u>FW</u>	
Date Appointed:		<u>BD MEMBERS</u>	

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www.meridian.mi.us



Henry Kwok

2643 Melville Drive. East Lansing, Michigan 48823
(517) 449-2580 • hnk7919@gmail.com

OBJECTIVE

Seeking a position in public service to be engaged and prepare for a possible career in government.

EDUCATION

Western Michigan University, Kalamazoo, MI

2007-2009

- Graduated April 2009 with Bachelor of Business Administration in Integrated Supply Management (Supply Chain Management)
- Overall GPA: 3.2/4.0
- Dean's List: 3 out of 7 Semesters

WORK EXPERIENCE

Whirlpool Corporation. St. Joseph, MI (Contract assignment via Areotek)

Trade Partner Support Specialist, Inbound CSR

Sept 2010- Jun 2011

- Analyzed and resolved order management problems for inbound consumers & retail associates.
- Exceeded all department metrics/ compliance codes by efficient/efficient use of best practices.
- Gained pertinent soft skills to help in conflict resolution.

Steelcase Inc. Grand Rapids, MI.

Production Planner Co-op

May 2009 – Dec 2009

- Oversaw over \$500,000 WIP parts, pushed orders to production floor, and controlled inventory.
- Assisted in creating & implementing a new production work cell that resulted in greater productivity and less changeover.
- Demonstrated excellent customer service support skills with all parts of the matrix team (engineers, plant manager, zone leaders, and machine operators).

Asian Buffet. Okemos, MI

Feb 1998 -- Present

General Manager/ Proprietor

- Assisted in successfully building a family restaurant, and continue to be involved since 1998
- Balance a heavy work schedule with school/family/life
- Participated in the development of innovative marketing campaigns that received recognition from local newspaper.
- Continuously searching for process improvement in all aspects of the business.

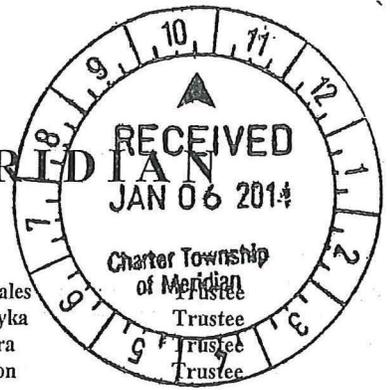
COMPUTER & LANGUAGE SKILLS

- Proficient in SAP, Microsoft Office, Lotus Notes, Sametime Communication.
- Languages: Chinese Mandarin, Chinese Cantonese, Chinese Fujianese, Spanish

ADDITIONAL SKILLS & EXPERIENCE

- President of Chinese Student Coalition, and founder of Asian Pacific Islander Network.
- Enjoy looking for continuous improvement in work processes.
- Excellent communication, negotiation, problem solving skills.
- Strong desire to strive to achieve greater education and new challenges.
- Possess strong work ethics and have much pride in my work.

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 checked="" type="checkbox"/> | Environmental Commission |
| <input checked="" type="checkbox"/> | Building and/or Fire Board of Appeals and Building Hearing Officer | <input checked="" type="checkbox"/> | Land Preservation Advisory Board |
| <input type="checkbox"/> | Cable Communications Commission* | <input type="checkbox"/> | Park Commission (elected/appointed) |
| <input checked="" type="checkbox"/> | Capital Area Transportation Authority (C.A.T.A.) | <input type="checkbox"/> | Pension Trustees |
| <input checked="" type="checkbox"/> | Community Resources Commission | <input checked="" type="checkbox"/> | Planning Commission |
| <input checked="" type="checkbox"/> | Downtown Development Authority* | <input 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 checked="" 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:

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

I WANT TO USE MY SKILLS AS A MUNICIPAL ATTORNEY FOR THE BETTERMENT OF THE COMMUNITY.

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

I HAVE PRACTICED MUNICIPAL LAW FOR 10+ YEARS REPRESENTING TOWNSHIPS, CITIES AND VILLAGES ACROSS THE STATE.

Name: KEN LANE
 Occupation: ATTORNEY Place of Employment: CLARK HILL PLC
 Home Address: 540 JUNE BERRY LANE, OKEMOS, MI 48864
 Phone: (days) (517) 318-3062 (evenings) (616) 295-6041 E-mail KLANE@CLARKHILL.COM
 Signature: [Signature] Date 12/31/14

Other than the Downtown Development Authority Board, 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)

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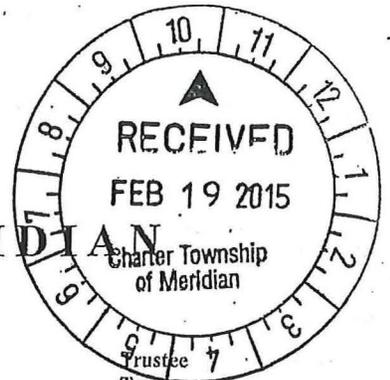
FOR OFFICE USE ONLY			
Date Received	<u>1.6.15</u>	Distro: <u>EL, MK, DJ</u>	Application # <u>BBA/1501, LPAB 1501, PC1501</u>
Registered Voter:	<u>Y/N</u>	<u>FW, RF, JG</u>	<u>CATA 1501, CRC 1501, ZBA 1501</u>
Date Appointed:		<u>BD MEMBERS</u>	<u>DDA 1501, EDC 1501, EC 1501</u>

Revised: November 24, 2014

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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

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 checked="" type="checkbox"/> Environmental Commission |
| <input checked="" type="checkbox"/> Building and/or Fire Board of Appeals and Building Hearing Officer | <input checked="" type="checkbox"/> Land Preservation Advisory Board |
| <input type="checkbox"/> Cable Communications Commission* | <input checked="" type="checkbox"/> Park Commission (elected/appointed) |
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| | <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:

To serve my community on a more local level and build relationships with community members and visitors of Meridian

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

Name: Rico Rios
 Occupation: Court Officer Place of Employment: Ingham County 30th Circuit Court
 Home Address: 5910 E. Sleepy Hollow Ln E. Lansing MI 48823
 Phone: (days) 517-712-8773 (evenings) _____ E-mail: frank@ingham.org rios829@gmail.com
 Signature: [Signature] Date: 2/19/15

Other than the Downtown Development Authority Board, 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)

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FOR OFFICE USE ONLY			
Date Received	<u>2.19.15</u>	Distro: <u>EL, FW, MK</u>	Application # <u>CATA 1502 EDC 1502 EC 1502</u>
Registered Voter:	<u>(Y/N)</u>	<u>EM, DJ, JG</u>	<u>BBA/FBA 1502 LPAB 1502 PC 1502</u>
Date Appointed:		<u>BD MEMBERS</u>	<u>CRC 1503 DDA 1502 PK 1502 ZBA 1502</u>

Revised: November 24, 2014

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 www.meridian.mi.us



Ricardo Manuel Rios

Objective

To utilize my skills, education and experience to serve the community of Meriden Township

Experience

February '12- Current 30th Judicial Circuit Court: Friend of the Court Lansing, MI

Court Officer

- Assigned to enforce court orders pertaining to child support, spousal support and child care.
- Monitors cases to ensure compliance with court orders and follows up with enforcement action.
- Responds to inquires related to court orders, enforcement issues, case arrearages and other duties as assigned.

November '09- February '12 30th Judicial Circuit Court: Family Division Lansing, MI

Court Officer

- Assisted caseworkers in monitoring juveniles and their families under the supervision of the Court.
- Conducted investigations of neglect and delinquent cases referred to the Court by making home inspections.
- Made referrals to appropriate community agencies including substance abuse and mental health treatment centers, educational programs and various other agencies.

July '06- January '12 East Lansing Police Department East Lansing, MI

Enforcement Officer

- Patrol city limits and enforce city codes and laws.
- Respond to calls of service and conduct investigations, issue citations and seize property.
- Write incident reports and testify in court proceedings.

Education

September '03 - Currently

Lansing, MI

Lansing Community College – Associates Degree

Siena Heights University – Political Science/ Pre-Law

References

Letters from References are included for your review.

R. GEORGE ECONOMY
CHIEF JUDGE

RICHARD J. GARCIA
JUDGE

GEORGE M. STRANDER
ADMINISTRATOR / REGISTER



VETERANS MEMORIAL COURTHOUSE
313 W. KALAMAZOO STREET
LANSING, MICHIGAN 48933
TELEPHONE: (517) 483-6300
FAX: (517) 483-6150

State of Michigan
INGHAM COUNTY PROBATE COURT

February 14, 2011

Re: Ricardo Rios

TO WHOM IT MAY CONCERN:

Ricardo Rios has worked as a Compliance Officer at the 30th Circuit Court for approximately 1-½ years. It is my understanding that he also works for the East Lansing Police Department as a Code Enforcement Officer.

As a Compliance Officer, Rico visits juveniles placed on in-home detention and curfew restrictions. He mentors and helps youth both in the classroom and in community outreach projects. Also, he participates with families at various events at Highfields, Inc. and the City of East Lansing Youth Action Team. Having responsibilities with both the Court and East Lansing Police Department has made Mr. Rios a strong, well-rounded individual and an asset to this Court.

He is a dedicated worker and someone who works hard to advocate for the juveniles of Ingham County. Not only would Mr. Rios be a nice addition to the Court, but also benefit the children and families he serves.

Should you have any questions or concerns, please feel free to contact me at your convenience.

Very truly yours,

A handwritten signature in black ink, appearing to read "Richard J. Garcia", written over the typed name.

Richard J. Garcia
Judge of Probate

RJG/tc

Janice M. Dooley

jdooley@ingham.org

April 17, 2014

Ingham County Friend of the Court

Mr. Harry Moxley

Interim Deputy Court Administrator

Family Division/Friend of the Court

Dear Mr. Moxley,

As a Senior Case Examiner for Ingham County Friend of the Court, I have had the privilege of working with Ricardo Rios for the past year. He is a tremendous asset to our team as an Enforcement Specialist. I believe that he has the knowledge, drive and personal relationship skills necessary to be a successful Senior Case Examiner and a long term employee with the Friend of the Court.

Ricardo Rios's primary responsibility with the Friend of the Court is to enforce orders related to the collection of child support. In this capacity, he has been very successful. Working with a caseload of approximately 2025 cases, he has continued to bring his case noncompliance rate down from an initial 14.4% in January 2013 to 12.6% in January 2014. In fact, as compared to his 9 enforcement specialist peers, he has been employed in this capacity for a relatively short time, yet he has the second lowest "out of compliance" rate. This fact tells me that he works his caseload, sets hearings that require enforcement, requests bench warrants when appropriate, works with the clients to elicit payments, and requests case closures when necessary. Ricardo Rios works efficiently and smartly; he follows office protocol but also has the ability to seek out solutions to atypical problems.

Mr. Rios's responsibilities as an Enforcement Specialist require him to have frequent contact, in person, via the telephone and email, with clients. In doing so, he is respectful and courteous. He has the skills necessary to communicate effectively with a diverse population. He understands the nuances of the Court system and process, and the importance of ensuring that his clients understand and comply with their court orders.

In addition to his enforcement responsibilities, Ricardo Rios has volunteered to be a member of the Court's Emergency Response Team. His calm demeanor and physical presence have helped to de-escalate tense situations. Additionally, he is the first person to offer assistance to team members in speaking with clients, returning telephone calls, and processing paperwork.

A final comment I must add is that Ricardo Rios is looked at as a leader by his peers, which is an important quality for a Senior Case Examiner to possess. He is loyal and open to direction. He is clearly an asset to this office, and I believe he has the intelligence and fortitude to be successful in this role. Please feel free to contact me if you have any questions.

Respectfully,



Janice M. Dooley

Senior Case Examiner

INGHAM COUNTY FRIEND OF THE COURT
FAMILY DIVISION
THIRTIETH JUDICIAL CIRCUIT
303 Kalamazoo Street, P.O. Box 40097
Lansing, MI 48901

SHAUNA DUNNINGS
Deputy Court Administrator
Family Division/FOC

HARRY MOXLEY
Assistant FOC/Operations

ROBERT HOTCHKISS
Assistant FOC/Legal



ATTORNEYS/REFEREES
Helen T. Hartford
Vicki Anderson Pinckney
Irene Sivavajchaipong
Dean Allen Winnie

WEBSITE: www.ingham.org/fc/foc.htm
E-MAIL: focinfo@ingham.org
TELEPHONE: 517-483-6103
Fax 517-483-6107

June 28, 2012

Stuart Dunning III
Ingham County Prosecutor
303 W Kalamazoo Street
Lansing Michigan 48933

RE: Support Investigator and Investigator Positions with the Prosecutor's Office

Dear Mr. Dunning:

Ricardo Rios has asked me to write a letter of recommendation for him for the above positions. It is my distinct pleasure that I do so.

Since coming to the Friend of the Court Rico has "tackled" his assigned caseload with vigor as someone who finds enjoyment by obtaining results. He is constantly asking if more can be done to enforce the Court orders, if liens on property would be useful and/or if this person should be considered for felony prosecution. Rico understands that it is his efforts that are effective if the desired results are achieved.

Rico has taken the initiative to read the Michigan Child Support Formula Manual. In addition, he has started to learn how to operate the computer program and input the financial information into the program. Rico has told me that the more he understands about child support the better he is to better serve his clients.

Rico has also taken upon himself to assist in-office problem clients. His quiet effectiveness is reassuring to us that are subject to those problem clients. I believe this comes from his experience working with the East Lansing Police Department.

I have reviewed the qualifications for both positions. It seems that Rico has the experience for either position. I would invite you to review his experience with the East Lansing Police Department. It is my belief that Rico would be an asset to your office in either position. But, I also believe that Rico is the type of person whose motivation and initiative are such that his true worth will only grow with the number of years he is with your office.

I started this letter by stating it is my pleasure to write this letter for Rico. I hope the few words I have written is enough for Rico to obtain a position with your office. A few words is not enough to describe the person that Rico is, but Rico is a person whose actions and results are more than the words that can be written about him. It is for these and many other reasons that it is my pleasure to write this letter.

Sincerely yours,


Dean Winnie
Attorney/Referee

INGHAM COUNTY FRIEND OF THE COURT
FAMILY DIVISION
THIRTIETH JUDICIAL CIRCUIT
303 Kalamazoo Street, P.O. Box 40097
Lansing, MI 48901

SHAUNA DUNNINGS
Deputy Court Administrator
Family Division/FOC

HARRY MOXLEY
Assistant FOC/Operations

ROBERT HOTCHKISS
Assistant FOC/Legal



ATTORNEYS/REFEREES
Helen T. Hartford
Vicki Anderson Pinckney
Irene Sivavajchaipong
Dean Allen Winnie

WEBSITE: <http://fc.ingham.org/>
E-MAIL: focinfo@ingham.org
TELEPHONE: 517-483-6103
FAX: 517-483-6107

May 9, 2013

Ms. Natalie Clinkscales:

It is my pleasure to write a letter of recommendation for Mr. Rico Rios. He is a valued member of the Enforcement Department at the Friend of the Court. I have found Rico to be very competent and a hard worker. He often volunteers to help out his coworkers and does not complain about additional work being assigned to him. Rico also has a very positive "can do" attitude and is not afraid to learn new things and go the extra mile with his efforts.

Please consider Rico for the position of Support Investigator. I believe he will be a valued asset in your office. Please contact me if you have any questions.

Sincerely,

Chadwick C Phillips
Chadwick C Phillips
Records Supervisor
Ingham County FOC
(517) 483-6281



CITY OF EAST LANSING

THE HOME OF MICHIGAN STATE UNIVERSITY

To whom it may concern,

I am writing you to highly recommend Ricardo Rios for a position within your department. Approximately a year ago I met Ricardo at an interview for an vacant parking officer position within our department. I was immediately struck by Ricardo's tactfulness, level head, and ability to communicate. Although Ricardo did not receive the position (it was earned by a person already employed by the department), Ricardo left an impression on the interview panel. I personally recruited Ricardo to apply for an open cadet position, and he was soon hired.

Since that date Ricardo has been a welcome addition to our department. Ricardo is a cadet at our police department. Ricardo works the front desk which is open 24/7/365. Ricardo answers phones, deals with customers at the front desk, and writes simple police reports (stolen bikes/private property accidents, etc). Ricardo works well with other members of the department, and can be counted on to make sure his duties are done in a timely and professional manner.

**East Lansing
Police Department**

409 Park Lane
East Lansing, MI 48823

(517) 337-1731
Fax (517) 337-7372
www.elpolice.com

Ricardo makes asking "Sir or maam, Is there anything I can do to help" part of his daily routine. He is always willing to assist members of the department however he can. Ricardo has also been very good at thinking toward the future, and finding ways to make the procedures done at the police desk as effective and efficient as possible.

Ricardo has truly been a diamond in the rough for our department. His work ethic and communication skills are excellent. Ricardo will make an excellent police officer in the very near future. He would be a welcome addition to any police department.

If you have any questions for me or would like to personally speak to me about Ricardo, please feel free to call me at anytime.

Sgt Scott Wriggelsworth

East Lansing Police Department
Office-517-319-6846
Cell -517-202-4744



CITY OF EAST LANSING

The Home of Michigan State University

January 31, 2007

To Whom It May Concern:

Ricardo Rios has been a cadet with the East Lansing Police Department and has done an excellent job. He is a person who can be given any type of task and you can feel confident that the task will be completed well and in a timely manner.

Ricardo Rios represents himself well. He always looks sharp. He is able to speak with many different types of the public which is necessary here in East Lansing dealing with both the rich and the poor. He treats all with dignity and respect. He creates a positive image to them of the East Lansing Police Department.

Ricardo Rios has very good initiative and he is constantly looking for additional work to do if he has down time. He is very willing to help out others if needed to complete their projects.

Ricardo Rios is also very willing to do ride-a-longs on his own time to help him understand the background of law enforcement and has developed a good relationship with the officers and supervisors of this department. He is always welcome to do these ride-a-longs. The officers continually try to help him in this matter so that he can pursue his career.

In my opinion, Ricardo Rios would make an excellent future law enforcement officer and I would recommend him to any department.

Sincerely,

Sgt. Mark VandeWouwer
East Lansing Police Department
(517) 351-4220

EAST LANSING
POLICE DEPARTMENT

409 Park Lane
East Lansing, MI 48823

(517) 337-1731
Fax (517) 337-7372
www.cityofeastlansing.com

led



Public Service Careers Department 3500W
Lansing Community College
P. O. Box 40010
Lansing, Michigan 48901-7210
Phone: (517) 483-1570 Fax: (517) 483-9766

To: Ingham County Human Resources

From: Mark A. Stevens
Ingham County Youth Center Supervisor
Lansing Community College – Adjunct Faculty

Re: Ricardo Rios

Dear Human Resources Department,

I am pleased to write this letter of recommendation for Ricardo Rios for the position of Compliance Officer-Family Division/ Circuit Court. Ricardo was a student in my Introduction of Juvenile Justice at Lansing Community College. He was one of my students who participated in classroom discussion often and made a positive contribution to the learning environment.

My son attended an after-school youth program at the City of East Lansing after-school program at the Hannah Community Center where Ricardo worked as a youth leader. From my personal experience of visiting the program, Ricardo was well liked by the students and did a great job as a member of the Youth Action Team.

Ricardo is currently seeking a position as a Compliance Officer- Family Division /Circuit Court. I have been employed by the 30th Circuit Court for over 16years and I currently hold the position of Supervisor for the Ingham County Youth Center. I believe that Ricardo would make an excellent candidate for the position of Compliance Officer and would recommend him highly for your consideration for an interview. If you have any questions regarding Ricardo Rios please do not hesitate to contact me.

Sincerely,

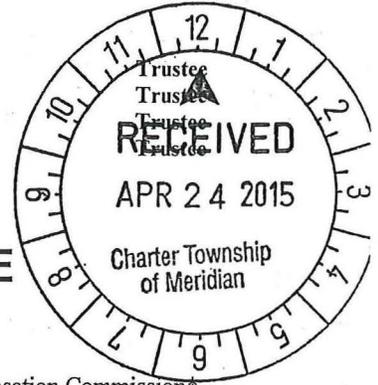
Mark A. Stevens
517-487-3492

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 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 type="checkbox"/> Township Board (elected/appointed) |
| <input type="checkbox"/> East Lansing-Meridian Water & Sewer Authority | <input checked="" type="checkbox"/> Zoning Board of Appeals |
| <input 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:

Summarize your reasons for applying for this type of public service: *past member.*

Describe education, experience or training which will assist you if appointed. (Attach resume if available) *- Township trustee
Township ZBA member
1996-2000*

Name: *Kirk Squires*
 Occupation: *OWNER* Place of Employment: *Graphics USA*
 Home Address: *3705 Yosemite Dr. Okemos MI. 48864*
 Phone: (days) *517-230-8642* (evenings) E-mail *Kirk@cmgraphicsusa.com*
 Signature *[Signature]* Date *4/23/15*

Other than the Downtown Development Authority Board, 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	<i>4.24.15</i>	Distro: <i>EL FW</i>	Application # <i>ZBA 1503</i>
Registered Voter:	<i>(Y)N</i>	<i>MK</i>	
Date Appointed:		<i>B) MEMBERS</i>	

Revised: November 24, 2014



MEMORANDUM

TO: Township Board



FROM: Deborah Guthrie, Communications Director/PIO

DATE: Tuesday, June 09, 2015

RE: Michigan Uniform Video Service Local Franchise Agreement between Comcast and Meridian Township

Comcast hand delivered Meridian Township a uniform franchise agreement on May 12, 2015. The township had 30 days to reply from the date of the receipt of the agreement. Prior to receiving the uniform franchise, staff and legal counsel met with Comcast to discuss a side agreement to allow HD for PEG channels (Public, Education and Government), PEG channels on the guide system(s), Franchise fee and PEG fee amounts due to the township, in kind services and channel capacity.

HD Channel and PEG Channel Capacity:

After several days and discussions about the agreement, it was determined that staff and Comcast would be unable to come to terms on a separate agreement. With the 30 day shot clock winding down for Meridian Township to reply, Township Manager Frank Walsh, Assistant Township Manager Derek Perry and I met with Comcast on Friday, June 5 in order to finalize the terms of the agreement.

We determined that the costs of being able to receive one HD channel outweighed the benefits. Comcast would have required 5 PEG channels to be relinquished in order for Meridian Township to have one of the nine PEG channels broadcast with an HD Signal. Staff agreed it would be best to continue our current PEG channel capacity, providing an LCC Channel, 3 MSU channels, Haslett School Channel, Okemos School Channel, HOMTV Government Access Channel and CAMTV Public Access Channel. HOMTV will continue recording field stories in HD, as well as the HD Studio Camera Upgrade Plan for township meetings and studio recordings. Doing so will ensure a higher quality playback online and also, less degradation of the signal.

PEG Programming on the Guide System(s):

Comcast wrote a letter of authorization (Attachment C) allowing PEG programming on the guide system(s) for channels which have the technical capability. Any PEG channel that is on the same channel across the Comcast Meridian Township and East Lansing system will be authorized. Individual PEG channels will need to have staff enter their programming data

to appear on the guide system(s) and pay all third party vendor costs. At this time, we are unaware of the cost to be incurred.

Fees Collected from Comcast Annual Gross Revenue:

Comcast shall continue to pay the annual 5% franchise fee as was received in the previous agreement. In 2014, Meridian Township collected \$548,265.60 in franchise fees. Of those franchise fees, 80% is designated for the Communications Department Special Revenue Fund and 20% is designated to the general fund.

Although the previous franchise agreement did not contain an additional PEG fee requirement, there were provisions in the previous agreement for the Township to purchase a shared public access studio and equipment that the parties have agreed an equivalent of an annual 1% PEG Support fee for PEG access facilities and services. It is estimated that over \$100,000 will be collected on an annual basis for PEG support.

Terms:

The Uniform Franchise Agreement shall be for a period of 10 years from the date it is issued. The date it is issued is calculated by the date Meridian Township approves the Agreement; June 9, 2015.

The new uniform franchise agreement supports Meridian Township Goal #4 b. Finalize the Comcast franchise agreement to include PEG on the guide system and supports the Township Boards Resolutions of Support in regards to PEG programming:

- 2013 HOMTV on Guide System (Attachment A)
- 2014 PEG Fees (Attachment B)

RESOLUTION TO APPROVE

**Resolution of Support
Regarding HOMTV on the Comcast
Scrolling Guide Channel,
Interactive Guide Channel
and Online Channel Line Up**

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 8th day of August 2013, at 6:00 p.m., local time.

PRESENT: Supervisor LeGoff, Clerk Dreyfus, Treasurer Brixie, Trustees Scales, Veenstra,
Wilson

ABSENT: Trustee Styka

The following resolution was offered by Clerk Dreyfus and supported by Trustee Veenstra.

WHEREAS, prior to the Comcast digitization in the mid 2000's, the HOMTV name and program schedule use to appear on the Comcast scrolling guide channel; and

WHEREAS, HOMTV is a public service to Meridian Township residents and produced over 500 programs in 2011 and produced almost 800 programs in 2012; and

WHEREAS, HOMTV appears on these channel lineups the same as local affiliate news networks appear with their individual call letters and location; and

WHEREAS, the HOMTV call letters replace the "government access" wording on the channel lineups; and

WHEREAS, when channel surfing alphabetically, HOMTV appears in the alphabetical lineup as HOMTV rather than government access; and

WHEREAS, the HOMTV channel lineup includes the programs' names and play times on the channel guide; and

WHEREAS, having the HOMTV call letters listed allows the customer to find HOMTV and the HOMTV program schedule; and

WHEREAS, having HOMTV programs listed allows customers to schedule recordings of individual programs; and

WHEREAS, the Meridian Township Communications Department has an account and password in place with the third party company to submit information to Comcast guide(s); and

WHEREAS, the Meridian Township Communications Department has a Video Programmer position in place to update the information on the guide channel in a timely manner.

NOW, THEREFORE, BE IT RESOLVED the Township Board of the Charter Township of Meridian hereby supports HOMTV call letters and programs being listed on the Comcast Guide(s).

ADOPTED: YEAS: Trustees Scales, Veenstra, Wilson, Supervisor LeGoff, Clerk Dreyfus, Treasurer Brixie

NAYS: None

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 complete copy of a resolution adopted at a regular meeting of the Township Board on the 8th day of August 2013.



Brett Dreyfus
Township Clerk, Charter Township of Meridian

**Resolution of Support
Regarding PEG Fees**

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 15th day of April 2014, at 6:00 p.m., local time.

PRESENT: Supervisor LeGoff, Clerk Dreyfus, Treasurer Brixie, Trustees Scales, Styka,
Veenstra, Wilson

ABSENT: None

The following resolution was offered by Trustee Styka and supported by Trustee Veenstra.

WHEREAS, Public, educational, and government (PEG) channels are one of the last surviving sources for local television programming across the country and PEG channels play a significant role in televising open and public meetings; and

WHEREAS, PEG channels are a unique and valuable resource for local information and discourse for residents; and

WHEREAS, PEG channels televise local government meetings, including township board meetings, planning commission meetings, county commission meetings, and school board meetings, so that citizens are informed about the actions taken by local officials; and

WHEREAS, PEG channels also are utilized to communicate with citizens on municipal events and services and provide advisories and preparation directions to residents for emergency purposes; and

WHEREAS, PEG channels provide a window through which residents can view the diversity of cultures, educational information, recreational activities, and artistic endeavors in their local community; and

WHEREAS, PEG channels reflect the unique identity of the communities they serve; and

WHEREAS, It is important to preserve PEG channels and funding for PEG channels and to ensure that PEG channels continue to be available to the entire community to serve residents; and

WHEREAS, As one of the conditions of the Michigan State uniform franchise, the state provided that PEG funding may be used for any purpose including to provide critical operating funding to ensure that PEG facilities are open to the community; and

4.15.14
12 B

WHEREAS, Cable operators contend Section 542 of Title 47 of the United States Code effectively requires them to require that PEG funding only be used for PEG capital expenses; and

WHEREAS, Amending federal law to ensure that PEG funding can be used for any purpose related to public, educational or government use of the cable system, as is permitted by Michigan State law, will help ensure the continued availability and vitality of PEG channels and would also prevent operators from charging additional fees now being charged to localities related to carriage of the PEG channels.

NOW, THEREFORE, BE IT RESOLVED the Township Board calls on the United States Congress to amend Section 542 of Title 47 of the United States Code to allow states and their municipalities to determine the best use of PEG channel support and to prohibit charges for the carriage of PEG channels; and be it further

RESOLVED, the Township Clerk transmit copies of this resolution to County Clerk Barb Byrum, to State Representative Sam Singh, to State Senator Gretchen Whitmer, to Congressman Mike Rogers, to the U.S. House of Representatives, to the Majority Leader of the U.S. Senate, and to each Senator and Representative from Michigan in the Congress of the United States.

ADOPTED: YEAS: Trustees Scales, Styka, Veenstra, Wilson, Supervisor LeGoff,
Clerk Dreyfus, Treasurer Brixie

NAYS: None

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 complete copy of a resolution adopted at a regular meeting of the Township Board on the 15th day of April 2014.



Brett Dreyfus
Township Clerk, Charter Township of Meridian



June 11, 2015

Ms. Deborah Guthrie
Communications Director
Meridian Charter Township
5151 Marsh Road
Okemos, MI 48864-1198

Dear Ms. Guthrie:

As we discussed at our meeting last week, Comcast will provide the necessary authorization for HOM-TV (channel 21) programming information to be placed on the Interactive Program Guide for the Comcast cable system serving Meridian Charter Township and the applicable online channel lineup.

This authorization is provided with the understanding that:

- This service is provided by a 3rd party vendor.
- The Township is responsible for providing updated program information to the 3rd party vendor as required.
- The Township shall bear the costs for placing the program information with the 3rd party vendor.

The 3rd party vendor will provide the Township with costs and instructions for the provisioning of the program information on the guides. In the meantime, please feel free to contact me with any questions.

Sincerely,

John P. Gardner
Sr. Manager, External Affairs
Comcast – Heartland Region

Cc: Leslie Brogan, Comcast
Frank Walsh, Meridian Charter Township

MEMORANDUM

TO: Township Board

FROM:


 Brett Dreyfus, Township Clerk/FOIA Coordinator

DATE: June 11, 2015

RE: Freedom of Information Act Procedures and Guidelines

The Michigan Legislature adopted substantial amendments to the Freedom of Information Act (FOIA) which take effect on July 1, 2015. The majority of changes do not affect the way Meridian Township processes FOIA requests, but there are some amendments that do affect procedures such as billing and deposits, as well as changes in penalties for non-compliance.

In addition, all public bodies must establish procedures and guidelines, a written public summary, and a detailed itemized fee form that are consistent with the amendments. These must be approved by the public body and will become effective on July 1, 2015.

Several templates of model FOIA procedures and guidelines were recently made available to municipalities through the Michigan Townships Association (MTA) and the Michigan Municipal League (MML). Using those resources, I developed the **Meridian Township FOIA Procedures and Guidelines**, along with the required **Summary of Meridian Township FOIA Procedures and Guidelines**, and a **FOIA Request – Detailed Fee Itemization Form**. I am also developing a new FOIA Request Form, as well as a new FOIA log and other resources to assist in processing FOIA requests. These other forms and documents do not need Board approval.

The Meridian Township FOIA Procedures and Guidelines that need to be adopted by the Board were submitted to Steve Schultz, our new Township counsel, as well as to Judge John Dewane for their review and input.

The amended FOIA statute authorizes the FOIA Coordinator to modify these policies (and all previous FOIA policies) and to adopt administrative rules to facilitate the legal review and processing of requests for public records made pursuant to Michigan's FOIA statute, provided that such modifications and rules are consistent with State of Michigan law. The FOIA Coordinator is required to inform the Township Board of any subsequent change to these Procedures and Guidelines.

The following motion is offered for Board consideration:

MOVE TO ADOPT THE SUBMITTED DOCUMENTS (MERIDIAN TOWNSHIP FOIA PROCEDURES AND GUIDELINES, SUMMARY OF MERIDIAN TOWNSHIP PROCEDURES AND GUIDELINES, AND FOIA REQUEST – DETAILED FEE ITEMIZATION FORM) AS COMPONENTS OF MERIDIAN TOWNSHIP'S FREEDOM OF INFORMATION ACT WRITTEN POLICIES.

Attachments (3)

Charter Township of Meridian

FOIA Procedures and Guidelines

EFFECTIVE JULY 1, 2015

Preamble: Statement of Principles

It is the policy of Meridian Township that all persons, consistent with the Michigan Freedom of Information Act (FOIA), are entitled to full and complete information regarding the affairs of government and the official acts of those who represent them as public officials and employees. The people shall be informed so that they fully participate in the democratic process.

The Township's policy with respect to FOIA requests is to comply with State law in all respects and to respond to FOIA requests in a consistent, fair, and even-handed manner regardless of who makes such a request.

The Township acknowledges that it has a legal obligation to disclose all nonexempt public records in its possession pursuant to a FOIA request. The Township acknowledges that sometimes it is necessary to invoke the exemptions identified under FOIA in order to ensure the effective operation of government and to protect the privacy of individuals.

Meridian Township will protect the public's interest in disclosure, while balancing the requirement to withhold or redact portions of certain records due to concerns with privacy, security, certain personal information and other legally-valid reasons. The Township's policy is to disclose public records consistent with and in compliance with State law.

The Township Board has established the following written procedures and guidelines to implement the FOIA and has developed a written public summary of the specific procedures and guidelines relevant to the general public regarding how to submit written requests to the public body and explaining how to understand a public body's written responses, deposit requirements, fee calculations, and avenues for challenge and appeal.

Section 1: General Policies

The Township Board, acting pursuant to the authority at MCL 15.236, designates the Township Clerk as the FOIA Coordinator. He or she is authorized to designate other Township staff to act on his or her behalf to accept and process written requests for the Township's public records and approve denials.

If a request for a public record is received by fax or email, the request is deemed to have been received on the following business day. If a request is sent by email and delivered to a Township spam or junk-mail folder, the request is not deemed received until one day after the FOIA Coordinator first becomes aware of the request. The FOIA Coordinator shall note in the FOIA log both the date the request was delivered to the spam or junk-mail folder and the date the FOIA Coordinator became aware of the request.

The FOIA Coordinator shall review Township spam and junk-mail folders on a regular basis, which shall be no less than once a month.

The FOIA Coordinator may, in his or her discretion, implement administrative rules, consistent with State law and these Procedures and Guidelines to administer the acceptance and processing of FOIA requests.

The Township is not obligated to create a new public record or make a compilation or summary of information which does not already exist. Neither the FOIA Coordinator nor other Township staff is obligated to provide answers to questions contained in requests for public records or regarding the content of the records themselves.

The FOIA Coordinator shall keep a copy of all written requests for public records received by the Township on file for a period of at least one year.

The Township's Procedures and Guidelines document and the Written Public Summary are available to the public without charge. Copies of both documents are provided at no charge upon request by any citizen.

This Procedures and Guidelines document and the Township's Written Public Summary are posted on the Township's website at: www.meridian.mi.us, so a link to those documents will be provided to requestor in lieu of providing paper copies of those documents.

Section 2: Requesting a Public Record

A person requesting to inspect or obtain copies of public records prepared, owned, used, possessed or retained by Meridian Township must do so in writing. A request must sufficiently describe a public record so as to enable Township personnel to identify and find the requested public record.

No specific form to submit a request for a public record is required. However the Meridian Township FOIA Coordinator has developed a **Meridian Township FOIA Request Form** to facilitate FOIA requests by the public. The FOIA Request Form can be downloaded from the Township's website at: www.meridian.mi.us

The request may be submitted on the Township's FOIA Request Form, or in any other form of writing (letter, fax, email).

- Requests may be faxed to: **(517) 853-4096**
To ensure a prompt response, faxed requests should contain the term "FOIA" or "FOIA Request" on the first/cover page.
- Requests may be emailed to: **FOIA-Request@meridian.mi.us**
To ensure a prompt response, email requests should contain the term "FOIA" or "FOIA Request" in the subject line.

Written requests for public records may be submitted in person or by mail to any Township office. Requests may also be submitted electronically by fax and email. Upon their receipt, requests for public records shall be promptly forwarded to the FOIA Coordinator for processing.

A person may make a verbal request for public records. Though it is not mandatory, the Township may provide public records without a written request depending upon the nature and circumstances of the request. The Township reserves the right to require any FOIA Request to be in writing if Township staff believes the statutory requirements of the FOIA legislation would be best met by a written request.

Verbal requests for records will be documented by the Township on the Township's FOIA Request Form.

If a person makes a verbal, non-written request for information and a Township employee believes the information is available on the Meridian Township website, where practicable and to the best ability of the public employee receiving the request, the requester shall be informed of the pertinent website address where the information may be located.

A person may request that public records be provided on non-paper physical media, emailed or otherwise provided to him or her in digital form in lieu of paper copies. The Township will comply with the request only if it possesses the necessary technological capability to provide records in the requested non-paper physical media format.

A person may subscribe to future issues of public records that are created, issued or disseminated by Meridian Township on a regular basis, such as the minutes of Township Board meetings.

A person serving a sentence of imprisonment in a local, state or federal correctional facility is not entitled to submit a request for a public record. The FOIA Coordinator will deny all such requests.

Section 3: Processing a Request

Unless otherwise agreed to in writing by the person making the request, the Township will issue a response within 5 business days of receipt of a FOIA request. If a request is received by fax, email or other electronic transmission, the request is deemed to have been received on the following business day. The Township will respond to a request in one of the following ways:

- Grant the request.
- Issue a written notice denying the request.
- Grant the request in part and issue a written notice denying in part the request.
- Issue a notice indicating that due to the nature of the request the Township needs an additional 10 business days to respond for a total of no more than 15 business days. Only one such extension is permitted.
- Issue a written notice indicating that the public record requested is available at no charge on the Township's website.

→ When a request is granted:

If the request is granted, or granted in part, the FOIA Coordinator will require that payment be made in full for the allowable fees associated with responding to the request before the public record is made available.

The FOIA Coordinator shall provide a detailed itemization of the allowable costs incurred to process the request to the person making the request.

A copy of these Meridian Township FOIA Procedures and Guidelines and the Written Public Summary of FOIA Procedures and Guidelines will be provided to the requester free of charge with the response to a written request for public records. Because these Procedures and Guidelines, and the Written Public Summary, are maintained on the Township's website at: www.meridian.mi.us, a link to the Procedures and Guidelines and to the Written Public Summary will be provided to the requestor in

lieu of providing paper copies of those documents.

If the cost of processing a FOIA request is \$50 or less, the requester will be notified of the amount due and where the documents can be obtained.

If the cost of processing a FOIA request is expected to exceed \$50 based on a good-faith calculation, or if the requester has not paid in full for a previously granted request, the Township will require a good-faith deposit pursuant to Section 4 of this policy before processing the request.

In making the request for a good-faith deposit the FOIA Coordinator shall provide the requester with a detailed itemization of the allowable costs estimated to be incurred by the Township to process the request and also provide a best efforts estimate of a time frame it will take the Township to provide the records to the requester. The best efforts estimate shall be nonbinding on the Township, but will be made in good faith and will strive to be reasonably accurate, given the nature of the request in the particular instance, so as to provide the requested records in a manner based on the public policy expressed by Section 1 of the FOIA.

→ *When a request is denied or denied in part:*

If the request is denied or denied in part, the FOIA Coordinator will issue a Notice of Denial which shall provide in the applicable circumstance:

- An explanation as to why a requested public record is exempt from disclosure; or
- A certificate that the requested record does not exist under the name or description provided by the requester, or another name reasonably known by the Township; or
- An explanation or description of the public record or information within a public record that is separated or deleted from the public record; and
- An explanation of the person's right to submit an appeal of the denial to either the Township Manager (designated head of the public body with respect to FOIA appeals) or seek judicial review in the Ingham County Circuit Court; and
- An explanation of the right to receive attorneys' fees, costs, and disbursements as well actual or compensatory damages, and punitive damages of \$1,000, should they prevail in Circuit Court.

The Notice of Denial shall be signed by the FOIA Coordinator. If a request does not sufficiently describe a public record, the FOIA Coordinator may, in lieu of issuing a Notice of Denial indicating that the request is deficient, seek clarification or amendment of the request by the person making the request. Any clarification or amendment will be considered a new request subject to the timelines described in this Section.

Requests to inspect public records:

The Township shall provide reasonable facilities and opportunities for persons to examine and inspect public records during normal business hours. The FOIA Coordinator is authorized to promulgate rules regulating the manner in which records may be viewed so as to protect Township records from loss, alteration, mutilation or destruction and to prevent excessive interference with normal Township operations.

Requests for certified copies:

The FOIA Coordinator shall, upon written request, furnish a certified copy of a public record at no additional cost to the person requesting the public record.

Section 4: Fee Deposits

If the fee estimate is expected to exceed \$50.00 based on a good-faith calculation, the requester will be asked to provide a deposit not exceeding one-half of the total estimated fee.

If a request for public records is from a person who has not paid the Township in full for copies of public records made in fulfillment of a previously granted written request, the FOIA Coordinator will require a deposit of 100% of the estimated processing fee before beginning to search for a public record for any subsequent written request by that person when all of the following conditions exist:

- The final fee for the prior written request is not more than 105% of the estimated fee;
- The public records made available contained the information sought in the prior written request and remain in the Township's possession;
- The public records were made available to the individual, subject to payment, within the time frame estimated by the Township to provide the records;
- Ninety (90) days have passed since the FOIA Coordinator notified the individual in writing that the public records were available for pickup or mailing;
- The individual is unable to show proof of prior payment to the Township; and
- The FOIA Coordinator has calculated a detailed itemization that is the basis for the current written request's increased estimated fee deposit.

The FOIA Coordinator will not require an increased estimated fee deposit if any of the following apply:

- The person making the request is able to show proof of prior payment in full to the Township;
- The Township is subsequently paid in full for the applicable prior written request; or
- Three hundred sixty five (365) days have passed since the person made the request for which full payment was not remitted to the Township.

Section 5: Calculation of Fees

A fee may be charged for the labor cost of copying/duplication.

A fee will not be charged for the labor cost of search, examination, review and the deletion and separation of exempt from nonexempt information unless failure to charge a fee would result in unreasonably high costs to the Township because of the nature of the request in the particular instance, and the Township specifically identifies the nature of the unreasonably high costs.

Costs for the search, examination review, and deletion and separation of exempt from non-exempt information are "unreasonably high" when they are excessive and beyond the normal or usual

amount for those services (Attorney General Opinion 7083 of 2001) compared to the costs of the township's usual FOIA requests, not compared to the township's operating budget. (*Bloch v. Davison Community Schools*, Michigan Court of Appeals, Unpublished, April 26, 2011)

The following factors shall be used to determine an unreasonably high cost to the Township:

- Volume of the public record requested.
- Amount of time spent to search for, examine, review and separate exempt from non-exempt information in the record requested.
- Whether the public records are from more than one Township department or whether various Township offices are necessary to respond to the request.
- The available staffing to respond to the request.
- Any other similar factors identified by the FOIA Coordinator in responding to the particular request.

The Michigan FOIA statute permits the Township to charge for the following costs associated with processing a request:

- Labor costs associated with copying or duplication, which includes making paper copies, making digital copies, or transferring digital public records to non-paper physical media or through the Internet.
- Labor costs associated with searching for, locating and examining a requested public record, when failure to charge a fee will result in unreasonably high costs to the Township.
- Labor costs associated with a review of a record to separate and delete information exempt from disclosure, when failure to charge a fee will result in unreasonably high costs to the Township.
- The cost of copying or duplication, not including labor, of paper copies of public records. This may include the cost for copies of records already on the Township's website if a requester asks for the Township to print copies of those online records.
- The cost of computer discs, computer tapes or other digital or similar media when the requester asks for records in non-paper physical media.
- The cost to mail or send a public record to a requester.

Labor costs will be calculated based on the following requirements:

- All labor costs will be estimated and charged in 15-minute increments, with all partial time increments rounded down. If the time involved is less than 15 minutes, there will be no charge.
- Labor costs will be charged at the hourly wage of the lowest-paid Township employee capable of doing the work in the specific fee category, regardless of who actually performs work.

- Labor costs will also include a charge to cover or partially cover the cost of fringe benefits.
- The Township may add up to 50% to the applicable labor charge amount to cover or partially cover the cost of fringe benefits, but in no case may it exceed the actual cost of fringe benefits.
- Overtime wages will not be included in labor costs unless agreed to by the requester; overtime costs will not be used to calculate the fringe benefit cost.
- Contracted labor costs will be charged at the hourly rate of \$48.90 (6 times the state minimum hourly wage).

The cost to provide records on non-paper physical media when so requested will be based on the following requirements:

- Computer disks, computer tapes or other digital or similar media will be at the actual and most reasonably economical cost for the non-paper media.
- This cost will only be assessed if the Township has the technological capability necessary to provide the public record in the requested non-paper physical media format.
- The Township will procure any non-paper media and will not accept media from the requester in order to ensure integrity and security of the Township's technology infrastructure.

The cost to provide paper copies of records will be based on the following requirements:

- Paper copies of public records made on standard letter (8 ½ x 11) or legal (8 ½ x 14) sized paper will not exceed \$.10 per sheet of paper. Copies for non-standard sized sheets of paper will reflect the actual cost of reproduction.
- The Township will provide records using double-sided printing, if it is cost-saving and available.

The cost to mail records to a requester will be based on the following requirements:

- The actual cost to mail public records using a reasonably economical and justified means.
- The Township may charge for the least expensive form of postal delivery confirmation.
- No cost will be made for expedited shipping or insurance unless specified by the requester.

If the FOIA Coordinator does not respond to a written request in a timely manner, the Township must:

- Reduce the labor costs by 5% for each day the Township exceeds the time permitted under FOIA up to a 50% maximum reduction, if **any** of the following applies:
 - The Township's late response was willful and intentional,
 - The written request conveyed a request for information within the first 250 words of the body of a letter facsimile, email or email attachment, or

- The written request included the words, characters, or abbreviations for "freedom of information," "information," "FOIA," "copy" or a recognizable misspelling of such, or legal code reference to MCL 15. 231, et seq. or 1976 Public Act 442 on the front of an envelope or in the subject line of an email, letter or facsimile cover page.
- Fully note the charge reduction in the Detailed Itemization of Costs Form.

Section 6: Waiver of Fees

The cost of the search for and copying of a public record may be waived or reduced if in the sole judgment of the FOIA Coordinator a waiver or reduced fee is in the public interest because it can be considered as primarily benefitting the general public. The Township Board may identify specific records or types of records it deems should be made available for no charge or at a reduced cost.

Section 7: Discounted Fees

Indigence

The FOIA Coordinator will discount the first \$20.00 of the processing fee for a request if the person requesting a public record submits an affidavit stating that they are:

- Indigent and receiving specific public assistance, or
- If not receiving public assistance, stating facts demonstrating an inability to pay because of indigence.

An individual is not eligible to receive the waiver if:

- The requester has previously received discounted copies of public records from the Township twice during the calendar year; or
- The requester requests information in connection with other persons who are offering or providing payment to make the request.

An affidavit is a sworn statement. The FOIA Coordinator may make a Fee Waiver Affidavit Form available for use by the public.

Nonprofit organization advocating for developmentally disabled or mentally ill individuals

The FOIA Coordinator will discount the first \$20.00 of the processing fee for a request from:

- A nonprofit organization formally designated by the state to carry out activities under Subtitle C of the Federal Developmental Disabilities Assistance and Bill of Rights Act of 2000 (Public Law 106-402), and the Protection and Advocacy for Individuals with Mental Illness Act (Public Law 99-319), or their successors, if the request meets all of the following requirements:
 - Is made directly on behalf of the organization or its clients;
 - Is made for a reason wholly consistent with the mission and provisions of those laws under section 931 of the Mental Health Code, 1974 PA 258, MCL 330.1931;

- Is accompanied by documentation of its designation by the state, if requested by the public body.

Section 8: Appeal of a Denial of a Public Record

When a requestor believes that all or a portion of a public record has not been disclosed or has been improperly exempted from disclosure, he or she may file an appeal of the denial with the office of the Township FOIA Coordinator.

The appeal must be in writing, specifically state the word "appeal" and identify the reason or reasons the requestor is seeking a reversal of the denial. The **Meridian Township FOIA Appeal Form** (To Appeal a Denial of Records), which is available on the Township's website (www.meridian.mi.us), may be used but is not required.

For the purposes of FOIA, the Township Manager is the designated "head of the public body" and is authorized by the Township Board to review and act on FOIA appeals.

The Township is not considered to have received a written appeal until the first regularly scheduled Township Board meeting following submission of the written appeal.

Within 10 business days of receiving the appeal the head of the public body, or its designated head, will respond in writing by:

- Reversing the disclosure denial;
- Upholding the disclosure denial; or
- Reverse the disclosure denial in part and uphold the disclosure denial in part; or
- Under unusual circumstances, issue a notice extending for not more than 10 business days the period during which the Township shall respond to the written appeal. The Township shall not issue more than 1 notice of extension for a particular written appeal.

If the Township fails to respond to a written appeal, or if the Township upholds all or a portion of the disclosure denial that is the subject of the written appeal, the requesting person may seek judicial review of the nondisclosure by commencing a civil action in Circuit Court.

Whether or not a requestor submitted an appeal of a denial to the Township, he or she may file a civil action in Ingham County Circuit Court within 180 days after the Township's final determination to deny the request.

If a court that determines a public record is not exempt from disclosure, it shall order the Township to cease withholding or to produce all or a portion of a public record wrongfully withheld, regardless of the location of the public record. Failure to comply with an order of the court may be punished as contempt of court.

If a person asserting the right to inspect, copy, or receive a copy of all or a portion of a public record prevails in such an action, the court shall award reasonable attorneys' fees, costs, and disbursements. If the person or Township prevails in part, the court may, in its discretion, award all or an appropriate portion of reasonable attorneys' fees, costs, and disbursements.

If the court determines that the Township has arbitrarily and capriciously violated this act by refusal or delay in disclosing or providing copies of a public record, the court shall order the Township to pay a civil fine of \$1,000.00, which shall be deposited into the general fund of the state treasury. The court shall award, in addition to any actual or compensatory damages, punitive damages in the amount of \$1,000.00 to the person seeking the right to inspect or receive a copy of a public record. The damages shall not be assessed against an individual, but shall be assessed against the next succeeding public body that is not an individual and that kept or maintained the public record as part of its public function.

Section 9: Appeal of an Excessive FOIA Processing Fee

"Fee" means the total fee or any component of the total fee calculated under section 4 of the FOIA, including any deposit.

If a requester believes that the fee charged by the Township to process a FOIA request exceeds the amount permitted by state law or under this policy, he or she must first appeal to the Township by submitting a written appeal for a fee reduction to the office of the Township FOIA Coordinator.

The appeal must be in writing, specifically state the word "appeal" and identify how the required fee exceeds the amount permitted. The **Meridian Township FOIA Appeal Form** (To Appeal an Excess Fee), which is available at the Clerk's Office in the Township Municipal Building, as well as on the Township's website (www.meridian.mi.us), may be used but is not required.

The Township is not considered to have received a written appeal until the first regularly scheduled Township Board meeting following submission of the written appeal.

Within 10 business days after receiving the appeal, the Township will respond in writing by:

- Waiving the fee;
- Reducing the fee and issuing a written determination indicating the specific basis that supports the remaining fee;
- Upholding the fee and issuing a written determination indicating the specific basis that supports the required fee; or
- Issuing a notice detailing the reason or reasons for extending for not more than 10 business days the period during which the Township will respond to the written appeal. The Township shall not issue more than 1 notice of extension for a particular written appeal.

Where the Township reduces or upholds the fee, the determination must include a certification from the Township that the statements in the determination are accurate and that the reduced fee amount complies with its publicly available procedures and guidelines and Section 4 of the FOIA.

Within 45 days after receiving notice of the Township's determination of an appeal, the requesting person may commence a civil action in Ingham County Circuit Court for a fee reduction.

If a civil action is commenced against the Township for an excess fee, the Township is not obligated to complete the processing of the written request for the public record at issue until the court resolves the fee dispute.

An action shall not be filed in circuit court unless **one** of the following applies:

- The Township does not provide for appeals of fees,
- The Township failed to respond to a written appeal as required, or
- The Township issued a determination to a written appeal.

If a court determines that the Township required a fee that exceeds the amount permitted under its publicly available procedures and guidelines or Section 4 of the FOIA, the court shall reduce the fee to a permissible amount. Failure to comply with an order of the court may be punished as contempt of court.

If the requesting person prevails in court by receiving a reduction of 50% or more of the total fee, the court may, in its discretion, award all or an appropriate portion of reasonable attorneys' fees, costs, and disbursements. The award shall be assessed against the public body liable for damages.

If the court determines that the Township has arbitrarily and capriciously violated the FOIA by charging an excessive fee, the court shall order the Township to pay a civil fine of \$500.00, which shall be deposited in the general fund of the state treasury. The court may also award, in addition to any actual or compensatory damages, punitive damages in the amount of \$500.00 to the person seeking the fee reduction. The fine and any damages shall not be assessed against an individual, but shall be assessed against the next succeeding public body that is not an individual and that kept or maintained the public record as part of its public function.

Section 10: Conflict with Prior FOIA Policies and Procedures; Effective Date

To the extent that these Procedures and Guidelines conflict with previous FOIA policies promulgated by Township Board or the Township Administration these Procedures and Guidelines are controlling. To the extent that any administrative rule promulgated by the FOIA Coordinator subsequent to the adoption of this resolution is found to be in conflict with any previous policy promulgated by the Township Board or the Township Administration, the administrative rule promulgated by the FOIA Coordinator is controlling.

To the extent that any provision of these Procedures and Guidelines or any administrative rule promulgated by the FOIA Coordinator pertaining to the release of public records is found to be in conflict with any State statute, the applicable statute shall control. The FOIA Coordinator is authorized to modify this policy and all previous policies adopted by the Township Board or the Township Administration, and to adopt such administrative rules as he or she may deem necessary, to facilitate the legal review and processing of requests for public records made pursuant to Michigan's FOIA statute, provided that such modifications and rules are consistent with State law. The FOIA Coordinator shall inform the Township Board of any changes to these Policies and Guidelines.

These FOIA Policies and Guidelines become effective July 1, 2015.

Charter Township of Meridian

Public Summary of FOIA Procedures and Guidelines

It is the public policy of Meridian Township that all persons are entitled to full and complete information regarding the affairs of government and the official acts of those who represent them as public officials and public employees. The people shall be informed so that they may fully participate in the democratic process.

Consistent with the Michigan Freedom of Information Act (FOIA), Public Act 442 of 1976, the following is the Written Public Summary of the Township's FOIA Procedures and Guidelines relevant to the general public.

This is only a summary of the Township's FOIA Procedures and Guidelines. For more details and information, copies of Meridian Township's FOIA Procedures and Guidelines are available at no charge at the Township Municipal Building and on the Township's website: www.meridian.mi.us

1. How do I submit a FOIA request to the Township?

- A request must sufficiently describe a public record so as to enable the Township to find it.
- Please include the words "FOIA" or "FOIA Request" in the request to assist the Township in providing a prompt response.
- Requests to inspect or obtain copies of public records prepared, owned, used, possessed or retained by Meridian Township may be submitted on the Township's FOIA Request Form, in any other form of writing (letter, fax, email, etc.), or by verbal request.
 - It is not required by State statute for the Township to respond to verbal requests. However, the Township will strive to accommodate verbal requests. The Township reserves the right to require any FOIA request to be in writing. Any verbal request will be documented by the Township on the Township's FOIA Request Form.
 - No specific form to submit a written request is required. However a **Meridian Township FOIA Request Form** is available for your use and convenience on the Township's website at www.meridian.mi.us and at the Meridian Township Municipal Building, Clerk's Office.
- Written requests may be delivered to the **Meridian Township Municipal Building** in person or by mail: **5151 Marsh Rd, Okemos, MI 48864**

To ensure a prompt response, mailed requests should contain the term "FOIA" or "FOIA Request" on the envelope.

- Requests may be faxed to: **(517) 853-4096**
To ensure a prompt response, faxed requests should contain the term "FOIA" or "FOIA Request" on the first/cover page.
- Requests may be emailed to: **FOIA-Request@meridian.mi.us**
To ensure a prompt response, email requests should contain the term "FOIA" or "FOIA Request" in the subject line.

A person serving a sentence of imprisonment in a local, state or federal correctional facility is not entitled to submit a request for a public record.

2. What kind of response can I expect to my request?

- Within 5 business days after receiving a FOIA request the Township will issue a response. If a request is received by fax or email, the request is deemed to have been received on the following business day. The Township will respond to your request in one of the following ways:
 - Grant the request,
 - Issue a written notice denying the request,
 - Grant the request in part and issue a written notice denying in part the request,
 - Issue a notice indicating that due to the nature of the request the Township needs an additional 10 business days to respond, or
 - Issue a written notice indicating that the public record requested is available at no charge on the Township's website
- If the request is granted, or granted in part, the Township will ask that payment be made for the allowable fees associated with responding to the request before the public record is made available.
- If the cost of processing the request is expected to exceed \$50, or if you have not paid for a previously granted request, the Township will require a deposit before processing the request.

3. What are the Township's deposit requirements?

- If the Township has made a good faith calculation that the total fee for processing the request will exceed \$50.00, the Township will require that you provide a deposit in the amount of 50% of the total estimated fee. When the Township requests the deposit, it will provide you a non-binding best efforts estimate of how long it will take to process the request after you have paid your deposit.
- If the Township receives a request from a person who has not paid the Township for copies of public records made in fulfillment of a previously granted written request, the Township will require a deposit of 100% of the estimated processing fee before it begins to search for the public record for any subsequent written request when **all** of the following conditions exist:
 - The final fee for the prior written request is not more than 105% of the estimated fee;

- The public records made available contained the information sought in the prior written request and remain in the Township's possession;
 - The public records were made available to the individual, subject to payment, within the best effort time frame estimated by the Township to provide the records;
 - Ninety (90) days have passed since the Township notified the individual in writing that the public records were available for pickup or mailing;
 - The individual is unable to show proof of prior payment to the Township; and
 - The Township has calculated an estimated detailed itemization that is the basis for the current written request's increased fee deposit.
- The Township will not require the 100% estimated fee deposit if any of the following apply:
 - The person making the request is able to show proof of prior payment in full to the Township;
 - The Township is subsequently paid in full for all applicable prior written requests; or
 - Three hundred sixty five (365) days have passed since the person made the request for which full payment was not remitted to the Township.

4. How does the Township calculate FOIA processing fees?

The Michigan FOIA statute permits the Township to charge for the following costs associated with processing a request:

- Labor costs associated with copying or duplication, which includes making paper copies, making digital copies, or transferring digital public records to non-paper physical media or through the Internet.
- Labor costs associated with searching for, locating and examining a requested public record, when failure to charge a fee will result in unreasonably high costs to the Township.
- Labor costs associated with a review of a record to separate and delete information exempt from disclosure, when failure to charge a fee will result in unreasonably high costs to the Township.
- The cost of copying or duplication, not including labor, of paper copies of public records. This may include the cost for copies of records already on the township's website if you ask for the township to make copies.
- The cost of computer discs, computer tapes or other digital or similar media when the requester asks for records in non-paper physical media. This may include the cost for copies of records already on the township's website if you ask for the township to make copies.
- The cost to mail or send a public record to a requester.

Labor Costs

- All labor costs will be estimated and charged in 15-minute increments, with all partial time increments rounded down. If the time involved is less than 15 minutes, there will be no charge.
- Labor costs will be charged at the hourly wage of the lowest-paid Township employee capable of doing the work in the specific fee category, regardless of who actually performs work.
- Labor costs will also include a charge to cover or partially cover the cost of fringe benefits. Township may add up to 50% to the applicable labor charge amount to cover or partially cover the cost of fringe benefits, but in no case may it exceed the actual cost of fringe benefits.
- Overtime wages will not be included in labor costs unless agreed to by the requestor; overtime costs will not be used to calculate the fringe benefit cost.
- Contracted labor costs will be charged at the hourly rate of \$48.90 (6 times the state minimum hourly wage)

A labor cost will not be charged for the search, examination, review and the deletion and separation of exempt from nonexempt information unless failure to charge a fee would result in unreasonably high costs to the Township. Costs are unreasonably high when they are excessive and beyond the normal or usual amount for those services compared to the Township's usual FOIA requests, because of the nature of the request in the particular instance. The Township will specifically identify the nature of the unreasonably high costs in writing.

Copying and Duplication

The Township must use the most economical method for making copies of public records, including using double-sided printing, if cost-saving and available.

Non-paper Copies on Physical Media

- The cost for records provided on non-paper physical media, such as computer discs, computer tapes or other digital or similar media will be at the actual and most reasonably economical cost for the non-paper media.
- This cost will be charged only if the Township has the technological capability necessary to provide the public record in the requested non-paper physical media format.

Paper Copies

- Paper copies of public records made on standard letter (8 ½ x 11) or legal (8 ½ x 14) sized paper will not exceed \$.10 per sheet of paper.
- Copies for non-standard sized sheets will paper will reflect the actual cost of reproduction.

Mailing Costs

- The cost to mail public records will use a reasonably economical and justified means.
- The Township may charge for the least expensive form of postal delivery confirmation.
- No cost will be made for expedited shipping or insurance unless you request it.

Waiver of Fees

The cost of the search for and copying of a public record may be waived or reduced if in the sole judgment of the FOIA Coordinator a waiver or reduced fee is in the public interest because it can be considered as primarily benefitting the general public. The Township Board may identify specific records or types of records it deems should be made available for no charge or at a reduced cost.

5. How do I qualify for an indigence discount on the fee?

The Township will discount the first \$20.00 of fees for a request if you submit an affidavit stating that you are:

- Indigent and receiving specific public assistance; or
- If not receiving public assistance, stating facts demonstrating an inability to pay because of indigence.

You are **not** eligible to receive the \$20.00 discount if you:

- Have previously received discounted copies of public records from the Township twice during the calendar year; or
- Are requesting information on behalf of other persons who are offering or providing payment to you to make the request.

An affidavit is sworn statement. For your convenience, the Township has provided an **Affidavit of Indigence** for the waiver of FOIA fees on the back of the Township FOIA Request Form, which is available on the Township's website: www.meridian.mi.us

6. May a nonprofit organization receive a discount on the fee?

A nonprofit organization advocating for developmentally disabled or mentally ill individuals that is formally designated by the state to carry out activities under Subtitle C of the federal developmental disabilities assistance and bill of rights act of 2000, Public Law 106-402, and the protection and advocacy for individuals with mental illness act, Public Law 99-319, may receive a \$20.00 discount if the request meets all of the following requirements in the Act:

- Is made directly on behalf of the organization or its clients.
- Is made for a reason wholly consistent with the mission and provisions of those laws under section 931 of the mental health code, 1974 PA 258, MCL 330.1931.
- Is accompanied by documentation of its designation by the state, if requested by the public body.

6. How may I challenge the denial of a public record or an excessive fee?

Appeal of a Denial of a Public Record

If you believe that all or a portion of a public record has not been disclosed or has been improperly exempted from disclosure, you may appeal to the Township by filing a written appeal of the denial with the office of the Township FOIA Coordinator.

The appeal must be in writing, specifically state the word "appeal," and identify the reason or reasons you are seeking a reversal of the denial. You may use the **Township FOIA Appeal Form** (To Appeal a Denial of Records), which is available at the Clerk's Office in the Township Municipal Building, as well as on the Township's website (www.meridian.mi.us), but it is not required.

Within 10 business days of receiving the appeal the Township will respond in writing by:

- Reversing the disclosure denial;
- Upholding the disclosure denial; or
- Reverse the disclosure denial in part and uphold the disclosure denial in part.

Whether or not you submitted an appeal of a denial to the Township, you may file a civil action in Ingham County Circuit Court within 180 days after the Township's final determination to deny your request. If you prevail in the civil action the court will award you reasonable attorneys' fees, costs and disbursements. If the court determines that the Township acted arbitrarily and capriciously in refusing to disclose or provide a public record, the court shall award you damages in the amount of \$1,000.

Appeal of an Excess FOIA Processing Fee

If you believe that the fee charged by the Township to process your FOIA request exceeds the amount permitted by state law, you must first appeal to the Township by filing a written appeal for a fee reduction to the office of the Township FOIA Coordinator.

The appeal must specifically state the word "appeal" and identify how the required fee exceeds the amount permitted. You may use the **Meridian Township FOIA Appeal Form** (To Appeal an Excess Fee), which is available at the Clerk's Office in the Township Municipal Building, as well as on the Township's website (www.meridian.mi.us), but is not required.

The Township is not considered to have received a written appeal until the first regularly scheduled Township Board meeting following submission of the written appeal.

Within 10 business days after receiving the appeal, the Township will respond in writing by:

- Waiving the fee;
- Reducing the fee and issue a written determination indicating the specific basis that supports the remaining fee;
- Upholding the fee and issue a written determination indicating the specific basis that supports the required fee; or
- Issuing a notice detailing the reason or reasons for extending for not more than 10 business days the period during which the Township will respond to the written appeal.

Within 45 days after receiving notice of the Township's determination of the processing fee appeal, you may commence a civil action in Ingham County Circuit Court for a fee reduction. If you prevail in the civil action by receiving a reduction of 50% or more of the total fee, the court may award all or appropriate amount of reasonable attorneys' fees, costs and disbursements. If the court determines that the Township acted arbitrarily and capriciously by charging an excessive fee, court may also award you punitive damages in the amount of \$500.

Freedom of Information Act Request Detailed Fee Itemization

Date: _____ Prepared for Request No.: _____ Date Request Received: _____

<p>The following costs are being charged in compliance with Section 4 of the Michigan Freedom of Information Act, MCL 15.234, according to the township's FOIA Policies and Guidelines.</p>			
<p>1. Labor Cost for Copying / Duplication</p> <p>This is the cost of labor directly associated with duplication of publication, including making paper copies, making digital copies, or transferring digital public records to be given to the requester on non-paper physical media or through the Internet or other electronic means as stipulated by the requester.</p> <p>This shall not be more than the hourly wage of the township's lowest-paid employee capable of necessary duplication or publication in this particular instance, regardless of whether that person is available or who actually performs the labor.</p> <p>These costs will be estimated and charged in 15-minute time increments; all partial time increments must be rounded down. <i>If the number of minutes is less than one increment, there is no charge.</i></p> <p>Hourly Wage Charged: \$ _____ Charge per increment: \$ _____ OR Hourly Wage with Fringe Benefit Cost: \$ _____ OR Multiply the hourly wage by the percentage multiplier: _____ % <i>(up to 50% of the hourly wage)</i> and add to the hourly wage for a total per hour rate.</p> <p><input type="checkbox"/> Overtime rate charged as stipulated by Requestor (<i>overtime is not used to calculate the fringe benefit cost</i>)</p>		<p>To figure the number of increments, take the <i>number of minutes</i>: _____, divide by <i>15-minute increments</i>, and round down. Enter below:</p> <p>Number of increments</p> <p>x _____ = \$ _____</p>	<p>1. Labor Cost</p> <p>\$ _____</p>
<p>2. Labor Cost to Locate:</p> <p>This is the cost of labor directly associated with the necessary searching for, locating, and examining public records in conjunction with receiving and fulfilling a granted written request. This fee is being charged because failure to do so will result in unreasonably high costs to the township that are excessive and beyond the normal or usual amount for those services compared to the township's usual FOIA requests, because of the nature of the request in this particular instance, specifically: _____</p> <p>_____</p> <p>The township will not charge more than the hourly wage of its lowest-paid employee capable of searching for, locating, and examining the public records in this particular instance, regardless of whether that person is available or who actually performs the labor.</p> <p>These costs will be estimated and charged in 15-minute time increments; all partial time increments must be rounded down. <i>If the number of minutes is less than 15, there is no charge.</i></p> <p>Hourly Wage Charged: \$ _____ Charge per increment: \$ _____ OR Hourly Wage with Fringe Benefit Cost: \$ _____ OR Multiply the hourly wage by the percentage multiplier: _____ % <i>(up to 50% of the hourly wage)</i> and add to the hourly wage for a total per hour rate.</p> <p><input type="checkbox"/> Overtime rate charged as stipulated by Requester (<i>overtime is not used to calculate the fringe benefit cost</i>)</p>		<p>To figure the number of increments, take the <i>number of minutes</i>: _____, divide by <i>15-minute increments</i>, and round down. Enter below:</p> <p>Number of increments</p> <p>x _____ = \$ _____</p>	<p>2. Labor Cost</p> <p>\$ _____</p>

3a. Employee Labor Cost for Separating Exempt from Non-Exempt (Redacting):

(Fill this out if using a township employee. If contracted, use No. 3b instead).

The township will not charge for labor directly associated with redaction if it knows or has reason to know that it previously redacted the record in question and still has the redacted version in its possession.

This fee is being charged because failure to do so will result in unreasonably high costs to the township that are excessive and beyond the normal or usual amount for those services compared to the township's usual FOIA requests, because of the nature of the request in this particular instance, specifically: _____

This is the cost of labor of a **township employee**, including necessary review, directly associated with separating and deleting exempt from nonexempt information. This shall not be more than the hourly wage of the **township's lowest-paid employee** capable of separating and deleting exempt from nonexempt information in this particular instance, regardless of whether that person is available or who actually performs the labor.

These costs will be estimated and charged in **15-minute time increments**; all partial time increments must be rounded down. *If the number of minutes is less than 15, there is no charge.*

Hourly Wage Charged: \$ _____ Charge per increment: \$ _____

OR

Hourly Wage with Fringe Benefit Cost: \$ _____ OR Charge per increment: \$ _____
 Multiply the hourly wage by the percentage multiplier: _____%
 (up to 50% of the hourly wage) and add to the hourly wage for a total per hour rate.

Overtime rate charged as stipulated by Requestor (overtime is not used to calculate the fringe benefit cost)

To figure the number of increments, take the *number of minutes*: _____, divide by 15-minute increments, and round down.
 Enter below:

Number of increments x _____ = 3a. Labor Cost \$ _____

3b. Contracted Labor Cost for Separating Exempt from Non-Exempt (Redacting):

(Fill this out if using a contractor, such as the attorney. If using in-house employee, use No. 3a instead.)

The township will not charge for labor directly associated with redaction if it knows or has reason to know that it previously redacted the record in question and still has the redacted version in its possession.

This fee is being charged because failure to do so will result in unreasonably high costs to the township that are excessive and beyond the normal or usual amount for those services compared to the township's usual FOIA requests, because of the nature of the request in this particular instance, specifically: _____

As this township does not employ a person capable of separating exempt from non-exempt information in this particular instance, as determined by the FOIA Coordinator, this is the cost of labor of a **contractor** (i.e.: outside attorney), including necessary review, directly associated with separating and deleting exempt information from nonexempt information. This shall not exceed an amount equal to 6 times the state minimum hourly wage rate of \$8.15/hour.

Name of contracted person or firm: _____

These costs will be estimated and charged in **15-minute time**; all partial time increments must be rounded down. *If the number of minutes is less than 15, there is no charge.*

Hourly Cost Charged: \$ _____ Charge per increment: \$ _____

To figure the number of increments, take the *number of minutes*: _____, divide by 15-minute increments, and round down to: _____ increments.
 Enter below:

Number of increments x _____ = 3b. Labor Cost \$ _____

4. Copying / Duplication Cost:

Copying costs may be charged if a copy of a public record is requested, or for the necessary copying of a record for inspection (for example, to allow for blacking out exempt information, to protect old or delicate original records, or because the original record is a digital file or database not available for public inspection).

No more than the actual cost of a sheet of paper, up to maximum 10 cents per sheet for:

- Letter (8 1/2 x 11-inch, single and double-sided): _____ cents per sheet
- Legal (8 1/2 x 14-inch, single and double-sided): _____ cents per sheet

No more than the actual cost of a sheet of paper for other paper sizes:

- Other paper sizes (single and double-sided): _____ cents / dollars per sheet

Actual and most reasonably economical cost of non-paper physical digital media:

- *Circle applicable:* Disc / Tape / Drive / Other Digital Medium Cost per Item: _____

The cost of paper copies **must** be calculated as a total cost per sheet of paper. The fee **cannot exceed** 10 cents per sheet of paper for copies of public records made on 8-1/2- by 11-inch paper or 8-1/2- by 14-inch paper. Meridian Township, in accordance with State of Michigan FOIA statutes, utilizes the most economical means available for making copies of public records, including the use of double-sided printing, if available and saves cost for the requester.

Number of Sheets:

x _____ = \$ _____
 x _____ = \$ _____

Costs:

x _____ = \$ _____

No. of Items:

x _____ = \$ _____

4. Total Copy Cost

\$ _____

5. Mailing Cost:

The township will charge the actual cost of mailing, if any, for sending records in a reasonably economical and justifiable manner. Delivery confirmation is not required.

- The township *may* charge for the least expensive form of postal delivery confirmation.
- The township *cannot* charge more for expedited shipping or insurance unless specifically requested by the requester.*

Actual Cost of Envelope or Packaging: \$ _____

Actual Cost of Postage: \$ _____ per stamp
 \$ _____ per pound
 \$ _____ per package

Actual Cost (least expensive) Postal Delivery Confirmation: \$ _____

*Expedited Shipping or Insurance as Requested: \$ _____

Number of Envelopes or Packages:

x _____ = \$ _____

Costs:

5. Total Mailing Cost

\$ _____

* Requester has requested expedited shipping or insurance

6a. Copying/Duplicating Cost for Records Already on Township's Website:

If the public body has included the website address for a record in its written response to the requestor, and the requestor thereafter stipulates that the public record be provided to him or her in a paper format or non-paper physical digital media, the township will provide the public records in the specified format and may charge copying costs to provide those copies.

No more than the actual cost of a sheet of paper, up to maximum 10 cents per sheet for:

- Letter (8 1/2 x 11-inch, single and double-sided): _____ cents per sheet
- Legal (8 1/2 x 14-inch, single and double-sided): _____ cents per sheet

No more than the actual cost of a sheet of paper for other paper sizes:

- Other paper sizes (single and double-sided): _____ cents / dollars per sheet

Actual and most reasonably economical cost of non-paper physical digital media:

- *Circle applicable:* Disc / Tape / Drive / Other Digital Medium Cost per Item: _____

Requester has stipulated that some / all of the requested records that are already available on the township's website be provided in a paper or non-paper physical digital medium.

Number of Sheets:	Costs:
x _____ =	\$ _____
x _____ =	\$ _____
x _____ =	\$ _____
No. of Items:	
x _____ =	\$ _____
	6a. Web Copy Cost
	\$ _____

6b. Labor Cost for Copying/Duplicating Records Already on Township's Website:

This shall not be more than the hourly wage of the township's lowest-paid employee capable of necessary duplication or publication in this particular instance, regardless of whether that person is available or who actually performs the labor. These costs will be estimated and charged in **15-minute time increments**; all partial time increments must be rounded down. *If the number of minutes is less than 15, there is no charge.*

Hourly Wage Charged: \$ _____ Charge per increment: \$ _____
 OR
 Hourly Wage with Fringe Benefit Cost: \$ _____ OR
 Multiply the hourly wage by the percentage multiplier: _____ %
 and add to the hourly wage for a total per hour rate. Charge per increment: \$ _____
 The township may use a fringe benefit multiplier greater than the 50% limitation, not to exceed the actual costs of providing the information in the specified format.

Overtime rate charged as stipulated by Requestor

To figure the number of increments, take the number of minutes: _____, divide by _____ -minute increments, and round down. Enter below:

Number of increments	6b. Web Labor Cost
x _____ =	\$ _____

6c. Mailing Cost for Records Already on Township's Website:

Actual Cost of Envelope or Packaging: \$ _____
 Actual Cost of Postage: \$ _____ per stamp / per pound / per package
 Actual Cost (least expensive) Postal Delivery Confirmation: \$ _____
 *Expedited Shipping or Insurance as Requested: \$ _____

* Requester has requested expedited shipping or insurance

Number:	Costs:
x _____ =	\$ _____
	6c. Web Mailing Cost
	\$ _____

Subtotal Fees Before Waivers, Discounts or Deposits:

- Cost estimate
 Bill

- 1. Labor Cost for Copying: \$ _____
- 2. Labor Cost to Locate: \$ _____
- 3a. Labor Cost to Redact: \$ _____
- 3b. Contract Labor Cost to Redact: \$ _____
- 4. Copying/Duplication Cost: \$ _____
- 5. Mailing Cost: \$ _____
- 6a. Copying/Duplication of Records on Website: \$ _____
- 6b. Labor Cost for Copying Records on Website: \$ _____
- 6c. Mailing Costs for Records on Website: \$ _____

Estimated Time Frame to Provide Records:

_____ (days or date)

The time frame estimate is nonbinding upon the township, but the township is providing the estimate in good faith. Providing an estimated time frame does not relieve the township from any of the other requirements of this act.

Subtotal Fees: \$ _____

Waiver: Public Interest

A search for a public record may be conducted or copies of public records may be furnished without charge or at a reduced charge if the township determines that a waiver or reduction of the fee is in the public interest because searching for or furnishing copies of the public record can be considered as primarily benefiting the general public.

- All fees are waived **OR** All fees are reduced by: _____ %

Subtotal Fees After Waiver: \$ _____

Discount: Indigence

A public record search **must** be made and a copy of a public record **must** be furnished **without charge for the first \$20.00 of the fee** for each request by an individual who is entitled to information under this act and who:

- 1) Submits an affidavit stating that the individual is indigent and receiving specific public assistance, **OR**
- 2) If not receiving public assistance, stating facts showing inability to pay the cost because of indigence.

If a requester is ineligible for the discount, the public body shall inform the requestor specifically of the reason for ineligibility in the public body's written response. An individual is ineligible for this fee reduction if **ANY** of the following apply:

- (i) The individual has previously received discounted copies of public records from the same public body twice during that calendar year, **OR**
- (ii) The individual requests the information in conjunction with outside parties who are offering or providing payment or other remuneration to the individual to make the request. A public body may require a statement by the requestor in the affidavit that the request is not being made in conjunction with outside parties in exchange for payment or other remuneration.

- Eligible for Indigence Discount

Subtotal Fees After Discount (subtract \$20): \$ _____

Discount: Nonprofit Organization

A public record search **must** be made and a copy of a public record **must** be furnished **without charge for the first \$20.00 of the fee** for each request by a nonprofit organization formally designated by the state to carry out activities under Subtitle C of the Federal Developmental Disabilities Assistance and Bill of Rights Act of 2000 and the Federal Protection and Advocacy for Individuals with Mental Illness Act, if the request meets **ALL** of the following requirements:

- (i) Is made directly on behalf of the organization or its clients.
- (ii) Is made for a reason wholly consistent with the mission and provisions of those laws under section 931 of the Michigan Mental Health Code, 1974 PA 258, MCL 330.1931.
- (iii) Is accompanied by documentation of its designation by the state, if requested by the township.

- Eligible for Nonprofit Discount

Subtotal Fees After Discount (subtract \$20): \$ _____

<p>Deposit: Good Faith The township may require a good-faith deposit before providing the public records to the requester if the entire fee estimate or charge authorized under this section exceeds \$50.00, based on a good-faith calculation of the total fee. The deposit cannot exceed 1/2 of the total estimated fee. Percent of Deposit: _____ %</p>	<p>Date Paid: _____</p>	<p>Deposit Amount Required: \$ _____</p>
<p>Deposit: Increased Deposit Due to Previous FOIA Fees Not Paid In Full After a township has granted and fulfilled a written request from an individual under this act, if the township has not been paid in full the total amount of fees for the copies of public records that the township made available to the individual as a result of that written request, the township may require an increased estimated fee deposit of up to 100% of the estimated fee before it begins a full public record search for any subsequent written request from that individual if ALL of the following apply:</p> <p>(a) The final fee for the prior written request was not more than 105% of the estimated fee. (b) The public records made available contained the information being sought in the prior written request and are still in the township's possession. (c) The public records were made available to the individual, subject to payment, within the best effort estimated time frame given for the previous request. (d) Ninety (90) days have passed since the township notified the individual in writing that the public records were available for pickup or mailing. (e) The individual is unable to show proof of prior payment to the township. (f) The township calculates a detailed itemization, as required under MCL 15.234, that is the basis for the current written request's increased estimated fee deposit.</p> <p>A township can no longer require an increased estimated fee deposit from an individual if ANY of the following apply:</p> <p>(a) The individual is able to show proof of prior payment in full to the township, OR (b) The township is subsequently paid in full for the applicable prior written request, OR (c) Three hundred sixty-five (365) days have passed since the individual made the written request for which full payment was not remitted to the township.</p>	<p>Date Paid: _____</p>	<p>Percent Deposit Required: _____ %</p> <p>Deposit Required: \$ _____</p>
<p>Late Response Labor Costs Reduction If the township does not respond to a written request in a timely manner as required under MCL 15.235(2), the township must do the following:</p> <p>(a) Reduce the charges for labor costs otherwise permitted by 5% for each day the township exceeds the time permitted for a response to the request, with a maximum 50% reduction, if EITHER of the following applies:</p> <p>(i) The late response was willful and intentional, OR</p> <p>(ii) The written request included language that conveyed a request for information within the first 250 words of the body of a letter, facsimile, electronic mail, or electronic mail attachment, or specifically included the words, characters, or abbreviations for "freedom of information," "information," "FOIA," "copy", or a recognizable misspelling of such, or appropriate legal code reference for this act, on the front of an envelope, or in the subject line of an electronic mail, letter, or facsimile cover page.</p>	<p>Number of Days Over Required Response Time: _____</p> <p>Multiply by 5% _____</p> <p>= Total Percent Reduction: _____</p>	<p>Total Labor Costs \$ _____</p> <p>Minus Reduction \$ _____</p> <p>= Reduced Total Labor Costs \$ _____</p>
<p>The Public Summary of the township's FOIA Procedures and Guidelines is available free of charge from: Website: www.meridian.mi.us Email: _____ Phone: _____ Address: _____</p> <p>Request Will Be Processed, But Balance Must Be Paid Before Copies May Be Picked Up, Delivered or Mailed</p>	<p>Date Paid: _____</p>	<p>Total Balance Due: \$ _____</p>

MEMORANDUM

TO: Township Board

FROM: 
Julie Brixie, Township Treasurer

DATE: June 11, 2015

RE: Tax Foreclosed Properties

Each year the Ingham County Treasurer Eric Schertzing serves as the Foreclosing Governmental Unit. This year, two parcels of land were foreclosed for unpaid property taxes; parcel #33-02-02-03-401-001 6201 Lake Dr. and parcel # 33-02-02-10-302-010 vacant land on Haslett Road.

The Township has the option to acquire the tax foreclosed properties by paying the taxes owed. Please see the attached list for the amounts due on each property. Please keep in mind 2015 taxes would also be owed for each property.

The properties were circulated to the Parks Department and Land Preservation for review. Park Commission met on June 9, 2015 and is not interested in purchasing either property. Land Preservation met on June 10, 2015 and is not interested in either of the properties.

The property at 6201 Lake Dr. has been a subject of concern for many residents over the years. It is a prominent piece of land that has garnered negative attention because of the decline and blight of the property. **This property presents a unique opportunity to the Township for placemaking. However, the present condition of the property makes the costs of this opportunity significant.** Maintenance of the property would need to be determined should the Township obtain the property. The property doesn't lend itself to active recreation from a Parks perspective. It has limited appeal because it is surrounded by three busy streets.

Haslett Beautification Association (HBA) has been involved with the Township for code enforcement on this property and worked with the property owner for years

planting flowers and trying to make it a more pleasant view for people living nearby or passing by.

The Township met with leadership from HBA (Ingham County Commissioner and HBA president Teri Banas) and Lake Lansing Property Owners Association (LLPOA) to discuss possible options for the site as a placemaking and gauge public interest in Township ownership of the site. The Township would like to put a pathway on the site to fill a gap on Marsh Road.

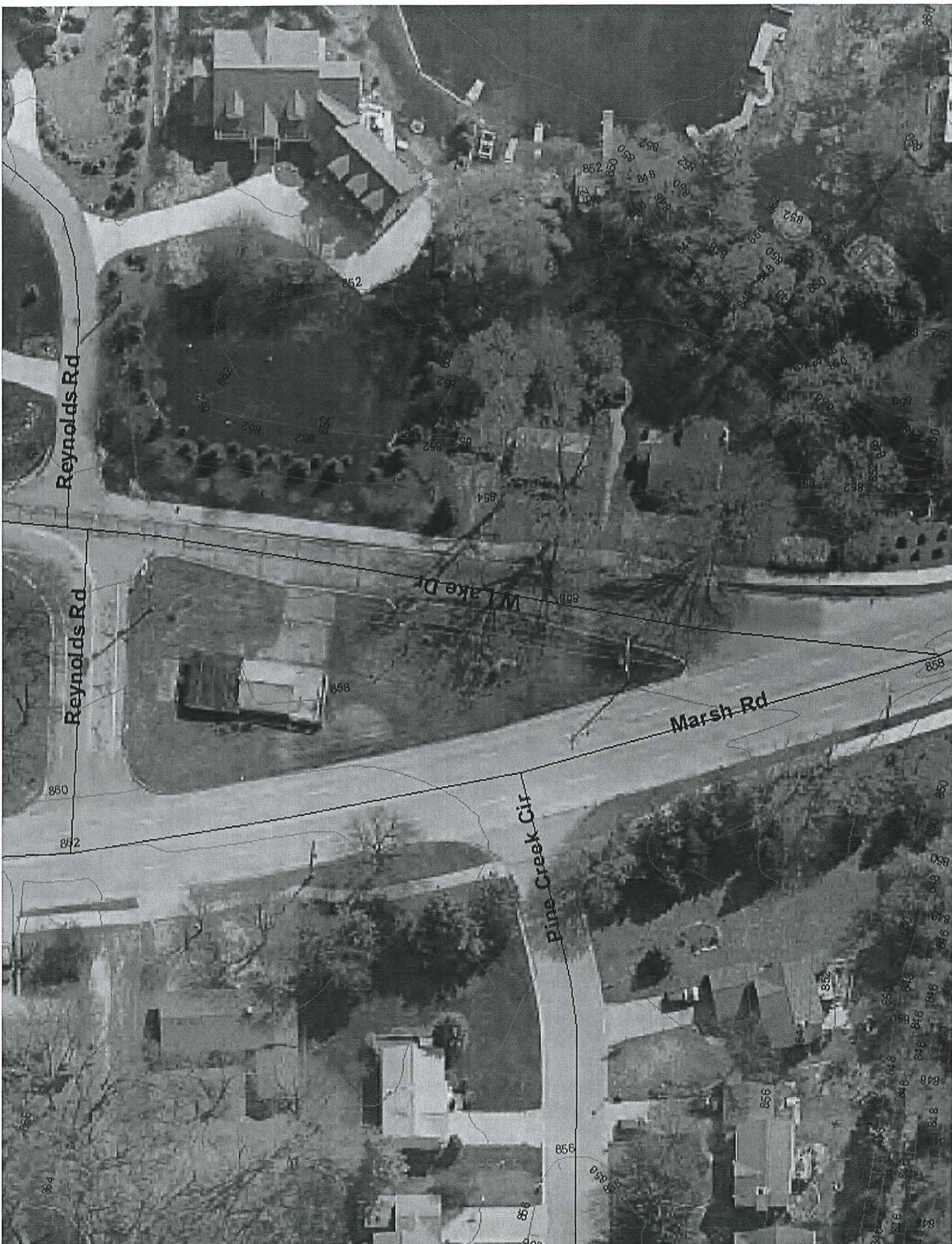
HBA is interested in working to beautify the site if the Township obtains the property. They have contacted several groups including Haslett Kiwanis, LLPOA, and American Legion regarding possible collaboration for beautification and placemaking. They would like to see water stay on the site. They do not have the resources to do any lawn mowing on the site.

The Township hopes to be able to end up with this property. We understand based on the blighted and deteriorated condition of the property Treasurer Schertzing is planning on removing the structure. He has indicated it would be placed into an auction bundle of properties that are more of a liability than an asset. The expectation is that the property would be turned over to the Township at the end of the auction process after the structure is removed.

Is there consensus to collaborate with the Ingham County Treasurer to obtain the property at 6201 Lake Dr. after the structure has been removed?

Attachments:

1. Photo of 6201 Lake Dr.
2. Photo of parcel #33-02-02-10-302-010
3. Letter from Treasurer Schertzing's Office, from Mr. Joseph Bonsall
4. Foreclosure List of 2012 taxes
5. Letter from Lake Lansing Property Owner's Association



Reynolds Rd

Reynolds Rd

Marsh Rd

Pine Creek Cir

W Lake Dr

852

858

854

850

850

852

856

856

852

860

858

852

850

848

846

844

842

840

838

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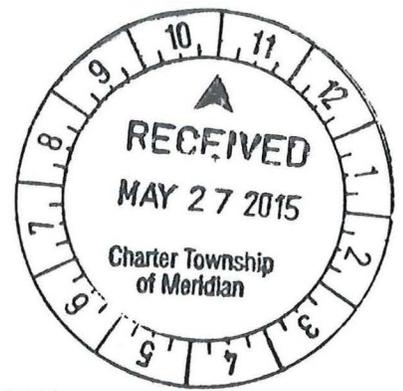
790

788



Haslett Rd

**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**

May 18, 2015

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 7, 2015.

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 June 15, 2015.

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 2015 Foreclosures of 2012 and prior taxes

Fees Computed As Of: 03/31/2015

PARCEL	TOTAL DUE	TAX YEARS DELINQUENT
--------	--------------	----------------------

33-02-02-03-401-001

6,869.61 2014 2013 2012

M 3-15-1 BEG. AT INTER. OF CEN. LINE OF KAISER RD. & EW 1/4 LINE OF SEC. 3,
(SAID PT. BEING 12 FT. E OF CEN. COR. OF SEC 3) S 89 DEG 51' E 146.1 FT ALONG
1/4 SEC. LINE TO CEN. OF PARK DR. - S 8 DEG 13' W 403 FT. ALONG CEN OF PARK DR.
TO INTER. CEN. LINE OF KAISER RD. - NW'LY ALONG KAISER RD. 410 FT. TO PT. OF
BEG. ON SE 1/4 OF SEC. 3, T4N R1W.

Property Address: 6201 LAKE W HASLETT MI

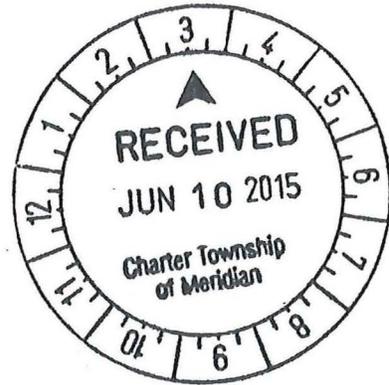
33-02-02-10-302-010

4,248.90 2014 2013 2012

(M 10-19-1-1) BEG ON N R/W LINE OF HASLETT RD FKA SAGINAW ST 50 FT FROM C/L AT
PT 1122 FT E'LY FROM W LINE OF SEC 10 - N'LY 334.1 FT PLL WITH W SEC LINE TO E
& W 1/4 LINE - E'LY 198 FT ON 1/4 LINE TO W LINE OF HILLBROOK PARK SUBD - S'LY
178.5 FT ON W LINE OF SAID SUBD TO PT 150 FT FROM N R/W LINE OF HASLETT RD -
W'LY 100 FT PLL WITH HASLETT RD - S'LY 150 FT PLL WITH SAID HILLBROOK PARK SUBD
- W'LY 96.72 FT ON N LINE OF HASLETT RD TO POB ON SW 1/4 OF SEC 10 T4N R1W 1.18
A M/L

Property Address: HASLETT HASLETT MI

6076 Columbia
Haslett, MI 48840
June 10, 2015



Ms. Julie Brixie
Meridian Township Treasurer
Meridian Township
5151 Marsh Road
Okemos, MI 48864

Ms. Brixie:

At a recent Lake Lansing Property Owners Association meeting, the membership unanimously voted to approve the Ingham County and Meridian Township project regarding the property located at the corner of Marsh and Lake Drive.

Sincerely,

Tim McCarthy
President
Lake Lansing Property Owners Association

MEMORANDUM

TO: Township Board

FROM: 
Derek N. Perry, Assistant Township Manager
Director of Public Works

DATE: June 16, 2015

RE: **2015 Township Citizen Survey**

As requested by the Township Board the 2012 Citizen Survey results are provided for your review. The final report is very comprehensive and provides data in a format that allows the reader to see trends from previous survey years. In addition to the Citizen Survey Report the Benchmark Report is also provided for your examination.

In addition, we have also researched other firms located in Michigan that have the ability to conduct a similar survey. Cobalt Community Research is a company located in Lansing that has conducted surveys for many municipalities in Michigan and the surrounding region and Michigan State University (MSU) has the Institute for Public Policy and Social Research (IPPSR) that also could provide the service if a more local option was desired to be used by the Township.

Attachments:

- 2012 Meridian Township Citizen Survey Report
- 2012 Meridian Township Benchmark Report
- 06-02-15 Memo to the Township Board
- Sample Citizen Survey Questionnaire



MERIDIAN TOWNSHIP, MI
2012



2955 Valmont Road, Suite 300
Boulder, CO 80301
www.n-r-c.com • 303-444-7863



777 North Capitol Street NE, Suite 500
Washington, DC 20002
www.icma.org • 202-289-ICMA

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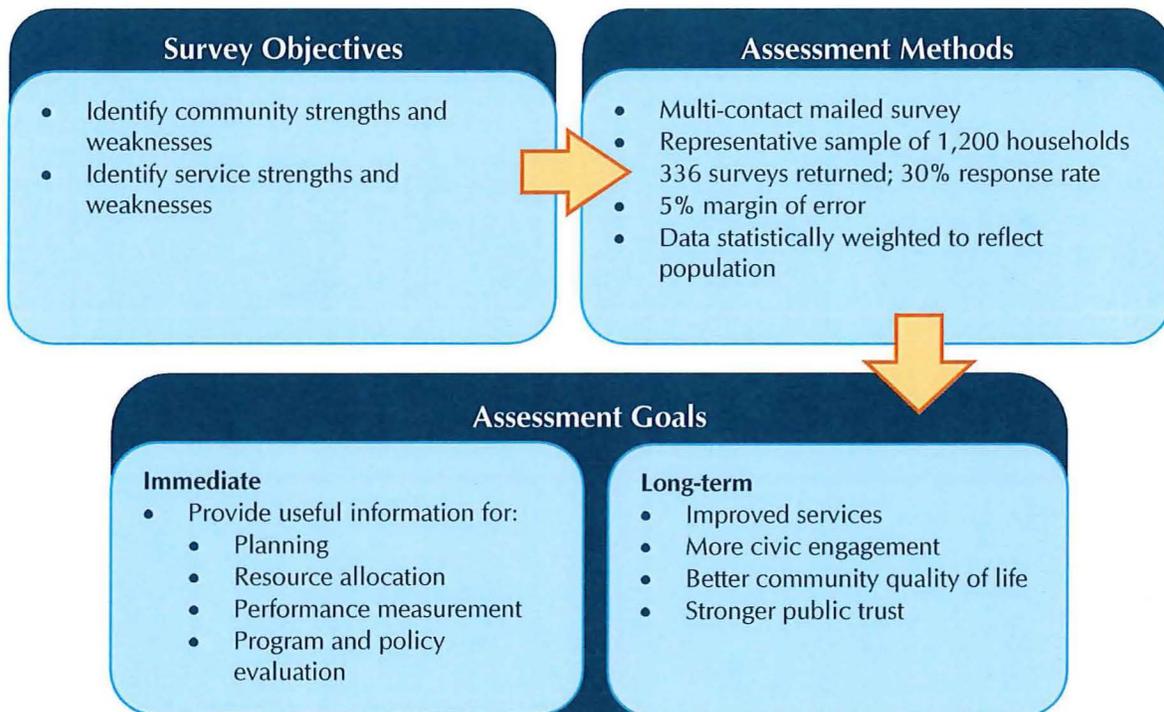
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SURVEY BACKGROUND

ABOUT THE NATIONAL CITIZEN SURVEY™

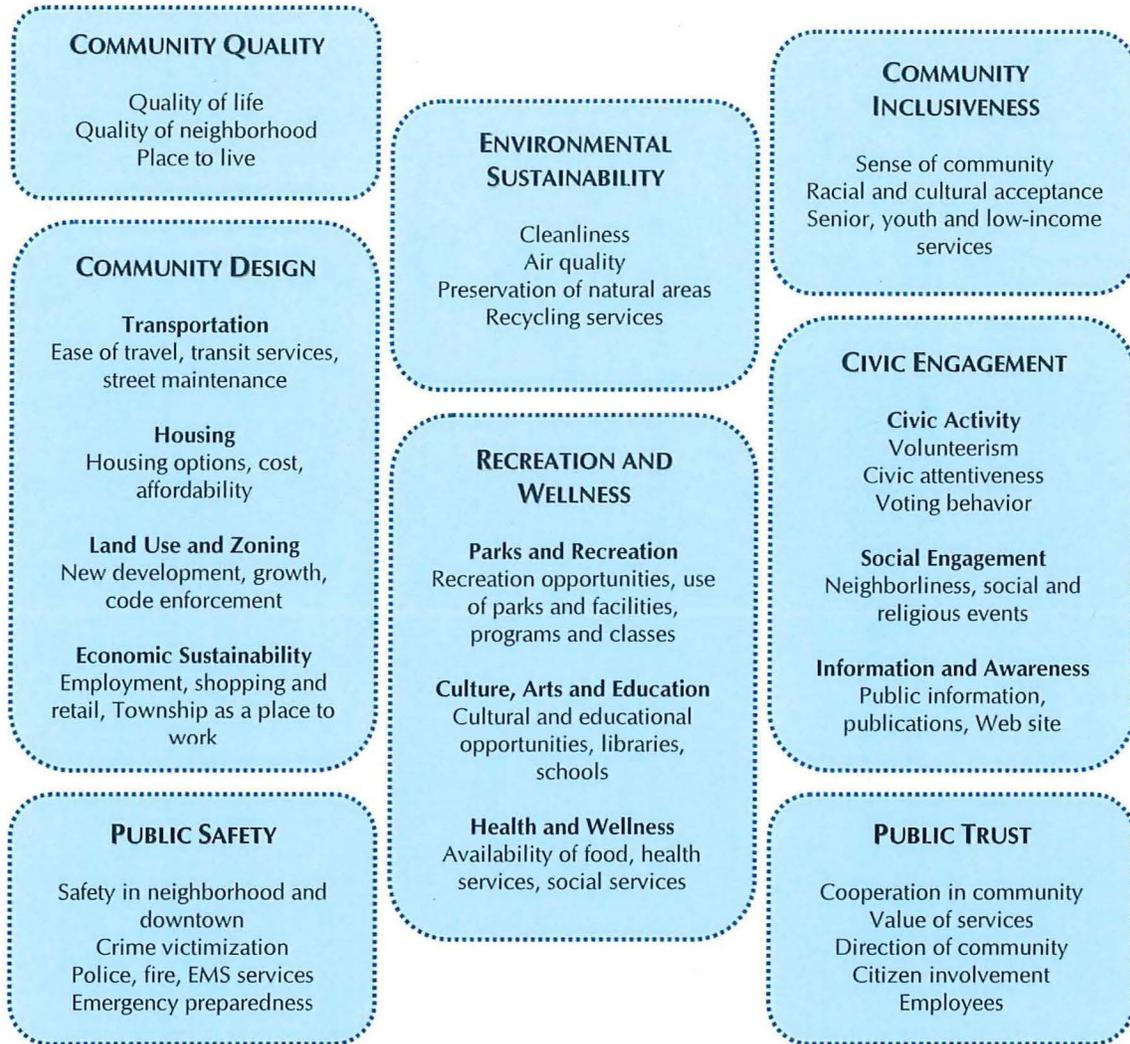
The National Citizen Survey™ (The NCS) is a collaborative effort between National Research Center, Inc. (NRC) and the International City/County Management Association (ICMA). The NCS was developed by NRC to provide a statistically valid survey of resident opinions about community and services provided by local government. The survey results may be used by staff, elected officials and other stakeholders for community planning and resource allocation, program improvement and policy making.

FIGURE 1: THE NATIONAL CITIZEN SURVEY™ METHODS AND GOALS



The NCS focuses on a series of community characteristics and local government services, as well as issues of public trust. Resident behaviors related to civic engagement in the community also were measured in the survey.

FIGURE 2: THE NATIONAL CITIZEN SURVEY™ FOCUS AREAS



The survey and its administration are standardized to assure high quality research methods and directly comparable results across The National Citizen Survey™ jurisdictions. Participating households are selected at random and the household member who responds is selected without bias. Multiple mailings give each household more than one chance to participate with self-addressed and postage-paid envelopes. Results are statistically weighted to reflect the proper demographic composition of the entire community. A total of 336 completed surveys were obtained, providing an overall response rate of 30%. Typically, response rates obtained on citizen surveys range from 25% to 40%.

The National Citizen Survey™ customized for Meridian Township was developed in close cooperation with local jurisdiction staff. Meridian Township staff selected items from a menu of questions about services and community issues and provided the appropriate letterhead and signatures for mailings. Meridian Township staff also augmented The National Citizen Survey™ basic service through a variety of options including several custom questions.

UNDERSTANDING THE RESULTS

As shown in Figure 2, this report is based around respondents' opinions about eight larger categories: community quality, community design, public safety, environmental sustainability, recreation and wellness, community inclusiveness, civic engagement and public trust. Each report section begins with residents' ratings of community characteristics and is followed by residents' ratings of service quality. For all evaluative questions, the percent of residents rating the service or community feature as "excellent" or "good" is presented. To see the full set of responses for each question on the survey, please see Appendix A: Complete Survey Frequencies.

Margin of Error

The margin of error around results for the Meridian Township Survey (336 completed surveys) is plus or minus five percentage points. This is a measure of the precision of your results; a larger number of completed surveys gives a smaller (more precise) margin of error, while a smaller number of surveys yields a larger margin of error. With your margin of error, you may conclude that when 60% of survey respondents report that a particular service is "excellent" or "good," somewhere between 55-65% of all residents are likely to feel that way.

Comparing Survey Results

Certain kinds of services tend to be thought better of by residents in many communities across the country. For example, public safety services tend to be received better than transportation services by residents of most American communities. Where possible, the better comparison is not from one service to another in Meridian Township, but from Meridian Township services to services like them provided by other jurisdictions.

Interpreting Comparisons to Previous Years

This report contains comparisons with prior years' results. In this report, we are comparing this year's data with existing data in the graphs. Differences between years can be considered "statistically significant" if they are greater than seven percentage points. Trend data for your jurisdiction represent important comparison data and should be examined for improvements or declines. Deviations from stable trends over time, especially represent opportunities for understanding how local policies, programs or public information may have affected residents' opinions.

Benchmark Comparisons

NRC's database of comparative resident opinion is comprised of resident perspectives gathered in citizen surveys from approximately 500 jurisdictions whose residents evaluated local government services and gave their opinion about the quality of community life. The comparison evaluations are from the most recent survey completed in each jurisdiction; most communities conduct surveys every year or in alternating years. NRC adds the latest results quickly upon survey completion, keeping the benchmark data fresh and relevant.

Meridian Township chose to have comparisons made to the entire database. A benchmark comparison (the average rating from all the comparison jurisdictions where a similar question was asked) has been provided when a similar question on the Meridian Township survey was included in NRC's database and there were at least five jurisdictions in which the question was asked. For most questions compared to the entire dataset, there were more than 100 jurisdictions included in the benchmark comparison.

Where comparisons for quality ratings were available, the Meridian Township results were generally noted as being “above” the benchmark, “below” the benchmark or “similar” to the benchmark. For some questions – those related to resident behavior, circumstance or to a local problem – the comparison to the benchmark is designated as “more,” “similar” or “less” (for example, the percent of crime victims, residents visiting a park or residents identifying code enforcement as a problem.) In instances where ratings are considerably higher or lower than the benchmark, these ratings have been further demarcated by the attribute of “much,” (for example, “much less” or “much above”). These labels come from a statistical comparison of Meridian Township's rating to the benchmark.

“Don’t Know” Responses and Rounding

On many of the questions in the survey respondents may answer “don’t know.” The proportion of respondents giving this reply is shown in the full set of responses included in Appendix A. However, these responses have been removed from the analyses presented in the body of the report. In other words, the tables and graphs display the responses from respondents who had an opinion about a specific item.

For some questions, respondents were permitted to select more than one answer. When the total exceeds 100% in a table for a multiple response question, it is because some respondents did select more than one response. When a table for a question that only permitted a single response does not total to exactly 100%, it is due to the customary practice of percentages being rounded to the nearest whole number.

For more information on understanding The NCS report, please see Appendix B: Survey Methodology.

EXECUTIVE SUMMARY

This report of the Meridian Township survey provides the opinions of a representative sample of residents about community quality of life, service delivery, civic participation and unique issues of local interest. A periodic sounding of resident opinion offers staff, elected officials and other stakeholders an opportunity to identify challenges and to plan for and evaluate improvements and to sustain services and amenities for long-term success.

Most residents experienced a good quality of life in Meridian Township and believed the Township was a good place to live. The overall quality of life in Meridian Township was rated as “excellent” or “good” by 87% of respondents. A majority reported they plan on staying in Meridian Township for the next five years.

A variety of characteristics of the community was evaluated by those participating in the study. The two characteristics receiving the most favorable ratings were educational opportunities and the cleanliness of Meridian Township. The characteristic receiving the least positive ratings was employment opportunities.

Ratings of community characteristics were compared to the benchmark database. Of the 25 characteristics for which comparisons were available, 15 were above the national benchmark comparison and 10 were similar to the national benchmark comparison.

Residents in Meridian Township were minimally civically engaged. While only 20% had attended a meeting of local elected public officials or other local public meeting in the previous 12 months, 93% had provided help to a friend or neighbor. Less than half had volunteered their time to some group or activity in Meridian Township, which was lower than the benchmark.

In general, survey respondents demonstrated trust in local government. A majority rated the overall direction being taken by Meridian Township as “good” or “excellent.” This was similar to the benchmark. Those residents who had interacted with an employee of Meridian Township in the previous 12 months gave high marks to those employees. Most rated their overall impression of employees as “excellent” or “good.”

On average, residents gave generally favorable ratings to a majority of local government services. Township services rated were able to be compared to the benchmark database. Of the 31 services for which comparisons were available, 14 were above the benchmark comparison, 12 were similar to the benchmark comparison and five were below.

Respondents were asked to rate how frequently they participated in various activities in Meridian Township. The most popular activities included providing help to a friend or neighbor and visiting a neighborhood or Township park; while the least popular activities were riding a local bus and attending a meeting of local elected officials. Generally, participation rates in the various activities in the community were lower than other communities.

Survey responses were compared to the previous survey iteration. Many services and community characteristics saw increases in their ratings, including street repair, street cleaning, the availability of affordable housing, employment opportunities, storm drainage, education opportunities, services to low-income people and opportunities to volunteer. Some service and characteristic ratings declined, such as bus or transit services, code enforcement, reading of the “Meridian Monitor” Newsletter, and watching meetings of local elected officials.

A Key Driver Analysis was conducted for Meridian Township which examined the relationships between ratings of each service and ratings of the Meridian Township's services overall. Those key driver services that correlated most strongly with residents' perceptions about overall Township service quality have been identified. By targeting improvements in key services, Meridian Township can focus on the services that have the greatest likelihood of influencing residents' opinions about overall service quality. Services found to be influential in ratings of overall service quality from the Key Driver Analysis were:

- Fire services
- Recreation programs or classes
- Public information services

Of these services, those deserving the most attention may be those that were similar to the benchmark comparisons: fire services and public information services. For recreation programs or classes, Meridian Township was above the benchmark and should continue to ensure high quality performance.

COMMUNITY RATINGS

OVERALL COMMUNITY QUALITY

Overall quality of community life may be the single best indicator of success in providing the natural ambience, services and amenities that make for an attractive community. The National Citizen Survey™ contained many questions related to quality of community life in Meridian Township – not only direct questions about quality of life overall and in neighborhoods, but questions to measure residents’ commitment to Meridian Township. Residents were asked whether they planned to move soon or if they would recommend Meridian Township to others. Intentions to stay and willingness to make recommendations provide evidence that Meridian Township offers services and amenities that work.

Most of Meridian Township’s residents gave high ratings to their neighborhoods and the community as a place to live. Further, most reported they would recommend the community to others and plan to stay for the next five years. Compared to the previous survey year, the number of respondents planning on remaining in Meridian Township for the next five years increased.

FIGURE 3: RATINGS OF OVERALL QUALITY OF LIFE BY YEAR

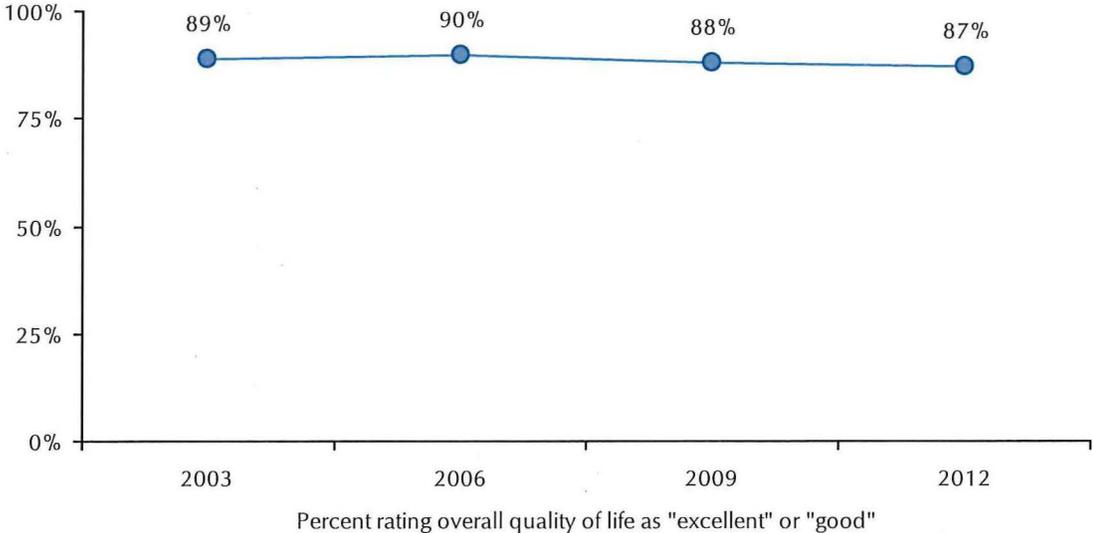


FIGURE 4: RATINGS OF OVERALL COMMUNITY QUALITY BY YEAR

	2012	2009	2006	2003
The overall quality of life in Meridian Township	87%	88%	90%	89%
Your neighborhood as a place to live	84%	88%	87%	88%
Meridian Township as a place to live	93%	90%	92%	91%
Percent "excellent" or "good"				

FIGURE 5: LIKELIHOOD OF REMAINING IN COMMUNITY AND RECOMMENDING COMMUNITY BY YEAR

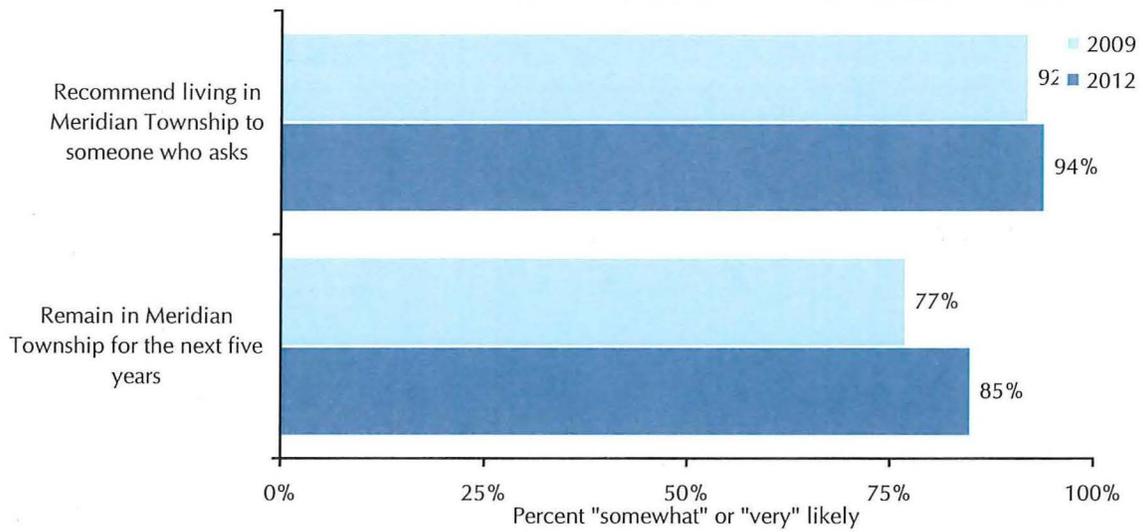


FIGURE 6: OVERALL COMMUNITY QUALITY BENCHMARKS

	Comparison to benchmark
Overall quality of life in Meridian Township	Above
Your neighborhood as place to live	Similar
Meridian Township as a place to live	Above
Recommend living in Meridian Township to someone who asks	Above
Remain in Meridian Township for the next five years	Similar

COMMUNITY DESIGN

Transportation

The ability to move easily throughout a community can greatly affect the quality of life of residents by diminishing time wasted in traffic congestion and by providing opportunities to travel quickly and safely by modes other than the automobile. High quality options for resident mobility not only require local government to remove barriers to flow but they require government programs and policies that create quality opportunities for all modes of travel.

Residents responding to the survey were given a list of six aspects of mobility to rate on a scale of "excellent," "good," "fair" and "poor." Ease of car travel was given the most positive rating, followed by the availability of paths and walking trails. These ratings tended to be higher than the national benchmark. The ratings for ease of car travel improved from 2009 to 2012.

FIGURE 7: RATINGS OF TRANSPORTATION IN COMMUNITY BY YEAR

	2012	2009	2006	2003
Ease of car travel in Meridian Township	74%	64%	65%	64%
Ease of bus travel in Meridian Township	56%	57%	56%	60%
Ease of bicycle travel in Meridian Township	59%	53%	53%	54%
Ease of walking in Meridian Township	68%	65%	63%	63%
Availability of paths and walking trails	69%	63%	NA	NA
Traffic flow on major streets	61%	55%	NA	NA
Percent "excellent" or "good"				

FIGURE 8: COMMUNITY TRANSPORTATION BENCHMARKS

	Comparison to benchmark
Ease of car travel in Meridian Township	Much above
Ease of bus travel in Meridian Township	Much above
Ease of bicycle travel in Meridian Township	Above
Ease of walking in Meridian Township	Similar
Availability of paths and walking trails	Above
Traffic flow on major streets	Much above

Seven transportation services were rated in Meridian Township. When compared to other communities across America, ratings tended to be a mix of positive and negative. Bus or transit services were above the benchmark while street repair, street cleaning, street lighting and snow removal were below the benchmark. Sidewalk maintenance and traffic signal timing were similar to the benchmark.

FIGURE 9: RATINGS OF TRANSPORTATION AND PARKING SERVICES BY YEAR

	2012	2009	2006	2003
Street repair	26%	9%	32%	32%
Street cleaning	49%	32%	47%	49%
Street lighting	55%	52%	51%	NA
Snow removal	49%	49%	56%	58%
Sidewalk maintenance	55%	54%	56%	59%
Traffic signal timing	54%	NA	NA	NA
Bus or transit services	61%	69%	64%	NA
Percent "excellent" or "good"				

FIGURE 10: TRANSPORTATION AND PARKING SERVICES BENCHMARKS

	Comparison to benchmark
Street repair	Much below
Street cleaning	Much below
Street lighting	Below
Snow removal	Much below
Sidewalk maintenance	Similar
Traffic signal timing	Similar
Bus or transit services	Above

By measuring choice of travel mode over time, communities can monitor their success in providing attractive alternatives to the traditional mode of travel, the single-occupied automobile. When asked how they typically traveled to work, single-occupancy (SOV) travel was the overwhelming mode of use. However, 3% of work commute trips were made by transit, 4% by bicycle and 2% by foot.

FIGURE 11: FREQUENCY OF BUS USE IN LAST 12 MONTHS BY YEAR

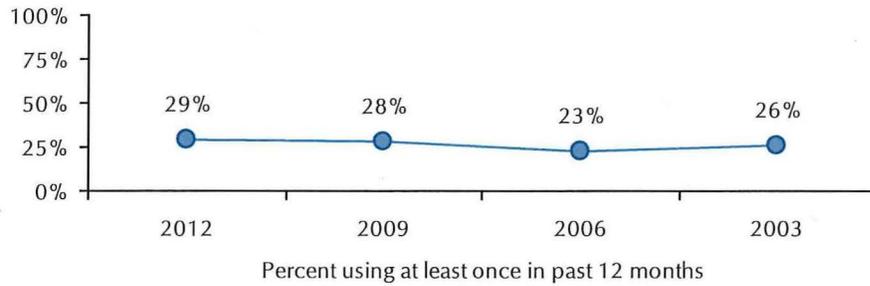


FIGURE 12: FREQUENCY OF BUS USE BENCHMARKS

	Comparison to benchmark
Ridden a local bus within Meridian Township	More

FIGURE 13: MODE OF TRAVEL USED FOR WORK COMMUTE BY YEAR

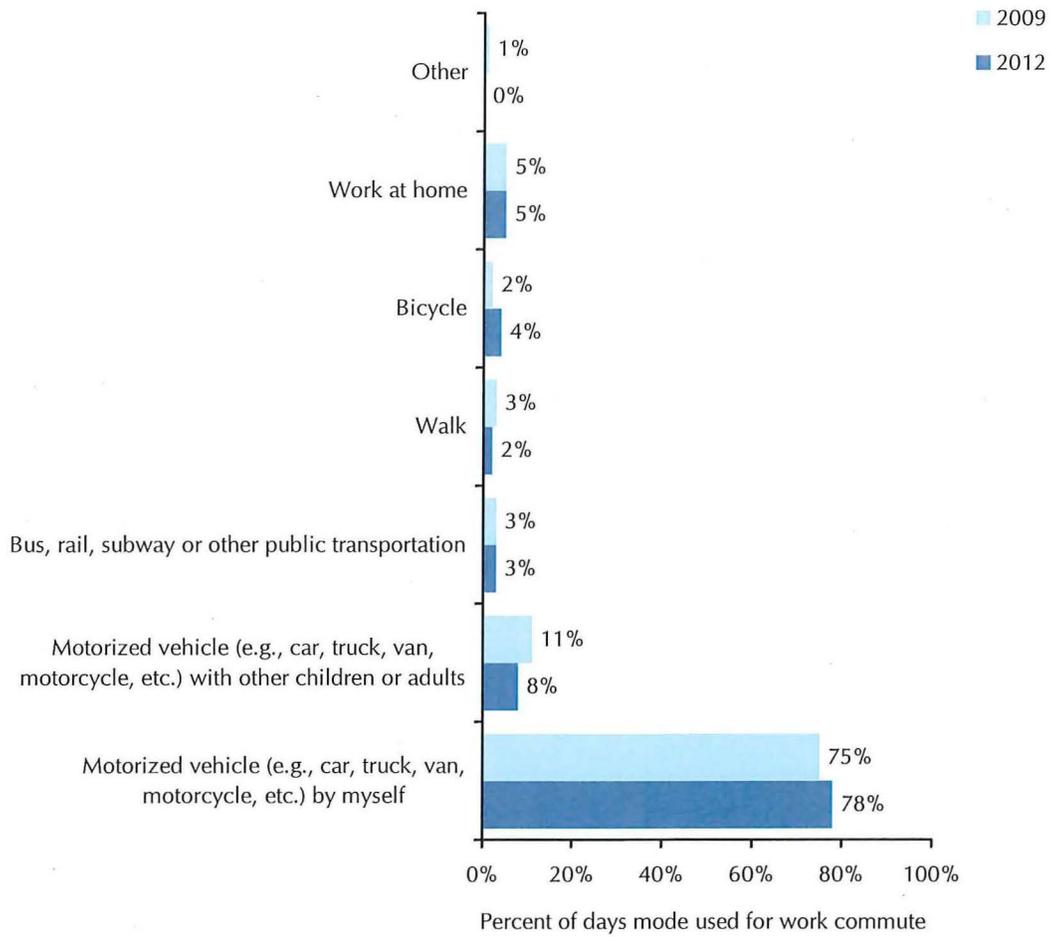


FIGURE 14: DRIVE ALONE BENCHMARKS

	Comparison to benchmark
Average percent of work commute trips made by driving alone	More

Housing

Housing variety and affordability are not luxuries for any community. When there are too few options for housing style and affordability, the characteristics of a community tilt toward a single group, often of well-off residents. While this may seem attractive to a community, the absence of affordable townhomes, condominiums, mobile homes, single family detached homes and apartments means that in addition to losing the vibrancy of diverse thoughts and lifestyles, the community loses the service workers that sustain all communities – police officers, school teachers, house painters and electricians. These workers must live elsewhere and commute in at great personal cost and to the detriment of traffic flow and air quality. Furthermore lower income residents pay so much of their income to rent or mortgage that little remains to bolster their own quality of life or local business.

The survey of Meridian Township residents asked respondents to reflect on the availability of affordable housing as well as the variety of housing options. The availability of affordable housing was rated as “excellent” or “good” by 61% of respondents, while the variety of housing options was rated as “excellent” or “good” by 70% of respondents. The rating of perceived affordable housing availability was much better in Meridian Township than the ratings, on average, in comparison jurisdictions. Ratings for the availability of affordable quality housing increased over time.

FIGURE 15: RATINGS OF HOUSING IN COMMUNITY BY YEAR

	2012	2009	2006	2003
Availability of affordable quality housing	61%	50%	42%	40%
Variety of housing options	70%	63%	NA	NA
Percent "excellent" or "good"				

FIGURE 16: HOUSING CHARACTERISTICS BENCHMARKS

	Comparison to benchmark
Availability of affordable quality housing	Much above
Variety of housing options	Much above

To augment the perceptions of affordable housing in Meridian Township, the cost of housing as reported in the survey was compared to residents’ reported monthly income to create a rough estimate of the proportion of residents of Meridian Township experiencing housing cost stress. About 27% of survey participants were found to pay housing costs of more than 30% of their monthly household income.

FIGURE 17: PROPORTION OF RESPONDENTS EXPERIENCING HOUSING COST STRESS BY YEAR

	2012	2009	2006	2003
Housing costs 30% or more of income	27%	28%	NA	NA
Percent of respondents				

FIGURE 18: HOUSING COSTS BENCHMARKS

	Comparison to benchmark
Experiencing housing costs stress (housing costs 30% or MORE of income)	Much less

Land Use and Zoning

Community development contributes to a feeling among residents and even visitors of the attention given to the speed of growth, the location of residences and businesses, the kind of housing that is appropriate for the community and the ease of access to commerce, green space and residences. Even the community's overall appearance often is attributed to the planning and enforcement functions of the local jurisdiction. Residents will appreciate an attractive, well-planned community. The NCS questionnaire asked residents to evaluate the quality of new development, the appearance of Meridian Township and the speed of population growth. Problems with the appearance of property were rated, and the quality of land use planning, zoning and code enforcement services were evaluated.

The overall quality of new development in Meridian Township was rated as "excellent" by 10% of respondents and as "good" by an additional 46%. The overall appearance of Meridian Township was rated as "excellent" or "good" by 76% of respondents and was similar to the benchmark. When rating to what extent run down buildings, weed lots or junk vehicles were a problem in Meridian Township, 4% thought they were a "major" problem. The services of land use, planning and zoning and code enforcement were rated similar to the benchmark. Ratings showed a varied pattern when compared to past years.

FIGURE 19: RATINGS OF THE COMMUNITY'S "BUILT ENVIRONMENT" BY YEAR

	2012	2009	2006	2003
Overall quality of new development in Meridian Township	56%	53%	NA	NA
Overall appearance of Meridian Township	76%	72%	75%	80%
Percent "excellent" or "good"				

FIGURE 20: BUILT ENVIRONMENT BENCHMARKS

	Comparison to benchmark
Quality of new development in Meridian Township	Similar
Overall appearance of Meridian Township	Similar

FIGURE 21: RATINGS OF POPULATION GROWTH BY YEAR

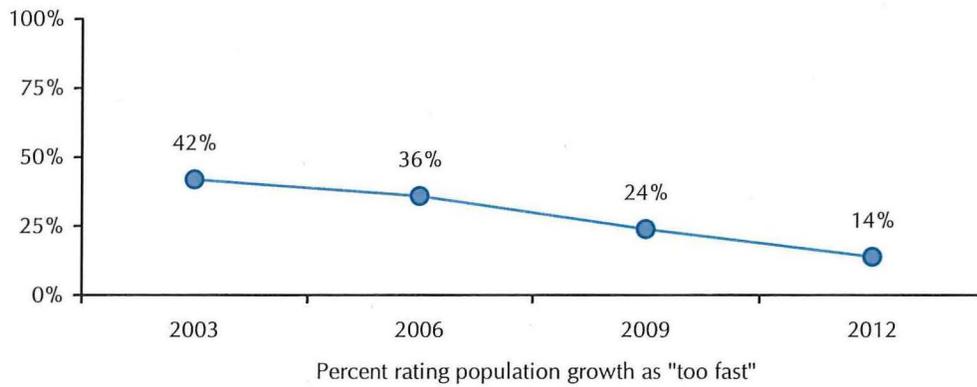


FIGURE 22: POPULATION GROWTH BENCHMARKS

Comparison to benchmark	
Population growth seen as too fast	Much less

FIGURE 23: RATINGS OF NUISANCE PROBLEMS BY YEAR

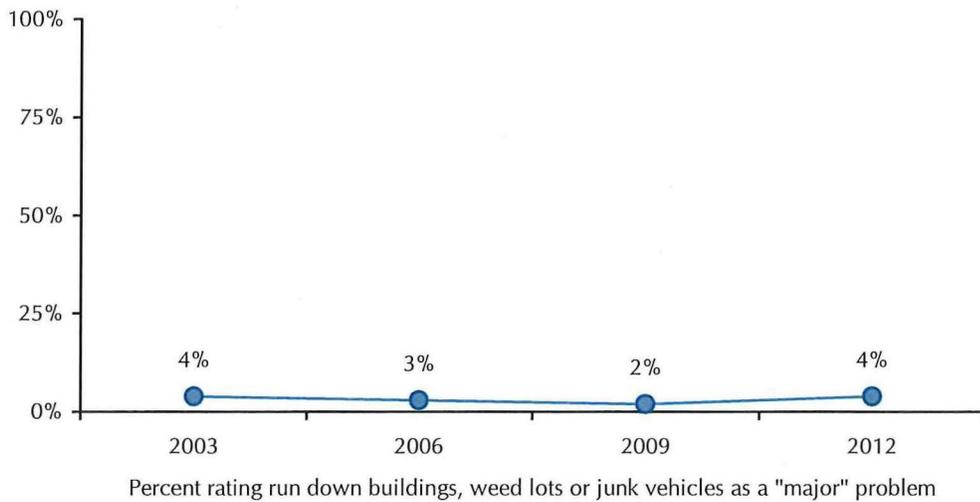


FIGURE 24: NUISANCE PROBLEMS BENCHMARKS

Comparison to benchmark	
Run down buildings, weed lots and junk vehicles seen as a "major" problem	Much less

FIGURE 25: RATINGS OF PLANNING AND COMMUNITY CODE ENFORCEMENT SERVICES BY YEAR

	2012	2009	2006	2003
Land use, planning and zoning	51%	47%	42%	35%
Code enforcement (weeds, abandoned buildings, etc.)	51%	59%	63%	64%
Percent "excellent" or "good"				

FIGURE 26: PLANNING AND COMMUNITY CODE ENFORCEMENT SERVICES BENCHMARKS

	Comparison to benchmark
Land use, planning and zoning	Similar
Code enforcement (weeds, abandoned buildings, etc.)	Similar

ECONOMIC SUSTAINABILITY

The United States has been in recession since late 2007 with an accelerated downturn occurring in the fourth quarter of 2008. Officially we emerged from recession in the third quarter of 2009, but high unemployment lingers, keeping a lid on a strong recovery. Many readers worry that the ill health of the economy will color how residents perceive their environment and the services that local government delivers. NRC researchers have found that the economic downturn has chastened Americans' view of their own economic futures but has not colored their perspectives about community services or quality of life.

Survey respondents were asked to rate a number of community features related to economic opportunity and growth. The most positively rated features were shopping opportunities and the overall quality of business and service establishments in Meridian Township. Receiving the lowest rating was employment opportunities; however ratings for employment opportunities improved from 2009 to 2012.

FIGURE 27: RATINGS OF ECONOMIC SUSTAINABILITY AND OPPORTUNITIES BY YEAR

	2012	2009	2006	2003
Employment opportunities	40%	22%	NA	NA
Shopping opportunities	69%	71%	81%	83%
Meridian Township as a place to work	67%	66%	70%	NA
Overall quality of business and service establishments in Meridian Township	69%	69%	NA	NA
Percent "excellent" or "good"				

FIGURE 28: ECONOMIC SUSTAINABILITY AND OPPORTUNITIES BENCHMARKS

	Comparison to benchmark
Employment opportunities	Above
Shopping opportunities	Much above
Meridian Township as a place to work	Much above
Overall quality of business and service establishments in Meridian Township	Above

Residents were asked to evaluate the speed of jobs growth and retail growth on a scale from “much too slow” to “much too fast.” When asked about the rate of jobs growth in Meridian Township, 80% responded that it was “too slow,” while about half reported retail growth as “too slow.” Many more residents in Meridian Township compared to other jurisdictions believed that retail growth was too slow and about the same number of residents believed that jobs growth was too slow.

FIGURE 29: RATINGS OF RETAIL AND JOBS GROWTH BY YEAR

	2012	2009	2006	2003
Retail growth seen as too slow	52%	49%	21%	18%
Jobs growth seen as too slow	80%	89%	74%	59%
Percent of respondents				

FIGURE 30: RETAIL AND JOB GROWTH BENCHMARKS

	Comparison to benchmark
Retail growth seen as too slow	Much more
Jobs growth seen as too slow	Similar

FIGURE 31: RATINGS OF ECONOMIC DEVELOPMENT SERVICES BY YEAR

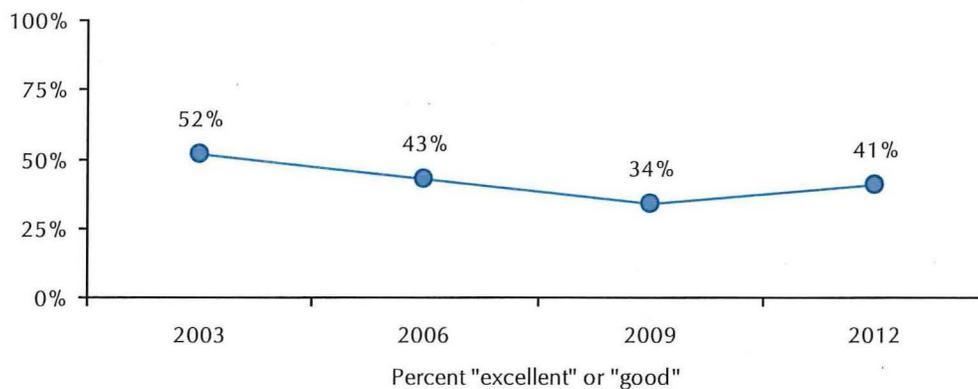


FIGURE 32: ECONOMIC DEVELOPMENT SERVICES BENCHMARKS

	Comparison to benchmark
Economic development	Similar

Residents were asked to reflect on their economic prospects in the near term. Twenty-two percent of Meridian Township residents expected that the coming six months would have a “somewhat” or “very” positive impact on their family. The percent of residents with an optimistic outlook on their household income was the same as comparison jurisdictions.

FIGURE 33: RATINGS OF PERSONAL ECONOMIC FUTURE BY YEAR

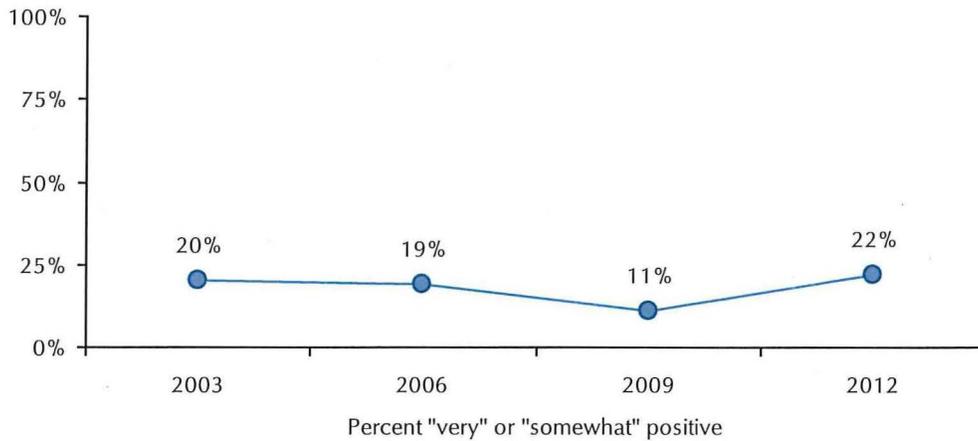


FIGURE 34: PERSONAL ECONOMIC FUTURE BENCHMARKS

	Comparison to benchmark
Positive impact of economy on household income	Similar

PUBLIC SAFETY

Safety from violent or property crimes creates the cornerstone of an attractive community. No one wants to live in fear of crime, fire or natural hazards, and communities in which residents feel protected or unthreatened are communities that are more likely to show growth in population, commerce and property value.

Residents were asked to rate their feelings of safety from violent crimes, property crimes, fire and environmental dangers and to evaluate the local agencies whose main charge is to provide protection from these dangers. Most gave positive ratings of safety in Meridian Township. About 89% of those completing the questionnaire said they felt "very" or "somewhat" safe from violent crimes and 86% felt "very" or "somewhat" safe from environmental hazards. Daytime sense of safety was better than nighttime safety.

FIGURE 35: RATINGS OF COMMUNITY AND PERSONAL PUBLIC SAFETY BY YEAR

	2012	2009	2006	2003
Safety in your neighborhood during the day	95%	99%	97%	97%
Safety in your neighborhood after dark	84%	86%	82%	88%
Safety in Meridian Township's downtown area during the day	94%	96%	93%	94%
Safety in Meridian Township's downtown area after dark	79%	78%	72%	80%
Safety from violent crime (e.g., rape, assault, robbery)	89%	91%	85%	89%
Safety from property crimes (e.g., burglary, theft)	76%	79%	72%	76%
Safety from environmental hazards	86%	86%	NA	NA
Percent "very" or "somewhat" safe				

FIGURE 36: COMMUNITY AND PERSONAL PUBLIC SAFETY BENCHMARKS

	Comparison to benchmark
In your neighborhood during the day	Above
In your neighborhood after dark	Much above
In Meridian Township's downtown area during the day	Above
In Meridian Township's downtown area after dark	Much above
Violent crime (e.g., rape, assault, robbery)	Much above
Property crimes (e.g., burglary, theft)	Much above
Environmental hazards, including toxic waste	Much above

As assessed by the survey, 7% of respondents reported that someone in the household had been the victim of one or more crimes in the past year. Of those who had been the victim of a crime, 94% had reported it to police. Compared to other jurisdictions fewer Meridian Township residents had been victims of crime in the 12 months preceding the survey and many more Meridian Township residents had reported their most recent crime victimization to the police.

FIGURE 37: CRIME VICTIMIZATION AND REPORTING BY YEAR

	2012	2009	2006	2003
During the past 12 months, were you or anyone in your household the victim of any crime?	7%	8%	8%	12%
If yes, was this crime (these crimes) reported to the police?	94%	64%	76%	65%
Percent "yes"				

FIGURE 38: CRIME VICTIMIZATION AND REPORTING BENCHMARKS

	Comparison to benchmark
Victim of crime	Less
Reported crimes	Much more

Residents rated seven Township public safety services; of these, five were rated above the benchmark comparison and two were rated similar to the benchmark comparison. Ambulance or emergency medical services and fire services received the highest ratings, while traffic enforcement and emergency preparedness received the lowest ratings. Ratings remained stable over time.

FIGURE 39: RATINGS OF PUBLIC SAFETY SERVICES BY YEAR

	2012	2009	2006	2003
Police services	84%	91%	87%	89%
Fire services	90%	96%	96%	96%
Ambulance or emergency medical services	94%	97%	94%	96%
Crime prevention	81%	82%	85%	83%
Fire prevention and education	82%	87%	82%	86%
Traffic enforcement	72%	77%	66%	75%
Emergency preparedness (services that prepare the community for natural disasters or other emergency services)	59%	64%	NA	NA
Percent "excellent" or "good"				

FIGURE 40: PUBLIC SAFETY SERVICES BENCHMARKS

	Comparison to benchmark
Police services	Above
Fire services	Similar
Ambulance or emergency medical services	Above
Crime prevention	Much above
Fire prevention and education	Above
Traffic enforcement	Above
Emergency preparedness (services that prepare the community for natural disasters or other emergency situations)	Similar

FIGURE 41: CONTACT WITH POLICE DEPARTMENT

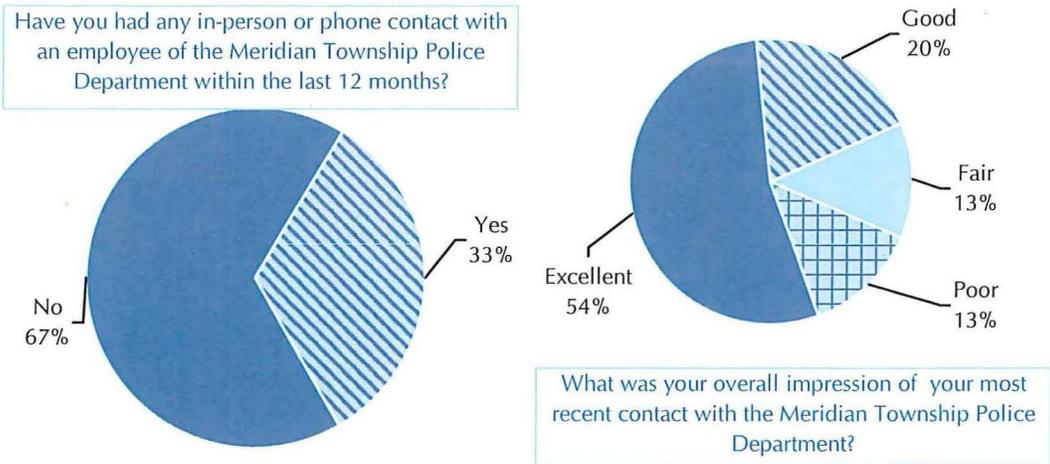


FIGURE 42: CONTACT WITH FIRE DEPARTMENT

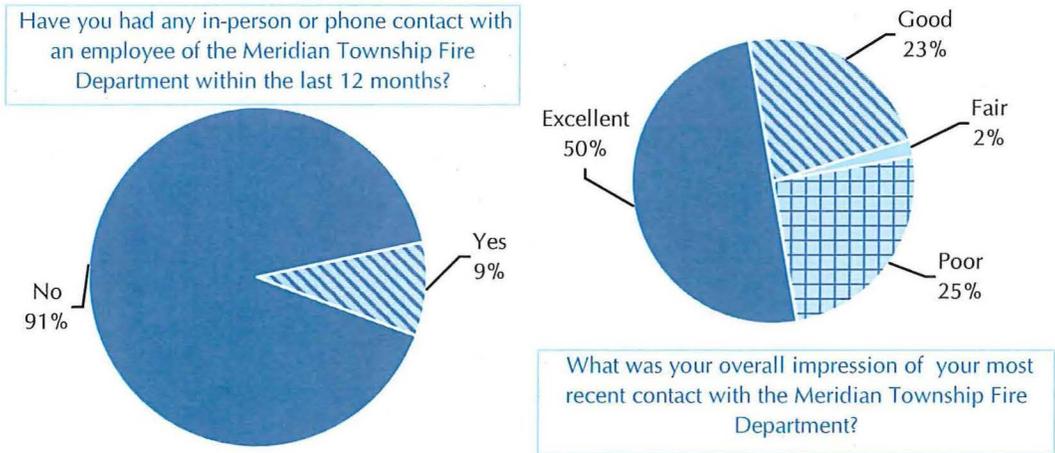


FIGURE 43: CONTACT WITH POLICE AND FIRE DEPARTMENTS BENCHMARKS

	Comparison to benchmark
Had contact with the Meridian Township Police Department	Less
Overall impression of most recent contact with the Meridian Township Police Department	Above
Had contact with the Meridian Township Fire Department	Less
Overall impression of most recent contact with the Meridian Township Fire Department	Much below

ENVIRONMENTAL SUSTAINABILITY

Residents value the aesthetic qualities of their hometowns and appreciate features such as overall cleanliness and landscaping. In addition, the appearance and smell or taste of the air and water do not go unnoticed. These days, increasing attention is paid to proper treatment of the environment. At the same time that they are attending to community appearance and cleanliness, cities, counties, states and the nation are going "Green". These strengthening environmental concerns extend to recycling, sewer services, the delivery of power and water and preservation of open spaces. Treatment of the environment affects air and water quality and, generally, how habitable and inviting a place appears.

Residents of Meridian Township were asked to evaluate their local environment and the services provided to ensure its quality. The overall quality of the natural environment was rated as "excellent" or "good" by 77% of survey respondents. The cleanliness of Meridian Township received the highest rating, and it was above the benchmark.

FIGURE 44: RATINGS OF THE COMMUNITY'S NATURAL ENVIRONMENT BY YEAR

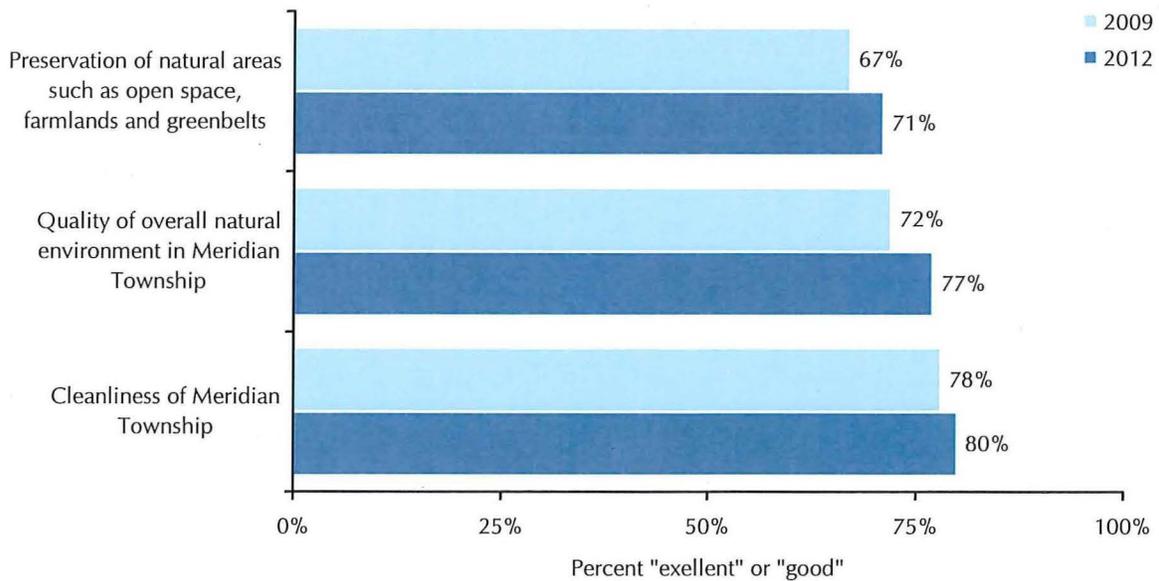


FIGURE 45: COMMUNITY ENVIRONMENT BENCHMARKS

	Comparison to benchmark
Cleanliness of Meridian Township	Above
Quality of overall natural environment in Meridian Township	Similar
Preservation of natural areas such as open space, farmlands and greenbelts	Much above

Resident recycling was less than recycling reported in comparison communities.

FIGURE 46: FREQUENCY OF RECYCLING IN LAST 12 MONTHS BY YEAR

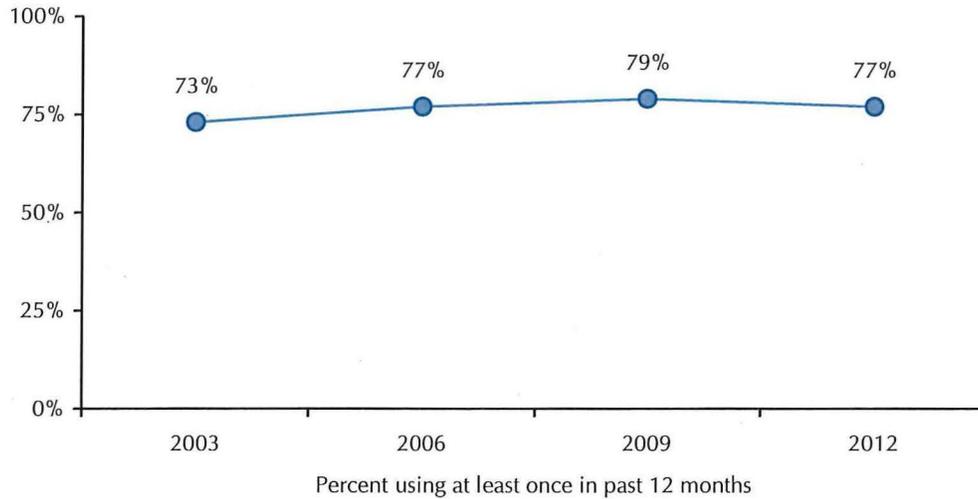


FIGURE 47: FREQUENCY OF RECYCLING BENCHMARKS

	Comparison to benchmark
Recycled used paper, cans or bottles from your home	Less

Of the four utility services rated by those completing the questionnaire, three were higher than the benchmark comparison and one was below the benchmark comparison.

FIGURE 48: RATINGS OF UTILITY SERVICES BY YEAR

	2012	2009	2006	2003
Sewer services	85%	85%	79%	87%
Drinking water	86%	85%	74%	81%
Storm drainage	71%	59%	63%	71%
Recycling	67%	67%	NA	53%
Percent "excellent" or "good"				

FIGURE 49: UTILITY SERVICES BENCHMARKS

	Comparison to benchmark
Sewer services	Much above
Drinking water	Much above
Storm drainage	Above
Recycling	Below

RECREATION AND WELLNESS

Parks and Recreation

Quality parks and recreation opportunities help to define a community as more than the grind of its business, traffic and hard work. Leisure activities vastly can improve the quality of life of residents, serving both to entertain and mobilize good health. The survey contained questions seeking residents' perspectives about opportunities and services related to the community's parks and recreation services.

Recreation opportunities in Meridian Township were rated positively as were services related to parks and recreation. Township parks were rated highly as were recreation programs. Recreation facilities received the lowest rating and were similar to the national benchmark. Parks and recreation ratings have stayed constant over time.

Resident use of Meridian Township parks and recreation facilities tells its own story about the attractiveness and accessibility of those services. The percent of residents that used Meridian Township parks was about the same as the percent of users in comparison jurisdictions. Similarly, recreation program use in Meridian Township was about the same as use in comparison jurisdictions.

FIGURE 50: RATINGS OF COMMUNITY RECREATIONAL OPPORTUNITIES BY YEAR

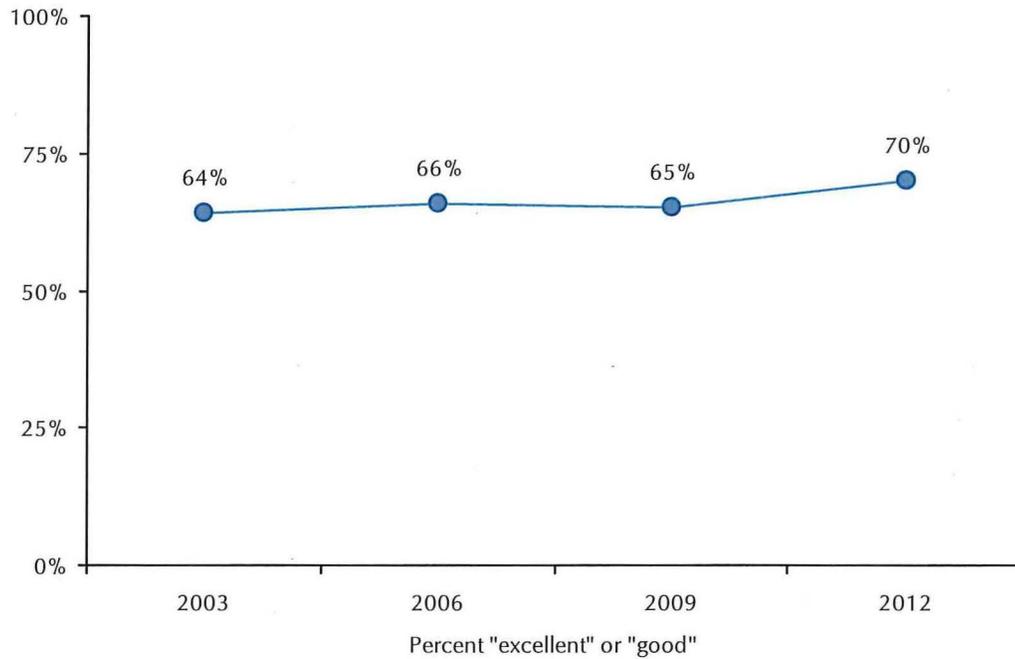


FIGURE 51: COMMUNITY RECREATIONAL OPPORTUNITIES BENCHMARKS

Comparison to benchmark	
Recreation opportunities	Above

FIGURE 52: PARTICIPATION IN PARKS AND RECREATION OPPORTUNITIES BY YEAR

	2012	2009	2006	2003
Participated in a recreation program or activity	46%	51%	45%	44%
Visited a neighborhood park or Township park	87%	89%	85%	90%
Percent using at least once in last 12 months				

FIGURE 53: PARTICIPATION IN PARKS AND RECREATION OPPORTUNITIES BENCHMARKS

	Comparison to benchmark
Participated in a recreation program or activity	Similar
Visited a neighborhood park or Township park	Similar

FIGURE 54: RATINGS OF PARKS AND RECREATION SERVICES BY YEAR

	2012	2009	2006	2003
Township parks	90%	89%	88%	87%
Recreation programs or classes	79%	83%	85%	79%
Recreation centers or facilities	74%	NA	NA	NA
Percent "excellent" or "good"				

FIGURE 55: PARKS AND RECREATION SERVICES BENCHMARKS

	Comparison to benchmark
Township parks	Above
Recreation programs or classes	Above
Recreation centers or facilities	Similar

Culture, Arts and Education

A full service community does not address only the life and safety of its residents. Like individuals who simply go to the office and return home, a community that pays attention only to the life sustaining basics becomes insular, dreary and uninspiring. In the case of communities without thriving culture, arts and education opportunities, the magnet that attracts those who might consider relocating there is vastly weakened. Cultural, artistic, social and educational services elevate the opportunities for personal growth among residents. In the survey, residents were asked about the quality of opportunities to participate in cultural and educational activities.

Opportunities to attend cultural activities were rated as “excellent” or “good” by 56% of respondents. Educational opportunities were rated as “excellent” or “good” by 84% of respondents. Compared to the benchmark data, educational opportunities were much above the average of comparison jurisdictions, while cultural activity opportunities were rated similar to the benchmark comparison.

About 69% of Meridian Township residents used a Township library at least once in the 12 months preceding the survey. This participation rate for library use was below comparison jurisdictions. Ratings increased for educational opportunities when compared to the previous survey year.

FIGURE 56: RATINGS OF CULTURAL AND EDUCATIONAL OPPORTUNITIES BY YEAR

	2012	2009	2006	2003
Opportunities to attend cultural activities	56%	50%	54%	NA
Educational opportunities	84%	76%	NA	NA
Percent "excellent" or "good"				

FIGURE 57: CULTURAL AND EDUCATIONAL OPPORTUNITIES BENCHMARKS

	Comparison to benchmark
Opportunities to attend cultural activities	Similar
Educational opportunities	Much above

FIGURE 58: PARTICIPATION IN CULTURAL AND EDUCATIONAL OPPORTUNITIES BY YEAR

	2012	2009	2006	2003
Used Meridian Township public libraries or their services	69%	68%	71%	62%
Percent using at least once in last 12 months				

FIGURE 59: PARTICIPATION IN CULTURAL AND EDUCATIONAL OPPORTUNITIES BENCHMARKS

	Comparison to benchmark
Used Meridian Township public libraries or their services	Less

FIGURE 60: PERCEPTION OF CULTURAL AND EDUCATIONAL SERVICES BY YEAR

	2012	2009	2006	2003
Public library services	86%	84%	81%	77%
Percent "excellent" or "good"				

FIGURE 61: CULTURAL AND EDUCATIONAL SERVICES BENCHMARKS

	Comparison to benchmark
Public library services	Similar

Community Inclusiveness

Diverse communities that include among their residents a mix of races, ages, wealth, ideas and beliefs have the raw material for the most vibrant and creative society. However, the presence of these features alone does not ensure a high quality or desirable space. Surveyed residents were asked about the success of the mix: the sense of community, the openness of residents to people of diverse backgrounds and the attractiveness of Meridian Township as a place to raise children or to retire. They were also questioned about the quality of services delivered to various population subgroups, including older adults, youth and residents with few resources. A community that succeeds in creating an inclusive environment for a variety of residents is a community that offers more to many.

Almost all residents rated Meridian Township as an “excellent” or “good” place to raise kids and a majority rated it as an excellent or good place to retire. Most residents felt that the local sense of community was “excellent” or “good.” About three quarters of survey respondents felt Meridian Township was open and accepting towards people of diverse backgrounds. Meridian Township as a place to retire was rated the lowest by residents, but was similar to the benchmark and trending up over time.

FIGURE 62: RATINGS OF COMMUNITY QUALITY AND INCLUSIVENESS BY YEAR

	2012	2009	2006	2003
Sense of community	66%	62%	59%	58%
Openness and acceptance of the community toward people of diverse backgrounds	76%	73%	68%	69%
Meridian Township as a place to raise children	91%	90%	94%	89%
Meridian Township as a place to retire	65%	58%	58%	56%
Percent "excellent" or "good"				

FIGURE 63: COMMUNITY QUALITY AND INCLUSIVENESS BENCHMARKS

	Comparison to benchmark
Sense of community	Similar
Openness and acceptance of the community toward people of diverse backgrounds	Much above
Meridian Township as a place to raise kids	Much above
Meridian Township as a place to retire	Similar

Services to more vulnerable populations (e.g., seniors, youth or low-income residents) ranged from 49% to 71% with ratings of "excellent" or "good." Services to seniors and to youth were above the benchmark while services to low-income people were the same.

FIGURE 64: RATINGS OF QUALITY OF SERVICES PROVIDED FOR POPULATION SUBGROUPS BY YEAR

	2012	2009	2006	2003
Services to seniors	69%	73%	63%	69%
Services to youth	71%	77%	NA	NA
Services to low-income people	49%	41%	38%	50%
Percent "excellent" or "good"				

FIGURE 65: SERVICES PROVIDED FOR POPULATION SUBGROUPS BENCHMARKS

	Comparison to benchmark
Services to seniors	Above
Services to youth	Much above
Services to low income people	Similar

CIVIC ENGAGEMENT

Community leaders cannot run a jurisdiction alone and a jurisdiction cannot run effectively if residents remain strangers with little to connect them. Elected officials and staff require the assistance of local residents whether that assistance comes in tacit approval or eager help; and commonality of purpose among the electorate facilitates policies and programs that appeal to most and causes discord among few. Furthermore, when neighbors help neighbors, the cost to the community to provide services to residents in need declines. When residents are civically engaged, they have taken the opportunity to participate in making the community more livable for all. The extent to which local government provides opportunities to become informed and engaged and the extent to which residents take those opportunities is an indicator of the connection between government and populace. By understanding your residents' level of connection to, knowledge of and participation in local government, the Township can find better opportunities to communicate and educate citizens about its mission, services, accomplishments and plans. This survey information is essential for public communication and for helping local government staff to conceive strategies for reaching reluctant voters whose confidence in government may need boosting prior to important referenda.

Civic Activity

Respondents were asked about the perceived community volunteering opportunities and their participation as citizens of Meridian Township. Survey participants rated the volunteer opportunities in Meridian Township somewhat favorably. Opportunities to attend or participate in community matters were rated similarly.

Ratings of civic engagement opportunities were similar to ratings from comparison jurisdictions where these questions were asked. Compared to the 2009 survey iteration, ratings for opportunities to volunteer increased.

FIGURE 66: RATINGS OF CIVIC ENGAGEMENT OPPORTUNITIES

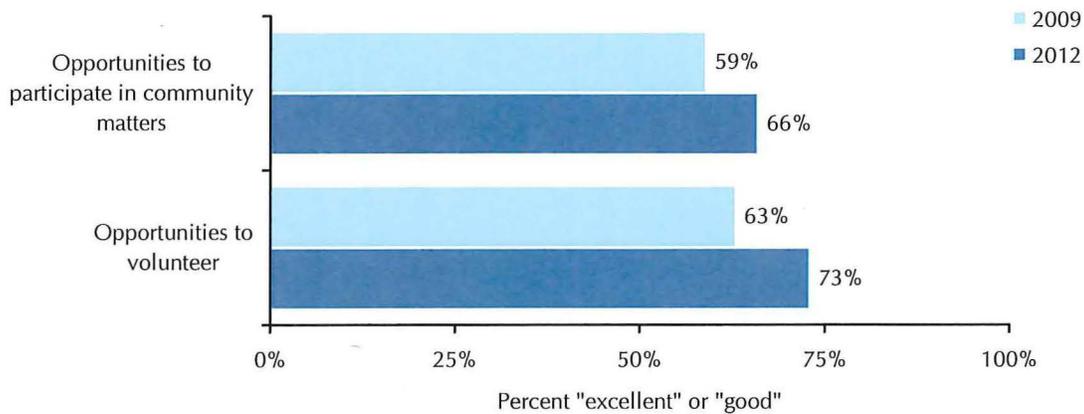


FIGURE 67: CIVIC ENGAGEMENT OPPORTUNITIES BENCHMARKS

	Comparison to benchmark
Opportunities to participate in community matters	Similar
Opportunities to volunteer	Similar

Most of the participants in this survey had not attended a public meeting, volunteered time to a group or participated in a club in the 12 months prior to the survey, but the vast majority had helped a friend. The participation rates of these civic behaviors were compared to the rates in other jurisdictions. Providing help to a friend or neighbor showed similar rates of involvement; while attending a meeting of local elected officials, watching a meeting of local elected officials and volunteering time to some group showed lower rates of community engagement.

FIGURE 68: PARTICIPATION IN CIVIC ENGAGEMENT OPPORTUNITIES BY YEAR¹

	2012	2009	2006	2003
Attended a meeting of local elected officials or other local public meeting	20%	20%	22%	24%
Watched a meeting of local elected officials or other public meeting on cable television, the Internet or other media	34%	46%	50%	51%
Volunteered your time to some group or activity in Meridian Township	32%	32%	34%	35%
Provided help to a friend or neighbor	93%	90%	NA	NA
Percent participating at least once in the last 12 months				

FIGURE 69: PARTICIPATION IN CIVIC ENGAGEMENT OPPORTUNITIES BENCHMARKS

	Comparison to benchmark
Attended a meeting of local elected officials or other local public meeting	Less
Watched a meeting of local elected officials or other public meeting on cable television, the Internet or other media	Less
Volunteered your time to some group or activity in Meridian Township	Much less
Provided help to a friend or neighbor	Similar

Meridian Township residents showed the largest amount of civic engagement in the area of electoral participation. Eighty-nine percent reported they were registered to vote and 79% indicated they had voted in the last general election. This rate of self-reported voting was about the same as that of comparison communities.

FIGURE 70: REPORTED VOTING BEHAVIOR BY YEAR²

	2012	2009	2006	2003
Registered to vote	89%	94%	84%	89%
Voted in the last general election	79%	93%	66%	78%
Percent "yes"				

FIGURE 71: VOTING BEHAVIOR BENCHMARKS

	Comparison to benchmark
Registered to vote	Similar
Voted in last general election	Similar

¹ Over the past few years, local governments have adopted communication strategies that embrace the Internet and new media. In 2010, the question, "Watched a meeting of local elected officials or other local public meeting on cable television" was revised to include "the Internet or other media" to better reflect this trend.

² Note: In addition to the removal of "don't know" responses, those who said "ineligible to vote" also have been omitted from this calculation. The full frequencies appear in Appendix A.

Information and Awareness

Those completing the survey were asked about their use and perceptions of various information sources and local government media services. When asked whether they had visited Meridian Township Web site in the previous 12 months, 51% reported they had done so at least once. Public information services were rated similarly compared to benchmark data. Compared to the previous year's survey, the number of respondents who reported reading the "Meridian Monitor" Newsletter decreased.

FIGURE 72: USE OF INFORMATION SOURCES BY YEAR

	2012	2009	2006	2003
Read "Meridian Monitor" Newsletter	62%	83%	68%	67%
Visited the Meridian Township Web site (at www.meridian.mi.us)	51%	45%	24%	NA
Percent using at least once in last 12 months				

FIGURE 73: USE OF INFORMATION SOURCES BENCHMARKS

	Comparison to benchmark
Read Meridian Township Newsletter	Much less
Visited the Meridian Township Web site	Much less

FIGURE 74: RATINGS OF LOCAL GOVERNMENT MEDIA SERVICES AND INFORMATION DISSEMINATION BY YEAR

	2012	2009	2006	2003
Cable television	58%	58%	44%	52%
Public information services	68%	NA	NA	NA
Percent "excellent" or "good"				

FIGURE 75: LOCAL GOVERNMENT MEDIA SERVICES AND INFORMATION DISSEMINATION BENCHMARKS

	Comparison to benchmark
Cable television	Similar
Public information services	Similar

Social Engagement

Opportunities to participate in social events and activities were rated as “excellent” or “good” by 61% of respondents, while even more rated opportunities to participate in religious or spiritual events and activities as “excellent” or “good.”

FIGURE 76: RATINGS OF SOCIAL ENGAGEMENT OPPORTUNITIES BY YEAR

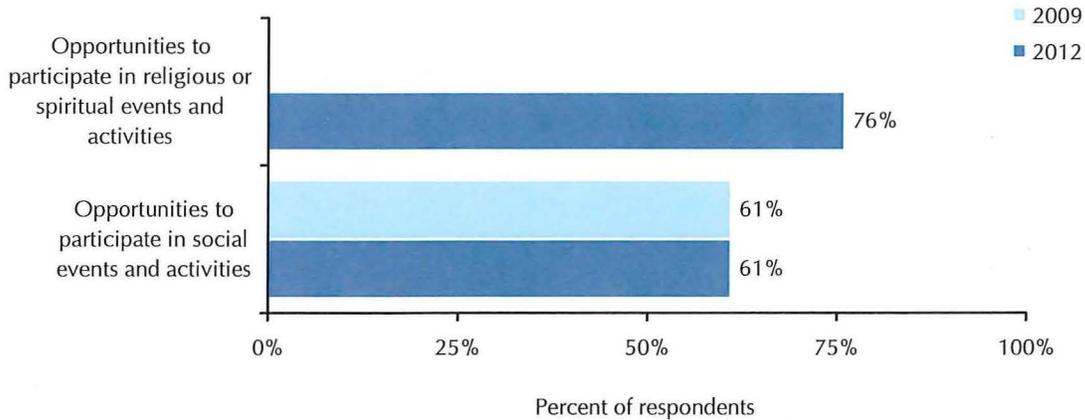


FIGURE 77: SOCIAL ENGAGEMENT OPPORTUNITIES BENCHMARKS

	Comparison to benchmark
Opportunities to participate in social events and activities	Similar
Opportunities to participate in religious or spiritual events and activities	Similar

Residents in Meridian Township reported a fair amount of neighborliness. About half indicated talking or visiting with their neighbors at least several times a week. This amount of contact with neighbors was about the same as the amount of contact reported in other communities.

FIGURE 78: CONTACT WITH IMMEDIATE NEIGHBORS BY YEAR

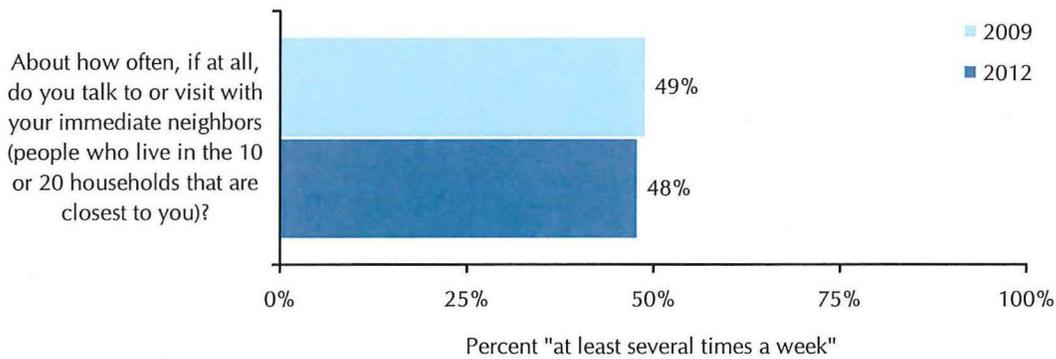


FIGURE 79: CONTACT WITH IMMEDIATE NEIGHBORS BENCHMARKS

	Comparison to benchmark
Has contact with neighbors at least several times per week	Similar

PUBLIC TRUST

When local government leaders are trusted, an environment of cooperation is more likely to surround all decisions they make. Cooperation leads to easier communication between leaders and residents and increases the likelihood that high value policies and programs will be implemented to improve the quality of life of the entire community. Trust can be measured in residents' opinions about the overall direction Meridian Township is taking, their perspectives about the service value their taxes purchase and the openness of government to citizen participation. In addition, resident opinion about services provided by Meridian Township could be compared to their opinion about services provided by the state and federal governments. If residents find nothing to admire in the services delivered by any level of government, their opinions about Meridian Township may be colored by their dislike of what all levels of government provide.

A majority of respondents felt that the value of services for taxes paid was "excellent" or "good." When asked to rate the job Meridian Township does at welcoming citizen involvement, 49% rated it as "excellent" or "good." Of these four ratings, one was above the benchmark and three were similar to the benchmark.

FIGURE 80: PUBLIC TRUST RATINGS BY YEAR

	2012	2009	2006	2003
The value of services for the taxes paid to Meridian Township*	57%	47%	57%	59%
The overall direction that Meridian Township is taking*	57%	48%	48%	47%
The job Meridian Township government does at welcoming citizen involvement*	49%	47%	56%	57%
Overall image or reputation of Meridian Township	79%	76%	NA	NA
Percent "excellent" or "good"				

* For jurisdictions that have conducted The NCS prior to 2008, the change in the wording of response options may cause a decline in the percent of residents who offer a positive perspective on public trust. It is well to factor in the possible change due to question wording this way: if you show an increase, you may have found even more improvement with the same question wording; if you show no change, you may have shown a slight increase with the same question wording; if you show a decrease, community sentiment is probably about stable.

FIGURE 81: PUBLIC TRUST BENCHMARKS

	Comparison to benchmark
Value of services for the taxes paid to Meridian Township	Similar
The overall direction that Meridian Township is taking	Similar
Job Meridian Township government does at welcoming citizen involvement	Similar
Overall image or reputation of Meridian Township	Above

On average, residents of Meridian Township gave the highest evaluations to their own local government and the lowest average rating to the State Government. The overall quality of services delivered by Meridian Township was rated as “excellent” or “good” by 74% of survey participants. Meridian Township’s rating was similar the benchmark when compared to other communities in the nation. Ratings of overall Township services have generally remained stable over time.

FIGURE 82: RATING OVERALL QUALITY OF SERVICES PROVIDED BY MERIDIAN TOWNSHIP BY YEAR

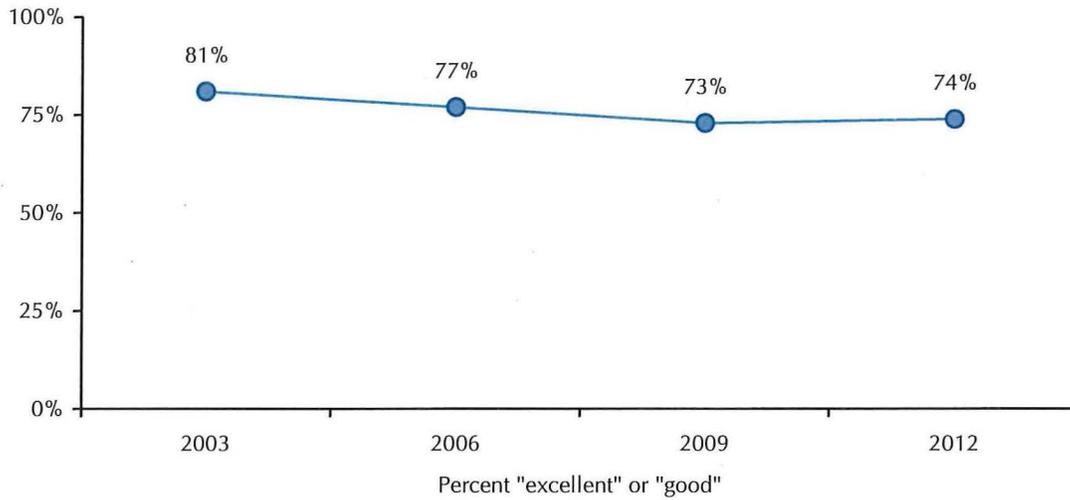


FIGURE 83: RATINGS OF SERVICES PROVIDED BY LOCAL, STATE AND FEDERAL GOVERNMENTS BY YEAR

	2012	2009	2006	2003
Services provided by Meridian Township	74%	73%	77%	81%
Services provided by the Federal Government	45%	39%	30%	49%
Services provided by the State Government	42%	33%	40%	52%
Percent "excellent" or "good"				

FIGURE 84: SERVICES PROVIDED BY LOCAL, STATE AND FEDERAL GOVERNMENTS BENCHMARKS

	Comparison to benchmark
Services provided by Meridian Township	Similar
Services provided by the Federal Government	Above
Services provided by the State Government	Similar
Services provided by Ingham County Government	Similar

Meridian Township Employees

The employees of Meridian Township who interact with the public create the first impression that most residents have of Meridian Township. Front line staff who provide information, assist with bill paying, create service schedules, fight fires and crime and even give traffic tickets are the collective face of Meridian Township. As such, it is important to know about residents' experience talking with that "face." When employees appear to be knowledgeable, responsive and courteous, residents are more likely to feel that any needs or problems may be solved through positive and productive interactions with Meridian Township staff.

Those completing the survey were asked if they had been in contact with a Township employee either in-person, over the phone or via email in the last 12 months; the 46% who reported that they had been in contact (a percent that is lower than the benchmark comparison) were then asked to indicate overall how satisfied they were with the employee in their most recent contact. Township employees were rated highly; 80% of respondents rated their overall impression as "excellent" or "good." Employees ratings were higher than the national benchmark and were similar than past survey years.

FIGURE 85: PROPORTION OF RESPONDENTS WHO HAD CONTACT WITH TOWNSHIP EMPLOYEES IN PREVIOUS 12 MONTHS BY YEAR

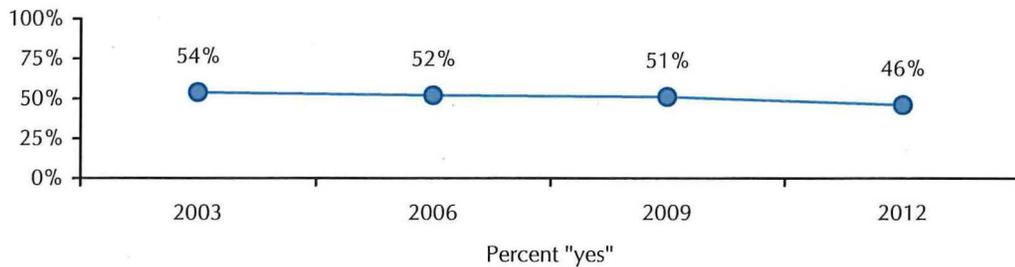


FIGURE 86: CONTACT WITH TOWNSHIP EMPLOYEES BENCHMARKS

	Comparison to benchmark
Had contact with Township employee(s) in last 12 months	Less

FIGURE 87: RATINGS OF TOWNSHIP EMPLOYEES (AMONG THOSE WHO HAD CONTACT) BY YEAR

	2012	2009	2006	2003
Knowledge	83%	84%	87%	88%
Responsiveness	82%	82%	84%	85%
Courtesy	81%	83%	83%	86%
Overall impression	80%	82%	84%	83%
Percent "excellent" or "good"				

FIGURE 88: RATINGS OF TOWNSHIP EMPLOYEES (AMONG THOSE WHO HAD CONTACT) BENCHMARKS

	Comparison to benchmark
Knowledge	Similar
Responsiveness	Above
Courteousness	Above
Overall impression	Much above

FROM DATA TO ACTION

RESIDENT PRIORITIES

Knowing where to focus limited resources to improve residents' opinions of local government requires information that targets the services that are most important to residents. However, when residents are asked what services are most important, they rarely stray beyond core services – those directed to save lives and improve safety.

In market research, identifying the most important characteristics of a transaction or product is called Key Driver Analysis (KDA). The key drivers that are identified from that analysis do not come from asking customers to self-report which service or product characteristic most influenced their decision to buy or return, but rather from statistical analyses of the predictors of their behavior. When customers are asked to name the most important characteristics of a good or service, responses often are expected or misleading – just as they can be in the context of a citizen survey. For example, air travelers often claim that safety is the primary consideration in their choice of an airline, yet key driver analysis reveals that frequent flier perks or in-flight entertainment predicts their buying decisions.

In local government core services – like fire protection – invariably land at the top of the list created when residents are asked about the most important local government services. And core services are important. But by using KDA, our approach digs deeper to identify the less obvious, but more influential services that are most related to residents' ratings of overall quality of local government services. Because services focused directly on life and safety remain essential to quality government, it is suggested that core services should remain the focus of continuous monitoring and improvement where necessary – but monitoring core services or asking residents to identify important services is not enough.

A KDA was conducted for Meridian Township by examining the relationships between ratings of each service and ratings of Meridian Township's overall services. Those Key Driver services that correlated most highly with residents' perceptions about overall Township service quality have been identified. By targeting improvements in key services, Meridian Township can focus on the services that have the greatest likelihood of influencing residents' opinions about overall service quality. Because a strong correlation is not the same as a cause, there is no guarantee that improving ratings on key drivers necessarily will improve ratings. What is certain from these analyses is that key drivers are good predictors of overall resident opinion and that the key drivers presented may be useful focus areas to consider for enhancement of overall service ratings.

Services found to be most strongly correlated with ratings of overall service quality from the Meridian Township Key Driver Analysis were:

- Fire services
- Public information services
- Recreation programs or classes

MERIDIAN TOWNSHIP ACTION CHART™

The 2012 Meridian Township Action Chart™ on the following page combines three dimensions of performance:

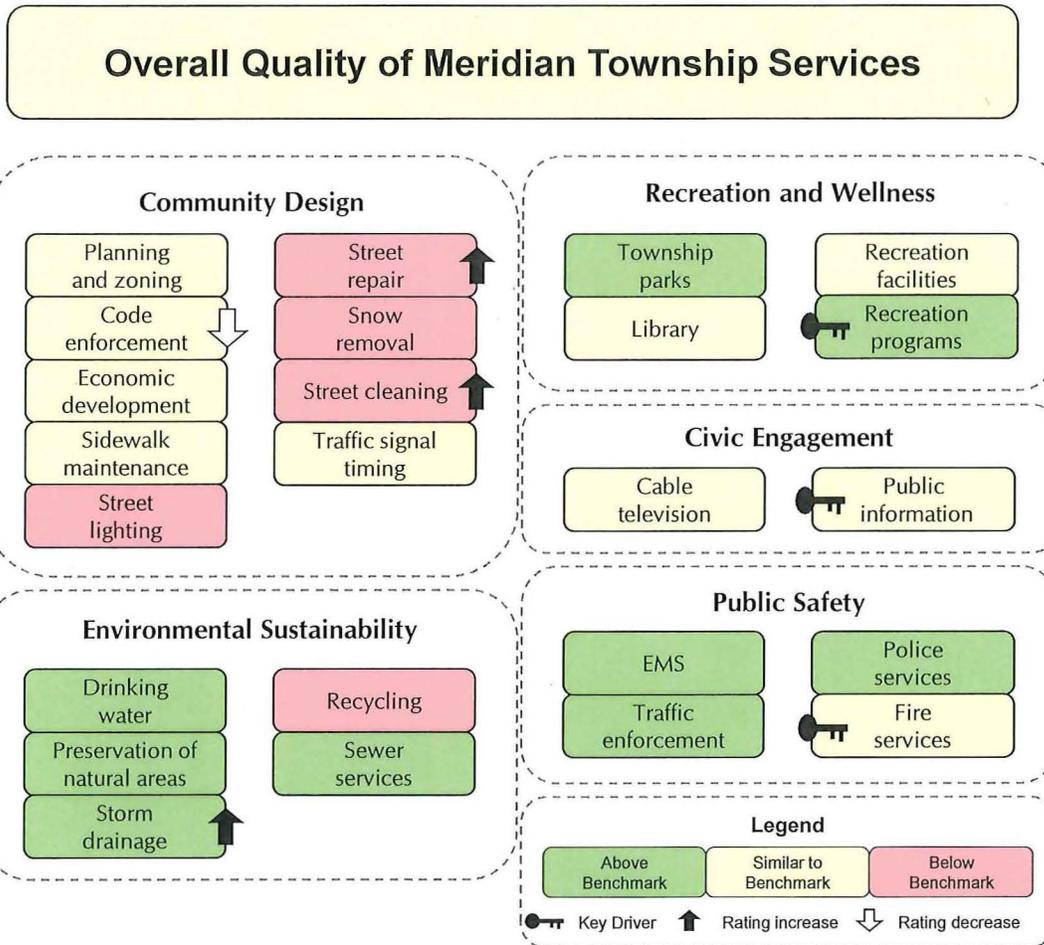
- Comparison to resident evaluations from other communities. When a comparison is available, the background color of each service box indicates whether the service is above the national benchmark (green), similar to the benchmark (yellow) or below the benchmark (red).
- Identification of key services. A black key icon (🔑) next to a service box indicates it as a key driver for the Township.
- Trendline icons (up and down arrows), indicating whether the current ratings are higher or lower than the previous survey.

Twenty-four services were included in the KDA for Meridian Township. Of these, nine were above the benchmark, five were below the benchmark and 10 were similar to the benchmark.

Considering all performance data included in the Action Chart, a jurisdiction typically will want to consider improvements to any key driver services that are trending down or that are not at least similar to the benchmark. In the case of Meridian Township, no key drivers were below the benchmark or trending lower in the current survey. Therefore, Meridian Township may wish to seek improvements to fire services and public information services, as these key drivers received ratings similar to other benchmark jurisdictions. More detail about interpreting results can be found in the next section.

Services with a high percent of respondents answering “don’t know” were excluded from the analysis and were considered services that would be less influential. See Appendix A: Complete Survey Frequencies, Frequencies Including “Don’t Know” Responses for the percent “don’t know” for each service.

FIGURE 89: MERIDIAN TOWNSHIP ACTION CHART™



Using Your Action Chart™

The key drivers derived for Meridian Township provide a list of those services that are uniquely related to overall service quality. Those key drivers are marked with the symbol of a key in the action chart. Because key driver results are based on a relatively small number of responses, the relationships or correlations that define the key drivers are subject to more variability than is seen when key drivers are derived from a large national dataset of resident responses. To benefit Meridian Township, NRC lists the key drivers derived from tens of thousands of resident responses from across the country. This national list is updated periodically so that you can compare your key drivers to the key drivers from the entire NRC dataset. Where your locally derived key drivers overlap national key drivers, it makes sense to focus even more strongly on your keys. Similarly, when your local key drivers overlap your core services, there is stronger argument to make for attending to your key drivers that overlap with core services.

As staff review key drivers, not all drivers may resonate as likely links to residents' perspectives about overall service quality. For example, in Meridian Township, planning and zoning and police services may be obvious links to overall service delivery (and each is a key driver from our national database), since it could be easy for staff to see how residents' view of overall service delivery could be colored by how well they perceive police and land use planning to be delivered. But animal control could be a surprise. Before rejecting a key driver that does not pass the first test of conventional wisdom, consider whether residents' opinions about overall service quality could reasonably be influenced by this unexpected driver. For example, in the case of animal control, was there a visible case of violation prior to the survey data collection? Do Meridian Township residents have different expectations for animal control than what current policy provides? Are the rare instances of violation serious enough to cause a word of mouth campaign about service delivery?

If, after deeper review, the "suspect" driver still does not square with your understanding of the services that could influence residents' perspectives about overall service quality (and if that driver is not a core service or a key driver from NRC's national research), put action in that area on hold and wait to see if it appears as a key driver the next time the survey is conducted.

In the following table, we have listed your key drivers, core services and the national key drivers and we have indicated (in **bold** typeface and with the symbol "•"), Meridian Township key drivers that overlap core services or the nationally derived keys. In general, key drivers below the benchmark may be targeted for improvement. Additionally, we have indicated (with the symbol "○") those services that neither are local nor national key drivers nor are they core services. It is these services that could be considered first for resource reductions.

FIGURE 90: KEY DRIVERS COMPARED

Service	Meridian Township Key Drivers	National Key Drivers	Core Services
Police services		✓	✓
• Fire services	✓		✓
Ambulance and emergency medical services			✓
◦ Traffic enforcement			
Street repair			✓
◦ Street cleaning			
◦ Street lighting			
◦ Snow removal			
◦ Sidewalk maintenance			
◦ Traffic signal timing			
◦ Recycling			
Storm drainage			✓
Drinking water			✓
Sewer services			✓
◦ Township parks			
Recreation programs or classes	✓		
◦ Recreation centers or facilities			
Land use planning and zoning		✓	
Code enforcement			✓
Economic development		✓	
◦ Public library			
• Public information services	✓	✓	
◦ Cable television			
◦ Preservation of natural areas			

• Key driver overlaps with national and or core services

◦ Service may be targeted for reductions it is not a key driver or core service

CUSTOM QUESTIONS

Custom Question 1	
About how many times, if ever, did you visit the Farmers' Market in 2011?	Percent of respondents
Never	30%
Once or twice	23%
3 to 12 times	34%
13 to 26 times	10%
More than 26 times	2%
Total	100%

Custom Question 2					
Please indicate how much you would support or oppose the following:	Strongly support	Somewhat support	Somewhat oppose	Strongly oppose	Total
Make no changes to the location of the Farmers' Market	29%	45%	19%	7%	100%
Moving the Farmers' Market to an alternate location (i.e. Meridian Mall Parking Lot)	19%	34%	28%	18%	100%
Eliminating the adjacent soccer field to the West and expanding the building and parking area with the added space	16%	32%	30%	22%	100%

Custom Question 3	
Moving or expanding the Farmers' Market could result in increased taxes. Please indicate to what extent you would support or oppose a tax increase to fund the expansion or relocation of the Farmers' Market:	Percent of respondents
Strongly support	8%
Somewhat support	25%
Somewhat oppose	27%
Strongly oppose	40%
Total	100%

Custom Question 4					
Please indicate how much you support or oppose the Meridian Township government encouraging more public art in the following places	Strongly support	Somewhat support	Somewhat oppose	Strongly oppose	Total
On public property (i.e. parks, public buildings)	40%	40%	11%	8%	100%
On private property	28%	43%	18%	12%	100%

Custom Question 5						
In the last 12 months, about how many times if any, have you or other household members used the following:	Never	Once or twice	3 to 12 times	13 to 26 times	More than 26 times	Total
Off road pathways in Meridian Township	37%	28%	14%	10%	10%	100%
Trails in Township parks	32%	34%	15%	9%	10%	100%

Custom Question 6					
Please indicate to what extent you would support or oppose the following in Meridian Township:	Strongly support	Somewhat support	Somewhat oppose	Strongly oppose	Total
Using existing utility easements for construction of new off-road pathways	32%	52%	9%	7%	100%
Increasing the number of Township off-road pathways	31%	48%	15%	6%	100%

APPENDIX A: COMPLETE SURVEY FREQUENCIES

FREQUENCIES EXCLUDING "DON'T KNOW" RESPONSES

Question 1: Quality of Life					
Please rate each of the following aspects of quality of life in Meridian Township:	Excellent	Good	Fair	Poor	Total
Meridian Township as a place to live	35%	57%	6%	2%	100%
Your neighborhood as a place to live	37%	48%	14%	2%	100%
Meridian Township as a place to raise children	41%	50%	7%	2%	100%
Meridian Township as a place to work	23%	44%	25%	8%	100%
Meridian Township as a place to retire	21%	44%	25%	10%	100%
The overall quality of life in Meridian Township	27%	60%	11%	2%	100%

Question 2: Community Characteristics					
Please rate each of the following characteristics as they relate to Meridian Township as a whole:	Excellent	Good	Fair	Poor	Total
Sense of community	21%	45%	29%	5%	100%
Openness and acceptance of the community toward people of diverse backgrounds	21%	55%	17%	7%	100%
Overall appearance of Meridian Township	17%	59%	21%	3%	100%
Cleanliness of Meridian Township	25%	56%	18%	2%	100%
Overall quality of new development in Meridian Township	10%	46%	35%	9%	100%
Variety of housing options	14%	56%	27%	4%	100%
Overall quality of business and service establishments in Meridian Township	15%	54%	26%	5%	100%
Shopping opportunities	23%	46%	23%	8%	100%
Opportunities to attend cultural activities	15%	41%	33%	12%	100%
Recreational opportunities	20%	50%	25%	5%	100%
Employment opportunities	4%	35%	39%	22%	100%
Educational opportunities	34%	50%	13%	3%	100%
Opportunities to participate in social events and activities	15%	46%	34%	5%	100%
Opportunities to participate in religious or spiritual events and activities	22%	53%	20%	4%	100%
Opportunities to volunteer	22%	51%	25%	2%	100%
Opportunities to participate in community matters	18%	48%	31%	3%	100%
Ease of car travel in Meridian Township	21%	53%	19%	7%	100%
Ease of bus travel in Meridian Township	17%	39%	28%	16%	100%
Ease of bicycle travel in Meridian Township	16%	43%	30%	11%	100%
Ease of walking in Meridian Township	19%	49%	21%	11%	100%
Availability of paths and walking trails	23%	47%	23%	8%	100%

Question 2: Community Characteristics					
Please rate each of the following characteristics as they relate to Meridian Township as a whole:	Excellent	Good	Fair	Poor	Total
Traffic flow on major streets	10%	50%	31%	8%	100%
Availability of affordable quality housing	9%	51%	32%	8%	100%
Quality of overall natural environment in Meridian Township	21%	56%	21%	2%	100%
Overall image or reputation of Meridian Township	19%	60%	18%	3%	100%

Question 3: Growth						
Please rate the speed of growth in the following categories in Meridian Township over the past 2 years:	Much too slow	Somewhat too slow	Right amount	Somewhat too fast	Much too fast	Total
Population growth	4%	19%	64%	10%	3%	100%
Retail growth (stores, restaurants, etc.)	13%	40%	38%	7%	2%	100%
Jobs growth	26%	53%	18%	2%	1%	100%

Question 4: Code Enforcement	
To what degree, if at all, are run down buildings, weed lots or junk vehicles a problem in Meridian Township?	Percent of respondents
Not a problem	23%
Minor problem	53%
Moderate problem	20%
Major problem	4%
Total	100%

Question 5: Community Safety						
Please rate how safe or unsafe you feel from the following in Meridian Township:	Very safe	Somewhat safe	Neither safe nor unsafe	Somewhat unsafe	Very unsafe	Total
Violent crime (e.g., rape, assault, robbery)	51%	38%	9%	2%	0%	100%
Property crimes (e.g., burglary, theft)	26%	50%	12%	12%	0%	100%
Environmental hazards, including toxic waste	50%	36%	10%	5%	0%	100%

Question 6: Personal Safety						
Please rate how safe or unsafe you feel:	Very safe	Somewhat safe	Neither safe nor unsafe	Somewhat unsafe	Very unsafe	Total
In your neighborhood during the day	78%	18%	4%	1%	0%	100%
In your neighborhood after dark	43%	42%	10%	6%	0%	100%
In Meridian Township's downtown area during the day	71%	23%	5%	1%	1%	100%
In Meridian Township's downtown area after dark	35%	44%	13%	8%	0%	100%

Question 7: Contact with Police Department			
Have you had any in-person or phone contact with an employee of Meridian Township Police Department within the last 12 months?	No	Yes	Total
Have you had any in-person or phone contact with an employee of Meridian Township Police Department within the last 12 months?	67%	33%	100%

Question 8: Ratings of Contact with Police Department					
What was your overall impression of your most recent contact with the Meridian Township Police Department?	Excellent	Good	Fair	Poor	Total
What was your overall impression of your most recent contact with the Meridian Township Police Department?	54%	20%	13%	13%	100%

Question 9: Crime Victim	
During the past 12 months, were you or anyone in your household the victim of any crime?	Percent of respondents
No	93%
Yes	7%
Total	100%

Question 10: Crime Reporting	
If yes, was this crime (these crimes) reported to the police?	Percent of respondents
No	6%
Yes	94%
Total	100%

Question 11: Resident Behaviors						
In the last 12 months, about how many times, if ever, have you or other household members participated in the following activities in Meridian Township?	Never	Once or twice	3 to 12 times	13 to 26 times	More than 26 times	Total
Used Meridian Township public libraries or their services	31%	23%	20%	14%	12%	100%
Participated in a recreation program or activity	54%	27%	14%	3%	2%	100%
Visited a neighborhood park or Township park	13%	24%	36%	16%	11%	100%
Ridden a local bus within Meridian Township	71%	13%	8%	1%	6%	100%
Attended a meeting of local elected officials or other local public meeting	80%	15%	4%	1%	0%	100%
Watched a meeting of local elected officials or other Township-sponsored public meeting on cable television, the Internet or other media	66%	21%	10%	2%	1%	100%
Read Meridian Township Newsletter	38%	34%	23%	3%	2%	100%
Visited the Meridian Township Web site (at www.meridian.mi.us)	49%	19%	24%	5%	3%	100%
Recycled used paper, cans or bottles from your home	23%	9%	18%	14%	36%	100%
Volunteered your time to some group or activity in Meridian Township	68%	16%	10%	2%	3%	100%
Provided help to a friend or neighbor	7%	27%	41%	15%	10%	100%

Question 12: Neighborliness	
About how often, if at all, do you talk to or visit with your immediate neighbors (people who live in the 10 or 20 households that are closest to you)?	Percent of respondents
Just about everyday	22%
Several times a week	27%
Several times a month	22%
Less than several times a month	30%
Total	100%

Question 13: Service Quality					
Please rate the quality of each of the following services in Meridian Township:	Excellent	Good	Fair	Poor	Total
Police services	39%	44%	12%	4%	100%
Fire services	46%	45%	7%	3%	100%
Ambulance or emergency medical services	49%	45%	5%	1%	100%
Crime prevention	26%	55%	15%	4%	100%
Fire prevention and education	31%	51%	14%	4%	100%
Traffic enforcement	19%	53%	21%	7%	100%
Street repair	4%	21%	38%	37%	100%
Street cleaning	8%	41%	35%	16%	100%
Street lighting	10%	45%	29%	15%	100%
Snow removal	12%	37%	33%	18%	100%
Sidewalk maintenance	10%	45%	37%	8%	100%
Traffic signal timing	7%	47%	30%	16%	100%
Bus or transit services	16%	45%	29%	10%	100%
Recycling	28%	39%	19%	14%	100%
Storm drainage	16%	55%	24%	5%	100%
Drinking water	34%	52%	11%	3%	100%
Sewer services	29%	56%	13%	2%	100%
Township parks	35%	55%	9%	1%	100%
Recreation programs or classes	26%	53%	20%	1%	100%
Recreation centers or facilities	20%	54%	24%	2%	100%
Land use, planning and zoning	8%	43%	36%	14%	100%
Code enforcement (weeds, abandoned buildings, etc.)	11%	40%	34%	16%	100%
Economic development	6%	35%	42%	17%	100%
Services to seniors	22%	47%	26%	5%	100%
Services to youth	21%	49%	26%	3%	100%
Services to low-income people	16%	33%	33%	17%	100%
Public library services	40%	46%	11%	3%	100%
Public information services	21%	48%	26%	6%	100%
Cable television	15%	43%	26%	16%	100%
Emergency preparedness (services that prepare the community for natural disasters or other emergency situations)	14%	45%	32%	9%	100%
Preservation of natural areas such as open space, farmlands and greenbelts	22%	49%	25%	4%	100%

Question 14: Government Services Overall					
Overall, how would you rate the quality of the services provided by each of the following?	Excellent	Good	Fair	Poor	Total
Meridian Township	20%	54%	22%	4%	100%
The Federal Government	6%	38%	40%	15%	100%
The State Government	7%	35%	45%	13%	100%
Ingham County Government	9%	42%	39%	11%	100%

Question 15: Recommendation and Longevity					
Please indicate how likely or unlikely you are to do each of the following:	Very likely	Somewhat likely	Somewhat unlikely	Very unlikely	Total
Recommend living in Meridian Township to someone who asks	53%	41%	3%	3%	100%
Remain in Meridian Township for the next five years	59%	26%	4%	11%	100%

Question 16: Impact of the Economy	
What impact, if any, do you think the economy will have on your family income in the next 6 months? Do you think the impact will be:	Percent of respondents
Very positive	3%
Somewhat positive	17%
Neutral	48%
Somewhat negative	26%
Very negative	6%
Total	100%

Question 17: Contact with Fire Department			
Have you had any in-person or phone contact with an employee of Meridian Township Fire Department within the last 12 months?	No	Yes	Total
Have you had any in-person or phone contact with an employee of Meridian Township Fire Department within the last 12 months?	91%	9%	100%

Question 18: Ratings of Contact with Fire Department					
What was your overall impression of your most recent contact with the Meridian Township Fire Department?	Excellent	Good	Fair	Poor	Total
What was your overall impression of your most recent contact with the Meridian Township Fire Department?	50%	23%	2%	25%	100%

Question 19: Contact with Township Employees	
Have you had any in-person, phone or email with an employee of Meridian Township within the last 12 months (including police, receptionists, planners or any others)?	Percent of respondents
No	54%
Yes	46%
Total	100%

Question 20: Township Employees					
What was your impression of the employee(s) of Meridian Township in your most recent contact?	Excellent	Good	Fair	Poor	Total
Knowledge	46%	36%	7%	10%	100%
Responsiveness	48%	34%	10%	8%	100%
Courtesy	53%	27%	11%	9%	100%
Overall impression	51%	29%	11%	9%	100%

Question 21: Government Performance					
Please rate the following categories of Meridian Township government performance:	Excellent	Good	Fair	Poor	Total
The value of services for the taxes paid to Meridian Township	12%	44%	29%	14%	100%
The overall direction that Meridian Township is taking	10%	47%	33%	10%	100%
The job Meridian Township government does at welcoming citizen involvement	13%	37%	37%	14%	100%

Question 22a: Custom Question 1	
About how many times, if ever, did you visit the Farmers' Market in 2011?	Percent of respondents
Never	30%
Once or twice	23%
3 to 12 times	34%
13 to 26 times	10%
More than 26 times	2%
Total	100%

Question 22b: Custom Question 2					
Please indicate how much you would support or oppose the following:	Strongly support	Somewhat support	Somewhat oppose	Strongly oppose	Total
Moving the Farmers' Market to an alternate location (i.e. Meridian Mall Parking Lot)	19%	34%	28%	18%	100%
Eliminating the adjacent soccer field to the West and expanding the building and parking area with the added space	16%	32%	30%	22%	100%
Make no changes to the location of the Farmers' Market	29%	45%	19%	7%	100%

Question 22c: Custom Question 3	
Moving or expanding the Farmers' Market could result in increased taxes. Please indicate to what extent you would support or oppose a tax increase to fund the expansion or relocation of the Farmers' Market:	Percent of respondents
Strongly support	8%
Somewhat support	25%
Somewhat oppose	27%
Strongly oppose	40%
Total	100%

Question 22d: Custom Question 4					
Please indicate how much you support or oppose the Meridian Township government encouraging more public art in the following places:	Strongly support	Somewhat support	Somewhat oppose	Strongly oppose	Total
On private property	28%	43%	18%	12%	100%
On public property (i.e. parks, public buildings)	40%	40%	11%	8%	100%

Question 22e: Custom Question 5						
In the last 12 months, about how many times if any, have you or other household members used the following:	Never	Once or twice	3 to 12 times	13 to 26 times	More than 26 times	Total
Off road pathways in Meridian Township	37%	28%	14%	10%	10%	100%
Trails in Township parks	32%	34%	15%	9%	10%	100%

Question 22f: Custom Question 6					
Please indicate to what extent you would support or oppose the following in Meridian Township:	Strongly support	Somewhat support	Somewhat oppose	Strongly oppose	Total
Increasing the number of Township off-road pathways	31%	48%	15%	6%	100%
Using existing utility easements for construction of new off-road pathways	32%	52%	9%	7%	100%

Question D1: Employment Status	
Are you currently employed for pay?	Percent of respondents
No	33%
Yes, full-time	53%
Yes, part-time	14%
Total	100%

Question D2: Mode of Transportation Used for Commute	
During a typical week, how many days do you commute to work (for the longest distance of your commute) in each of the ways listed below?	Percent of days mode used
Motorized vehicle (e.g., car, truck, van, motorcycle, etc.) by myself	78%
Motorized vehicle (e.g., car, truck, van, motorcycle, etc.) with other children or adults	8%
Bus, rail, subway or other public transportation	3%
Walk	2%
Bicycle	4%
Work at home	5%
Other	0%

Question D3: Length of Residency	
How many years have you lived in Meridian Township?	Percent of respondents
Less than 2 years	18%
2 to 5 years	20%
6 to 10 years	12%
11 to 20 years	20%
More than 20 years	29%
Total	100%

Question D4: Housing Unit Type	
Which best describes the building you live in?	Percent of respondents
One family house detached from any other houses	57%
House attached to one or more houses (e.g., a duplex or townhome)	4%
Building with two or more apartments or condominiums	38%
Mobile home	0%
Other	1%
Total	100%

Question D5: Housing Tenure (Rent/Own)	
Is this house, apartment or mobile home...	Percent of respondents
Rented for cash or occupied without cash payment	38%
Owned by you or someone in this house with a mortgage or free and clear	62%
Total	100%

Question D6: Monthly Housing Cost	
About how much is the monthly housing cost for the place you live (including rent, mortgage payment, property tax, property insurance and homeowners' association (HOA) fees)?	Percent of respondents
Less than \$300 per month	3%
\$300 to \$599 per month	17%
\$600 to \$999 per month	40%
\$1,000 to \$1,499 per month	18%
\$1,500 to \$2,499 per month	16%
\$2,500 or more per month	5%
Total	100%

Question D7: Presence of Children in Household	
Do any children 17 or under live in your household?	Percent of respondents
No	73%
Yes	27%
Total	100%

Question D8: Presence of Older Adults in Household	
Are you or any other members of your household aged 65 or older?	Percent of respondents
No	73%
Yes	27%
Total	100%

Question D9: Household Income	
How much do you anticipate your household's total income before taxes will be for the current year? (Please include in your total income money from all sources for all persons living in your household.)	Percent of respondents
Less than \$24,999	21%
\$25,000 to \$49,999	16%
\$50,000 to \$99,999	28%
\$100,000 to \$149,999	22%
\$150,000 or more	12%
Total	100%

Question D10: Ethnicity	
Are you Spanish, Hispanic or Latino?	Percent of respondents
No, not Spanish, Hispanic or Latino	97%
Yes, I consider myself to be Spanish, Hispanic or Latino	3%
Total	100%

Question D11: Race	
What is your race? (Mark one or more races to indicate what race(s) you consider yourself to be.)	Percent of respondents
American Indian or Alaskan Native	0%
Asian, Asian Indian or Pacific Islander	12%
Black or African American	3%
White	85%
Other	2%

Total may exceed 100% as respondents could select more than one option

Question D12: Age	
In which category is your age?	Percent of respondents
18 to 24 years	9%
25 to 34 years	23%
35 to 44 years	15%
45 to 54 years	16%
55 to 64 years	15%
65 to 74 years	13%
75 years or older	9%
Total	100%

Question D13: Gender	
What is your sex?	Percent of respondents
Female	54%
Male	46%
Total	100%

Question D14: Registered to Vote	
Are you registered to vote in your jurisdiction?	Percent of respondents
No	10%
Yes	86%
Ineligible to vote	4%
Total	100%

Question D15: Voted in Last General Election	
Many people don't have time to vote in elections. Did you vote in the last general election?	Percent of respondents
No	20%
Yes	74%
Ineligible to vote	6%
Total	100%

Question D16: Has Cell Phone	
Do you have a cell phone?	Percent of respondents
No	3%
Yes	97%
Total	100%

Question D17: Has Land Line	
Do you have a land line at home?	Percent of respondents
No	45%
Yes	55%
Total	100%

Question D18: Primary Phone	
If you have both a cell phone and a land line, which do you consider your primary telephone number?	Percent of respondents
Cell	18%
Land line	65%
Both	17%
Total	100%

FREQUENCIES INCLUDING "DON'T KNOW" RESPONSES

These tables contain the percentage of respondents for each response category as well as the "n" or total number of respondents for each category, next to the percentage.

Question 1: Quality of Life												
Please rate each of the following aspects of quality of life in Meridian Township:	Excellent		Good		Fair		Poor		Don't know		Total	
	Meridian Township as a place to live	35%	117	57%	189	5%	18	2%	6	0%	1	100%
Your neighborhood as a place to live	36%	120	47%	156	14%	45	2%	6	0%	1	100%	329
Meridian Township as a place to raise children	36%	118	44%	143	7%	22	1%	5	12%	39	100%	327
Meridian Township as a place to work	15%	50	30%	96	17%	54	5%	18	33%	109	100%	326
Meridian Township as a place to retire	17%	54	34%	111	19%	63	7%	25	23%	75	100%	328
The overall quality of life in Meridian Township	26%	87	59%	196	11%	36	2%	6	1%	4	100%	330

Question 2: Community Characteristics												
Please rate each of the following characteristics as they relate to Meridian Township as a whole:	Excellent		Good		Fair		Poor		Don't know		Total	
	Sense of community	20%	65	43%	139	28%	89	5%	16	4%	14	100%
Openness and acceptance of the community toward people of diverse backgrounds	19%	63	50%	163	16%	52	6%	20	10%	33	100%	330
Overall appearance of Meridian Township	17%	56	59%	192	21%	69	3%	10	1%	2	100%	328
Cleanliness of Meridian Township	24%	79	55%	179	17%	56	2%	7	1%	4	100%	326
Overall quality of new development in Meridian Township	8%	28	40%	131	31%	100	8%	26	13%	41	100%	326
Variety of housing options	13%	42	52%	169	25%	81	4%	11	7%	24	100%	327
Overall quality of business and service establishments in Meridian Township	15%	49	53%	173	25%	82	5%	16	2%	7	100%	327
Shopping opportunities	23%	74	46%	149	23%	74	8%	25	1%	5	100%	326
Opportunities to attend cultural activities	13%	43	37%	119	29%	95	11%	35	10%	33	100%	326
Recreational opportunities	19%	61	47%	154	24%	77	5%	16	6%	18	100%	327
Employment opportunities	3%	10	25%	79	27%	87	15%	49	31%	99	100%	323

Question 2: Community Characteristics												
Please rate each of the following characteristics as they relate to Meridian Township as a whole:	Excellent		Good		Fair		Poor		Don't know		Total	
	Educational opportunities	31%	100	45%	145	12%	38	3%	10	9%	29	100%
Opportunities to participate in social events and activities	14%	46	42%	136	31%	100	4%	14	8%	27	100%	324
Opportunities to participate in religious or spiritual events and activities	17%	54	40%	130	15%	49	3%	10	25%	82	100%	325
Opportunities to volunteer	16%	53	38%	123	19%	61	1%	5	25%	82	100%	324
Opportunities to participate in community matters	14%	46	39%	123	25%	81	2%	8	19%	60	100%	319
Ease of car travel in Meridian Township	21%	69	52%	170	18%	60	7%	22	2%	6	100%	327
Ease of bus travel in Meridian Township	11%	35	25%	82	18%	59	10%	33	36%	119	100%	328
Ease of bicycle travel in Meridian Township	13%	43	36%	116	25%	81	9%	30	17%	53	100%	324
Ease of walking in Meridian Township	18%	59	47%	152	20%	66	11%	35	4%	13	100%	326
Availability of paths and walking trails	21%	67	43%	139	21%	68	8%	24	7%	24	100%	323
Traffic flow on major streets	10%	33	50%	163	31%	101	8%	27	1%	4	100%	328
Availability of affordable quality housing	8%	26	46%	147	28%	90	7%	22	12%	37	100%	324
Quality of overall natural environment in Meridian Township	21%	69	54%	179	20%	67	2%	6	3%	9	100%	330
Overall image or reputation of Meridian Township	18%	60	58%	189	17%	57	3%	11	3%	11	100%	328

Question 3: Growth														
Please rate the speed of growth in the following categories in Meridian Township over the past 2 years:	Much too slow		Somewhat too slow		Right amount		Somewhat too fast		Much too fast		Don't know		Total	
	Population growth	2%	8	11%	37	39%	128	6%	21	2%	7	38%	125	100%
Retail growth (stores, restaurants, etc.)	10%	33	32%	105	31%	101	6%	19	2%	6	19%	62	100%	325
Jobs growth	14%	46	29%	93	10%	31	1%	4	0%	1	46%	151	100%	326

Question 4: Code Enforcement		
To what degree, if at all, are run down buildings, weed lots or junk vehicles a problem in Meridian Township?	Percent of respondents	Count
Not a problem	21%	67
Minor problem	46%	151
Moderate problem	18%	59
Major problem	3%	10
Don't know	13%	41
Total	100%	328

Question 5: Community Safety														
Please rate how safe or unsafe you feel from the following in Meridian Township:	Very safe		Somewhat safe		Neither safe nor unsafe		Somewhat unsafe		Very unsafe		Don't know		Total	
Violent crime (e.g., rape, assault, robbery)	50%	164	37%	123	9%	28	2%	7	0%	2	2%	6	100%	331
Property crimes (e.g., burglary, theft)	26%	85	49%	161	12%	39	11%	37	0%	1	2%	6	100%	330
Environmental hazards, including toxic waste	46%	150	33%	107	9%	29	4%	14	0%	1	8%	27	100%	326

Question 6: Personal Safety														
Please rate how safe or unsafe you feel:	Very safe		Somewhat safe		Neither safe nor unsafe		Somewhat unsafe		Very unsafe		Don't know		Total	
In your neighborhood during the day	77%	255	18%	59	4%	13	1%	2	0%	1	0%	1	100%	330
In your neighborhood after dark	42%	139	42%	137	9%	31	6%	19	0%	1	1%	3	100%	330
In Meridian Township's downtown area during the day	64%	209	21%	68	4%	15	1%	2	1%	2	9%	31	100%	326
In Meridian Township's downtown area after dark	29%	95	37%	119	11%	36	7%	21	0%	1	16%	53	100%	326

Question 7: Contact with Police Department									
Have you had any in-person or phone contact with an employee of Meridian Township Police Department within the last 12 months?	No		Yes		Don't know		Total		
Have you had any in-person or phone contact with an employee of Meridian Township Police Department within the last 12 months?	67%	222	33%	109	0%	1	100%	332	

Question 8: Ratings of Contact with Police Department												
What was your overall impression of your most recent contact with the Meridian Township Police Department?	Excellent		Good		Fair		Poor		Don't know		Total	
What was your overall impression of your most recent contact with the Meridian Township Police Department?	54%	59	20%	21	13%	14	12%	14	1%	1	100%	109

Question 9: Crime Victim		
During the past 12 months, were you or anyone in your household the victim of any crime?	Percent of respondents	Count
No	91%	305
Yes	7%	24
Don't know	1%	5
Total	100%	333

Question 10: Crime Reporting		
If yes, was this crime (these crimes) reported to the police?	Percent of respondents	Count
No	6%	1
Yes	89%	20
Don't know	5%	1
Total	100%	23

Question 11: Resident Behaviors												
In the last 12 months, about how many times, if ever, have you or other household members participated in the following activities in Meridian Township?	Never		Once or twice		3 to 12 times		13 to 26 times		More than 26 times		Total	
	Used Meridian Township public libraries or their services	31%	103	23%	76	20%	66	14%	46	12%	38	100%
Participated in a recreation program or activity	54%	178	27%	88	14%	46	3%	9	2%	8	100%	329
Visited a neighborhood park or Township park	13%	42	24%	80	36%	117	16%	52	11%	38	100%	329
Ridden a local bus within Meridian Township	71%	232	13%	42	8%	27	1%	5	6%	21	100%	326
Attended a meeting of local elected officials or other local public meeting	80%	263	15%	49	4%	13	1%	3	0%	1	100%	330
Watched a meeting of local elected officials or other Township-sponsored public meeting on cable television, the Internet or other media	66%	214	21%	69	10%	32	2%	7	1%	3	100%	325
Read Meridian Township Newsletter	38%	122	34%	108	23%	74	3%	11	2%	6	100%	321
Visited the Meridian Township Web site (at www.meridian.mi.us)	49%	160	19%	60	24%	78	5%	17	3%	9	100%	324
Recycled used paper, cans or bottles from your home	23%	74	9%	30	18%	60	14%	46	36%	116	100%	325
Volunteered your time to some group or activity in Meridian Township	68%	221	16%	53	10%	33	2%	8	3%	11	100%	325
Provided help to a friend or neighbor	7%	22	27%	90	41%	133	15%	48	10%	34	100%	327

Question 12: Neighborliness		
About how often, if at all, do you talk to or visit with your immediate neighbors (people who live in the 10 or 20 households that are closest to you)?	Percent of respondents	Count
Just about everyday	22%	71
Several times a week	27%	87
Several times a month	22%	71
Less than several times a month	30%	99
Total	100%	328

Question 13: Service Quality												
Please rate the quality of each of the following services in Meridian Township:	Excellent		Good		Fair		Poor		Don't know		Total	
	Police services	33%	108	38%	122	10%	33	4%	12	15%	50	100%
Fire services	31%	100	30%	98	5%	15	2%	6	33%	109	100%	327
Ambulance or emergency medical services	32%	105	29%	96	3%	10	0%	1	35%	114	100%	326
Crime prevention	20%	64	42%	136	11%	36	3%	10	24%	79	100%	325
Fire prevention and education	18%	57	29%	94	8%	25	2%	7	43%	137	100%	320
Traffic enforcement	16%	52	46%	148	18%	58	6%	19	14%	45	100%	322
Street repair	4%	13	21%	69	37%	121	36%	118	2%	5	100%	327
Street cleaning	7%	23	38%	122	32%	104	15%	49	8%	27	100%	325
Street lighting	10%	32	44%	142	29%	93	15%	48	3%	9	100%	325
Snow removal	11%	37	36%	118	32%	104	17%	56	3%	9	100%	324
Sidewalk maintenance	9%	28	40%	130	33%	106	7%	22	11%	37	100%	323
Traffic signal timing	7%	23	46%	146	29%	94	15%	49	2%	7	100%	320
Bus or transit services	9%	30	25%	81	16%	52	5%	18	44%	143	100%	323
Recycling	24%	78	33%	107	16%	51	12%	40	15%	48	100%	323
Storm drainage	13%	43	45%	147	20%	63	4%	14	17%	56	100%	323
Drinking water	31%	100	47%	153	10%	32	3%	9	10%	31	100%	325
Sewer services	24%	78	47%	152	11%	35	2%	6	16%	53	100%	323
Township parks	32%	104	51%	164	9%	27	0%	2	8%	25	100%	322
Recreation programs or classes	18%	57	36%	116	14%	43	1%	2	32%	101	100%	319
Recreation centers or facilities	14%	44	37%	117	17%	53	1%	4	31%	100	100%	318
Land use, planning and zoning	6%	18	30%	97	25%	80	10%	31	29%	94	100%	319
Code enforcement (weeds, abandoned buildings, etc.)	8%	24	28%	92	24%	78	11%	36	29%	94	100%	324
Economic development	4%	13	26%	82	31%	97	13%	40	27%	87	100%	319
Services to seniors	10%	32	22%	70	12%	39	2%	8	54%	172	100%	321
Services to youth	12%	40	29%	93	15%	49	2%	6	42%	134	100%	322
Services to low-income people	6%	20	13%	41	13%	42	7%	22	61%	192	100%	317

Question 13: Service Quality												
Please rate the quality of each of the following services in Meridian Township:	Excellent		Good		Fair		Poor		Don't know		Total	
	Public library services	32%	103	37%	120	9%	29	3%	9	20%	65	100%
Public information services	14%	46	33%	105	18%	57	4%	13	32%	103	100%	323
Cable television	12%	40	35%	113	21%	67	13%	42	19%	63	100%	324
Emergency preparedness (services that prepare the community for natural disasters or other emergency situations)	7%	23	23%	75	16%	52	5%	15	49%	157	100%	322
Preservation of natural areas such as open space, farmlands and greenbelts	18%	57	40%	127	21%	66	3%	11	18%	58	100%	318

Question 14: Government Services Overall												
Overall, how would you rate the quality of the services provided by each of the following?	Excellent		Good		Fair		Poor		Don't know		Total	
	Meridian Township	18%	58	49%	158	20%	64	4%	13	9%	29	100%
The Federal Government	5%	17	33%	104	34%	110	13%	41	15%	49	100%	320
The State Government	6%	18	29%	94	38%	121	11%	35	16%	52	100%	319
Ingham County Government	7%	22	34%	107	31%	100	9%	28	19%	62	100%	319

Question 15: Recommendation and Longevity												
Please indicate how likely or unlikely you are to do each of the following:	Very likely		Somewhat likely		Somewhat unlikely		Very unlikely		Don't know		Total	
	Recommend living in Meridian Township to someone who asks	53%	174	40%	133	3%	9	3%	9	1%	4	100%
Remain in Meridian Township for the next five years	56%	184	25%	81	4%	13	11%	35	5%	17	100%	330

Question 16: Impact of the Economy		
What impact, if any, do you think the economy will have on your family income in the next 6 months? Do you think the impact will be:	Percent of respondents	Count
Very positive	3%	11
Somewhat positive	17%	55
Neutral	48%	157
Somewhat negative	26%	84
Very negative	6%	19
Total	100%	326

Question 17: Contact with Fire Department								
Have you had any in-person or phone contact with an employee of Meridian Township Fire Department within the last 12 months?	No		Yes		Don't know		Total	
Have you had any in-person or phone contact with an employee of Meridian Township Fire Department within the last 12 months?	91%	297	9%	30	0%	1	100%	329

Question 18: Ratings of Contact with Fire Department											
What was your overall impression of your most recent contact with the Meridian Township Fire Department?	Excellent		Good		Fair		Poor		Don't know		Total
What was your overall impression of your most recent contact with the Meridian Township Fire Department?	50%	15	23%	7	2%	1	25%	8	0%	0	100% 30

Question 19: Contact with Township Employees		
Have you had any in-person, phone or email with an employee of Meridian Township within the last 12 months (including police, receptionists, planners or any others)?	Percent of respondents	Count
No	54%	176
Yes	46%	150
Total	100%	326

Question 20: Township Employees												
What was your impression of the employee(s) of Meridian Township in your most recent contact?	Excellent		Good		Fair		Poor		Don't know		Total	
	Knowledge	46%	68	35%	53	7%	11	10%	15	2%	3	100%
Responsiveness	47%	71	34%	51	10%	16	7%	11	1%	1	100%	150
Courtesy	53%	80	27%	41	11%	16	9%	13	0%	0	100%	150
Overall impression	51%	76	29%	43	11%	16	9%	14	0%	0	100%	150

Question 21: Government Performance												
Please rate the following categories of Meridian Township government performance:	Excellent		Good		Fair		Poor		Don't know		Total	
	The value of services for the taxes paid to Meridian Township	10%	33	36%	118	24%	78	12%	38	19%	61	100%
The overall direction that Meridian Township is taking	8%	27	37%	120	26%	84	8%	27	21%	68	100%	325
The job Meridian Township government does at welcoming citizen involvement	9%	28	25%	82	25%	81	10%	32	31%	101	100%	324

Question 22a: Custom Question 1		
About how many times, if ever, did you visit the Farmers' Market in 2011?	Percent of respondents	Count
Never	30%	100
Once or twice	23%	77
3 to 12 times	34%	112
13 to 26 times	10%	34
More than 26 times	2%	8
Total	100%	331

Question 22b: Custom Question 2										
Please indicate how much you would support or oppose the following:	Strongly support		Somewhat support		Somewhat oppose		Strongly oppose		Total	
	Moving the Farmers' Market to an alternate location (i.e. Meridian Mall Parking Lot)	19%	60	34%	105	28%	88	18%	57	100%
Eliminating the adjacent soccer field to the West and expanding the building and parking area with the added space	16%	47	32%	97	30%	91	22%	67	100%	302
Make no changes to the location of the Farmers' Market	29%	88	45%	134	19%	58	7%	20	100%	300

Question 22c: Custom Question 3		
Moving or expanding the Farmers' Market could result in increased taxes. Please indicate to what extent you would support or oppose a tax increase to fund the expansion or relocation of the Farmers' Market:	Percent of respondents	Count
Strongly support	8%	24
Somewhat support	25%	79
Somewhat oppose	27%	87
Strongly oppose	40%	127
Total	100%	318

Question 22d: Custom Question 4										
Please indicate how much you support or oppose the Meridian Township government encouraging more public art in the following places:	Strongly support		Somewhat support		Somewhat oppose		Strongly oppose		Total	
	On private property	28%	87	43%	133	18%	56	12%	37	100%
On public property (i.e. parks, public buildings)	40%	127	40%	128	11%	36	8%	26	100%	318

Question 22e: Custom Question 5												
In the last 12 months, about how many times if any, have you or other household members used the following:	Never		Once or twice		3 to 12 times		13 to 26 times		More than 26 times		Total	
Off road pathways in Meridian Township	37%	118	28%	87	14%	45	10%	33	10%	33	100%	317
Trails in Township parks	32%	100	34%	106	15%	46	9%	29	10%	30	100%	310

Question 22f: Custom Question 6											
Please indicate to what extent you would support or oppose the following in Meridian Township:	Strongly support		Somewhat support		Somewhat oppose		Strongly oppose		Total		
Increasing the number of Township off-road pathways	31%	100	48%	154	15%	47	6%	21	100%	322	
Using existing utility easements for construction of new off-road pathways	32%	102	52%	165	9%	30	7%	23	100%	320	

Question D1: Employment Status		
Are you currently employed for pay?	Percent of respondents	Count
No	33%	107
Yes, full-time	53%	171
Yes, part-time	14%	47
Total	100%	324

Question D2: Mode of Transportation Used for Commute	
During a typical week, how many days do you commute to work (for the longest distance of your commute) in each of the ways listed below?	Percent of days mode used
Motorized vehicle (e.g., car, truck, van, motorcycle, etc.) by myself	78%
Motorized vehicle (e.g., car, truck, van, motorcycle, etc.) with other children or adults	8%
Bus, rail, subway or other public transportation	3%
Walk	2%
Bicycle	4%
Work at home	5%
Other	0%

Question D3: Length of Residency		
How many years have you lived in Meridian Township?	Percent of respondents	Count
Less than 2 years	18%	59
2 to 5 years	20%	66
6 to 10 years	12%	40
11 to 20 years	20%	67
More than 20 years	29%	95
Total	100%	327

Question D4: Housing Unit Type		
Which best describes the building you live in?	Percent of respondents	Count
One family house detached from any other houses	57%	187
House attached to one or more houses (e.g., a duplex or townhome)	4%	13
Building with two or more apartments or condominiums	38%	126
Mobile home	0%	0
Other	1%	3
Total	100%	329

Question D5: Housing Tenure (Rent/Own)		
Is this house, apartment or mobile home...	Percent of respondents	Count
Rented for cash or occupied without cash payment	38%	123
Owned by you or someone in this house with a mortgage or free and clear	62%	201
Total	100%	324

Question D6: Monthly Housing Cost		
About how much is the monthly housing cost for the place you live (including rent, mortgage payment, property tax, property insurance and homeowners' association (HOA) fees)?	Percent of respondents	Count
Less than \$300 per month	3%	11
\$300 to \$599 per month	17%	55
\$600 to \$999 per month	40%	127
\$1,000 to \$1,499 per month	18%	59
\$1,500 to \$2,499 per month	16%	52
\$2,500 or more per month	5%	17
Total	100%	322

Question D7: Presence of Children in Household		
Do any children 17 or under live in your household?	Percent of respondents	Count
No	73%	238
Yes	27%	90
Total	100%	328

Question D8: Presence of Older Adults in Household		
Are you or any other members of your household aged 65 or older?	Percent of respondents	Count
No	73%	241
Yes	27%	92
Total	100%	333

Question D9: Household Income		
How much do you anticipate your household's total income before taxes will be for the current year? (Please include in your total income money from all sources for all persons living in your household.)	Percent of respondents	Count
Less than \$24,999	21%	64
\$25,000 to \$49,999	16%	51
\$50,000 to \$99,999	28%	87
\$100,000 to \$149,999	22%	69
\$150,000 or more	12%	38
Total	100%	309

Question D10: Ethnicity		
Are you Spanish, Hispanic or Latino?	Percent of respondents	Count
No, not Spanish, Hispanic or Latino	97%	319
Yes, I consider myself to be Spanish, Hispanic or Latino	3%	9
Total	100%	328

Question D11: Race		
What is your race? (Mark one or more races to indicate what race(s) you consider yourself to be.)	Percent of respondents	Count
American Indian or Alaskan Native	0%	1
Asian, Asian Indian or Pacific Islander	12%	39
Black or African American	3%	11
White	85%	278
Other	2%	7

Total may exceed 100% as respondents could select more than one option

Question D12: Age		
In which category is your age?	Percent of respondents	Count
18 to 24 years	9%	30
25 to 34 years	23%	76
35 to 44 years	15%	48
45 to 54 years	16%	52
55 to 64 years	15%	51
65 to 74 years	13%	41
75 years or older	9%	30
Total	100%	328

Question D13: Gender		
What is your sex?	Percent of respondents	Count
Female	54%	178
Male	46%	150
Total	100%	328

Question D14: Registered to Vote		
Are you registered to vote in your jurisdiction?	Percent of respondents	Count
No	10%	32
Yes	84%	277
Ineligible to vote	4%	12
Don't know	2%	8
Total	100%	329

Question D15: Voted in Last General Election		
Many people don't have time to vote in elections. Did you vote in the last general election?	Percent of respondents	Count
No	19%	64
Yes	73%	241
Ineligible to vote	6%	18
Don't know	2%	7
Total	100%	331

Question D16: Has Cell Phone		
Do you have a cell phone?	Percent of respondents	Count
No	3%	9
Yes	97%	322
Total	100%	331

Question D17: Has Land Line		
Do you have a land line at home?	Percent of respondents	Count
No	45%	150
Yes	55%	181
Total	100%	331

Question D18: Primary Phone		
If you have both a cell phone and a land line, which do you consider your primary telephone number?	Percent of respondents	Count
Cell	18%	31
Land line	65%	111
Both	17%	28
Total	100%	170

APPENDIX B: SURVEY METHODOLOGY

The National Citizen Survey™ (The NCS) was developed to provide local jurisdictions an accurate, affordable and easy way to assess and interpret resident opinion about important community issues. While standardization of question wording and survey methods provide the rigor to assure valid results, each jurisdiction has enough flexibility to construct a customized version of The NCS that asks residents about key local services and important local issues.

Results offer insight into residents' perspectives about local government performance and as such provide important benchmarks for jurisdictions working on performance measurement. The NCS is designed to help with budget, land use and strategic planning as well as to communicate with local residents. The NCS permits questions to test support for local policies and answers to its questions also speak to community trust and involvement in community-building activities as well as to resident demographic characteristics.

SURVEY VALIDITY

The question of survey validity has two parts: 1) how can a jurisdiction be confident that the results from those who completed the questionnaire are representative of the results that would have been obtained had the survey been administered to the entire population? and 2) how closely do the perspectives recorded on the survey reflect what residents really believe or do?

To answer the first question, the best survey research practices were used for the resources spent to ensure that the results from the survey respondents reflect the opinions of residents in the entire jurisdiction. These practices include:

- Using a mail-out/mail-back methodology, which typically gets a higher response rate than phone for the same dollars spent. A higher response rate lessens the worry that those who did not respond are different than those who did respond.
- Selecting households at random within the jurisdiction to receive the survey. A random selection ensures that the households selected to receive the survey are similar to the entire population. A non-random sample may only include households from one geographic area, or from households of only one type.
- Over-sampling multi-family housing units to improve response from hard-to-reach, lower income, or younger apartment dwellers.
- Selecting the respondent within the household using an unbiased sampling procedure; in this case, the "birthday method." The cover letter included an instruction requesting that the respondent in the household be the adult (18 years old or older) who most recently had a birthday, irrespective of year of birth.
- Contacting potential respondents three times to encourage response from people who may have different opinions or habits than those who would respond with only a single prompt.
- Soliciting response on jurisdiction letterhead signed by the highest ranking elected official or staff member, thus appealing to the recipients' sense of civic responsibility.
- Providing a self-addressed, postage-paid return envelope.
- Offering the survey in Spanish when appropriate and requested by Township officials.
- Using the most recent available information about the characteristics of jurisdiction residents to weight the data to reflect the demographics of the population.

The answer to the second question about how closely the perspectives recorded on the survey reflect what residents really believe or do is more complex. Resident responses to surveys are influenced by a variety of factors. For questions about service quality, residents' expectations for

service quality play a role as well as the “objective” quality of the service provided, the way the resident perceives the entire community (that is, the context in which the service is provided), the scale on which the resident is asked to record his or her opinion and, of course, the opinion, itself, that a resident holds about the service. Similarly a resident’s report of certain behaviors is colored by what he or she believes is the socially desirable response (e.g., reporting tolerant behaviors toward “oppressed groups,” likelihood of voting a tax increase for services to poor people, use of alternative modes of travel to work besides the single occupancy vehicle), his or her memory of the actual behavior (if it is not a question speculating about future actions, like a vote), his or her confidence that he or she can be honest without suffering any negative consequences (thus the need for anonymity) as well as the actual behavior itself.

How closely survey results come to recording the way a person really feels or behaves often is measured by the coincidence of reported behavior with observed current behavior (e.g., driving habits), reported intentions to behave with observed future behavior (e.g., voting choices) or reported opinions about current community quality with objective characteristics of the community (e.g., feelings of safety correlated with rates of crime). There is a body of scientific literature that has investigated the relationship between reported behaviors and actual behaviors. Well-conducted surveys, by and large, do capture true respondent behaviors or intentions to act with great accuracy. Predictions of voting outcomes tend to be quite accurate using survey research, as do reported behaviors that are not about highly sensitive issues (e.g., family abuse or other illegal or morally sanctioned activities). For self-reports about highly sensitive issues, statistical adjustments can be made to correct for the respondents’ tendency to report what they think the “correct” response should be.

Research on the correlation of resident opinion about service quality and “objective” ratings of service quality tend to be ambiguous, some showing stronger relationships than others. NRC’s own research has demonstrated that residents who report the lowest ratings of street repair live in communities with objectively worse street conditions than those who report high ratings of street repair (based on road quality, delay in street repair, number of road repair employees). Similarly, the lowest rated fire services appear to be “objectively” worse than the highest rated fire services (expenditures per capita, response time, “professional” status of firefighters, breadth of services and training provided). Whether or not some research confirms the relationship between what residents think about a community and what can be seen “objectively” in a community, NRC has argued that resident opinion is a perspective that cannot be ignored by government administrators. NRC principals have written, “If you collect trash three times a day but residents think that your trash haul is lousy, you still have a problem.”

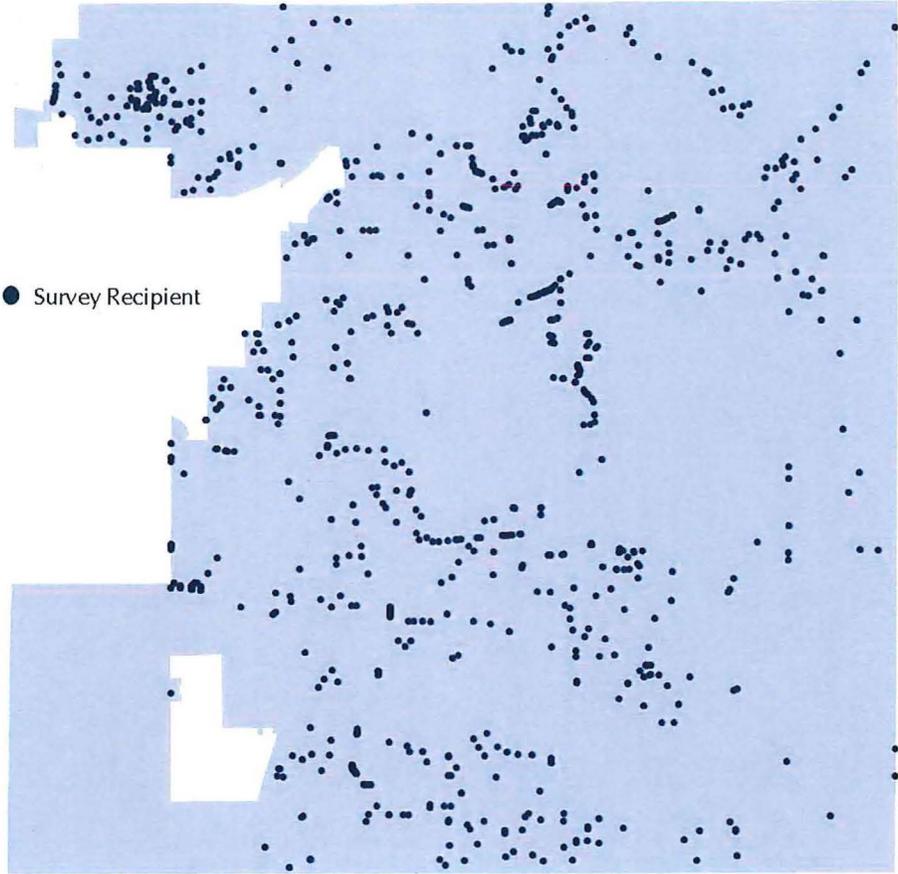
SURVEY SAMPLING

“Sampling” refers to the method by which survey recipients were chosen. All households within Meridian Township were eligible to participate in the survey; 1,200 were selected to receive the survey. These 1,200 households were randomly selected from a comprehensive list of all housing units within Meridian Township boundaries. The basis of the list of all housing units was a United States Postal Service listing of housing units within zip codes. Since some of the zip codes that serve Meridian Township households may also serve addresses that lie outside of the jurisdiction, the exact geographic location of each housing unit was compared to jurisdiction boundaries, using the most current municipal boundary file (updated on a quarterly basis), and addresses located outside of Meridian Township boundaries were removed from consideration.

To choose the 1,200 survey recipients, a systematic sampling method was applied to the list of households known to be within Meridian Township. Systematic sampling is a procedure whereby a complete list of all possible items is culled, selecting every Nth one until the appropriate amount of items is selected. Multi-family housing units were over sampled as residents of this type of housing typically respond at lower rates to surveys than do those in single-family housing units.

FIGURE 91: LOCATION OF SURVEY RECIPIENTS

The National Citizen Survey™
Meridian Township, MI 2012

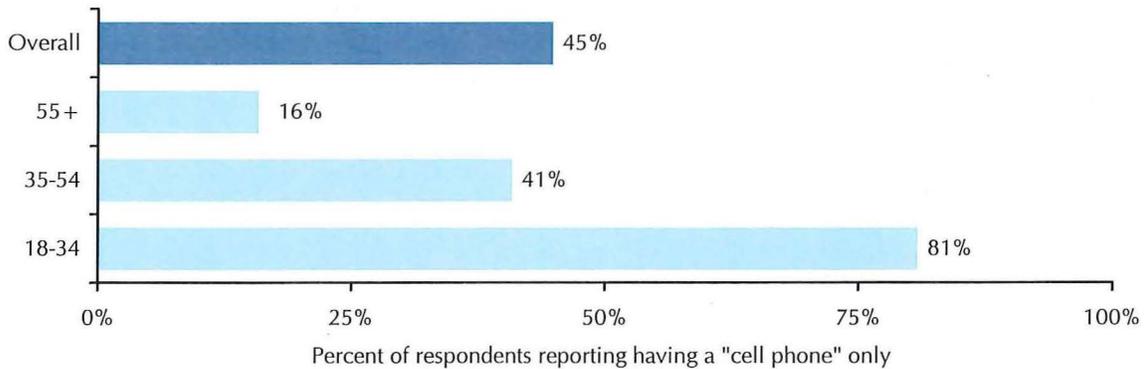


An individual within each household was selected using the birthday method. The birthday method selects a person within the household by asking the “person whose birthday has most recently passed” to complete the questionnaire. The underlying assumption in this method is that day of birth has no relationship to the way people respond to surveys. This instruction was contained in the cover letter accompanying the questionnaire.

In response to the growing number of the cell-phone population (so-called “cord cutters”), which includes a large proportion of young adults, questions about cell phones and land lines are included on The NCS™ questionnaire. As of the middle of 2010 (the most recent estimates available

as of the end of 2010), 26.6% of U.S. households had a cell phone but no landline.³ Among younger adults (age 18-34), 53.7% of households were "cell-only." Based on survey results, Meridian Township has a "cord cutter" population greater than the nationwide 2010 estimates.

FIGURE 92: PREVALENCE OF CELL-PHONE ONLY RESPONDENTS IN MERIDIAN TOWNSHIP



SURVEY ADMINISTRATION

Selected households received three mailings, one week apart, beginning May 29, 2012. The first mailing was a prenotification postcard announcing the upcoming survey. The next mailing contained a letter from the Township Manager inviting the household to participate, a questionnaire and a postage-paid return envelope. The final mailing contained a reminder letter, another survey and a postage-paid return envelope. The second cover letter asked those who had not completed the survey to do so and those who have already done so to refrain from turning in another survey. Completed surveys were collected over the following six weeks.

SURVEY RESPONSE RATE AND CONFIDENCE INTERVALS

It is customary to describe the precision of estimates made from surveys by a "level of confidence" and accompanying "confidence interval" (or margin of error). A traditional level of confidence, and the one used here, is 95%. The 95% confidence interval can be any size and quantifies the sampling error or imprecision of the survey results because some residents' opinions are relied on to estimate all residents' opinions. The confidence interval for Meridian Township survey is no greater than plus or minus five percentage points around any given percent reported for the entire sample (336 completed surveys).

A 95% confidence interval indicates that for every 100 random samples of this many residents, 95 of the confidence intervals created will include the "true" population response. This theory is applied in practice to mean that the "true" perspective of the target population lies within the confidence interval created for a single survey. For example, if 75% of residents rate a service as "excellent" or "good," then the 4% margin of error (for the 95% confidence interval) indicates that the range of likely responses for the entire jurisdiction is between 71% and 79%. This source of error is called sampling error. In addition to sampling error, other sources of error may affect any survey, including the non-response of residents with opinions different from survey responders. Though standardized on The NCS, on other surveys, differences in question wording, order, translation and data entry, as examples, can lead to somewhat varying results.

³ <http://www.cdc.gov/nchs/data/nhis/earlyrelease/wireless201012.pdf>

For subgroups of responses, the margin of error increases because the sample size for the subgroup is smaller. For subgroups of approximately 100 respondents, the margin of error is plus or minus 10 percentage points

SURVEY PROCESSING (DATA ENTRY)

Completed surveys received by NRC were assigned a unique identification number. Additionally, each survey was reviewed and "cleaned" as necessary. For example, a question may have asked a respondent to pick two items out of a list of five, but the respondent checked three; NRC staff would choose randomly two of the three selected items to be coded in the dataset.

Once all surveys were assigned a unique identification number, they were entered into an electronic dataset. This dataset was subject to a data entry protocol of "key and verify," in which survey data were entered twice into an electronic dataset and then compared. Discrepancies were evaluated against the original survey form and corrected. Range checks as well as other forms of quality control were also performed.

SURVEY DATA WEIGHTING

The demographic characteristics of the survey sample were compared to those found in the 2010 Census estimates and the 2005-2009 American Community Survey and other population norms for adults in Meridian Township. Sample results were weighted using the population norms to reflect the appropriate percent of those residents. Other discrepancies between the whole population and the sample were also aided by the weighting due to the intercorrelation of many socioeconomic characteristics.

The variables used for weighting were housing tenure, race and ethnicity and sex and age. This decision was based on:

- The disparity between the survey respondent characteristics and the population norms for these variables
- The saliency of these variables in detecting differences of opinion among subgroups
- The importance to the community of correct ethnic representation
- The historical use of the variables and the desirability of consistently representing different groups over the years

The primary objective of weighting survey data is to make the survey sample reflective of the larger population of the community. This is done by: 1) reviewing the sample demographics and comparing them to the population norms from the most recent Census or other sources and 2) comparing the responses to different questions for demographic subgroups. The demographic characteristics that are least similar to the Census and yield the most different results are the best candidates for data weighting. A third criterion sometimes used is the importance that the community places on a specific variable. For example, if a jurisdiction feels that accurate race representation is key to staff and public acceptance of the study results, additional consideration will be given in the weighting process to adjusting the race variable.

A special software program using mathematical algorithms is used to calculate the appropriate weights. Data weighting can adjust up to 5 demographic variables. Several different weighting "schemes" may be tested to ensure the best fit for the data.

The process actually begins at the point of sampling. Knowing that residents in single family dwellings are more likely to respond to a mail survey, NRC oversamples residents of multi-family dwellings to ensure their proper representation in the sample data. Rather than giving all residents an equal chance of receiving the survey, this is systematic, stratified sampling, which gives each resident of the jurisdiction a known chance of receiving the survey (and apartment dwellers, for example, a greater chance than single family home dwellers). As a consequence, results must be weighted to recapture the proper representation of apartment dwellers.

The results of the weighting scheme are presented in the table on the following page.

Meridian Township 2012 National Citizen Survey Weighting Table			
Characteristic	Population Norm ¹	Unweighted Data	Weighted Data
Housing			
Rent home	38%	29%	38%
Own home	62%	71%	62%
Detached unit	58%	63%	57%
Attached unit	42%	37%	43%
Race and Ethnicity			
White	82%	87%	82%
Not white	18%	13%	18%
Not Hispanic	97%	98%	97%
Hispanic	3%	2%	3%
White alone, not Hispanic	80%	86%	80%
Hispanic and/or other race	20%	14%	20%
Sex and Age			
Female	53%	61%	54%
Male	47%	39%	46%
18-34 years of age	33%	21%	32%
35-54 years of age	32%	26%	31%
55+ years of age	35%	53%	37%
Females 18-34	17%	15%	17%
Females 35-54	17%	17%	16%
Females 55+	19%	29%	20%
Males 18-34	16%	7%	15%
Males 35-54	15%	10%	15%
Males 55+	16%	23%	16%

¹Source: 2010Census/2005-2009 ACS

SURVEY DATA ANALYSIS AND REPORTING

The survey dataset was analyzed using the Statistical Package for the Social Sciences (SPSS). Frequency distributions were presented in the body of the report.

Use of the “Excellent, Good, Fair, Poor” Response Scale

The scale on which respondents are asked to record their opinions about service and community quality is “excellent,” “good,” “fair” or “poor” (EGFP). This scale has important advantages over other scale possibilities (very good to very bad; very satisfied to very dissatisfied; strongly agree to strongly disagree, as examples). EGFP is used by the plurality of jurisdictions conducting citizen surveys across the U.S. The advantage of familiarity was one that NRC did not want to dismiss when crafting The National Citizen Survey™ questionnaire, because elected officials, staff and residents already are acquainted with opinion surveys measured this way. EGFP also has the advantage of offering three positive options, rather than only two, over which a resident can offer an opinion. While symmetrical scales often are the right choice in other measurement tasks, NRC has found that ratings of almost every local government service in almost every jurisdiction tend, on average, to be positive (that is, above the scale midpoint). Therefore, to permit finer distinctions among positively rated services, EGFP offers three options across which to spread those ratings. EGFP is more neutral because it requires no positive statement of service quality to judge (as agree-disagree scales require) and, finally, EGFP intends to measure absolute quality of service delivery or community quality (unlike satisfaction scales which ignore residents’ perceptions of quality in favor of their report on the acceptability of the level of service offered).

“Don’t Know” Responses

On many of the questions in the survey respondents may answer “don’t know.” The proportion of respondents giving this reply is shown in the full set of responses included in Appendix A. However, these responses have been removed from the analyses presented in the body of the report. In other words, the tables and graphs display the responses from respondents who had an opinion about a specific item.

Benchmark Comparisons

NRC has been leading the strategic use of surveys for local governments since 1991, when the principals of the company wrote the first edition of what became the classic text on citizen surveying. In *Citizen Surveys: how to do them, how to use them, what they mean*, published by ICMA, not only were the principles for quality survey methods articulated, but both the idea of benchmark data for citizen opinion and the method for gathering benchmark data were pioneered. The argument for benchmarks was called “In Search of Standards.” “What has been missing from a local government’s analysis of its survey results is the context that school administrators can supply when they tell parents how an 80 percent score on the social studies test compares to test results from other school systems...”

NRC’s database of comparative resident opinion is comprised of resident perspectives gathered in citizen surveys from approximately 500 jurisdictions whose residents evaluated local government services. Conducted with typically no fewer than 400 residents in each jurisdiction, opinions are intended to represent over 30 million Americans. NRC has innovated a method for quantitatively integrating the results of surveys that are conducted by NRC with those that others have conducted. The integration methods have been thoroughly described not only in the *Citizen Surveys* book, but also in *Public Administration Review*, *Journal of Policy Analysis and Management*. Scholars who

specialize in the analysis of citizen surveys regularly have relied on this work (e.g., Kelly, J. & Swindell, D. (2002). Service quality variation across urban space: First steps towards a model of citizen satisfaction. *Journal of Urban Affairs*, 24, 271-288.; Van Ryzin, G., Muzzio, D., Immerwahr, S., Gulick, L. & Martinez, E. (2004). Drivers and consequences of citizen satisfaction: An application of the American Customer Satisfaction Index Model to New York City, *Public Administration Review*, 64, 331- 341). The method described in those publications is refined regularly and statistically tested on a growing number of citizen surveys in NRC's proprietary databases. NRC's work on calculating national benchmarks for resident opinions about service delivery and quality of life won the Samuel C. May award for research excellence from the Western Governmental Research Association.

The comparison evaluations are from the most recent survey completed in each jurisdiction; most communities conduct surveys every year or in alternating years. NRC adds the latest results quickly upon survey completion, keeping the benchmark data fresh and relevant.

The Role of Comparisons

Benchmark comparisons are used for performance measurement. Jurisdictions use the comparative information to help interpret their own citizen survey results, to create or revise community plans, to evaluate the success of policy or budget decisions and to measure local government performance. Taking the pulse of the community has little meaning without knowing what pulse rate is too high and what is too low. When surveys of service satisfaction turn up "good" citizen evaluations, jurisdictions need to know how others rate their services to understand if "good" is good enough. Furthermore, in the absence of national or peer community comparisons, a jurisdiction is left with comparing its fire protection rating to its street maintenance rating. That comparison is unfair. Streets always lose to fire. More important and harder questions need to be asked; for example, how do residents' ratings of fire service compare to opinions about fire service in other communities?

A police department that provides the fastest and most efficient service – one that closes most of its cases, solves most of its crimes and keeps the crime rate low – still has a problem to fix if the residents in the community it intends to protect believe services are not very good compared to ratings given by residents to their own objectively "worse" departments. The benchmark data can help that police department – or any department – to understand how well citizens think it is doing. Without the comparative data, it would be like bowling in a tournament without knowing what the other teams are scoring. NRC recommends that citizen opinion be used in conjunction with other sources of data about budget, personnel and politics to help managers know how to respond to comparative results.

Jurisdictions in the benchmark database are distributed geographically across the country and range from small to large in population size. Most commonly, comparisons are made to the entire database. Comparisons may also be made to subsets of jurisdictions (for example, within a given region or population category). Despite the differences in jurisdiction characteristics, all are in the business of providing local government services to residents. Though individual jurisdiction circumstances, resources and practices vary, the objective in every community is to provide services that are so timely, tailored and effective that residents conclude the services are of the highest quality. High ratings in any jurisdiction, like SAT scores in any teen household, bring pride and a sense of accomplishment.

Comparison of Meridian Township to the Benchmark Database

Meridian Township chose to have comparisons made to the entire database. A benchmark comparison (the average rating from all the comparison jurisdictions where a similar question was asked) has been provided when a similar question on Meridian Township Survey was included in NRC's database and there were at least five jurisdictions in which the question was asked. For most questions compared to the entire dataset, there were more than 100 jurisdictions included in the benchmark comparison.

Where comparisons for quality ratings were available, Meridian Township results were generally noted as being "above" the benchmark, "below" the benchmark or "similar" to the benchmark. For some questions – those related to resident behavior, circumstance or to a local problem – the comparison to the benchmark is designated as "more," "similar" or "less" (for example, the percent of crime victims, residents visiting a park or residents identifying code enforcement as a problem.) In instances where ratings are considerably higher or lower than the benchmark, these ratings have been further demarcated by the attribute of "much," (for example, "much less" or "much above"). These labels come from a statistical comparison of Meridian Township's rating to the benchmark where a rating is considered "similar" if it is within the margin of error; "above," "below," "more" or "less" if the difference between your jurisdiction's rating and the benchmark is greater the margin of error; and "much above," "much below," "much more" or "much less" if the difference between your jurisdiction's rating and the benchmark is more than twice the margin of error.

APPENDIX C: SURVEY MATERIALS

The following pages contain copies of the survey materials sent to randomly selected households within Meridian Township.

Dear Meridian Township Resident,

Your household has been selected at random to participate in an anonymous citizen survey about Meridian Charter Township. You will receive a copy of the survey next week in the mail with instructions for completing and returning it. Thank you in advance for helping us with this important project!

Sincerely,



Gerald J. Richards
Township Manager

Dear Meridian Township Resident,

Your household has been selected at random to participate in an anonymous citizen survey about Meridian Charter Township. You will receive a copy of the survey next week in the mail with instructions for completing and returning it. Thank you in advance for helping us with this important project!

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Gerald J. Richards
Township Manager



CHARTER TOWNSHIP OF MERIDIAN
5151 MARSH ROAD
OKEMOS, MICHIGAN 48864-1198

Presorted
First Class Mail
US Postage
PAID
Boulder, CO
Permit NO. 94



CHARTER TOWNSHIP OF MERIDIAN
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CHARTER TOWNSHIP OF MERIDIAN

Susan McGillicuddy Supervisor
Mary M. G. Helmbrecht Clerk
Julie Brixie Treasurer
Gerald J. Richards Manager



Brett Dreyfus Trustee
Elizabeth Ann LeGoff Trustee
Lynn Ochberg Trustee
John Veenstra Trustee

June 2012

Dear Meridian Township Resident:

Meridian Charter Township wants to know what you think about our community and municipal government. You have been randomly selected to participate in Meridian Township's 2012 Citizen Survey.

Please take a few minutes to fill out the enclosed Citizen Survey. Your feedback will help the Township set benchmarks for tracking the quality of services provided to residents. Your answers will help the Township Board make decisions that affect our community. You should find the questions interesting and we will definitely find your answers useful. Please participate!

To get a representative sample of Meridian Township residents, the adult (anyone 18 years or older) in your household who most recently had a birthday should complete this survey. Year of birth of the adult does not matter.

Please have the appropriate member of the household spend a few minutes to answer all the questions and return the survey in the enclosed postage-paid envelope. **Your responses will remain completely anonymous.**

Your participation in this survey is very important – especially since your household is one of only a small number of households being surveyed. If you have any questions about the Citizen Survey please call (517) 853-4258.

Please help us shape the future of Meridian Township. Thank you for your time and participation.

Sincerely,

A handwritten signature in black ink that reads "Gerald J. Richards". The signature is written in a cursive style.

Gerald J. Richards
Township Manager

5151 MARSH ROAD, OKEMOS, MICHIGAN 48864-1198 (517) 853-4000 FAX (517) 853-4096

<http://www.twp.meridian.mi.us>

An Equal Opportunity Employer

CHARTER TOWNSHIP OF MERIDIAN

Susan McGillicuddy Supervisor
Mary M. G. Helmbrecht Clerk
Julie Brixie Treasurer
Gerald J. Richards Manager



Brett Dreyfus Trustee
Elizabeth Ann LeGoff Trustee
Lynn Ochberg Trustee
John Veenstra Trustee

June 2012

Dear Meridian Township Resident:

About one week ago, you should have received a copy of the enclosed survey. If you completed it and sent it back, we thank you for your time and ask you to recycle this survey. Please do not respond twice. If you have not had a chance to complete the survey, we would appreciate your response. Meridian Charter Township wants to know what you think about our community and municipal government. You have been randomly selected to participate in Meridian Township's Citizen Survey.

Please take a few minutes to fill out the enclosed Citizen Survey. Your feedback will help the Township set benchmarks for tracking the quality of services provided to residents. Your answers will help the Township Board make decisions that affect our community. You should find the questions interesting and we will definitely find your answers useful. Please participate!

To get a representative sample of Meridian Township residents, the adult (anyone 18 years or older) in your household who most recently had a birthday should complete this survey. Year of birth of the adult does not matter.

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<http://www.twp.meridian.mi.us>

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The Meridian Township 2012 Citizen Survey

Please complete this questionnaire if you are the adult (age 18 or older) in the household who most recently had a birthday. The adult's year of birth does not matter. Please select the response (by circling the number or checking the box) that most closely represents your opinion for each question. Your responses are anonymous and will be reported in group form only.

1. Please rate each of the following aspects of quality of life in Meridian Township:

	<i>Excellent</i>	<i>Good</i>	<i>Fair</i>	<i>Poor</i>	<i>Don't know</i>
Meridian Township as a place to live	1	2	3	4	5
Your neighborhood as a place to live	1	2	3	4	5
Meridian Township as a place to raise children	1	2	3	4	5
Meridian Township as a place to work	1	2	3	4	5
Meridian Township as a place to retire.....	1	2	3	4	5
The overall quality of life in Meridian Township	1	2	3	4	5

2. Please rate each of the following characteristics as they relate to Meridian Township as a whole:

	<i>Excellent</i>	<i>Good</i>	<i>Fair</i>	<i>Poor</i>	<i>Don't know</i>
Sense of community.....	1	2	3	4	5
Openness and acceptance of the community toward people of diverse backgrounds	1	2	3	4	5
Overall appearance of Meridian Township	1	2	3	4	5
Cleanliness of Meridian Township	1	2	3	4	5
Overall quality of new development in Meridian Township.....	1	2	3	4	5
Variety of housing options	1	2	3	4	5
Overall quality of business and service establishments in Meridian Township	1	2	3	4	5
Shopping opportunities	1	2	3	4	5
Opportunities to attend cultural activities	1	2	3	4	5
Recreational opportunities	1	2	3	4	5
Employment opportunities	1	2	3	4	5
Educational opportunities	1	2	3	4	5
Opportunities to participate in social events and activities	1	2	3	4	5
Opportunities to participate in religious or spiritual events and activities	1	2	3	4	5
Opportunities to volunteer	1	2	3	4	5
Opportunities to participate in community matters.....	1	2	3	4	5
Ease of car travel in Meridian Township.....	1	2	3	4	5
Ease of bus travel in Meridian Township	1	2	3	4	5
Ease of bicycle travel in Meridian Township	1	2	3	4	5
Ease of walking in Meridian Township.....	1	2	3	4	5
Availability of paths and walking trails	1	2	3	4	5
Traffic flow on major streets.....	1	2	3	4	5
Availability of affordable quality housing	1	2	3	4	5
Quality of overall natural environment in Meridian Township	1	2	3	4	5
Overall image or reputation of Meridian Township.....	1	2	3	4	5

3. Please rate the speed of growth in the following categories in Meridian Township over the past 2 years:

	<i>Much too slow</i>	<i>Somewhat too slow</i>	<i>Right amount</i>	<i>Somewhat too fast</i>	<i>Much too fast</i>	<i>Don't know</i>
Population growth	1	2	3	4	5	6
Retail growth (stores, restaurants, etc.).....	1	2	3	4	5	6
Jobs growth.....	1	2	3	4	5	6

4. To what degree, if at all, are run down buildings, weed lots or junk vehicles a problem in Meridian Township?
 Not a problem Minor problem Moderate problem Major problem Don't know

5. Please rate how safe or unsafe you feel from the following in Meridian Township:

	Very safe	Somewhat safe	Neither safe nor unsafe	Somewhat unsafe	Very unsafe	Don't know
Violent crime (e.g., rape, assault, robbery)	1	2	3	4	5	6
Property crimes (e.g., burglary, theft).....	1	2	3	4	5	6
Environmental hazards, including toxic waste.....	1	2	3	4	5	6

6. Please rate how safe or unsafe you feel:

	Very safe	Somewhat safe	Neither safe nor unsafe	Somewhat unsafe	Very unsafe	Don't know
In your neighborhood during the day.....	1	2	3	4	5	6
In your neighborhood after dark.....	1	2	3	4	5	6
In Meridian Township's downtown area during the day.	1	2	3	4	5	6
In Meridian Township's downtown area after dark.....	1	2	3	4	5	6

7. Have you had any in-person or phone contact with an employee of the Meridian Township Police Department within the last 12 months?

No → Go to Question 9 Yes → Go to Question 8 Don't know → Go to Question 9

8. What was your overall impression of your most recent contact with the Meridian Township Police Department?

Excellent Good Fair Poor Don't know

9. During the past 12 months, were you or anyone in your household the victim of any crime?

No → Go to Question 11 Yes → Go to Question 10 Don't know → Go to Question 11

10. If yes, was this crime (these crimes) reported to the police?

No Yes Don't know

11. In the last 12 months, about how many times, if ever, have you or other household members participated in the following activities in Meridian Township?

	Never	Once or twice	3 to 12 times	13 to 26 times	More than 26 times
Used Meridian Township public libraries or their services	1	2	3	4	5
Participated in a recreation program or activity	1	2	3	4	5
Visited a neighborhood park or Township park.....	1	2	3	4	5
Ridden a local bus within Meridian Township	1	2	3	4	5
Attended a meeting of local elected officials or other local public meeting	1	2	3	4	5
Watched a meeting of local elected officials or other Township-sponsored public meeting on cable television, the Internet or other media	1	2	3	4	5
Read "Meridian Monitor" Newsletter	1	2	3	4	5
Visited the Meridian Township Web site (at www.meridian.mi.us)	1	2	3	4	5
Recycled used paper, cans or bottles from your home.....	1	2	3	4	5
Volunteered your time to some group or activity in Meridian Township ..	1	2	3	4	5
Provided help to a friend or neighbor.....	1	2	3	4	5

12. About how often, if at all, do you talk to or visit with your immediate neighbors (people who live in the 10 or 20 households that are closest to you)?

Just about every day
 Several times a week
 Several times a month
 Less than several times a month

The Meridian Township 2012 Citizen Survey

13. Please rate the quality of each of the following services in Meridian Township:

	<i>Excellent</i>	<i>Good</i>	<i>Fair</i>	<i>Poor</i>	<i>Don't know</i>
Police services	1	2	3	4	5
Fire services	1	2	3	4	5
Ambulance or emergency medical services.....	1	2	3	4	5
Crime prevention	1	2	3	4	5
Fire prevention and education	1	2	3	4	5
Traffic enforcement	1	2	3	4	5
Street repair	1	2	3	4	5
Street cleaning	1	2	3	4	5
Street lighting.....	1	2	3	4	5
Snow removal.....	1	2	3	4	5
Sidewalk maintenance	1	2	3	4	5
Traffic signal timing	1	2	3	4	5
Bus or transit services.....	1	2	3	4	5
Recycling.....	1	2	3	4	5
Storm drainage.....	1	2	3	4	5
Drinking water.....	1	2	3	4	5
Sewer services	1	2	3	4	5
Township parks.....	1	2	3	4	5
Recreation programs or classes	1	2	3	4	5
Recreation centers or facilities.....	1	2	3	4	5
Land use, planning and zoning	1	2	3	4	5
Code enforcement (weeds, abandoned buildings, etc.)	1	2	3	4	5
Economic development	1	2	3	4	5
Services to seniors.....	1	2	3	4	5
Services to youth.....	1	2	3	4	5
Services to low-income people	1	2	3	4	5
Public library services	1	2	3	4	5
Public information services	1	2	3	4	5
Cable television	1	2	3	4	5
Emergency preparedness (services that prepare the community for natural disasters or other emergency situations)	1	2	3	4	5
Preservation of natural areas such as open space, farmlands and greenbelts.....	1	2	3	4	5

14. Overall, how would you rate the quality of the services provided by each of the following?

	<i>Excellent</i>	<i>Good</i>	<i>Fair</i>	<i>Poor</i>	<i>Don't know</i>
The Meridian Township	1	2	3	4	5
The Federal Government	1	2	3	4	5
The State Government	1	2	3	4	5
Ingham County Government.....	1	2	3	4	5

15. Please indicate how likely or unlikely you are to do each of the following:

	<i>Very likely</i>	<i>Somewhat likely</i>	<i>Somewhat unlikely</i>	<i>Very unlikely</i>	<i>Don't know</i>
Recommend living in Meridian Township to someone who asks ...	1	2	3	4	5
Remain in Meridian Township for the next five years.....	1	2	3	4	5

16. What impact, if any, do you think the economy will have on your family income in the next 6 months? Do you think the impact will be:

- Very positive
 Somewhat positive
 Neutral
 Somewhat negative
 Very negative

17. Have you had any in-person or phone contact with an employee of the Meridian Township Fire Department within the last 12 months?

- No → Go to Question 19 Yes → Go to Question 18 Don't know → Go to Question 19

18. What was your overall impression of your most recent contact with the Meridian Township Fire Department?

- Excellent Good Fair Poor Don't know

19. Have you had any in-person, phone or email contact with an employee of the Meridian Township within the last 12 months (including police, receptionists, planners or any others)?

- No → Go to Question 21 Yes → Go to Question 20

20. What was your impression of the employee(s) of the Meridian Township in your most recent contact? (Rate each characteristic below.)

	Excellent	Good	Fair	Poor	Don't know
Knowledge.....	1	2	3	4	5
Responsiveness.....	1	2	3	4	5
Courtesy.....	1	2	3	4	5
Overall impression.....	1	2	3	4	5

21. Please rate the following categories of Meridian Township government performance:

	Excellent	Good	Fair	Poor	Don't know
The value of services for the taxes paid to Meridian Township.....	1	2	3	4	5
The overall direction that Meridian Township is taking.....	1	2	3	4	5
The job Meridian Township government does at welcoming citizen involvement.....	1	2	3	4	5

22. Please check the response that comes closest to your opinion for each of the following questions:

a. About how many times, if ever, did you visit the Farmers' Market in 2011?

- Never Once or twice 3 to 12 times 13 to 26 times More than 26 times

b. Please indicate how much you would support or oppose the following:

	Strongly support	Somewhat support	Somewhat oppose	Strongly oppose
Moving the Farmers' Market to an alternate location (i.e. Meridian Mall Parking Lot).....	1	2	3	4
Eliminating the adjacent soccer field to the West and expanding the building and parking area with the added space.....	1	2	3	4
Make no changes to the location of the Farmers' Market.....	1	2	3	4

c. Moving or expanding the Farmers' Market could result in increased taxes. Please indicate to what extent you would support or oppose a tax increase to fund the expansion or relocation of the Farmers' Market:

- Strongly support Somewhat support Somewhat oppose Strongly oppose

d. Please indicate how much you support or oppose the Meridian Township government encouraging more public art in the following places:

	Strongly support	Somewhat support	Somewhat oppose	Strongly oppose
On private property.....	1	2	3	4
On public property (i.e. parks, public buildings).....	1	2	3	4

e. In the last 12 months, about how many times if any, have you or other household members used the following:

	Never	Once or twice	3 to 12 times	13 to 26 times	More than 26 times
Off road pathways in Meridian Township.....	1	2	3	4	5
Trails in Township parks.....	1	2	3	4	5

f. Please indicate to what extent you would support or oppose the following in Meridian Township:

	Strongly support	Somewhat support	Somewhat oppose	Strongly oppose
Increasing the number of Township off-road pathways.....	1	2	3	4
Using existing utility easements for construction of new off-road pathways.....	1	2	3	4

The Meridian Township 2012 Citizen Survey

Our last questions are about you and your household. Again, all of your responses to this survey are completely anonymous and will be reported in group form only.

D1. Are you currently employed for pay?

- No → Go to Question D3
- Yes, full time → Go to Question D2
- Yes, part time → Go to Question D2

D2. During a typical week, how many days do you commute to work (for the longest distance of your commute) in each of the ways listed below? (Enter the total number of days, using whole numbers.)

- Motorized vehicle (e.g., car, truck, van, motorcycle, etc.) by myself days
- Motorized vehicle (e.g., car, truck, van, motorcycle, etc.) with other children or adults days
- Bus, rail, subway or other public transportation days
- Walk days
- Bicycle days
- Work at home days
- Other days

D3. How many years have you lived in Meridian Township?

- Less than 2 years
- 2-5 years
- 6-10 years
- 11-20 years
- More than 20 years

D4. Which best describes the building you live in?

- One family house detached from any other houses
- House attached to one or more houses (e.g., a duplex or townhome)
- Building with two or more apartments or condominiums
- Mobile home
- Other

D5. Is this house, apartment or mobile home...

- Rented for cash or occupied without cash payment?
- Owned by you or someone in this house with a mortgage or free and clear?

D6. About how much is your monthly housing cost for the place you live (including rent, mortgage payment, property tax, property insurance and homeowners' association (HOA) fees)?

- Less than \$300 per month
- \$300 to \$599 per month
- \$600 to \$999 per month
- \$1,000 to \$1,499 per month
- \$1,500 to \$2,499 per month
- \$2,500 or more per month

D7. Do any children 17 or under live in your household?

- No
- Yes

D8. Are you or any other members of your household aged 65 or older?

- No
- Yes

D9. How much do you anticipate your household's total income before taxes will be for the current year? (Please include in your total income money from all sources for all persons living in your household.)

- Less than \$24,999
- \$25,000 to \$49,999
- \$50,000 to \$99,999
- \$100,000 to \$149,999
- \$150,000 or more

Please respond to both questions D10 and D11:

D10. Are you Spanish, Hispanic or Latino?

- No, not Spanish, Hispanic or Latino
- Yes, I consider myself to be Spanish, Hispanic or Latino

D11. What is your race? (Mark one or more races to indicate what race you consider yourself to be.)

- American Indian or Alaskan Native
- Asian, Asian Indian or Pacific Islander
- Black or African American
- White
- Other

D12. In which category is your age?

- 18-24 years
- 25-34 years
- 35-44 years
- 45-54 years
- 55-64 years
- 65-74 years
- 75 years or older

D13. What is your sex?

- Female
- Male

D14. Are you registered to vote in your jurisdiction?

- No
- Yes
- Ineligible to vote
- Don't know

D15. Many people don't have time to vote in elections. Did you vote in the last general election?

- No
- Yes
- Ineligible to vote
- Don't know

D16. Do you have a cell phone?

- No
- Yes

D17. Do you have a land line at home?

- No
- Yes

D18. If you have both a cell phone and a land line, which do you consider your primary telephone number?

- Cell
- Land line
- Both

Thank you for completing this survey. Please return the completed survey in the postage-paid envelope to:
National Research Center, Inc., PO Box 549, Belle Mead, NJ 08502

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MERIDIAN TOWNSHIP, MI 2012

Benchmark Report



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UNDERSTANDING THE BENCHMARK COMPARISONS

COMPARISON DATA

NRC's database of comparative resident opinion is comprised of resident perspectives gathered in citizen surveys from approximately 500 jurisdictions whose residents evaluated local government services and gave their opinion about the quality of community life. The comparison evaluations are from the most recent survey completed in each jurisdiction; most communities conduct surveys every year or in alternating years. NRC adds the latest results quickly upon survey completion, keeping the benchmark data fresh and relevant.

The jurisdictions in the database represent a wide geographic and population range as shown in the table below.

Jurisdiction Characteristic	Percent of Jurisdictions
Region	
West Coast ¹	17%
West ²	20%
North Central West ³	11%
North Central East ⁴	13%
South Central ⁵	7%
South ⁶	26%
Northeast West ⁷	2%
Northeast East ⁸	4%
Population	
Less than 40,000	46%
40,000 to 74,999	19%
75,000 to 149,000	17%
150,000 or more	18%

¹ Alaska, Washington, Oregon, California, Hawaii

² Montana, Idaho, Wyoming, Colorado, Utah, Nevada, Arizona, New Mexico

³ North Dakota, South Dakota, Nebraska, Kansas, Iowa, Missouri, Minnesota

⁴ Illinois, Indiana, Ohio, Michigan, Wisconsin

⁵ Oklahoma, Texas, Louisiana, Arkansas

⁶ West Virginia, Virginia, Kentucky, Tennessee, Mississippi, Alabama, Georgia, Florida, South Carolina, North Carolina, Maryland, Delaware, Washington DC

⁷ New York, Pennsylvania, New Jersey

⁸ Connecticut, Rhode Island, Massachusetts, New Hampshire, Vermont, Maine

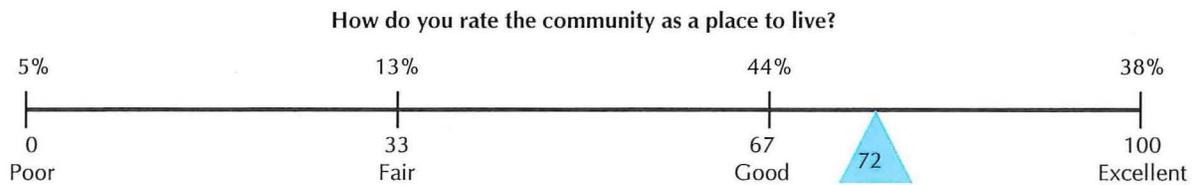
PUTTING EVALUATIONS ONTO THE 100-POINT SCALE

Although responses to many of the evaluative questions were made on a four point scale with 1 representing the best rating and 4 the worst, the benchmarks are reported on a common scale where 0 is the worst possible rating and 100 is the best possible rating. The 95 percent confidence interval around an average score on the 100-point scale is no greater than plus or minus three points based on all respondents.

The 100-point scale is not a percent. It is a conversion of responses to an average rating. Each response option is assigned a value that is used in calculating the average score. For example, "excellent" = 100, "good" = 67, "fair" = 33 and "poor" = 0. If everyone reported "excellent," then the average rating would be 100 on the 100-point scale. Likewise, if all respondents gave a "poor," the result would be 0 on the 100-point scale. If half the respondents gave a score of "excellent" and half gave a score of "poor," the average would be in the middle of the scale (like the center post of a teeter totter) between "fair" and "good." An example of how to convert survey frequencies into an average rating appears below.

Example of Converting Responses to the 100-point Scale

How do you rate the community as a place to live?						
Response option	Total with "don't know"	Step 1: Remove the percent of "don't know" responses	Total without "don't know"	Step 2: Assign scale values	Step 3: Multiply the percent by the scale value	Step 4: Sum to calculate the average rating
Excellent	36%	$= 36 \div (100-5) =$	38%	100	$= 38\% \times 100 =$	38
Good	42%	$= 42 \div (100-5) =$	44%	67	$= 44\% \times 67 =$	30
Fair	12%	$= 12 \div (100-5) =$	13%	33	$= 13\% \times 33 =$	4
Poor	5%	$= 5 \div (100-5) =$	5%	0	$= 5\% \times 0 =$	0
Don't know	5%		–			
Total	100%		100%			72



INTERPRETING THE RESULTS

Average ratings are compared when similar questions are included in NRC's database, and there are at least five jurisdictions in which the question was asked. Where comparisons are available, three numbers are provided in the table. The first column is your jurisdiction's rating on the 100-point scale. The second column is the rank assigned to your jurisdiction's rating among jurisdictions where a similar question was asked. The third column is the number of jurisdictions that asked a similar question. The final column shows the comparison of your jurisdiction's average rating to the benchmark.

Where comparisons for quality ratings were available, Meridian Township's results were generally noted as being "above" the benchmark, "below" the benchmark or "similar" to the benchmark. For some questions – those related to resident behavior, circumstance or to a local problem – the comparison to the benchmark is designated as "more," "similar" or "less" (for example, the percent of crime victims, residents visiting a park or residents identifying code enforcement as a problem.) In instances where ratings are considerably higher or lower than the benchmark, these ratings have been further demarcated by the attribute of "much," (for example, "much less" or "much above"). These labels come from a statistical comparison of Meridian Township's rating to the benchmark where a rating is considered "similar" if it is within the margin of error; "above," "below," "more" or "less" if the difference between your jurisdiction's rating and the benchmark is greater the margin of error; and "much above," "much below," "much more" or "much less" if the difference between your jurisdiction's rating and the benchmark is more than twice the margin of error.

This report contains benchmarks at the national level.

NATIONAL BENCHMARK COMPARISONS

Overall Community Quality Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Overall quality of life in Meridian Township	71	159	383	Above
Your neighborhood as place to live	73	97	261	Similar
Meridian Township as a place to live	75	126	322	Above
Recommend living in Meridian Township to someone who asks	82	65	199	Above
Remain in Meridian Township for the next five years	77	99	198	Similar

Community Transportation Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Ease of car travel in Meridian Township	63	50	260	Much above
Ease of bus travel in Meridian Township	52	49	187	Much above
Ease of bicycle travel in Meridian Township	55	80	256	Above
Ease of walking in Meridian Township	58	108	255	Similar
Availability of paths and walking trails	61	74	196	Above
Traffic flow on major streets	54	51	248	Much above

Frequency of Bus Use Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Ridden a local bus within Meridian Township	29	47	163	More

Drive Alone Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Average percent of work commute trips made by driving alone	78	74	188	More

The National Citizen Survey™ by National Research Center, Inc.

Transportation and Parking Services Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Street repair	31	321	368	Much below
Street cleaning	47	212	256	Much below
Street lighting	50	197	276	Below
Snow removal	48	180	242	Much below
Sidewalk maintenance	52	104	244	Similar
Traffic signal timing	49	98	210	Similar
Bus or transit services	56	63	191	Above

Housing Characteristics Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Availability of affordable quality housing	54	39	263	Much above
Variety of housing options	60	45	194	Much above

Housing Costs Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Experiencing housing costs stress (housing costs 30% or MORE of income)	27	156	190	Much less

Built Environment Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Quality of new development in Meridian Township	52	150	244	Similar
Overall appearance of Meridian Township	63	135	294	Similar

Population Growth Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Population growth seen as too fast	14	202	220	Much less

Nuisance Problems Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Run down buildings, weed lots and junk vehicles seen as a "major" problem	4	172	221	Much less

Planning and Community Code Enforcement Services Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Land use, planning and zoning	48	105	264	Similar
Code enforcement (weeds, abandoned buildings, etc.)	49	127	308	Similar

Economic Sustainability and Opportunities Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Employment opportunities	41	91	263	Above
Shopping opportunities	62	60	250	Much above
Meridian Township as a place to work	61	90	291	Much above
Overall quality of business and service establishments in Meridian Township	60	70	189	Above

Economic Development Services Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Economic development	43	144	249	Similar

Job and Retail Growth Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Retail growth seen as too slow	52	52	220	Much more
Jobs growth seen as too slow	80	104	222	Similar

Personal Economic Future Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Positive impact of economy on household income	20	63	215	Similar

Community and Personal Public Safety Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
In your neighborhood during the day	93	69	290	Above
In your neighborhood after dark	80	72	284	Much above
In Meridian Township's downtown area during the day	91	74	253	Above
In Meridian Township's downtown area after dark	76	60	260	Much above
Violent crime (e.g., rape, assault, robbery)	84	57	257	Much above
Property crimes (e.g., burglary, theft)	72	58	258	Much above
Environmental hazards, including toxic waste	83	50	194	Much above

Crime Victimization and Reporting Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Victim of crime	7	190	228	Less
Reported crimes	94	19	226	Much more

Public Safety Services Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Police services	73	86	359	Above
Fire services	78	142	291	Similar
Ambulance or emergency medical services	81	65	281	Above
Crime prevention	68	66	299	Much above
Fire prevention and education	70	76	243	Above
Traffic enforcement	61	88	312	Above
Emergency preparedness (services that prepare the community for natural disasters or other emergency situations)	55	122	211	Similar

Contact with Police and Fire Departments Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Had contact with the Meridian Township Police Department	33	72	98	Less
Overall impression of most recent contact with the Meridian Township Police Department	72	31	101	Above
Had contact with the Meridian Township Fire Department	9	69	74	Less
Overall impression of most recent contact with the Meridian Township Fire Department	66	75	76	Much below

Community Environment Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Cleanliness of Meridian Township	68	75	200	Above
Quality of overall natural environment in Meridian Township	65	89	202	Similar
Preservation of natural areas such as open space, farmlands and greenbelts	63	41	201	Much above

Frequency of Recycling Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Recycled used paper, cans or bottles from your home	77	143	212	Less

Utility Services Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Sewer services	70	35	258	Much above
Drinking water	72	32	272	Much above
Storm drainage	61	84	311	Above
Recycling	60	222	298	Below

Community Recreational Opportunities Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Recreation opportunities	61	110	261	Above

Participation in Parks and Recreation Opportunities Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Participated in a recreation program or activity	46	118	213	Similar
Visited a neighborhood park or Township park	87	95	221	Similar

Parks and Recreation Services Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Township parks	75	78	275	Above
Recreation programs or classes	68	88	280	Above
Recreation centers or facilities	64	104	234	Similar

Cultural and Educational Opportunities Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Opportunities to attend cultural activities	53	116	268	Similar
Educational opportunities	71	28	230	Much above

Participation in Cultural and Educational Opportunities Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Used Meridian Township public libraries or their services	69	134	194	Less

Cultural and Educational Services Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Public library services	74	119	286	Similar

Community Quality and Inclusiveness Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Sense of community	61	100	267	Similar
Openness and acceptance of the community toward people of diverse backgrounds	63	49	244	Much above
Meridian Township as a place to raise kids	77	86	321	Much above
Meridian Township as a place to retire	59	161	309	Similar

Services Provided for Population Subgroups Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Services to seniors	62	100	268	Above
Services to youth	63	59	249	Much above
Services to low income people	49	77	221	Similar

Civic Engagement Opportunities Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Opportunities to participate in community matters	60	72	193	Similar
Opportunities to volunteer	64	96	192	Similar

Participation in Civic Engagement Opportunities Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Attended a meeting of local elected officials or other local public meeting	20	175	223	Less
Watched a meeting of local elected officials or other public meeting on cable television, the Internet or other media	34	110	181	Less
Volunteered your time to some group or activity in Meridian Township	32	184	221	Much less
Provided help to a friend or neighbor	93	114	161	Similar

Voter Behavior Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Registered to vote	86	97	225	Similar
Voted in last general election	74	111	225	Similar

Use of Information Sources Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Read Meridian Township Newsletter	62	140	161	Much less
Visited the Meridian Township Web site	51	155	186	Much less

Local Government Media Services and Information Dissemination Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Cable television	53	71	166	Similar
Public information services	61	98	242	Similar

Social Engagement Opportunities Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Opportunities to participate in social events and activities	57	90	189	Similar
Opportunities to participate in religious or spiritual events and activities	65	94	150	Similar

Contact with Immediate Neighbors Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Has contact with neighbors at least several times per week	48	94	179	Similar

Public Trust Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Value of services for the taxes paid to Meridian Township	52	146	342	Similar
The overall direction that Meridian Township is taking	52	124	286	Similar
Job Meridian Township government does at welcoming citizen involvement	49	133	283	Similar
Overall image or reputation of Meridian Township	65	118	284	Above

Services Provided by Local, State and Federal Governments Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Services provided by Meridian Township	63	160	355	Similar
Services provided by the Federal Government	45	46	228	Above
Services provided by the State Government	45	80	229	Similar
Services provided by Ingham County Government	49	90	165	Similar

Contact with Township Employees Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Had contact with Township employee(s) in last 12 months	46	187	259	Less

Perceptions of Township Employees (Among Those Who Had Contact) Benchmarks				
	Meridian Township average rating	Rank	Number of Jurisdictions for Comparison	Comparison to benchmark
Knowledge	73	113	293	Similar
Responsiveness	74	70	286	Above
Courteousness	75	80	241	Above
Overall impression	74	71	328	Much above

JURISDICTIONS INCLUDED IN NATIONAL BENCHMARK COMPARISONS

Valdez, AK	3,976	Menlo Park, CA.....	32,026
Auburn, AL.....	53,380	Mission Viejo, CA.....	93,305
Gulf Shores, AL	9,741	Newport Beach, CA	85,186
Tuskegee, AL.....	9,865	Palm Springs, CA	44,552
Vestavia Hills, AL	34,033	Palo Alto, CA	64,403
Fayetteville, AR	73,580	Pasadena, CA.....	137,122
Fort Smith, AR.....	86,209	Richmond, CA	103,701
Little Rock, AR	193,524	San Diego, CA	1,307,402
Casa Grande, AZ.....	48,571	San Francisco, CA	805,235
Chandler, AZ.....	236,123	San Jose, CA.....	945,942
Cococino County, AZ.....	134,421	San Luis Obispo County, CA.....	269,637
Dewey-Humboldt, AZ.....	3,894	San Mateo, CA	97,207
Flagstaff, AZ	65,870	San Rafael, CA	57,713
Florence, AZ	25,536	Santa Monica, CA	89,736
Gilbert, AZ	208,453	Seaside, CA.....	33,025
Goodyear, AZ	65,275	South Lake Tahoe, CA.....	21,403
Green Valley, AZ	21,391	Stockton, CA	291,707
Kingman, AZ	28,068	Sunnyvale, CA	140,081
Marana, AZ	34,961	Temecula, CA	100,097
Maricopa, AZ	43,482	Thousand Oaks, CA	126,683
Maricopa County, AZ.....	3,817,117	Visalia, CA.....	124,442
Mesa, AZ.....	439,041	Walnut Creek, CA.....	64,173
Peoria, AZ.....	154,065	Adams County, CO.....	441,603
Phoenix, AZ	1,445,632	Arapahoe County, CO.....	572,003
Pinal County, AZ.....	375,770	Archuleta County, CO.....	12,084
Prescott Valley, AZ.....	38,822	Arvada, CO	106,433
Queen Creek, AZ	26,361	Aspen, CO	6,658
Scottsdale, AZ	217,385	Aurora, CO	325,078
Sedona, AZ	10,031	Boulder, CO	97,385
Surprise, AZ	117,517	Boulder County, CO	294,567
Tempe, AZ	161,719	Broomfield, CO	55,889
Yuma, AZ.....	93,064	Centennial, CO.....	100,377
Yuma County, AZ.....	195,751	Clear Creek County, CO	9,088
Apple Valley, CA.....	69,135	Colorado Springs, CO	416,427
Benicia, CA	26,997	Commerce City, CO.....	45,913
Brea, CA.....	39,282	Craig, CO.....	9,464
Brisbane, CA	4,282	Crested Butte, CO	1,487
Burlingame, CA.....	28,806	Denver, CO	600,158
Concord, CA	122,067	Douglas County, CO.....	285,465
Coronado, CA	18,912	Eagle County, CO	52,197
Cupertino, CA	58,302	Edgewater, CO.....	5,170
Davis, CA.....	65,622	El Paso County, CO.....	622,263
Dublin, CA.....	46,036	Englewood, CO	30,255
El Cerrito, CA	23,549	Estes Park, CO.....	5,858
Elk Grove, CA	153,015	Fort Collins, CO	143,986
Galt, CA.....	23,647	Frisco, CO.....	2,683
Laguna Beach, CA	22,723	Fruita, CO	12,646
Laguna Hills, CA	30,344	Georgetown, CO	1,034
Livermore, CA.....	80,968	Gilpin County, CO.....	5,441
Lodi, CA.....	62,134	Golden, CO	18,867
Long Beach, CA.....	462,257	Grand County, CO.....	14,843

Greeley, CO.....	92,889	Panama City, FL.....	36,484
Gunnison County, CO.....	15,324	Pasco County, FL.....	464,697
Highlands Ranch, CO.....	96,713	Pinellas County, FL.....	916,542
Hudson, CO.....	2,356	Port Orange, FL.....	56,048
Jackson County, CO.....	1,394	Port St. Lucie, FL.....	164,603
Jefferson County, CO.....	534,543	Sanford, FL.....	53,570
Lafayette, CO.....	24,453	Sarasota, FL.....	51,917
Lakewood, CO.....	142,980	St. Cloud, FL.....	35,183
Larimer County, CO.....	299,630	Titusville, FL.....	43,761
Lone Tree, CO.....	10,218	Winter Garden, FL.....	34,568
Longmont, CO.....	86,270	Albany, GA.....	77,434
Louisville, CO.....	18,376	Alpharetta, GA.....	57,551
Loveland, CO.....	66,859	Cartersville, GA.....	19,731
Mesa County, CO.....	146,723	Conyers, GA.....	15,195
Montrose, CO.....	19,132	Decatur, GA.....	19,335
Northglenn, CO.....	35,789	McDonough, GA.....	22,084
Park County, CO.....	16,206	Milton, GA.....	32,661
Parker, CO.....	45,297	Peachtree City, GA.....	34,364
Pueblo, CO.....	106,595	Roswell, GA.....	88,346
Salida, CO.....	5,236	Sandy Springs, GA.....	93,853
Teller County, CO.....	23,350	Savannah, GA.....	136,286
Thornton, CO.....	118,772	Smyrna, GA.....	51,271
Westminster, CO.....	106,114	Snellville, GA.....	18,242
Wheat Ridge, CO.....	30,166	Suwanee, GA.....	15,355
Windsor, CO.....	18,644	Valdosta, GA.....	54,518
Coventry, CT.....	2,990	Honolulu, HI.....	953,207
Hartford, CT.....	124,775	Ames, IA.....	58,965
Dover, DE.....	36,047	Ankeny, IA.....	45,582
Rehoboth Beach, DE.....	1,327	Bettendorf, IA.....	33,217
Brevard County, FL.....	543,376	Cedar Falls, IA.....	39,260
Cape Coral, FL.....	154,305	Cedar Rapids, IA.....	126,326
Charlotte County, FL.....	159,978	Clive, IA.....	15,447
Clearwater, FL.....	107,685	Des Moines, IA.....	203,433
Collier County, FL.....	321,520	Dubuque, IA.....	57,637
Cooper City, FL.....	28,547	Indianola, IA.....	14,782
Dania Beach, FL.....	28,448	Muscatine, IA.....	22,886
Daytona Beach, FL.....	61,005	Urbandale, IA.....	39,463
Delray Beach, FL.....	60,522	West Des Moines, IA.....	56,609
Destin, FL.....	12,305	Boise, ID.....	205,671
Escambia County, FL.....	297,619	Jerome, ID.....	10,890
Gainesville, FL.....	124,354	Meridian, ID.....	75,092
Hillsborough County, FL.....	1,229,226	Moscow, ID.....	23,800
Jupiter, FL.....	55,156	Pocatello, ID.....	54,255
Lee County, FL.....	618,754	Post Falls, ID.....	27,574
Martin County, FL.....	146,318	Twin Falls, ID.....	44,125
Miami Beach, FL.....	87,779	Batavia, IL.....	26,045
North Palm Beach, FL.....	12,015	Bloomington, IL.....	76,610
Oakland Park, FL.....	41,363	Centralia, IL.....	13,032
Ocala, FL.....	56,315	Collinsville, IL.....	25,579
Oviedo, FL.....	33,342	Crystal Lake, IL.....	40,743
Palm Bay, FL.....	103,190	DeKalb, IL.....	43,862
Palm Beach County, FL.....	1,320,134	Elmhurst, IL.....	44,121
Palm Coast, FL.....	75,180	Evanston, IL.....	74,486

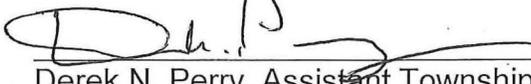
Freeport, IL.....	25,638	Scarborough, ME.....	4,403
Highland Park, IL.....	29,763	South Portland, ME.....	25,002
Lincolnwood, IL.....	12,590	Ann Arbor, MI.....	113,934
Lyons, IL.....	10,729	Battle Creek, MI.....	52,347
Naperville, IL.....	141,853	Escanaba, MI.....	12,616
Normal, IL.....	52,497	Farmington Hills, MI.....	79,740
Oak Park, IL.....	51,878	Flushing, MI.....	8,389
O'Fallon, IL.....	28,281	Gladstone, MI.....	4,973
Orland Park, IL.....	56,767	Howell, MI.....	9,489
Palatine, IL.....	68,557	Hudsonville, MI.....	7,116
Park Ridge, IL.....	37,480	Jackson County, MI.....	160,248
Peoria County, IL.....	186,494	Kalamazoo, MI.....	74,262
Riverside, IL.....	8,875	Kalamazoo County, MI.....	250,331
Sherman, IL.....	4,148	Midland, MI.....	41,863
Shorewood, IL.....	15,615	Novi, MI.....	55,224
Skokie, IL.....	64,784	Petoskey, MI.....	5,670
Sugar Grove, IL.....	8,997	Port Huron, MI.....	30,184
Wilmington, IL.....	5,724	Rochester, MI.....	12,711
Brownsburg, IN.....	21,285	South Haven, MI.....	4,403
Fishers, IN.....	76,794	Albert Lea, MN.....	18,016
Munster, IN.....	23,603	Beltrami County, MN.....	44,442
Noblesville, IN.....	51,969	Bloomington, MN.....	82,893
Abilene, KS.....	6,844	Carver County, MN.....	91,042
Arkansas City, KS.....	12,415	Chanhassen, MN.....	22,952
Fairway, KS.....	3,882	Dakota County, MN.....	398,552
Garden City, KS.....	26,658	Duluth, MN.....	86,265
Gardner, KS.....	19,123	Fridley, MN.....	27,208
Johnson County, KS.....	544,179	Hutchinson, MN.....	14,178
Lawrence, KS.....	87,643	Inver Grove Heights, MN.....	33,880
Mission, KS.....	9,323	Maple Grove, MN.....	61,567
Olathe, KS.....	125,872	Mayer, MN.....	1,749
Roeland Park, KS.....	6,731	Minneapolis, MN.....	382,578
Wichita, KS.....	382,368	Olmsted County, MN.....	144,248
Bowling Green, KY.....	58,067	Scott County, MN.....	129,928
New Orleans, LA.....	343,829	Shorewood, MN.....	7,307
Andover, MA.....	8,762	St. Louis County, MN.....	200,226
Barnstable, MA.....	45,193	Washington County, MN.....	238,136
Burlington, MA.....	24,498	Woodbury, MN.....	61,961
Cambridge, MA.....	105,162	Blue Springs, MO.....	52,575
Needham, MA.....	28,886	Branson, MO.....	10,520
Annapolis, MD.....	38,394	Cape Girardeau, MO.....	37,941
Baltimore, MD.....	620,961	Clay County, MO.....	221,939
Baltimore County, MD.....	805,029	Clayton, MO.....	15,939
Dorchester County, MD.....	32,618	Columbia, MO.....	108,500
Gaithersburg, MD.....	59,933	Ellisville, MO.....	9,133
La Plata, MD.....	8,753	Harrisonville, MO.....	10,019
Montgomery County, MD.....	971,777	Jefferson City, MO.....	43,079
Prince George's County, MD.....	863,420	Lee's Summit, MO.....	91,364
Rockville, MD.....	61,209	Maryland Heights, MO.....	27,472
Takoma Park, MD.....	16,715	Platte City, MO.....	4,691
Freeport, ME.....	1,485	Raymore, MO.....	19,206
Lewiston, ME.....	36,592	Richmond Heights, MO.....	8,603
Saco, ME.....	18,482	Riverside, MO.....	2,937

Rolla, MO	19,559	Edmond, OK	81,405
Wentzville, MO	29,070	Norman, OK	110,925
Billings, MT	104,170	Oklahoma City, OK	579,999
Bozeman, MT	37,280	Stillwater, OK	45,688
Missoula, MT	66,788	Tulsa, OK	391,906
Asheville, NC	83,393	Albany, OR	50,158
Cabarrus County, NC	178,011	Ashland, OR	20,078
Cary, NC	135,234	Bend, OR	76,639
Charlotte, NC	731,424	Corvallis, OR	54,462
Davidson, NC	10,944	Forest Grove, OR	21,083
High Point, NC	104,371	Hermiston, OR	16,745
Hillsborough, NC	6,087	Jackson County, OR	203,206
Huntersville, NC	46,773	Keizer, OR	36,478
Indian Trail, NC	33,518	Lane County, OR	351,715
Mecklenburg County, NC	919,628	McMinnville, OR	32,187
Mooresville, NC	32,711	Medford, OR	74,907
Stallings, NC	13,831	Portland, OR	583,776
Wake Forest, NC	30,117	Springfield, OR	59,403
Wilmington, NC	106,476	Tualatin, OR	26,054
Winston-Salem, NC	229,617	Wilsonville, OR	19,509
Wahpeton, ND	7,766	Chambersburg, PA	20,268
Grand Island, NE	48,520	Cumberland County, PA	235,406
La Vista, NE	15,758	Kennett Square, PA	6,072
Papillion, NE	18,894	Kutztown Borough, PA	5,012
Dover, NH	29,987	State College, PA	42,034
Lebanon, NH	13,151	West Chester, PA	18,461
Summit, NJ	21,457	East Providence, RI	47,037
Albuquerque, NM	545,852	Newport, RI	24,672
Farmington, NM	45,877	Greer, SC	25,515
Los Alamos County, NM	17,950	Rock Hill, SC	66,154
Rio Rancho, NM	87,521	Rapid City, SD	67,956
San Juan County, NM	130,044	Sioux Falls, SD	153,888
Carson City, NV	55,274	Cookeville, TN	30,435
Henderson, NV	257,729	Johnson City, TN	63,152
North Las Vegas, NV	216,961	Morristown, TN	29,137
Reno, NV	225,221	Nashville, TN	601,222
Sparks, NV	90,264	White House, TN	10,255
Washoe County, NV	421,407	Arlington, TX	365,438
Geneva, NY	13,261	Austin, TX	790,390
New York City, NY	8,175,133	Benbrook, TX	21,234
Ogdensburg, NY	11,128	Bryan, TX	76,201
Blue Ash, OH	12,114	Colleyville, TX	22,807
Delaware, OH	34,753	Corpus Christi, TX	305,215
Dublin, OH	41,751	Dallas, TX	1,197,816
Hamilton, OH	62,477	Denton, TX	113,383
Hudson, OH	22,262	Duncanville, TX	38,524
Kettering, OH	56,163	El Paso, TX	649,121
Orange Village, OH	3,323	Flower Mound, TX	64,669
Piqua, OH	20,522	Fort Worth, TX	741,206
Springboro, OH	17,409	Georgetown, TX	47,400
Sylvania Township, OH	18,965	Houston, TX	2,099,451
Upper Arlington, OH	33,771	Hurst, TX	37,337
Broken Arrow, OK	98,850	Hutto, TX	14,698

La Porte, TX.....	33,800	Spotsylvania County, VA.....	122,397
League City, TX.....	83,560	Virginia Beach, VA.....	437,994
McAllen, TX.....	129,877	Williamsburg, VA.....	14,068
McKinney, TX.....	131,117	York County, VA.....	65,464
Plano, TX.....	259,841	Montpelier, VT.....	7,855
Round Rock, TX.....	99,887	Airway Heights, WA.....	6,114
Rowlett, TX.....	56,199	Auburn, WA.....	70,180
San Marcos, TX.....	44,894	Bellevue, WA.....	122,363
Southlake, TX.....	26,575	Clark County, WA.....	425,363
Temple, TX.....	66,102	Federal Way, WA.....	89,306
Tomball, TX.....	10,753	Gig Harbor, WA.....	7,126
Watauga, TX.....	23,497	Hoquiam, WA.....	8,726
Westlake, TX.....	992	Kirkland, WA.....	48,787
Park City, UT.....	7,558	Lynnwood, WA.....	35,836
Provo, UT.....	112,488	Maple Valley, WA.....	22,684
Riverdale, UT.....	8,426	Mountlake Terrace, WA.....	19,909
Salt Lake City, UT.....	186,440	Pasco, WA.....	59,781
Sandy, UT.....	87,461	Redmond, WA.....	54,144
Saratoga Springs, UT.....	17,781	Renton, WA.....	90,927
Springville, UT.....	29,466	SeaTac, WA.....	26,909
Washington City, UT.....	18,761	Snoqualmie, WA.....	10,670
Albemarle County, VA.....	98,970	Spokane Valley, WA.....	89,755
Arlington County, VA.....	207,627	Tacoma, WA.....	198,397
Ashland, VA.....	7,225	Vancouver, WA.....	161,791
Botetourt County, VA.....	33,148	West Richland, WA.....	11,811
Chesapeake, VA.....	222,209	Woodland, WA.....	5,509
Chesterfield County, VA.....	316,236	Yakima, WA.....	91,067
Fredericksburg, VA.....	24,286	Chippewa Falls, WI.....	13,661
Hampton, VA.....	137,436	Columbus, WI.....	4,991
Hanover County, VA.....	99,863	De Pere, WI.....	23,800
Herndon, VA.....	23,292	Eau Claire, WI.....	65,883
James City County, VA.....	67,009	Madison, WI.....	233,209
Lexington, VA.....	7,042	Merrill, WI.....	9,661
Lynchburg, VA.....	75,568	Oshkosh, WI.....	66,083
Montgomery County, VA.....	94,392	Racine, WI.....	78,860
Newport News, VA.....	180,719	Wauwatosa, WI.....	46,396
Norfolk, VA.....	242,803	Wind Point, WI.....	1,723
Purcellville, VA.....	7,727	Casper, WY.....	55,316
Radford, VA.....	16,408	Cheyenne, WY.....	59,466
Roanoke, VA.....	97,032	Gillette, WY.....	29,087

MEMORANDUM

TO: Township Board

FROM: 
Derek N. Perry, Assistant Township Manager
Director of Public Works

DATE: June 2, 2015

RE: **2015 Township Citizen Survey**

In 2003 the Township contracted with the National Research Center of Boulder, Colorado to conduct a Citizen Survey. Since that time additional surveys were also conducted in 2006, 2009, and 2012 using the same organization. As part of the 2015 Goals and Objectives (Goal 8, item S.) a survey has been designated to be completed. A project budget of \$12,510 would be needed to conduct the survey in the same format and sample size as in years past.

According to information provided by the National Research Center (NRC) the standard survey sample size would include 1,400 households throughout the Township. The NRC has stated that based on Meridian Charter Township's 16,000 households, the standard sample size will provide a +/-5% margin of error for results that are representative. They have indicated that a typical project from start to finish takes about 4 months.

As in prior years, the survey questions are fairly standardized, but the survey does provide space for custom questions that the Township may wish to include. The reason for the standardization, according to NRC, is to be able to benchmark comparisons and trend information with other communities across the United States. As part of the survey final report the Township will receive this national benchmark information as well as our local survey results.

For your reference, the custom questions asked since 2003 included topics such as: support for new library, increasing tax rates for roads, road enhancements and a central library, becoming a city, recycling, using a single trash hauler, fire station location, fire station funding, community gardens, economic development efforts and priority, location of the farmers market and trails and their construction. If the Board would like to include custom questions in the 2015 Citizen Survey, questions would need to be developed based on topics most pertinent to the Meridian Township Board.

The XYZ of ABC 2015 Citizen Survey

Please complete this questionnaire if you are the adult (age 18 or older) in the household who most recently had a birthday. The adult's year of birth does not matter. Please select the response (by circling the number or checking the box) that most closely represents your opinion for each question. Your responses are anonymous and will be reported in group form only.

1. Please rate each of the following aspects of quality of life in ABC:

	<i>Excellent</i>	<i>Good</i>	<i>Fair</i>	<i>Poor</i>	<i>Don't know</i>
ABC as a place to live	1	2	3	4	5
Your neighborhood as a place to live.....	1	2	3	4	5
ABC as a place to raise children	1	2	3	4	5
ABC as a place to work.....	1	2	3	4	5
ABC as a place to visit	1	2	3	4	5
ABC as a place to retire	1	2	3	4	5
The overall quality of life in ABC.....	1	2	3	4	5

2. Please rate each of the following characteristics as they relate to ABC as a whole:

	<i>Excellent</i>	<i>Good</i>	<i>Fair</i>	<i>Poor</i>	<i>Don't know</i>
Overall feeling of safety in ABC.....	1	2	3	4	5
Overall ease of getting to the places you usually have to visit.....	1	2	3	4	5
Quality of overall natural environment in ABC	1	2	3	4	5
Overall "built environment" of ABC (including overall design, buildings, parks and transportation systems).....	1	2	3	4	5
Health and wellness opportunities in ABC	1	2	3	4	5
Overall opportunities for education and enrichment.....	1	2	3	4	5
Overall economic health of ABC.....	1	2	3	4	5
Sense of community.....	1	2	3	4	5
Overall image or reputation of ABC	1	2	3	4	5

3. Please indicate how likely or unlikely you are to do each of the following:

	<i>Very likely</i>	<i>Somewhat likely</i>	<i>Somewhat unlikely</i>	<i>Very unlikely</i>	<i>Don't know</i>
Recommend living in ABC to someone who asks	1	2	3	4	5
Remain in ABC for the next five years	1	2	3	4	5

4. Please rate how safe or unsafe you feel:

	<i>Very safe</i>	<i>Somewhat safe</i>	<i>Neither safe nor unsafe</i>	<i>Somewhat unsafe</i>	<i>Very unsafe</i>	<i>Don't know</i>
In your neighborhood during the day.....	1	2	3	4	5	6
In ABC's downtown/commercial area during the day.....	1	2	3	4	5	6

5. Please rate each of the following characteristics as they relate to ABC as a whole:

	<i>Excellent</i>	<i>Good</i>	<i>Fair</i>	<i>Poor</i>	<i>Don't know</i>
Traffic flow on major streets	1	2	3	4	5
Ease of public parking.....	1	2	3	4	5
Ease of travel by car in ABC.....	1	2	3	4	5
Ease of travel by public transportation in ABC	1	2	3	4	5
Ease of travel by bicycle in ABC.....	1	2	3	4	5
Ease of walking in ABC	1	2	3	4	5
Availability of paths and walking trails	1	2	3	4	5
Air quality	1	2	3	4	5
Cleanliness of ABC	1	2	3	4	5
Overall appearance of ABC.....	1	2	3	4	5
Public places where people want to spend time	1	2	3	4	5
Variety of housing options	1	2	3	4	5
Availability of affordable quality housing	1	2	3	4	5
Fitness opportunities (including exercise classes and paths or trails, etc.)	1	2	3	4	5
Recreational opportunities.....	1	2	3	4	5
Availability of affordable quality food.....	1	2	3	4	5
Availability of affordable quality health care	1	2	3	4	5
Availability of preventive health services	1	2	3	4	5
Availability of affordable quality mental health care	1	2	3	4	5

6. Please rate each of the following characteristics as they relate to ABC as a whole:

	<i>Excellent</i>	<i>Good</i>	<i>Fair</i>	<i>Poor</i>	<i>Don't know</i>
Availability of affordable quality child care/preschool.....	1	2	3	4	5
K-12 education.....	1	2	3	4	5
Adult educational opportunities.....	1	2	3	4	5
Opportunities to attend cultural/arts/music activities.....	1	2	3	4	5
Opportunities to participate in religious or spiritual events and activities.....	1	2	3	4	5
Employment opportunities.....	1	2	3	4	5
Shopping opportunities.....	1	2	3	4	5
Cost of living in ABC.....	1	2	3	4	5
Overall quality of business and service establishments in ABC.....	1	2	3	4	5
Vibrant downtown/commercial area.....	1	2	3	4	5
Overall quality of new development in ABC.....	1	2	3	4	5
Opportunities to participate in social events and activities.....	1	2	3	4	5
Opportunities to volunteer.....	1	2	3	4	5
Opportunities to participate in community matters.....	1	2	3	4	5
Openness and acceptance of the community toward people of diverse backgrounds.....	1	2	3	4	5
Neighborhoodliness of residents in ABC.....	1	2	3	4	5

7. Please indicate whether or not you have done each of the following in the last 12 months.

	<i>No</i>	<i>Yes</i>
Made efforts to conserve water.....	1	2
Made efforts to make your home more energy efficient.....	1	2
Observed a code violation or other hazard in ABC (weeds, abandoned buildings, etc.).....	1	2
Household member was a victim of a crime in ABC.....	1	2
Reported a crime to the police in ABC.....	1	2
Stocked supplies in preparation for an emergency.....	1	2
Campaigned or advocated for an issue, cause or candidate.....	1	2
Contacted the XYZ of ABC (in-person, phone, email or web) for help or information.....	1	2
Contacted ABC elected officials (in-person, phone, email or web) to express your opinion.....	1	2

8. In the last 12 months, about how many times, if at all, have you or other household members done each of the following in ABC?

	<i>2 times a week or more</i>	<i>2-4 times a month</i>	<i>Once a month or less</i>	<i>Not at all</i>
Used ABC recreation centers or their services.....	1	2	3	4
Visited a neighborhood park or XYZ park.....	1	2	3	4
Used ABC public libraries or their services.....	1	2	3	4
Participated in religious or spiritual activities in ABC.....	1	2	3	4
Attended a XYZ-sponsored event.....	1	2	3	4
Used bus, rail, subway or other public transportation instead of driving.....	1	2	3	4
Carpooled with other adults or children instead of driving alone.....	1	2	3	4
Walked or biked instead of driving.....	1	2	3	4
Volunteered your time to some group/activity in ABC.....	1	2	3	4
Participated in a club.....	1	2	3	4
Talked to or visited with your immediate neighbors.....	1	2	3	4
Done a favor for a neighbor.....	1	2	3	4

9. Thinking about local public meetings (of local elected officials like City Council or County Commissioners, advisory boards, town halls, HOA, neighborhood watch, etc.), in the last 12 months, about how many times, if at all, have you or other household members attended or watched a local public meeting?

	<i>2 times a week or more</i>	<i>2-4 times a month</i>	<i>Once a month or less</i>	<i>Not at all</i>
<u>Attended</u> a local public meeting.....	1	2	3	4
<u>Watched</u> (online or on television) a local public meeting.....	1	2	3	4

The XYZ of ABC 2015 Citizen Survey

10. Please rate the quality of each of the following services in ABC:

	<i>Excellent</i>	<i>Good</i>	<i>Fair</i>	<i>Poor</i>	<i>Don't know</i>
Police/Sheriff services.....	1	2	3	4	5
Fire services.....	1	2	3	4	5
Ambulance or emergency medical services.....	1	2	3	4	5
Crime prevention.....	1	2	3	4	5
Fire prevention and education.....	1	2	3	4	5
Traffic enforcement.....	1	2	3	4	5
Street repair.....	1	2	3	4	5
Street cleaning.....	1	2	3	4	5
Street lighting.....	1	2	3	4	5
Snow removal.....	1	2	3	4	5
Sidewalk maintenance.....	1	2	3	4	5
Traffic signal timing.....	1	2	3	4	5
Bus or transit services.....	1	2	3	4	5
Garbage collection.....	1	2	3	4	5
Recycling.....	1	2	3	4	5
Yard waste pick-up.....	1	2	3	4	5
Storm drainage.....	1	2	3	4	5
Drinking water.....	1	2	3	4	5
Sewer services.....	1	2	3	4	5
Power (electric and/or gas) utility.....	1	2	3	4	5
Utility billing.....	1	2	3	4	5
XYZ parks.....	1	2	3	4	5
Recreation programs or classes.....	1	2	3	4	5
Recreation centers or facilities.....	1	2	3	4	5
Land use, planning and zoning.....	1	2	3	4	5
Code enforcement (weeds, abandoned buildings, etc.).....	1	2	3	4	5
Animal control.....	1	2	3	4	5
Economic development.....	1	2	3	4	5
Health services.....	1	2	3	4	5
Public library services.....	1	2	3	4	5
Public information services.....	1	2	3	4	5
Cable television.....	1	2	3	4	5
Emergency preparedness (services that prepare the community for natural disasters or other emergency situations).....	1	2	3	4	5
Preservation of natural areas such as open space, farmlands and greenbelts.....	1	2	3	4	5
ABC open space.....	1	2	3	4	5
XYZ-sponsored special events.....	1	2	3	4	5
Overall customer service by ABC employees (police, receptionists, planners, etc.).....	1	2	3	4	5

11. Overall, how would you rate the quality of the services provided by each of the following?

	<i>Excellent</i>	<i>Good</i>	<i>Fair</i>	<i>Poor</i>	<i>Don't know</i>
The XYZ of ABC.....	1	2	3	4	5
The Federal Government.....	1	2	3	4	5

12. Please rate the following categories of ABC government performance:

	<i>Excellent</i>	<i>Good</i>	<i>Fair</i>	<i>Poor</i>	<i>Don't know</i>
The value of services for the taxes paid to ABC.....	1	2	3	4	5
The overall direction that ABC is taking.....	1	2	3	4	5
The job ABC government does at welcoming citizen involvement.....	1	2	3	4	5
Overall confidence in ABC government.....	1	2	3	4	5
Generally acting in the best interest of the community.....	1	2	3	4	5
Being honest.....	1	2	3	4	5
Treating all residents fairly.....	1	2	3	4	5

13. Please rate how important, if at all, you think it is for the ABC community to focus on each of the following in the coming two years:

	<i>Essential</i>	<i>Very important</i>	<i>Somewhat important</i>	<i>Not at all important</i>
Overall feeling of safety in ABC.....	1	2	3	4
Overall ease of getting to the places you usually have to visit.....	1	2	3	4
Quality of overall natural environment in ABC.....	1	2	3	4
Overall "built environment" of ABC (including overall design, buildings, parks and transportation systems).....	1	2	3	4
Health and wellness opportunities in ABC.....	1	2	3	4
Overall opportunities for education and enrichment.....	1	2	3	4
Overall economic health of ABC.....	1	2	3	4
Sense of community.....	1	2	3	4

xx. Custom Question #1
 Custom Question #1 Custom Question #1 Custom Question #1 Custom Question #1 Custom Question #1
 Custom Question #1 Custom Question #1 Custom Question #1 Custom Question #1 Custom Question #1
 Custom Question #1 Custom Question #1
 Scale point 1 Scale point 2 Scale point 3 Scale point 4 Scale point 5

xx. Custom Question #2
 Custom Question #2 Custom Question #2 Custom Question #2 Custom Question #2 Custom Question #2
 Custom Question #2 Custom Question #2 Custom Question #2 Custom Question #2 Custom Question #2
 Custom Question #2 Custom Question #2
 Scale point 1 Scale point 2 Scale point 3 Scale point 4 Scale point 5

xx. Custom Question #3
 Custom Question #3 Custom Question #3 Custom Question #3 Custom Question #3 Custom Question #3
 Custom Question #3 Custom Question #3 Custom Question #3 Custom Question #3 Custom Question #3
 Custom Question #3 Custom Question #3
 Scale point 1 Scale point 2 Scale point 3 Scale point 4 Scale point 5

xx. **OPTIONAL [See Worksheets for details and price of this option] Open-Ended Question Open-Ended Question
 Open-Ended Question Open-Ended Question Open-Ended Question Open-Ended Question Open-Ended
 Question Open-Ended Question Open-Ended Question Open-Ended Question Open-Ended Question Open-
 Ended Question**

The XYZ of ABC 2015 Citizen Survey

Our last questions are about you and your household. Again, all of your responses to this survey are completely anonymous and will be reported in group form only.

D1. How often, if at all, do you do each of the following, considering all of the times you could?

	<i>Never</i>	<i>Rarely</i>	<i>Sometimes</i>	<i>Usually</i>	<i>Always</i>
Recycle at home.....	1	2	3	4	5
Purchase goods or services from a business located in ABC.....	1	2	3	4	5
Eat at least 5 portions of fruits and vegetables a day.....	1	2	3	4	5
Participate in moderate or vigorous physical activity.....	1	2	3	4	5
Read or watch local news (via television, paper, computer, etc.).....	1	2	3	4	5
Vote in local elections.....	1	2	3	4	5

D2. Would you say that in general your health is:

- Excellent Very good Good Fair Poor

D3. What impact, if any, do you think the economy will have on your family income in the next 6 months? Do you think the impact will be:

- Very positive Somewhat positive Neutral Somewhat negative Very negative

D4. What is your employment status?

- Working full time for pay
 Working part time for pay
 Unemployed, looking for paid work
 Unemployed, not looking for paid work
 Fully retired

D5. Do you work inside the boundaries of ABC?

- Yes, outside the home
 Yes, from home
 No

D6. How many years have you lived in ABC?

- Less than 2 years 11-20 years
 2-5 years More than 20 years
 6-10 years

D7. Which best describes the building you live in?

- One family house detached from any other houses
 Building with two or more homes (duplex, townhome, apartment or condominium)
 Mobile home
 Other

D8. Is this house, apartment or mobile home...

- Rented
 Owned

D9. About how much is your monthly housing cost for the place you live (including rent, mortgage payment, property tax, property insurance and homeowners' association (HOA) fees)?

- Less than \$300 per month
 \$300 to \$599 per month
 \$600 to \$999 per month
 \$1,000 to \$1,499 per month
 \$1,500 to \$2,499 per month
 \$2,500 or more per month

D10. Do any children 17 or under live in your household?

- No Yes

D11. Are you or any other members of your household aged 65 or older?

- No Yes

D12. How much do you anticipate your household's total income before taxes will be for the current year? (Please include in your total income money from all sources for all persons living in your household.)

- Less than \$25,000
 \$25,000 to \$49,999
 \$50,000 to \$99,999
 \$100,000 to \$149,999
 \$150,000 or more

Please respond to both questions D13 and D14:

D13. Are you Spanish, Hispanic or Latino?

- No, not Spanish, Hispanic or Latino
 Yes, I consider myself to be Spanish, Hispanic or Latino

D14. What is your race? (Mark one or more races to indicate what race you consider yourself to be.)

- American Indian or Alaskan Native
 Asian, Asian Indian or Pacific Islander
 Black or African American
 White
 Other

D15. In which category is your age?

- 18-24 years 55-64 years
 25-34 years 65-74 years
 35-44 years 75 years or older
 45-54 years

D16. What is your sex?

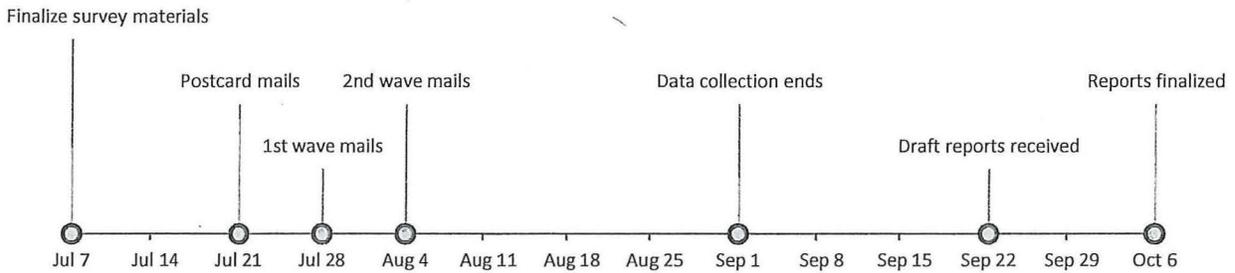
- Female Male

D17. Do you consider a cell phone or land line your primary telephone number?

- Cell Land line Both

Thank you for completing this survey. Please return the completed survey in the postage-paid envelope to: National Research Center, Inc., PO Box 549, Belle Mead, NJ 08502

Timeline for The National Citizen Survey™



Item	Date
Preparing for the Survey	
⊙ The NCS survey process is initiated upon receipt of your enrollment form and first payment	Jun 2
← NRC emails you information to customize The NCS	Jun 2
→ Due to NRC: Selection of add-on options	Jun 16
→ Due to NRC: Drafts of the optional custom questions to be included in the survey	Jun 16
→ Due to NRC: Zip code information and GIS boundary data	Jun 23
→ Due to NRC: Additional payment for add-on options	Jun 30
⊙ NRC finalizes the survey instrument and mailing materials and sends .pdf samples for your records	Jul 7
⊙ NRC generates the sample of households in your community	Jun 30 to Jul 7
⊙ NRC prints materials and prepares mailings	Jul 14
→ Due to NRC: Selection of custom benchmark profile(s) (if custom benchmark add-on selected)	Jul 14
Conducting the survey	
⊙ Survey materials are mailed	Jul 21 to Aug 4
⊙ Prenotification postcards sent	Jul 21
⊙ 1st wave of surveys sent	Jul 28
⊙ 2nd wave of surveys sent	Aug 4
⊙ Data collection: surveys received and processed for your community	Jul 28 to Sep 1
During this time, you will receive postcards that were undeliverable due to bad addresses, or vacant housing units. This is normal. Please count all the postcards, as we will subtract the number of returned postcards from the total number mailed to estimate the number of "eligible" households in calculating the final response rate.	
→ Due to NRC: Final count of returned postcards	Sep 1
⊙ Survey analysis and report writing	Sep 1 to Sep 22
During this time, NRC will process the surveys, perform the data analysis, and produce a draft report for your community. The report of results will contain a description of the methodology, information on understanding the results, and graphs and tables of your results, as well as a description of NRC's database of normative data from across the U.S. and actual comparisons to your results, where appropriate.	
← NRC emails draft report (in PDF format) to you along with invoice for balance due on The NCS Basic Service and any additional add-on options	Sep 22
→ Due to NRC: community feedback on the draft report (most final reports are identical to the draft reports, except being labeled as final instead of draft)	Sep 29
← NRC emails final report and data file to you	Oct 6

Legend

←Indicates when items from NRC are due to you →Indicates when items from you are due to NRC ⊙Indicates information items