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**Supervisor** Pat Hohl **Clerk** Mike Dolan **Treasurer** Jason Negri **Trustees** Chuck Menzies, Patricia Hughes, Nick Miller, Joanna Hardesty

## **BOARD OF TRUSTEES REGULAR MEETING**

**Tuesday, April 15, 2025 at 7:00 PM**  
**Hamburg Township Hall Board Room**

### **AGENDA**

#### **CALL TO ORDER**

#### **PLEDGE TO THE FLAG**

#### **ROLL CALL OF THE BOARD**

#### **CALL TO THE PUBLIC**

#### **CONSENT AGENDA**

1. 04-01-2025 2:30 Board of Trustees Regular Meeting Minutes
2. 04-01-2025 12:00 Township Board Work-Study Session Minutes
3. 02-18-2025 9:30 Election Commission Meeting Minutes
4. Approved MUC Minutes - March 11 2025
5. DPW Monthly Report - March 2025
6. PUBLIC INFORMATION: 1. Livingston County Health Dept - 2024 Annual Report, 2.Livingston County Household Hazardous Waste Collection Dates
7. Parks & Rec - Blackout List 2025 - Updated 040925
8. Bills List(s) 04.15.2025
9. ADA Coordinator - ADA Transition Plan 2025 Update
10. Public Safety Monthly Report March, 2025

#### **APPROVAL OF THE AGENDA**

#### **UNFINISHED BUSINESS**

11. Grant TF22-0107 - Bennett Park Improvements - Execute Amended Agreement

#### **CURRENT BUSINESS**

12. Emergency Management Resolution
13. Videographer Replacement
14. Parks & Rec - Park Use - KLAA XC Championships - October 16, 2025
15. Ore Lake - FEMA Assurance Request
16. Huron River Aquatic Weed Harvest Agreement

#### **CALL TO THE PUBLIC**

#### **BOARD COMMENTS**

#### **ADJOURNMENT**



10405 Merrill Road  
P.O. Box 157  
Hamburg, MI 48139  
(810) 231-1000  
[www.hamburg.mi.us](http://www.hamburg.mi.us)

Supervisor Pat Hohl Clerk Mike Dolan Treasurer Jason Negri Trustees Chuck Menzies, Patricia Hughes, Nick Miller, Joanna Hardesty

## BOARD OF TRUSTEES REGULAR MEETING

Tuesday, April 01, 2025 at 2:30 PM  
Hamburg Township Hall Board Room

### MINUTES

#### CALL TO ORDER

The meeting was called to order at 2:30 pm.

#### PLEDGE TO THE FLAG

#### ROLL CALL OF THE BOARD

##### PRESENT

Pat Hohl  
Mike Dolan  
Jason Negri  
Joanna Hardesty  
Patricia Hughes  
Nick Miller

##### ABSENT

Chuck Menzies

#### CALL TO THE PUBLIC

A call was made with no response.

#### CONSENT AGENDA

Motion by Dolan, seconded by Hughes, to approve the consent agenda, as presented.

Voting Yea: Hohl, Dolan, Negri, Hardesty, Hughes, Miller

1. 03-18-2025 7:00 Board of Trustees Regular Meeting Minutes
2. Bills List(s) 04.01.2025
3. Parks & Rec - Blackout Dates - Updated list
4. Parks & Rec - Committee Meeting Minutes - February 25, 2025
5. Township Coordinator's Report - March 2025
6. Senior Center - March 2025 Report

## 7. Hamburg Community Clean-Up Event 2025 - Flyer

### APPROVAL OF THE AGENDA

Motion by Dolan, seconded by Negri, to approve the agenda, with the addition of the Lakelands Trail Zukey Lake Footbridge & Ammenities Resolution and Village Trailhead Accessible Respite and Parking Lot Project Resolution.

Voting Yea: Hohl, Dolan, Negri, Hardesty, Hughes, Miller

### UNFINISHED BUSINESS

None.

### CURRENT BUSINESS

#### 8. Park Ranger Pay Adjustment

Motion by Miller, seconded by Dolan, to approve increasing the pay rate of Park Ranger Emma Mossing to Grade 2, Step 3 of the FY 24/25 salary scale (\$20.21 per hour) and increase the pay rate of Park Ranger Emma Arnot to Grade 2, Step 2 of the FY 24/25 salary scale (\$19.72 per hour), effective July 1, 2025, retroactive back to July 1, 2024, and also to include Abigail Hauk to be included in the increase from her hire date to her transition to the academy.

Voting Yea: Hohl, Dolan, Negri, Hardesty, Hughes, Miller

#### 9. Phone System Upgrade

Motion by Dolan, seconded by Hughes, to approve the telephone upgrade with Nextiva at the cost of \$1,380.00 for a one-time set-up fee and a monthly fee of \$1,531.57 for a 5-year period.

Voting Yea: Hohl, Dolan, Negri, Hardesty, Hughes, Miller

#### 10. Parks & Recreation Committee Appointment

Motion by Dolan, seconded by Hughes, to accept Cliff Auxier's resignation from the Parks & Recreation Committee, and appoint Cindy Michniewicz to the Parks & Recreation Committee.

Voting Yea: Hohl, Dolan, Negri, Hardesty, Hughes, Miller

#### 11. Parks & Rec - Park Use Request - Livingston Christian Schools - 5K

Motion by Dolan, seconded by Miller, to approve the park use application from Livingston Christian Schools, provided all paperwork is completed to the satisfaction of the Township, and the fee is \$35.00 per 2-hour period.

Voting Yea: Hohl, Dolan, Negri, Hardesty, Hughes, Miller

#### 12. Parks & Rec - Park Use Request - PYA - 2025 Seasonal Use

Motion by Miller, seconded by Hardesty, to approve the park use application for PYA for the 2025 season, with a \$1000.00 flat fee, provided they meet all required documents and insurance coverage.

Voting Yea: Hohl, Dolan, Negri, Hardesty, Hughes, Miller

#### 13. Hiring to replace employee

Motion by Negri, seconded by Miller, to allow the Treasury Department to advertise, conduct interviews, and bring the selected candidate forward for hiring.

Voting Yea: Dolan, Negri, Hardesty, Hughes, Miller

Voting Nay: Hohl

14. Resolution #250401.1 Lakelands Trail Zukey Lake Footbridge and Amenities Project  
Motion by Hardesty, seconded by Miller, to move the Resolution to support the submittal of a Trust Fund Grant to the MDNR requesting \$150,000 for improvements to the Zukey Lake Footbridge on the Mike Levine Lakelands Trail at the location where the trail crosses the railroad tracks, to replace the bridge in its entirety and include amenities such as benches and a bike repair station, and to commit \$50,000 as a grant match, toward the project totaling \$200,000.

Roll Call Vote: Hohl ; Yea, Dolan ; Yea, Negri ; Yea, Hardesty ; Yea, Hughes ; Yea, Miller ; Yea  
 The Resolution passes.

15. Resolution #250401.2 Village Trailhead Accessible Respite and Parking Lot Project  
Motion by Hardesty, seconded by Dolan, to move the Resolution to support the submittal of a Recreation Passport Grant to the MDNR requesting \$112,500 for improvements to the Village Trailhead in Hamburg to include accessible pathways and parking lot improvements, amenities such as picnic tables, benches, bike repair station, and an accessible pavilion, and to commit \$37,500 as a grant match, toward the project totaling \$150,000.

Roll Call Vote: Hohl ; Yea, Dolan ; Yea, Negri ; Yea, Hardesty ; Yea, Hughes ; Yea, Miller ; Yea  
 The Resolution passes.

#### CALL TO THE PUBLIC

A call was made with no response.

#### BOARD COMMENTS

None.

#### ADJOURNMENT

Motion by Negri, seconded by Hardesty, to adjourn the meeting.

Voting Yea: Hohl, Dolan, Negri, Hardesty, Hughes, Miller

The meeting was adjourned at 3:02 pm.

Respectfully submitted,



Jennifer Daniels  
 Recording Secretary



Mike Dolan  
 Township Clerk





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**Supervisor** Pat Hohl **Clerk** Mike Dolan **Treasurer** Jason Negri **Trustees** Chuck Menzies, Patricia Hughes, Nick Miller, Joanna Hardesty

## **TOWNSHIP BOARD WORK-STUDY SESSION**

**Tuesday, April 01, 2025 at 12:00 PM**  
**Hamburg Township Hall Board Room**

### **MINUTES**

#### **CALL TO ORDER**

The meeting was called to order at 12:00 pm.

#### **PLEDGE TO THE FLAG**

#### **ROLL CALL OF THE BOARD**

##### **PRESENT**

Pat Hohl  
Mike Dolan  
Jason Negri  
Joanna Hardesty  
Patricia Hughes  
Nick Miller

##### **ABSENT**

Chuck Menzies

Motion by Dolan, seconded by Negri, to appoint Treasurer Negri to chair the meeting in the absence of Supervisor Hohl.

Voting Yea: Dolan, Negri, Hardesty, Hughes, Miller

Supervisor Hohl arrived at 12:03 pm.

#### **CALL TO THE PUBLIC**

A call was made with no response.

#### **CONSENT AGENDA**

None.

**APPROVAL OF THE AGENDA**

Motion by Hardesty, seconded by Dolan, to approve the agenda, as presented.

Voting Yea: Hohl, Dolan, Negri, Hardesty, Hughes, Miller

**UNFINISHED BUSINESS**

None.

**CURRENT BUSINESS**

1. Park Ranger Pay Adjustment  
Discussion, no action taken.
2. Public Safety Staffing at Parks & Rec Events  
Discussion, no action taken.
3. Administrative Fee Schedule - Public Safety Fee Discussion - 25.26.FY Budget  
Discussion, no action taken.
4. DNR Grant  
Discussion, no action taken.

**CALL TO THE PUBLIC**

A call was made with no response.

**BOARD COMMENTS**

None.

**ADJOURNMENT**

Motion by Dolan, seconded by Hughes, to adjourn the meeting.

Voting Yea: Hohl, Dolan, Negri, Hardesty, Hughes, Miller

The meeting adjourned at 1:30 pm.

Respectfully submitted,



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Jennifer Daniels  
Recording Secretary



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Mike Dolan  
Township Clerk



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Item 3.

**Supervisor** Pat Hohl **Clerk** Mike Dolan **Treasurer** Jason Negri **Trustees** Chuck Menzies, Patricia Hughes, Nick Miller, Joanna Hardesty

## **ELECTIONS COMMISSION**

**Tuesday, February 18, 2025 at 9:30 AM**  
**Hamburg Township Hall Board Room**

## **MINUTES**

### **CALL TO ORDER**

The meeting was called to order at 9:34 am.

### **PLEDGE TO THE FLAG**

### **ROLL CALL OF THE BOARD**

#### **PRESENT**

Pat Hohl  
Jason Negri

#### **ABSENT**

Mike Dolan

#### **ALSO PRESENT**

Mary Kuzner  
Courtney Paton  
Jennifer Daniels

### **CALL TO THE PUBLIC**

A call was made with no response.

### **CONSENT AGENDA**

Motion by Negri, seconded Hohl, to approve the consent agenda, as presented.

Voting Yea: Hohl, Negri

1. 10-14-2024 Election Commission Meeting Minutes

## APPROVAL OF THE AGENDA

Item 3.

Motion by Hohl, seconded by Negri, to approve the agenda, as presented.

Voting Yea: Hohl, Negri

## UNFINISHED BUSINESS

None.

## CURRENT BUSINESS

2. May 6, 2025 Special Election - Appointment of Election Commission Representatives  
Motion by Hohl, seconded by Negri, to appoint Mary Kuzner, Courtney Paton, and Jennifer Daniels as Election Commission Representatives.  
Voting Yea: Hohl, Negri
3. May 6, 2025 Special Election - Inspector Appointment & Counting Board Establishment  
Motion by Hohl, seconded by Negri to approve Janet Logghe, Candace Peterson, Sharon Wietecha, and Lynn Saintonge for Precinct 4 inspectors and Michelle McNamara, Kara Serbus, Wendy Venuto and Laurie Wetterholt for Counting Board, with Matthew Kuzner as an alternate.  
Voting Yea: Hohl, Negri
4. May 6, 2025 Special Election - Precinct Acknowledgement  
The Hamburg Senior Center will be the sole Election Day polling location for the May 6, 2025 Special Election.
5. May 6, 2025 Special Election - Ballot Proofing  
Motion by Hohl, seconded by Negri, acknowledging Mary Kuzner reading the ballot language and the Commission confirming the wording is correct.  
Voting Yea: Hohl, Negri
6. May 6, 2025 Special Election - Preliminary & Public Accuracy Testing Information  
The Election Commission Representatives will conduct preliminary and public accuracy testing.  
Date TBD

## CALL TO THE PUBLIC

A call was made with no response.

## BOARD COMMENTS

None.

## ADJOURNMENT

Motion by Negri, seconded by Hohl, to adjourn the meeting.

Voting Yea: Hohl, Negri

Item 3.

The meeting was adjourned at 9:57 am.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jennifer Daniels", written over a light gray rectangular background.

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Jennifer Daniels  
Recording Secretary

A handwritten signature in blue ink, appearing to read "Mike Dolan", written over a light pink rectangular background.

---

Mike Dolan  
Township Clerk



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## EXCERPT FROM HAMBURG TOWNSHIP MUNICIPAL UTILITIES COMMITTEE MEETING MINUTES

To the attention of: Patrick J. Hohl, Supervisor  
 Hamburg Township Board of Trustees

Re: **Approved Municipal Utilities Committee Minutes**

Please be apprised of this excerpt from the ☒Unapproved ☐Approved Minutes of the Meeting of the Hamburg Township Sewer Committee:

Date of Meeting: April 8<sup>th</sup>, 2025

Sewer Committee Members Present: Hohl, Negri

Sewer Committee Members Absent: Menzies

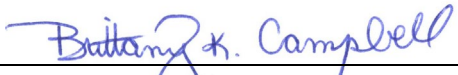
Text of Motion: MOTION BY HOHL, SUPPORTED BY NEGRI TO APPROVE THE MINUTES OF THE MARCH 11<sup>th</sup>, 2025 MUNICIPAL UTILITIES COMMITTEE MEETING AS PRESENTED.

Ayes: Hohl, Negri Absent: Menzies Nays: None

MOTION CARRIED.

State of Michigan }  
 County of Livingston }  
 Township of Hamburg }

I, BRITTANY K. CAMPBELL, Hamburg Township Utilities Coordinator and recording secretary to the Municipal Utilities Committee, do hereby certify that the foregoing is a true and correct excerpt of the Minutes of the aforementioned Regular/~~Special~~ Meeting of the Hamburg Township Municipal Utilities Committee.

 Date: April 8<sup>th</sup>, 2025  
 BRITTANY K. CAMPBELL  
 HAMBURG TOWNSHIP UTILITIES COORDINATOR

**HAMBURG TOWNSHIP MUNICIPAL UTILITIES COMMITTEE  
TUESDAY, MARCH 11<sup>th</sup>, 2025 – 2:30 P.M.  
10405 MERRILL ROAD, HAMBURG, MI 48139**

**1. CALL TO ORDER**

The meeting was called to order by Hohl at 2:30 p.m.

**Roll Call of the Committee:**

**Present:** Hohl, Negri

**Absent:** Menzies

**Also Present:** Mike Lam, Brittany Campbell, Tony Randazzo and Ryan Ward

**2. CALL TO THE PUBLIC**

Hohl opened the call to the public and seeing no response, closed the call to the public.

**3. CORRESPONDENCE**

There was no correspondence to be addressed at this meeting.

**4. APPROVAL OF THE AGENDA**

MOTION BY NEGRI, SECONDED BY HOHL TO APPROVE THE AGENDA AS PRESENTED.

Ayes: Hohl, Negri

Absent: Menzies

Nays: None

Motion passed.

**Unfinished Business:**

A. PFAS/PFOS Discussion

B. Manhole Inspection Program

C. 200 Series Grinder Pump Replacements

**Current Business:**

A. DPW Monthly Report – February 2025 Statistics

B. Street Direct Sewer Connection Agreement – Lot 4 Roland Dr.

C. Dragon Court Restaurant REU Sewer Usage Review – 7570 E. M-36

D. McKenna Sewer Connection Cost Review – 9950 Lime Bay Dr.

**5. APPROVAL OF THE MINUTES**

MOTION BY HOHL, SECONDED BY NEGRI TO APPROVE THE MINUTES OF THE FEBRUARY 18<sup>th</sup>, 2025 MUNICIPAL UTILITIES COMMITTEE MEETING AS PRESENTED.

Ayes: Hohl, Negri

Absent: Menzies

Nays: None

Motion passed.

**6. UNFINISHED BUSINESS**

**A. PFAS/PFOS Discussion.**

MOTION BY HOHL, SECONDED BY NEGRI TO TABLE ALL UNFINISHED BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.

Ayes: Hohl, Negri

Absent: Menzies

Nays: None

Motion passed.

**B. Manhole Inspection Program.**

MOTION BY HOHL, SECONDED BY NEGRI TO TABLE ALL UNFINISHED BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.

Ayes: Hohl, Negri

Absent: Menzies

Nays: None

Motion passed.

**C. 200 Series Grinder Pump Replacements.**

MOTION BY HOHL, SECONDED BY NEGRI TO TABLE ALL UNFINISHED BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.

Ayes: Hohl, Negri

Absent: Menzies

Nays: None

Motion passed.

**7. CURRENT BUSINESS**

A. DPW Monthly Report – February 2025 Statistics. Randazzo reported that the wastewater treatment plant was in compliance for the month of February. The DPW staff turned the blower fan back on at the Kress Road pump station to re-activate the odor control bed. Randazzo noted that staff will continue to monitor the situation but have seen some positive signs of biological activity pointing out that they saw steam rising from the wood chip bed. Lastly, Randazzo noted that C & E Construction has continued to make good progress with the grinder pump replacement program and that there are only about 38 more to be replaced.

Ward reported that the number of grinder calls in February was higher than previous months due mostly to experiencing approximately 20 freeze ups of the gooseneck piping. DPW staff use a blow torch to thaw out the pipe and restore sewer service to the property owner. Hohl noted that we had several cold snaps with no snow cover allowing the lines to freeze more easily.



MOTION BY NEGRI, SECONDED BY HOHL TO NOTE THE DPW MONTHLY REPORT AS RECEIVED AND TO BE FILED AND TO ALSO FORWARD A COPY TO THE TOWNSHIP BOARD AS AN AGENDA ITEM FOR THEIR REVIEW.

Ayes: Hohl, Negri

Absent: Menzies

Nays: None

Motion passed.

B. Street Direct Sewer Connection Agreement – Lot 4 Roland Dr.

MOTION BY HOHL, SECONDED BY NEGRI TO APPROVE THE STREET AGREEMENT FOR SEWER CONNECTION AS PRESENTED, AS ALL OF THE ESTIMATED SEWER FEES WERE PAID UP-FRONT IN CASH.

Ayes: Hohl, Negri

Absent: Menzies

Nays: None

Motion passed.

C. Dragon Court Restaurant REU Sewer Usage Review – 7570 E. M-36. Mr. Lam questioned why the Township used 2-years' worth of meter reading data when they bill for sewer usage every quarter. Hohl explained that the Ordinance allowing the Township to complete the review for the sewer usage figures requires that the Township looks at 2 full years of data to get an accurate picture of the water usage. Campbell noted that she even broke down the usage on a monthly basis to compare the numbers. Hohl also discussed how the sewer usage table from the Ordinance is used to determine the number of REUs based on the buildings use and how the restaurant was originally calculated at 3.20 REUs.

After the REU review request was made by the property owner, the Township completed the review and determined that the water usage resulted in another 2.70 REUs for a total of 5.90 REUs based on the annual water usage of 320,000+ gallons per year. The property owner will be responsible for the purchase of an additional 2.70 REUs in the capital sewer connection fees at a rate of \$7,500.00 per REU for a total due of \$20,250.00. Hohl also noted that the quarterly O & M charges will increase based on the additional REUs.

MOTION BY HOHL, SECONDED BY NEGRI TO REQUEST THAT THE ACCOUNTING DEPARTMENT ADJUST THE QUARTERLY O & M BILLING TO 5.90 REUs TO COINCIDE WITH THE NEXT BILLING CYCLE.

Ayes: Hohl, Negri

Absent: Menzies

Nays: None

Motion passed.

Mr. Lam then asked about the additional capital charges in the amount of \$20,250.00 and when they were due. Hohl explained that the charges could be paid all at once or the Township could offer a re-payment agreement. Lam asked what percentage the payment agreement would have. Hohl explained that the Township interest charge would be 8% over a 5-year repayment agreement.

Hohl stated that he knows this is a large amount due that was unexpected and stated that the Township would allow Mr. Lam some time to decide how he would like to proceed with paying for the additional REUs.

MOTION BY HOHL, SECONDED BY NEGRI TO ALLOW THE PROPERTY OWNER TIME TO DECIDE HOW TO PAY FOR THE ADDITIONAL REUs AND STATED THE OWNER WAS TO CONTACT THE UTILITIES COORDINATOR BY JUNE 1<sup>st</sup>, 2025 TO LET THE TOWNSHIP KNOW IF HE PLANS TO PAY THE \$20,250.00 IN FULL OR IF HE WISHES TO FINANCE THE ADDITIONAL SEWER REU CHARGES THROUGH A 5-YEAR REPAYMENT AGREEMENT AT 8% INTEREST THROUGH THE TOWNSHIP.

Ayes: Hohl, Negri

Absent: Menzies

Nays: None

Motion passed.

D. McKenna Sewer Connection Cost Review – 9950 Lime Bay Dr. Campbell reported that the estimated construction charges under the bid proposal were \$8,635.05. The actual construction charges were \$8,857.29 a difference of \$222.24. The additional charges are a result of the 4" pipe being 8 feet longer than the estimated pipe length resulting in a balance due of \$222.24 (8 ft. x \$27.78/ft. = \$222.24). As a result, the total shortage of \$222.24 should be billed to the property owner.

MOTION BY HOHL, SECONDED BY NEGRI TO REQUEST THE ACCOUNTING DEPARTMENT TO INVOICE THE PROPERTY OWNER IN THE AMOUNT OF \$222.24 FOR ADDITIONAL SEWER CONSTRUCTION CHARGES AS OUTLINED IN THE SEWER CONNECTION AGREEMENT.

Ayes: Hohl, Negri

Absent: Menzies

Nays: None

Motion passed.

**8. CALL TO THE PUBLIC**

Seeing no requests to address the Sewer Committee, Hohl closed the call to the public.

**9. INFORMATIONAL/EDUCATIONAL MATERIAL**

There was no information and/or educational material available for this meeting.

## 10. ADJOURNMENT

MOTION BY NEGRI, SECONDED BY HOHL TO ADJOURN THE MEETING.

Ayes: Hohl, Negri

Absent: Menzies

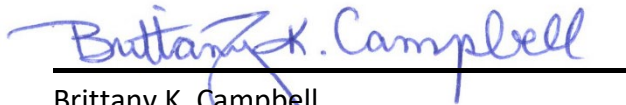
Nays: None

Motion passed.

The meeting was adjourned at 2:52 p.m.

The foregoing is considered to be a true and accurate record of all items discussed. If any discrepancies or inconsistencies are noted, please contact the writer immediately.

Respectfully submitted,



Brittany K. Campbell

Hamburg Twp. Utilities/Special Projects Coordinator



10405 Merrill Road ♦ P.O. Box 157  
Hamburg, MI 48139  
Phone: 810.231.1000 ♦ Fax: 810.231.4295  
www.hamburg.mi.us

Item 5.

## EXCERPT FROM HAMBURG TOWNSHIP MUNICIPAL UTILITIES COMMITTEE MEETING MINUTES

To the attention of: Patrick J. Hohl, Supervisor  
Hamburg Township Board of Trustees

Re: **DPW Monthly Report – March 2025 Statistics**

Please be apprised of this excerpt from the ☒Unapproved ☐Approved Minutes of the Meeting  
of the Hamburg Township Sewer Committee:

Date of Meeting: April 8<sup>th</sup>, 2025

Sewer Committee Members Present: Hohl, Negri

Sewer Committee Members Absent: Menzies


Text of Motion: MOTION BY HOHL, SECONDED BY NEGRI TO NOTE THE DPW  
MONTHLY REPORT AS RECEIVED AND TO BE FILED AND TO  
ALSO FORWARD A COPY TO THE TOWNSHIP BOARD AS AN  
AGENDA ITEM FOR THEIR REVIEW.

Ayes: Hohl, Negri Absent: Menzies Nays: None

MOTION CARRIED.

State of Michigan }  
County of Livingston }  
Township of Hamburg }

I, BRITTANY K. CAMPBELL, Hamburg Township Utilities Coordinator and recording  
secretary to the Municipal Utilities Committee, do hereby certify that the foregoing is a true and  
correct excerpt of the Minutes of the aforementioned Regular/~~Special~~ Meeting of the Hamburg  
Township Municipal Utilities Committee.

  
BRITTANY K. CAMPBELL  
HAMBURG TOWNSHIP UTILITIES COORDINATOR

Date: April 8<sup>th</sup>, 2025



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[www.hamburg.mi.us](http://www.hamburg.mi.us)

To: Municipal Utilities Committee  
From: Tony Randazzo  
Date: 04-02-2025  
Re: DPW Monthly Report

1. The wastewater treatment plant was in compliance for March.
2. We kept the blower fan on at Kress Rd. all month and received no complaints from the public about the odor there. We've had staff applying water to the mulch bed every weekday absent a soaking rain, and it appears that the bed is working as expected to tamp down H<sub>2</sub>S odor. However, it's still too early to declare victory, we'll continue to monitor and assess the situation going forward. We hope to install a water tank onsite in April to make the water application easier and less labor intensive.
3. C&E has another good month with the grinder replacements, completing five in the month of March.
4. Our staff sampled three of our pump stations for PFAS as part of the grant work. Results should take two weeks.

## **Hamburg Township Monthly Field Report**

**March 2025**

**Ryan Ward**

**Grinder Calls: 51 Total / 30 OT**

**Plant Calls: 1 OT**

**Station Calls: 2 Hamburg/ 3 Portage**

**Pump Rebuilds: 35 Hamburg / 5 Portage / 0 Highland**

**Miss Digs: 184 Hamburg / 28 Portage**

**Startups: 1**

**Deactivations/Reactivations: 0**

**Replacements: 6**

**Grinder Stations in Stock: 46 simplex / 2 duplex**

**Grinder Locations: 0**

**Grinder Pump Cores in Stock: 15 + 2 for Duplex**

**Field Jobs for the Month:** This month we have completed our normal monthly checks along with water meter readings and grease trap inspections. This month we had 3 temp wires to bury from the winter months, all have been completed. The odor control bed has been operational and running every day since March 3<sup>rd</sup>, the staff have been



**monitoring and watering Kress station every working day to keep the odor bed wet and achieve a good environment for biological activity. We will continue monitoring and watering Kress station. Kerr Pump put on an electrical training class at the DPW geared toward our lift stations and the troubleshooting process, we hope to do more classes with Kerr.**







# 2024

## *Annual Report*



LIVINGSTON COUNTY  
Health Department



# Introduction:

## Welcome

### From the Health Officer:

I am proud to present the Livingston County Health Department (LCHD) 2024 Annual Report. This past year has been one of dedication, resilience, and innovation as we worked together to enhance the health and well-being of our community.

The challenges we faced, whether familiar or unforeseen, have reminded us of the importance of a united, proactive approach to public health. Through collaboration with local organizations, schools, businesses, and healthcare providers, we have continued to address pressing health concerns, foster healthier environments, and implement programs that prioritize the needs of our residents.

This report provides an in-depth look at our achievements, initiatives, and the data that guide our decision-making processes. From expanding access to essential health services to empowering individuals to take charge of their wellness, each milestone reflects the shared commitment of our department and community partners.

As we move forward, we remain steadfast in our mission: to protect, preserve, and promote the health and safety of the people of Livingston County. Thank you for your continued support, collaboration, and trust. Together, we are creating a healthier future for generations to come.

In good health,



**Matt Bolang**  
**Health Officer**



# 2024 Overview

## Personal and Preventive Health

- 1,294 Immunizations provided to children and adults
- 374 Animal bites reported and investigated
- 288 Sexually transmitted disease cases investigated
- 50 HIV/AIDS tests administered
- 55 Hepatitis tests administered
- 695 Families supported by Children's Special Health Care Services
- 16,300 Hearing/vision screenings with 1,413 children referred for further evaluation
- 4,579 WIC client (976 families) used \$1,237,752 in benefits

## Environmental Health

- 1,249 Food establishments inspected
- 49 Food establishment plans reviewed
- 50 Food service complaints investigated
- 2,064 Well inspections completed
- 437 Well permits issued
- 1,452 Septic inspections completed
- 363 Septic system permits issued
- 382 Non-community public water supplies regulated
- 65 Public swimming pools regulated
- 13 Public beaches regulated
- 21 Camps inspected
- 26 Body art facilities inspected
- 59 General complaints investigated

## Emergency Preparedness

- 8 new Medical Reserve Corps (MRC) team members recruited
- 10 Staff preparedness trainings held
- 1 Exercise hosted with healthcare partners
- Participated in 15 local, state, and/or regional drills, trainings, and exercises
- Presented preparedness training project at national conference
- New volunteer management platform launched
- Volunteer onboarding process updated

## Health Promotion

- 126 Prescription for Health program participants spent \$17,482 worth of tokens on fruits and vegetables
- 504 Lock bags distributed
- 4 Press releases sent to local media
- 13 Media inquiry responses
- 723 Social media posts published
- 6 Webinars cohosted
- 15 Newsletters published
- 44 Outreach activities completed
- First Substance Use Prevention, Treatment, and Recovery Resource Fair organized

# Highlights:

## International Travel Clinic

International travel increases the risk of getting and spreading diseases that are rare or not found in United States. To help travelers prepare for international trips, LCHD launched an International Travel Clinic in late spring of 2024. The clinic offers travel consultations and immunizations tailored to various destinations. Prior to 2024, international travel services were not available in Livingston County forcing residents to go outside of the county for consultations.

LCHD's International Travel Clinic focuses on personalized care to enhance traveler safety, reduce the risk of illness, and promote healthy travel practices. The clinic's knowledgeable staff are committed to staying updated on the latest travel advisories and health recommendations from global health organizations. This ensures that every traveler receives the most current information and guidance tailored to their specific needs and destinations. With a focus on education and prevention, the clinic empowers travelers with the tools and knowledge necessary to enjoy their journeys safely.

*Since its launch, the clinic has held consultations with over 100 travelers!*

Appointments typically include:

- **Immunizations and Medication Review:** Staff advise on which vaccinations and medications are recommended and/or required for your trip.
- **Health and Safety Counseling:** Staff provide health and safety counseling tailored to your itinerary, personal medical history, and travel destination.
- **Food and Water Precautions:** Staff discuss which food and beverages to avoid and which are safe to consume while traveling. Staff will also review medications to bring in case of illness.

Whether you're planning a family vacation, a business trip, or an adventure to a remote island, LCHD's International Travel Clinic can help you embark with confidence and peace of mind. Schedule your travel consultation at [bit.ly/LCHDTravel](https://bit.ly/LCHDTravel).



# Hybrid Immunization Waiver Process

Michigan parents or guardians opting out of the vaccinations required for their children to attend childcare or school, must request a waiver from their local public health department and complete an education session. To improve the efficiency of this requirement, LCHD implemented an innovative hybrid immunization waiver process.

LCHD now utilizes an online education module in combination with an in-person signature appointment for parents choosing to waive immunizations for their children. The online module allows parents to complete the education at their own pace and convenience, leading to a more thoughtful processing of information and the formation of questions.

The changes have resulted in a more efficient and standardized vaccine waiver process. In-person appointment time requirements have decreased from 30 minutes to five minutes per appointment. Informal reports from both parents and staff have also demonstrated an increase in satisfaction with the process.

A decrease in time and money spent allows us to devote resources to other public health efforts. This innovative approach has transformed a once frustrating process into a smooth, stress-free experience for everyone. Learn more by visiting [bit.ly/LCHDWaivers](http://bit.ly/LCHDWaivers).

## Overview

### Step 1:

Complete LCHD's Virtual Immunization Waiver Education module.



### Step 2:

After the education module is complete, schedule an in-person appointment at LCHD.

### Step 3:

At the in-person appointment, sign the immunization waiver form. Once the waiver is signed, a copy is shared with the child's school.

# New & Improved Initiatives

## Substance Use Prevention, Treatment, and Recovery Resource Fair

In June 2024, LCHD held its first resource fair focused on substance use, uniting a wide range of local organizations dedicated to prevention, treatment, and recovery. Participants had the chance to connect with recovery coaches, learn about harm reduction strategies, and discover resources for preventing substance use. This successful event not only provided essential resources but also cultivated a supportive community network aimed at empowering individuals and families impacted by substance use.



## Septic Systems

Homeowner's Guide

## Septic Systems Homeowner's Guide

LCHD revised its septic guide for new homeowners. It is intended to help homeowners understand and care for their septic system by explaining the basic components, functions, maintenance recommendations, and common causes for failure. Regular maintenance of a septic system helps homeowners save money when compared to the expenses associated with repairing or replacing a malfunctioning system. It also ensures the protection of the surrounding environment and community by preventing untreated wastewater from entering lakes, rivers, and/or groundwater (drinking water wells). The guide can be accessed by visiting [bit.ly/47kctWy](https://bit.ly/47kctWy).

## Community Outreach

LCHD increased the number of outreach activities completed from 23 in 2023 to 44 in 2024. These efforts aimed to inform and empower residents by providing them with the tools and knowledge necessary to make informed decisions about their health and environment. By building stronger connections with the community, LCHD hopes to foster a more proactive approach to public health challenges, ensuring that everyone has access to resources and support.

# Trends & Data:

## Communicable Diseases

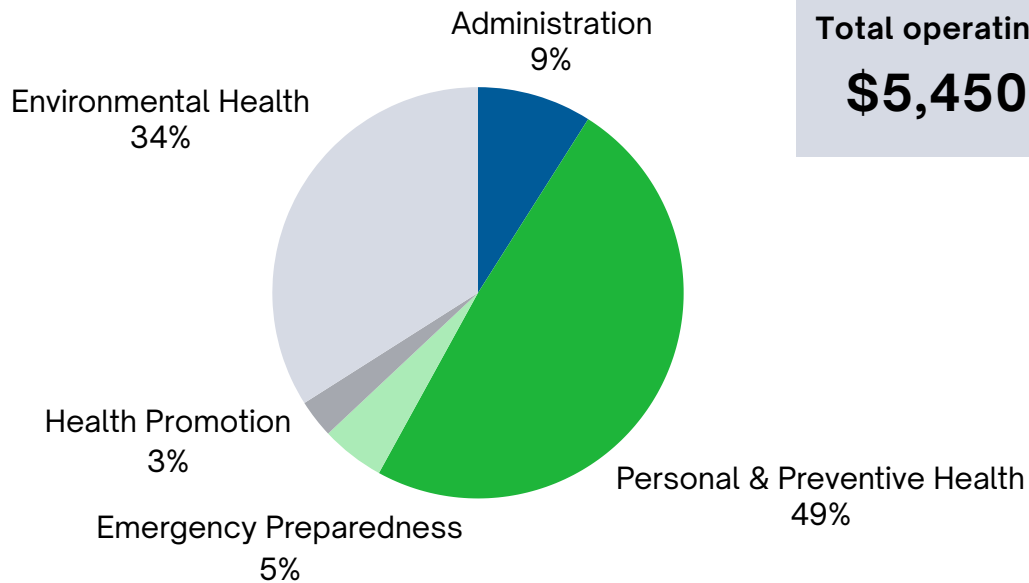
The public health system depends on communicable disease reporting to monitor community health. An effective disease surveillance system is essential to quickly detect outbreaks before they spread. Disease reporting is required by physicians, labs, schools, and daycares. LCHD performs disease surveillance, case/outbreak investigation, contact tracing, education, and immunization for over 70 reportable diseases. These public health strategies are used to understand disease transmission and implement county-level interventions to reduce the spread of diseases.

Communicable Diseases, Livingston County	2020	2021	2022	2023	2024
<i>Campylobacter</i>	15	21	27	39	38
Chlamydia	301	323	232	255	236
Giardiasis	7	10	11	10	15
Gonorrhea	67	49	42	45	52
Hepatitis A	0	0	0	1	0
Hepatitis B, acute	0	1	1	2	1
Hepatitis C, acute	1	1	3	3	3
Hepatitis C, chronic	59	62	48	35	17
Meningitis aseptic/viral	5	5	9	9	12
Meningococcal Disease	0	0	0	0	0
Pertussis	3	8	13	6	138
Salmonellosis	9	9	16	29	31
Shiga toxin-producing <i>Escherichia coli</i> (STEC)	3	2	10	11	4
Shigellosis	1	2	3	4	3
Tuberculosis	0	1	2	0	1

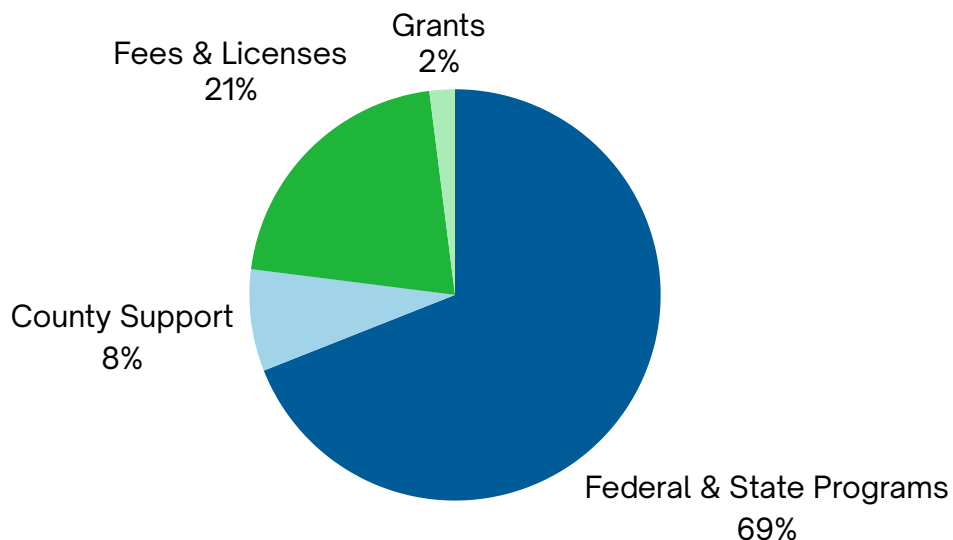


# Financial Overview:

## Expenses by Division



## Revenues by Source



# Partner Report:

## My Community Dental Centers

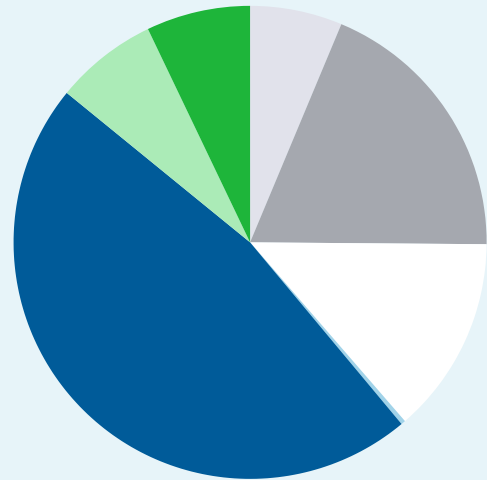
The partnership between LCHD and My Community Dental Centers (MCDC) was formed to address the need for dental services to Medicaid enrollees and low-income, uninsured residents throughout Livingston County. MCDC provides services on behalf of LCHD, with the mission to improve the lives of patients and enhance community health by setting the highest standard of oral health care.



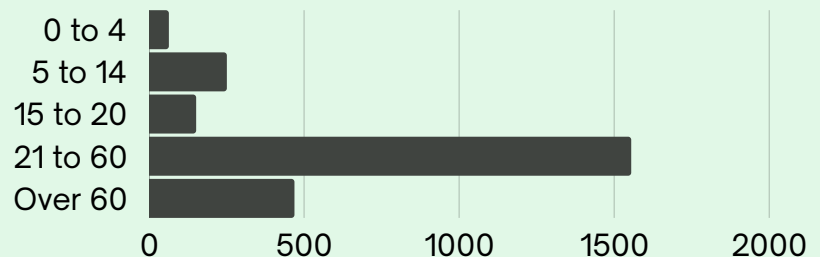
In 2024, MCDC served **2,492** patients with **5,993** office visits. This includes **231** same day emergency visits.

### Patients by Insurance

- MyDP/nDP
- Traditional Insurance
- Healthy Kids
- Grants
- Medicaid, Managed Care
- Medicaid, State Managed
- Medicare Advantage



### Patients by Age







# LIVINGSTON COUNTY Health Department

## Mission

Livingston County Health Department will protect, preserve, and promote the health and safety of the people of Livingston County.

## Vision

Livingston County will be a safe and healthy community where all people realize their fullest health potential and live enriched and productive lives.

**Matt Bolang**

Director/Health Officer

**Dr. Juan Marquez**

Medical Director

**Heather Blair**

Deputy Health Officer

Director of Environmental Health

**Lindsay Kalberer**

Deputy Health Officer

Director of Personal & Preventive Health

**Livingston County Health Department**

2300 E. Grand River Ave., Suite 102, Howell, MI 48843

517-546-9850

[www.LCHD.org](http://www.LCHD.org)



# HOUSEHOLD HAZARDOUS WASTE COLLECTIONS - COUNTY RESIDENTS NO BUSINESSES



**Appointment Required - Space Limited**

**Register on-line [www.milivcounty.gov/dpw](http://www.milivcounty.gov/dpw)**

**Saturday May 3, 2025**

**Saturday July 19, 2025**

**Saturday September 13, 2025**

**ACCEPTED ITEMS:** Household chemicals from bath, kitchen, garage, auto, garden, pool, photography; also sharps, fluorescent tubes, batteries, smoke detectors, mercury thermometers (double bag in plastic), small 1 lb. propane tanks, aerosol cans, fire extinguishers, etc.

**NOT ACCEPTED:** LATEX PAINT, containers larger than 5 gals., propane tanks larger than 1 lb., unlabeled/unknown waste, tires, radioactive material, explosives/ammunition, bio hazardous waste.



**Blackout (Bold)/Event activity dates for 2025**

Hi-lite reflects events on both sides of park - No other uses allowed on Blackout Dates

**East Park**

<b>April 26, 2025</b>	<b>Baseball Clean Up the Fields - TBD</b>
<b>May 10, 2025</b>	<b>PHBSA Opening Day Event – 500 Est Participants</b>
<b>May 17-18, 2025</b>	<b>Legacy Center Baseball Tourney Event</b>
<b>June 7-17, 2025</b>	<b>Hamburg Family Fun Fest (HERO) – Setup/Teardown</b>
<b>June 11-15, 2025</b>	<b>Hamburg Family Fun Fest (HERO) – Carnival Dates – 5,000 avg</b>
<b>June 21, 2025</b>	<b>PHBSA Season Close Event – 500 Est Participants</b>
<b>August 9, 2025</b>	<b>Private Event – Pavilion Area &amp; Playground – 150 Est Participants</b>
<b>August 22, 2025</b>	<b>PHS XC Meet Pinckney vs Brighton – 8AM-11AM – 100 Est Participants</b>
<b>September 23, 2025</b>	<b>SEC XC Jamboree (PHS) – 1,000 avg (WP/parking)</b>
<b>September 26 &amp; 27, 2025</b>	<b>XC Coaches Legends (PHS) – 1,500 Est Participants (WP/parking)</b>
<b>October 16, 2025</b>	<b>KLAA Cross Country Championships – 1,500 Est Participants (WP/Parking)</b>

**West Park**

<b>April 26, 2025</b>	<b>Hamburg Community Clean Up Event – WP Parking lot closed (Date TBD)</b>
<b>May 3-4, 2025</b>	<b>Lifewater Tournament – 1,500 Total Participants/Guests</b>
<b>May 9-11, 2025</b>	<b>MI Jaguar FC Soccer Tournament – 1,600 Total Participants/Guests</b>
<b>June 7-17, 2025</b>	<b>Hamburg Family Fun Fest (HERO) – Setup/Teardown</b>
<b>June 14, 2025</b>	<b>Hamburg Family Fun Fest (HERO) – Disc Golf Tourney</b>
<b>June 13 &amp; 14, 2025</b>	<b>Hamburg Family Fun Fest (HERO) – Fireworks 5,000 avg</b>
<b>August 16 &amp; 17, 2025</b>	<b>PowerAde Tournament – 2,500 Total Participants/Guests</b>
<b>August 23, 2025</b>	<b>Jogging for Jakey 5K – 7AM-1PM - 75 Total Participants (See trail)</b>

**Lakelands Trail**

<b>May 3, 2025</b>	<b>Community Clean-Up Paper Shredding – Pettysville TH – 9AM-Noon</b>
<b>June 7&amp;8, 2025</b>	<b>Huron 100 Endurance Run – 9am 6/7/25 to 5pm 6/8/25 – ends at Country El</b>
<b>June 7, 2025</b>	<b>Tour De Cure – expected time in Hamburg 10AM</b>
<b>August 23, 2025</b>	<b>Jogging for Jakey 5K – 7AM-1PM - 75 Total Participants (See WP)</b>

**Winkelhaus Park**

<b>Memorial Day Annually</b>	<b>Parade in Village of Hamburg</b>
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**Projects**

- West Park Grant Improvements – Trails around WP, Playground Area and H8 will be under construction
- Huron River Water Access Improvements – Possible temp closure of parts trail access from Merrill parking

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
ADVANCAUTO	ADVANCE AUTO PARTS	04/07/2025	2749-521918	GEN	DPW FILTERS/ANTIFREEZE/WRENCH	
80546	P.O. BOX 404875	04/15/2025		N		89.81
03/26/2025	ATLANTA GA, 30384-4875	/ /	0.0000	N		0.00
		04/15/2025		Y		89.81

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-932.000	VEHICLE MAINTENANCE	89.81
VENDOR TOTAL:		89.81

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User: MarcyM

DB: Hamburg

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BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

ADVANCED02	ADVANCED WATER TREATMENT, INC.	04/07/2025	27217533	GEN	TWP BOTTLED WATER (3)	
80487	PO BOX 339	04/15/2025		N		17.97
03/26/2025	HAMBURG MI, 48139	/ /	0.0000	N		0.00
		04/15/2025		N		17.97

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT	17.97

ADVANCED02	ADVANCED WATER TREATMENT, INC.	04/07/2025	51787876	GEN	FD - BOTTLED WATER (7) STA 11 #517878	
80482	PO BOX 339	04/15/2025	20250289	N		41.93
01/22/2025	HAMBURG MI, 48139	/ /	0.0000	N		0.00
		04/15/2025		N		41.93

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-752.000	5 GAL WATER EXCHANGE	41.93	41.93

ADVANCED02	ADVANCED WATER TREATMENT, INC.	04/07/2025	57024485	GEN	FD - BOTTLED WATER (11) STA 12 #57024	
80486	PO BOX 339	04/15/2025	20250290	N		65.89
03/13/2025	HAMBURG MI, 48139	/ /	0.0000	N		0.00
		04/15/2025		N		65.89

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-752.000	5 GAL WATER EXCHANGE	65.89	65.89

ADVANCED02	ADVANCED WATER TREATMENT, INC.	04/07/2025	57373325	GEN	WWTP BOTTLED WATER (1)	
80484	PO BOX 339	04/15/2025		N		5.99
04/02/2025	HAMBURG MI, 48139	/ /	0.0000	N		0.00
		04/15/2025		N		5.99

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-537.000-752.000	SUPPLIES & SMALL EQUIPMENT	5.99

ADVANCED02	ADVANCED WATER TREATMENT, INC.	04/07/2025	57379829	GEN	FD - STA 11 BOTTLED WATER (9) #573798	
80485	PO BOX 339	04/15/2025	20250298	N		53.91
04/02/2025	HAMBURG MI, 48139	/ /	0.0000	N		0.00
		04/15/2025		N		53.91

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-752.000	5 GAL WATER EXCHANGE	53.91	53.91

33

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

ADVANCED02	ADVANCED WATER TREATMENT, INC.	04/07/2025	57379851	GEN	DPW BOTTLED WATER (3)	
80483	PO BOX 339	04/15/2025		N		17.97
04/02/2025	HAMBURG MI, 48139	/ /	0.0000	N		0.00
		04/15/2025		N		17.97

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	17.97

VENDOR TOTAL: 203.66

AMERICAN02	APPLIED INNOVATION	04/09/2025	2790005	GEN	CN12786-MPS-01	
80564	7718 SOLUTION CENTER	04/15/2025		N		633.90
03/13/2025	CHICAGO IL, 60677-7007	/ /	0.0000	N		0.00
		04/15/2025		N		633.90

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT	633.90

AMERICAN02	APPLIED INNOVATION	04/09/2025	2792723	GEN	CN16031-01 04/05-05/04/2025	
80559	7718 SOLUTION CENTER	04/15/2025		N		130.49
04/07/2025	CHICAGO IL, 60677-7007	/ /	0.0000	N		0.00
		04/15/2025		N		130.49

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT	130.49

VENDOR TOTAL: 764.39

AQUAAERO01	AQUA-AEROBIC SYSTEMS, INC.	04/09/2025	1045935	GEN	WWTP LIMIT SWITCH	
80560	6306 NORTH ALPINE ROAD	04/15/2025		N		1,295.81
	P.O. BOX 2026					
02/14/2025	ROCKFORD IL, 61130-0026	/ /	0.0000	N		0.00
		04/15/2025		N		1,295.81

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-537.000-934.100	PUMP & MAIN REPAIR/MAINTENANCE	1,295.81

VENDOR TOTAL: 1,295.81

UNJOURNALIZED OPEN

BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
ATTMOBILIT	AT&T MOBILITY	04/07/2025	287318496818X319	GEN	PD/FD CELL PHONE CHARGES MAR 12 - MA	
80488	P.O. BOX 6463	04/15/2025	20250300	N		787.02
03/11/2025	CAROL STREAM IL, 60197-6463	/ /	0.0000	N		0.00
		04/15/2025		N		787.02

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-853.000	PD CELL PHONE CHARGES	597.17	597.17
206-000.000-853.000	FD CELL PHONE CHARGES	189.85	189.85
		787.02	787.02

VENDOR TOTAL: 787.02

BOBMAXFORD	BOB MAXEY FORD OF HOWELL, INC.	04/07/2025	293070	GEN	FD/PD - DRONE VEHICLE 39999	HALF FD
80553		04/15/2025	20250307	N		744.48
	2798 E. GRAND RIVER AVE.					
04/02/2025	HOWELL MI, 48843-8545	/ /	0.0000	N		0.00
		04/15/2025		N		744.48

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-932.000	DRONE VEH MAINTENANCE FD	372.24	372.24
207-000.000-932.000	DRONE VEH MAINTENANCE PD	372.24	372.24
		744.48	744.48

VENDOR TOTAL: 744.48

BOUNDTREE1	BOUND TREE MEDICAL, LLC	04/07/2025	85719568	GEN	FD - SCENE SUPPLIES, SHARPS SOLO CON	
80489	23537 NETWORK PLACE	04/15/2025	20250297	N		19.92
04/01/2025	CHICAGO IL, 60673-1235	/ /	0.0000	N		0.00
		04/15/2025		Y		19.92

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-754.000	CURAPLEX SHARS SOLO, CONTAINER	19.92	19.92

VENDOR TOTAL: 19.92

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User: MarcyM

DB: Hamburg

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BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

C&ECONTR01	C & E CONSTRUCTION CO., INC.	04/07/2025	3041	GEN	GRINDER PUMP INSTALL 10434 LANGKEY D	
80497	P.O. BOX 1359	04/15/2025		N		11,439.40
03/24/2025	HIGHLAND MI, 48357	/ /	0.0000	N		0.00
		04/15/2025		N		11,439.40

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-000.000-198.090	10434 LANGLEY DR 1529202181	11,439.40

C&ECONTR01	C & E CONSTRUCTION CO., INC.	04/07/2025	3042	GEN	GRINDER PUMP REPLACEMENT 8329 HILLPO	
80498	P.O. BOX 1359	04/15/2025		N		5,397.00
03/25/2025	HIGHLAND MI, 48357	/ /	0.0000	N		0.00
		04/15/2025		N		5,397.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-934.200	GRINDER PUMP REPLACEMENT	5,397.00

C&ECONTR01	C & E CONSTRUCTION CO., INC.	04/07/2025	3043	GEN	GRINDER PUMP REPLACEMENT 8333 HILLPO	
80496	P.O. BOX 1359	04/15/2025		N		5,397.00
03/26/2025	HIGHLAND MI, 48357	/ /	0.0000	N		0.00
		04/15/2025		N		5,397.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-934.200	GRINDER PUMP REPLACEMENT	5,397.00

C&ECONTR01	C & E CONSTRUCTION CO., INC.	04/07/2025	3044	GEN	GRINDER PUMP REPLACEMENT 8341 HILLPO	
80499	P.O. BOX 1359	04/15/2025		N		5,397.00
03/31/2025	HIGHLAND MI, 48357	/ /	0.0000	N		0.00
		04/15/2025		N		5,397.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-934.200	GRINDER PUMP REPLACEMENT	5,397.00

C&ECONTR01	C & E CONSTRUCTION CO., INC.	04/07/2025	3045	GEN	GRINDER PUMP REPLACEMENT 5983 WINANS	
80495	P.O. BOX 1359	04/15/2025		N		5,397.00
03/31/2025	HIGHLAND MI, 48357	/ /	0.0000	N		0.00
		04/15/2025		N		5,397.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-934.200	GRINDER PUMP REPLACEMENT	5,397.00

36



Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

C&ECONTR01	C & E CONSTRUCTION CO., INC.	04/07/2025	3046	GEN	GRINDER PUMP REPLACEMENT	8245 HILLPO
80494	P.O. BOX 1359	04/15/2025		N		5,397.00
04/07/2025	HIGHLAND MI, 48357	/ /	0.0000	N		0.00
		04/15/2025		N		5,397.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-934.200	GRINDER PUMP REPLACEMENT	5,397.00

C&ECONTR01	C & E CONSTRUCTION CO., INC.	04/07/2025	3047	GEN	GRINDER PUMP REPLACEMENT	8323 HILLPO
80493	P.O. BOX 1359	04/15/2025		N		5,397.00
04/07/2025	HIGHLAND MI, 48357	/ /	0.0000	N		0.00
		04/15/2025		N		5,397.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-934.200	GRINDER PUMP REPLACEMENT	5,397.00

VENDOR TOTAL:					43,821.40
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CDWGOVER01	CDW GOVERNMENT, INC.	04/07/2025	AD2S69G	GEN	TWP MSI RTX 3050 VENTUS XS 8G OC
80490	75 REMITTANCE DR SUITE 1515	04/15/2025		N	198.99
03/13/2025	CHICAGO IL, 60675-1515	/ /	0.0000	N	0.00
		04/15/2025		N	198.99

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT	198.99

VENDOR TOTAL:					198.99
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CHARTERC01	CHARTER COMMUNICATIONS	03/27/2025	005447501030125	GEN	PD SPECTRUM CABLE MONTHLY CHARGES MA
80469	PO BOX 223085	04/15/2025	20250277	N	261.48
03/01/2025	PITTSBURGH PA, 15251-2085	/ /	0.0000	N	0.00
		04/15/2025		N	261.48

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-853.000	MARCH 2025 CABLE BILL	261.48	261.48

VENDOR TOTAL:					261.48
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User: MarcyM		EXP CHECK RUN DATES 04/15/2025 - 04/15/2025				<div>Item 8.</div>	
DB: Hamburg		UNJOURNALIZED OPEN					
		BANK CODE: GEN					
Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description		
Ref #	Address	CK Run Date	PO	Hold		Gross Amount	
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Discount	
		Due Date		1099		Net Amount	
BRIGHTON01	CITY OF BRIGHTON	04/07/2025	04032025	GEN	PINE CREEK BLUFFS 004738-000 01/01-0		
80500	200 N. FIRST ST.	04/15/2025		N		7,900.14	
03/31/2025	BRIGHTON MI, 48116	/ /	0.0000	N		0.00	
		04/15/2025		N		7,900.14	
Open							
GL NUMBER		DESCRIPTION			AMOUNT		
590-540.000-917.900		WATER PURCHASE CITY OF BRIGHTON			7,900.14		
BRIGHTON01	CITY OF BRIGHTON	04/07/2025	04032025	GEN	HAMBURG TWP HALL 003055-000 01/01-03		
80501	200 N. FIRST ST.	04/15/2025		N		39,442.15	
03/31/2025	BRIGHTON MI, 48116	/ /	0.0000	N		0.00	
		04/15/2025		N		39,442.15	
Open							
GL NUMBER		DESCRIPTION			AMOUNT		
590-527.000-917.500		TREATMENT EXPENSE			39,442.15		
VENDOR TOTAL:						47,342.29	
MISC REFUN	COLLEEN NEILSON	04/07/2025	04032025	GEN	REFUND FROM VERIZON WIRELESS-PRO-RAT		
80491	9855 TIOGA TRL	04/15/2025		N		22.06	
04/03/2025	PINCKNEY MI, 48169	/ /	0.0000	Y		0.00	
		04/15/2025		N		22.06	
Open							
GL NUMBER		DESCRIPTION			AMOUNT		
101-275.000-955.000		SUNDRY			22.06		
VENDOR TOTAL:						22.06	

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

CULLIGAN01	CRH OHIO LTD	03/27/2025	960835	GEN	PD WATER BOTTLES, DELIVERY & DEPOSIT	
80466	D/B/A CULLIGAN OF ANN ARBOR/DETROIT	04/15/2025	20250278	N		91.94
	46902 LIBERTY DRIVE					
03/26/2025	WIXOM MI, 48393	/ /	0.0000	N		0.00
		04/15/2025		N		91.94

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-801.000	WATER FOR TRAINING ROOM	91.94	91.94

CULLIGAN01	CRH OHIO LTD	04/07/2025	964552	GEN	PD WATER FILTER EQUIPMENT 04/01 - 04	
80492	D/B/A CULLIGAN OF ANN ARBOR/DETROIT	04/15/2025	20250302	N		70.00
	46902 LIBERTY DRIVE					
03/31/2025	WIXOM MI, 48393	/ /	0.0000	N		0.00
		04/15/2025		N		70.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-801.000	WATER FILTER EQUIPMENT	70.00	70.00

VENDOR TOTAL:					161.94
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CRUISERS01	CRUISERS, INC.	04/07/2025	47862	GEN	PD NEW VEH EQUIPMENT INSTALLATION EX	
80552	5977 BRIGHTON PINES CT.	04/15/2025	20250309	N		250.00
04/04/2025	HOWELL MI, 48843	/ /	0.0000	N		0.00
		04/15/2025		N		250.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-980.000	DEDUCTIBLE PORTION	250.00	250.00

VENDOR TOTAL:					250.00
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CUSTTOOL01	CUSTOM TOOL & MACHINE	04/07/2025	3073	GEN	DPW (9) E-ONE CASTING/ (9) PUMP HEAD	
80502	603 E. WALNUT STREET	04/15/2025		N		2,250.00
03/24/2025	OAKWOOD OH, 45873	/ /	0.0000	N		0.00
		04/15/2025		Y		2,250.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-751.100	GRINDER PUMP PARTS	2,250.00

VENDOR TOTAL:					2,250.00
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Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
DEWOLFDAN1	DEWOLF & ASSOCIATES	04/07/2025	3568	GEN	PD FTO UPDATE - LOCKE, HARVEY, FISCH	
80503	P.O. BOX 815	04/15/2025	20250208	N		825.00
04/01/2025	MANCHESTER MI, 48158	/ /	0.0000	N		0.00
		04/15/2025		N		825.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-916.000	LOCKE	275.00	275.00
207-000.000-916.000	HARVEY	275.00	275.00
207-000.000-916.000	FISCHHABER	275.00	275.00
		825.00	825.00

VENDOR TOTAL:

825.00

DOGWASTEDE	DOG WASTE DEPOT	04/07/2025	755214	GEN	DOG WASTE ROLL BAG (6000)	
80504	12316 WORLD TRADE DRIVE #102	04/15/2025		N		567.54
03/24/2025	SAN DIEGO CA, 92128	/ /	0.0000	N		0.00
		04/15/2025		N		567.54

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-800.000-938.000	LAKELAND TRAIL MAINTENANCE	567.54

VENDOR TOTAL:

567.54

DTEENRGY01	DTE ENERGY	03/27/2025	03272025	GEN	9200 279 0884 6 7201 WINANS LAKE RD	
80470	PO BOX 740786	04/15/2025		N		22.00
03/21/2025	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		04/15/2025		N		22.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-920.100	SIREN ELECTRIC USAGE	22.00

DTEENRGY01	DTE ENERGY	03/27/2025	03272025	GEN	9200 279 0885 3 2952 SHEHAN SIREN 02	
80471	PO BOX 740786	04/15/2025		N		22.00
03/21/2025	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		04/15/2025		N		22.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-920.100	SIREN ELECTRIC USAGE	22.00

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

VENDOR TOTAL:						44.00
ELECTROCYC	ELECTROCYCLE, INC.	04/07/2025	62003	GEN	ONSITE DOC DESTRUC. 1 (65) GAL TOTER	
80505	23953 RESEARCH DR.	04/15/2025		N		40.00
04/01/2025	FARMINGTON HILLS MI, 48335	/ /	0.0000	N		0.00
		04/15/2025		N		40.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-955.000	SUNDRY	40.00

ELECTROCYC	ELECTROCYCLE, INC.	04/07/2025	62014	GEN	ONSITE SHRED (2) 95 GAL TOTERS	
80506	23953 RESEARCH DR.	04/15/2025		N		53.00
04/01/2025	FARMINGTON HILLS MI, 48335	/ /	0.0000	N		0.00
		04/15/2025		N		53.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-955.000	SUNDRY	53.00

VENDOR TOTAL:						93.00
ESOSOLUTIN	ESO	04/07/2025	ESO-165621	GEN	FD - ER FIRE HISTORICAL DATA ACCESS	
80508	PO BOX 738310	04/15/2025	20250303	N		530.45
04/03/2025	DALLAS TX, 75373-8310	/ /	0.0000	N		0.00
		04/15/2025		Y		530.45

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-958.000	EMER REPORTING HISTORICAL DATA ACCESS	530.45	530.45

VENDOR TOTAL:				530.45
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Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

GEBESISCDJ	GENESIS CDJR OF PINCKNEY LLC	03/27/2025	504167	GEN	PD OIL CHANGE 2020 FORD EXPEDITION 2	
80468	1295 E. M-36	04/15/2025	20250280	N		58.25
03/27/2025	PINCKNEY MI, 48169	/ /	0.0000	N		0.00
		04/15/2025		N		58.25

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-932.000	FORD EXPEDITION OIL CHANGE	58.25	58.25

GEBESISCDJ	GENESIS CDJR OF PINCKNEY LLC	03/27/2025	504176	GEN	PD VEHICLE MAINT REPLACE TIRES 2015	
80467	1295 E. M-36	04/15/2025	20250281	N		135.40
03/27/2025	PINCKNEY MI, 48169	/ /	0.0000	N		0.00
		04/15/2025		N		135.40

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-932.000	VEH REPAIRS	135.40	135.40

VENDOR TOTAL: 193.65

GLOBALEQUI	GLOBAL EQUIPMENT COMPANY	03/31/2025	123024908	GEN	TREASURY CORK BULLETIN BOARD	
80477	29833 NETWORK PLACE	04/15/2025		N		45.70
03/26/2025	CHICAGO IL, 60673-1298	/ /	0.0000	N		0.00
		04/15/2025		N		45.70

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT	45.70

VENDOR TOTAL: 45.70

GREENOAK03	GREEN OAK TWP TREASURER'S OFFICE	03/31/2025	05012025	GEN	5TH INSTALLMENT CAPITAL IMP BONDS SE	
80476	10001 SILVER LAKE RD	04/15/2025		N		17,304.64
03/27/2025	BRIGHTON MI, 48116-8361	/ /	0.0000	N		0.00
		04/15/2025		N		17,304.64

Open

GL NUMBER	DESCRIPTION	AMOUNT
857-000.000-802.000	ROAD IMPROVEMENT	17,304.64

VENDOR TOTAL: 17,304.64

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
HACHCOMP01	HACH COMPANY, AMERICAN SIGMA &	04/09/2025	14432719	GEN	WWTP FIELD SERVICE PARTNERSHIP	
80558	2207 COLLECTIONS CENTER DRIVE	04/15/2025		N		90.09
03/28/2025	CHICAGO IL, 60693	/ /	0.0000	N		0.00
		04/15/2025		Y		90.09

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-537.000-752.000	SUPPLIES & SMALL EQUIPMENT	90.09

HACHCOMP01	HACH COMPANY, AMERICAN SIGMA &	04/07/2025	14434703	GEN	WWTP AMMONIA, TNT+ HR	
80510	2207 COLLECTIONS CENTER DRIVE	04/15/2025		N		714.00
03/28/2025	CHICAGO IL, 60693	/ /	0.0000	N		0.00
		04/15/2025		Y		714.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-537.000-752.000	SUPPLIES & SMALL EQUIPMENT	714.00

HACHCOMP01	HACH COMPANY, AMERICAN SIGMA &	04/07/2025	14435310	GEN	WWTP SENSOR CAP REPLACEMENT	
80509	2207 COLLECTIONS CENTER DRIVE	04/15/2025		N		212.00
03/31/2025	CHICAGO IL, 60693	/ /	0.0000	N		0.00
		04/15/2025		Y		212.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-537.000-752.000	SUPPLIES & SMALL EQUIPMENT	212.00

					VENDOR TOTAL:	1,016.09
HAMBURGHAR	HAMBURG HARDWARE	04/07/2025	03312025	GEN	MARCH 2025	
80549	25880 FIVE MILE RD	04/15/2025		N		912.27
03/31/2025	REDFORD MI, 48239	/ /	0.0000	N		0.00
		04/15/2025		N		912.27

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-752.000	SUPPLIES & SMALL EQUIPMENT	133.35
206-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	297.70
590-537.000-752.000	SUPPLIES & SMALL EQUIPMENT	167.67
590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	141.34
207-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	138.24
101-751.000-955.000	SUNDRY	33.97
		912.27

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Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
VENDOR TOTAL:						912.27



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Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

HAMBURGT02	HAMBURG TOWNSHIP TREASURER	04/07/2025	04032025	GEN	PD SEWER 01/01-03/31/2025	
80511		04/15/2025		N		1,185.70
04/01/2025	,	/ /	0.0000	N		0.00
		04/15/2025		N		1,185.70

Open

GL NUMBER	DESCRIPTION	AMOUNT
207-000.000-917.000	SEWER USAGE	1,185.70

HAMBURGT02	HAMBURG TOWNSHIP TREASURER	04/07/2025	04032025	GEN	SEN CTR SEWER 01/01-03/31/2025	
80512		04/15/2025		N		470.94
04/01/2025	,	/ /	0.0000	N		0.00
		04/15/2025		N		470.94

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-820.000-917.000	SEWER USAGE	470.94

HAMBURGT02	HAMBURG TOWNSHIP TREASURER	04/07/2025	04032025	GEN	PACKER STATION SEWER 01.01-03.31.202	
80513		04/15/2025		N		167.00
04/01/2025	,	/ /	0.0000	N		0.00
		04/15/2025		N		167.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-917.000	SEWER USAGE	167.00

HAMBURGT02	HAMBURG TOWNSHIP TREASURER	04/07/2025	04032025	GEN	TWP SEWER 01.01-03.31.2025	
80514		04/15/2025		N		1,035.40
04/01/2025	,	/ /	0.0000	N		0.00
		04/15/2025		N		1,035.40

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-917.000	SEWER USAGE	1,035.40

HAMBURGT02	HAMBURG TOWNSHIP TREASURER	04/07/2025	04032025	GEN	WEST BENNETT SEWER 01.01-03.31.2025	
80515		04/15/2025		N		167.00
04/01/2025	,	/ /	0.0000	N		0.00
		04/15/2025		N		167.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751.000-917.000	SEWER USAGE	167.00

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

HAMBURGT02	HAMBURG TOWNSHIP TREASURER	04/07/2025	04032025	GEN	FD SEWER 01.01-03.31.2025	
80516		04/15/2025		N		668.00
04/01/2025	,	/ /	0.0000	N		0.00
		04/15/2025		N		668.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-917.000	SEWER USAGE	668.00

VENDOR TOTAL: 3,694.04

HASTINGS	HASTINGS AIR ENERGY CONTROL, INC.	04/07/2025	PS-I0011913	GEN	FD - PLYMOVENT REPAIR, STA 11 #PS-10	
80517	5555 S. WESTRIDGE DRIVE	04/15/2025	20250304	N		467.81
03/31/2025	NEW BERLIN WI, 53151-7900	/ /	0.0000	N		0.00
		04/15/2025		N		467.81

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-930.003	512345-COIN CELL 2032, 3V	14.16	14.16
206-000.000-930.003	SENSOR, POS PRESSURE	47.75	47.75
206-000.000-930.003	WIRELESS TRANSMITTER, 2.4 GHZ, SPADE LUG	85.90	85.90
206-000.000-930.003	SERVICE CALL	95.00	95.00
206-000.000-930.003	SERVICE LABOR	225.00	225.00
		467.81	467.81

VENDOR TOTAL: 467.81

HIGHTREATM	HIGHLAND TREATMENT INC	04/07/2025	152611	GEN	CONTRACTUAL TESTING/ TEST MARCH 6	
80518	P.O. BOX 1089	04/15/2025		N		135.00
04/01/2025	HIGHLAND MI, 48357-1089	/ /	0.0000	N		0.00
		04/15/2025		N		135.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-930.000	MAINTENANCE TWP HALL	45.00
207-000.000-930.002	MAINTENANCE POLICE BUILDING	45.00
101-265.000-930.008	MAINTENANCE LIBRARY	45.00
		135.00

VENDOR TOTAL: 13

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Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
EMERGENC06	HOLLAND MOTOR HOMES & BUS CO	03/31/2025	021527	GEN	FD - PUMP, HYDRAULIC, PRESSURE BALAN	
80472	DBA EMERGENCY VEHICLES PLUS	04/15/2025	20250283	N		1,636.36
	670 E. 16TH STREET					
03/27/2025	HOLLAND MI, 49423	/ /	0.0000	N		0.00
		04/15/2025		Y		1,636.36

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-932.000	PUMP, HYDRA, PRESR BALANCED	1,606.38	1,606.38
206-000.000-932.000	FREIGHT	29.98	29.98
		1,636.36	1,636.36

EMERGENC06	HOLLAND MOTOR HOMES & BUS CO	04/07/2025	021585	GEN	FD - VEH ACCENT LIGHTS #021585	
80507	DBA EMERGENCY VEHICLES PLUS	04/15/2025	20250306	N		62.15
	670 E. 16TH STREET					
04/04/2025	HOLLAND MI, 49423	/ /	0.0000	N		0.00
		04/15/2025		Y		62.15

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-932.000	ACCENT LIGHT SS 45 DEGREEQ	8.52	8.52
206-000.000-932.000	WHITE ACCENT LIGHT	34.76	34.76
206-000.000-932.000	FREIGHT	18.87	18.87
		62.15	62.15

VENDOR TOTAL: 1,698.51

HUTSONINC1	HUTSON, INC.	04/07/2025	10797179	GEN	B&G LOWVIS 5 GAL	
80519	3915 TRACTOR DRIVE	04/15/2025		N		123.42
03/28/2025	HOWELL MI, 48855	/ /	0.0000	N		0.00
		04/15/2025		N		123.42

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-931.000	EQUIPMENT MAINT/REPAIR	123.42

VENDOR TOTAL: 123.42

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Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

KENTCOMMNC	KCI	04/07/2025	03252025	GEN	PRINTING AND POSTAGE FOR 2025 MAILIN	
80521	38110 N. EXECUTIVE	04/15/2025		N		1,501.00
	SUITE 100					
03/25/2025	WESTLAND MI, 48185	/ /	0.0000	N		0.00
		04/15/2025		Y		1,501.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-257.000-902.200	ASSESSMENT ROLL PREP	1,501.00

KENTCOMMNC	KCI	04/09/2025	346058	GEN	OTH BILLING 04.01.2025	
80557	3901 EAST PARIS AVE. S.E.	04/15/2025		N		393.16
03/31/2025	GRAND RAPIDS MI, 49512	/ /	0.0000	N		0.00
		04/15/2025		Y		393.16

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-851.000	POSTAGE	393.16

KENTCOMMNC	KCI	04/09/2025	PA-Q240212	GEN	HAMBURG UB PRE-PAID POSTAGE	
80561	3901 EAST PARIS AVE. S.E.	04/15/2025		N		3,270.00
04/09/2025	GRAND RAPIDS MI, 49512	/ /	0.0000	N		0.00
		04/15/2025		Y		3,270.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-851.000	POSTAGE	3,270.00

VENDOR TOTAL:	5,164.16
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Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

KENNEDYI01	KENNEDY INDUSTRIES, INC.	04/07/2025	644551	GEN	DPW KRESS RD STATION FIELD SERVICE/S	
80522	P.O. BOX 930079	04/15/2025		N		1,042.25
12/04/2025	WIXOM MI, 48393	/ /	0.0000	N		0.00
		04/15/2025		N		1,042.25

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-934.100	PUMP & MAIN REPAIR/MAINTENANCE	1,042.25

KENNEDYI01	KENNEDY INDUSTRIES, INC.	04/07/2025	644572	GEN	WWTP EQ BASIN, FIELD SERVICE, EQUALI	
80523	P.O. BOX 930079	04/15/2025		N		1,520.00
12/05/2025	WIXOM MI, 48393	/ /	0.0000	N		0.00
		04/15/2025		N		1,520.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-537.000-934.100	PUMP & MAIN REPAIR/MAINTENANCE	1,520.00

KENNEDYI01	KENNEDY INDUSTRIES, INC.	04/07/2025	644621	GEN	DPW ORE LAKE FIELD SERVICE SANITARY	
80524	P.O. BOX 930079	04/15/2025		N		400.00
12/12/2024	WIXOM MI, 48393	/ /	0.0000	N		0.00
		04/15/2025		N		400.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-934.100	PUMP & MAIN REPAIR/MAINTENANCE	400.00

KENNEDYI01	KENNEDY INDUSTRIES, INC.	04/07/2025	644622	GEN	DPW KRESS RD FIELD SERVICE SANITARY	
80525	P.O. BOX 930079	04/15/2025		N		592.25
12/12/2024	WIXOM MI, 48393	/ /	0.0000	N		0.00
		04/15/2025		N		592.25

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-934.100	PUMP & MAIN REPAIR/MAINTENANCE	592.25

VENDOR TOTAL:

3,554.50

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	
Ref #	Address	CK Run Date	PO	Hold		Gross Amount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Discount
		Due Date		1099		Net Amount

KINGKLEA01	KING KLEANERS	04/07/2025	04022025	GEN	PD UNIFORM CLEANING MARCH 2025	
80526	5589 E. M-36	04/15/2025	20250301	N		214.00
	SUITE B3					
04/02/2025	PINCKNEY MI, 48169	/ /	0.0000	N		0.00
		04/15/2025		Y		214.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-768.500	PD UNIFORM CLEANING MARCH 2025	214.00	214.00

KINGKLEA01	KING KLEANERS	04/07/2025	04022025	GEN	FD - STA 11 DRY CLEANING #MARCH	
80531	5589 E. M-36	04/15/2025	20250299	N		71.00
	SUITE B3					
04/02/2025	PINCKNEY MI, 48169	/ /	0.0000	N		0.00
		04/15/2025		Y		71.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-768.000	STA 11 DRY CLEANING CHARGES	71.00	71.00

KINGKLEA01	KING KLEANERS	04/07/2025	04032025	GEN	FD - STA 12 DRY CLEANING #MARCH	
80530	5589 E. M-36	04/15/2025	20250296	N		277.50
	SUITE B3					
04/02/2025	PINCKNEY MI, 48169	/ /	0.0000	N		0.00
		04/15/2025		Y		277.50

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-768.000	STA 12 DRY CLEANING CHARGES	277.50	277.50

VENDOR TOTAL:					562.50
LIVINGST04	LIVINGSTON COMMUNITY WATER	04/07/2025	04012025	GEN	FD#12 WATER VETM-010100-0000-01 01.
80532	AUTHORITY	04/15/2025		N	
	10001 SILVER LAKE RD				
04/01/2025	BRIGHTON MI, 48116	/ /	0.0000	N	
		04/15/2025		N	

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-918.000	WATER USAGE	552.00

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Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

LIVINGST12	LIVINGSTON COUNTY REGISTER OF DEEDS	04/07/2025	03242025	GEN	EASEMENT GRANT FORM LENTZ	
80529	200 E. GRAND RIVER AVE.	04/15/2025		N		30.00
	SUITE 3					
03/24/2025	HOWELL MI, 48843	/ /	0.0000	N		0.00
		04/15/2025		N		30.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-955.000	SUNDRY	30.00

LIVINGST12	LIVINGSTON COUNTY REGISTER OF DEEDS	04/07/2025	03252025	GEN	SEWER CONNECTION /EASEMENT GRANT SHA	
80528	200 E. GRAND RIVER AVE.	04/15/2025		N		60.00
	SUITE 3					
03/25/2025	HOWELL MI, 48843	/ /	0.0000	N		0.00
		04/15/2025		N		60.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-538.000-955.000	SUNDRY	60.00

VENDOR TOTAL: 90.00

LIVINGST01	LIVINGSTON COUNTY SRT	04/07/2025	25-02-0000004	GEN	FD - 2025/26 FISCAL YEAR ASSESSMENT	
80527	C/O HOWELL AREA FIRE DEPARTMENT	04/15/2025	20250287	N		4,500.00
	1211 W. GRAND RIVER					
03/17/2025	HOWELL MI, 48843	/ /	0.0000	N		0.00
		04/15/2025		N		4,500.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-958.000	25/26 FISCAL YEAR ASSESSMENT	4,500.00	4,500.00

VENDOR TOTAL: 4,500.00

LIVINGST02	LIVINGSTON COUNTY TREASURER	04/07/2025	04012025	GEN	DOG TAG DISTRIBUTION 03.01-03.31.202	
80533	LIVINGSTON COUNTY COURT HOUSE	04/15/2025		N		663.50
	200 E. GRAND RIVER					
04/01/2025	HOWELL MI, 48843-2398	/ /	0.0000	N		0.00
		04/15/2025		N		663.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-000.000-222.204	DUE TO COUNTY DOG LICENSE FEE	663.50

51

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

VENDOR TOTAL:

663.50

MACQUEENEM	MACQUEEN EMERGENCY GROUP	03/27/2025	P46191	GEN	FD - SCENE EQUIPMENT #P46191	
80465	1125 7TH STREET EAST	04/15/2025	20250279	N		2,199.39
03/26/2025	ST PAUL MN, 55106	/ /	0.0000	N		0.00
		04/15/2025		Y		2,199.39

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-754.000	MSA ALTAIR 5X MULTIGAS DETECTOR	2,173.87	2,173.87
206-000.000-754.000	FREIGHT	25.52	25.52
		2,199.39	2,199.39

MACQUEENEM	MACQUEEN EMERGENCY GROUP	03/31/2025	P46301	GEN	FD - GLOBE GUARD HOOD (32) #P46301	
80473	1125 7TH STREET EAST	04/15/2025	20250285	N		3,540.22
03/27/2025	ST PAUL MN, 55106	/ /	0.0000	N		0.00
		04/15/2025		Y		3,540.22

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-768.100	GLOBE GUARD HOOD	3,520.00	3,520.00
206-000.000-768.100	FREIGHT	20.22	20.22
		3,540.22	3,540.22

VENDOR TOTAL:

5,739.61



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Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

MALLORY SA	MALLORY SAFETY AND SUPPLY	03/27/2025	6124968	GEN	FD - UNIFORM POLOG #6124968	
80464	PO BOX 2068	04/15/2025	20250282	N		78.10
03/26/2025	LONGVIEW WA, 98632	/ /	0.0000	N		0.00
		04/15/2025		Y		78.10

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-768.000	PERF POLO L/S NVY MD	78.10	78.10

MALLORY SA	MALLORY SAFETY AND SUPPLY	03/31/2025	6125452	GEN	FD - UNIFORM PANTS #6125452	
80475	PO BOX 2068	04/15/2025	20250284	N		61.00
03/27/2025	LONGVIEW WA, 98632	/ /	0.0000	N		0.00
		04/15/2025		Y		61.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-768.000	PANT 5.11 STRYKE NVY 30X30	61.00	61.00

MALLORY SA	MALLORY SAFETY AND SUPPLY	04/07/2025	6127108	GEN	FD - UNIFORM JOB SHIRT #6127108	
80534	PO BOX 2068	04/15/2025	20250288	N		67.03
03/27/2025	LONGVIEW WA, 98632	/ /	0.0000	N		0.00
		04/15/2025		Y		67.03

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-768.000	511 JOB SHIRT 1/4 ZIP NVY 3XT	67.03	67.03

VENDOR TOTAL:	206.13
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Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

MERITLAB01	MERIT LABORATORIES	04/07/2025	04032025	GEN	PORTAGE LAKE	
80536	2680 EAST LANSING DRIVE	04/15/2025		N		2,367.00
03/31/2025	EAST LANSING MI, 48823	/ /	0.0000	N		0.00
		04/15/2025		Y		2,367.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-537.000-952.100	LAB ANALYSIS FEES - PORTAGE	2,367.00

MERITLAB01	MERIT LABORATORIES	04/07/2025	71785	GEN	HAMBURG TESTING	
80535	2680 EAST LANSING DRIVE	04/15/2025		N		624.00
03/31/2025	EAST LANSING MI, 48823	/ /	0.0000	N		0.00
		04/15/2025		Y		624.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-537.000-952.000	LAB ANALYSIS - WWTP	624.00

VENDOR TOTAL: 2,991.00

MISDU001	MI STATE DISBURSEMENT UNIT	04/09/2025	04102025	GEN	CASE# 810013564 PAYROLL 03/24/25-04/	
80554		04/15/2025		N		59.08
	P.O. BOX 30350					
04/10/2025	LANSING MI, 48909-7850	/ /	0.0000	N		0.00
		04/15/2025		N		59.08

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-000.000-228.010	MI CHILD SUPPORT WITHHOLDING	59.08

VENDOR TOTAL: 59.08

MICHIGANST	MICHIGAN STATE DISBURSEMENT UNIT	04/09/2025	04102025	GEN	CASE# 912854739 PAYROLL 03/24-04/06/	
80555	P.O. BOX 30350	04/15/2025		N		380.46
04/10/2025	LANSING MI, 48909-7850	/ /	0.0000	Y		0.00
		04/15/2025		N		380.46

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-000.000-228.010	MI CHILD SUPPORT WITHHOLDING	380.46

VENDOR TOTAL: 380.46

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Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

MIDAMERICA	MID AMERICAN AEL, LLC	03/31/2025	01008	GEN	FD - LIGHTS FOR TANKER 11 #01008	
80474	1375 RICKETT ROAD	04/15/2025	20250286	N		230.40
03/28/2025	BRIGHTON MI, 48116	/ /	0.0000	N		0.00
		04/15/2025		Y		230.40

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-932.000	M7 SERIES SUPER LED, RED W RD LENS	230.40	230.40

VENDOR TOTAL: 230.40

ODP BUSINE	ODP BUSINESS SOLUTIONS, LLC	04/07/2025	416509598001	GEN	TREASURY WASTE BASKET	
80538	6600 N MILITARY TRAIL	04/15/2025		N		7.22
03/26/2025	BOCA RATON FL, 33496	/ /	0.0000	N		0.00
		04/15/2025		Y		7.22

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-253.000-955.000	SUNDRY	7.22

VENDOR TOTAL: 7.22

OTOAINC01	OHIO TACTICAL OFFICERS ASSOC., INC.	03/31/2025	5805	GEN	OHIO TACTICAL OFFICERS ASSOC CONFERE	
80478	17000 ST. CLAIR AVENUE, SUITE #108	04/15/2025	20250145	N		400.00
03/27/2025	CLEVELAND OH, 44110-2535	/ /	0.0000	N		0.00
		04/15/2025		N		400.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-807.000	CONFERENCE REGISTRATION FEE	400.00	400.00

VENDOR TOTAL: 400.00

OMNISITE01	OMNISITE	04/07/2025	100481	GEN	WIRELESS SERVICE	
80537	203 WEST MORRIS STREET	04/15/2025		N		758.00
04/01/2025	INDIANAPOLIS IN, 46225	/ /	0.0000	N		0.00
		04/15/2025		N		758.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-853.000	PHONE/COMM/INTERNET	758.00

VENDOR TOTAL: 758.00

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Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
PROGRSIVAE	PROGRESSIVE AE, INC.	04/07/2025	00202621	GEN	2023-2032 CONTRACT ZUKEY-STRAWBERRY-	
80539	1811 4 MILE ROAD NE	04/15/2025		N		3,687.50
04/01/2025	GRAND RAPIDS MI, 49525	/ /	0.0000	N		0.00
		04/15/2025		Y		3,687.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
252-000.000-803.000	AQUATIC WEED CONTROL	3,687.50

VENDOR TOTAL: 3,687.50

RESCOM	RESCOM DOOR LLC	04/07/2025	6144	GEN	FD - REPLACE CABLE ON NW DOOR #6144	
80540	4088 E M 36	04/15/2025	20250292	N		375.00
04/02/2025	PINCKNEY MI, 48169	/ /	0.0000	N		0.00
		04/15/2025		N		375.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-930.003	COMM SVC, REPLACE CABLE NW DOOR	250.00	250.00
206-000.000-930.003	HEAVY DUTY COMMERCIAL CABLE	125.00	125.00
		375.00	375.00

RESCOM	RESCOM DOOR LLC	04/07/2025	6152	GEN	FD - STA 11 DOOR MAINTENANCE #6152	
80541	4088 E M 36	04/15/2025	20250305	N		1,600.00
04/04/2025	PINCKNEY MI, 48169	/ /	0.0000	N		0.00
		04/15/2025		N		1,600.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-930.003	14' LIFTMASTER W LABOR & HAUL AWAY	1,600.00	1,600.00

VENDOR TOTAL: 1,975.00

SHIFFMAN	SHIFMAN FOURNIER, PLO	04/07/2025	16067	GEN	CAREER FIREFIGHTER'S AGREEMENT MATTE	
80542	31600 TELEGRAPH RD	04/15/2025		N		185.00
	SUITE 100					
04/03/2025	BINGHAM FARMS MI, 48025	/ /	0.0000	N		0.00
		04/15/2025		Y		185.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-101.000-826.000	LEGAL FEES	185.00

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Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount

Due Date

1099

VENDOR TOTAL: 185.00

STAPLES102	STAPLES ADVANTAGE	04/07/2025	6028170833	GEN	FD BATTERY	
80544	P.O. BOX 660409	04/15/2025		N		56.89
03/18/2025	DALLAS TX, 75266-0409	/ /	0.0000	N		0.00
		04/15/2025		N		56.89

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	56.89

STAPLES102	STAPLES ADVANTAGE	04/07/2025	6028170834	GEN	PD CLEANING SUPPLIES	
80543	P.O. BOX 660409	04/15/2025		N		604.95
03/12/2025	DALLAS TX, 75266-0409	/ /	0.0000	N		0.00
		04/15/2025		N		604.95

Open

GL NUMBER	DESCRIPTION	AMOUNT
207-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	604.95

STAPLES102	STAPLES ADVANTAGE	04/07/2025	6028170836	GEN	TWP CLEANING SUPPLIES	
80545	P.O. BOX 660409	04/15/2025		N		709.83
03/31/2025	DALLAS TX, 75266-0409	/ /	0.0000	N		0.00
		04/15/2025		N		709.83

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT	709.83

VENDOR TOTAL: 1,371.67

LEIN01	STATE OF MICHIGAN	04/07/2025	551-655620	GEN	PD - SOR FEE - JOHN MCKINZIE	
80551	MI STATE POLICE - CASHIERS OFFICE	04/15/2025	20250308	N		30.00
	P.O. BOX 30266					
04/03/2025	LANSING MI, 48909	/ /	0.0000	N		0.00
		04/15/2025		N		30.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-282.100	SOR FEE - JOHN MCKINZIE	30.00	30.00

VENDOR TOTAL: 30.00

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Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

UNEMPLOY01	UNEMPLOYMENT INSURANCE AGENCY	04/07/2025	03312025	GEN	UI TAX ACCT 0802377 000 MCCALLISTER/	
80520	UNEMPLOYMENT INSURANCE AGENCY	04/15/2025		N		155.02
	P.O. BOX 33598					
03/31/2025	DETROIT MI, 48232-5598	/ /	0.0000	N		0.00
		04/15/2025		N		155.02

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-708.000	UNEMPLOYMENT COMPENSATION	28.02
101-275.000-708.000	UNEMPLOYMENT COMPENSATION	108.32
101-275.000-708.000	UNEMPLOYMENT COMPENSATION	18.68
		155.02

VENDOR TOTAL: 155.02

UNISAFE	UNISAFE INC	04/09/2025	724137	GEN	DPW 6 ML GLOVE (80)	
80563	PO BOX 395	04/15/2025		N		695.84
03/06/2025	BOHEMIA NY, 11716	/ /	0.0000	N		0.00
		04/15/2025		N		695.84

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	695.84

VENDOR TOTAL: 695.84

VERIZONW01	VERIZON WIRELESS	04/07/2025	6109222567	GEN	DPW ON CALL PHONE 02/23-03/22/25	
80547	PO BOX 15062	04/15/2025		N		50.67
03/22/2025	ALBANY NY, 12212-5062	/ /	0.0000	N		0.00
		04/15/2025		N		50.67

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-853.000	PHONE/COMM/INTERNET	50.67

VENDOR TOTAL: 50.67

04/09/2025 02:51 PM

User: MarcyM

DB: Hamburg

## INVOICE APPROVAL BY INVOICE REPORT FOR HAMBURG TOWNSHIP OFFICES

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EXP CHECK RUN DATES 04/15/2025 - 04/15/2025

UNJOURNALIZED OPEN

Item 8.

BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
WEINGARTZ1	WEINGARTZ	04/09/2025	70251436-00	GEN	B&G REDMAX TRIMMER (2)	
80562	5436 JACKSON RD	04/15/2025		N		819.98
04/07/2025	ANN ARBOR MI, 48103	/ /	0.0000	N		0.00
		04/15/2025		Y		819.98

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP	819.98

VENDOR TOTAL: 819.98

SUNOCOFI01	WEX BANK	04/07/2025	103804288	GEN	FD - FUEL CHARGES MARCH 2025 #10380	
80548	P.O. BOX 4337	04/15/2025	20250291	N		2,144.88
03/31/2025	CAROL STREAM IL, 60197-4337	/ /	0.0000	N		0.00
		04/15/2025		N		2,144.88

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-759.000	FD FUEL CHARGES	2,144.88	2,144.88

VENDOR TOTAL: 2,144.88

SUNOCOTO01	WEX BANK	03/27/2025	103623004	GEN	TWP FUEL 02/24-03/23/2025	
80463	P.O. BOX 6293	04/15/2025		N		996.29
03/23/2025	CAROL STREAM IL, 60197	/ /	0.0000	N		0.00
		04/15/2025		N		996.29

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-759.000	VEHICLE FUEL	233.65
590-527.000-759.000	VEHICLE FUEL	659.01
101-275.000-759.000	VEHICLE FUEL	93.63
101-275.000-759.000	VEHICLE FUEL	10.00
		996.29

VENDOR TOTAL: 996.29

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
WASTMANAGM	WM CORPORATE SERVICES, INC.	04/09/2025	0124873-1389-7	GEN	03/01/25-03/31/25	
80556	AS PAY AGENT	04/15/2025		N		777.13
	P.O. BOX 4648					
04/02/2025	CAROL STREAM IL, 60197-4648	/ /	0.0000	N		0.00
		04/15/2025		N		777.13

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-919.000	TRASH DISPOSAL	211.91
101-751.000-919.000	TRASH DISPOSAL	130.30
590-537.000-919.000	TRASH DISPOSAL	90.24
101-820.000-919.000	TRASH DISPOSAL	130.30
101-265.000-919.000	TRASH DISPOSAL	90.24
207-000.000-801.000	CONTRACTUAL SERVICES	124.14
		777.13

	VENDOR TOTAL:	777.13
	TOTAL - ALL VENDORS:	164,611.91



04/09/2025 02:52 PM

User: MarcyM

DB: Hamburg

## INVOICE GL DISTRIBUTION REPORT FOR HAMBURG TOWNSHIP OFFICES

EXP CHECK RUN DATES 04/15/2025 - 04/15/2025

UNJOURNALIZED OPEN

BANK CODE: GEN

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Item 8.

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 General Fund							
Dept 000.000							
101-000.000-222.204	04/01/25	LIVINGSTON COUNTY TREASURER	DOG TAG DISTRIBUTION 03.01-03.31.20	04012025	04/15/25	663.50	
101-000.000-228.010	04/10/25	MI STATE DISBURSEMENT UNIT	CASE# 810013564 PAYROLL 03/24/25-04	04102025	04/15/25	59.08	
101-000.000-228.010	04/10/25	MICHIGAN STATE DISBURSEMENT UNIT	CASE# 912854739 PAYROLL 03/24-04/06	04102025	04/15/25	380.46	
Total For Dept 000.000						1,103.04	
Dept 101.000 Township Board							
101-101.000-826.000	04/03/25	SHIFMAN FOURNIER, PLO	CAREER FIREFIGHTER'S AGREEMENT MATT	16067	04/15/25	185.00	
Total For Dept 101.000 Township Board						185.00	
Dept 253.000 Treasurer							
101-253.000-955.000	03/26/25	ODP BUSINESS SOLUTIONS, LLC	TREASURY WASTE BASKET	416509598001	04/15/25	7.22	
Total For Dept 253.000 Treasurer						7.22	
Dept 257.000 Assessing							
101-257.000-902.200	03/25/25	KCI	PRINTING AND POSTAGE FOR 2025 MAIL	03252025	04/15/25	1,501.00	
Total For Dept 257.000 Assessing						1,501.00	
Dept 265.000 Township Buildings							
101-265.000-752.000	03/31/25	HAMBURG HARDWARE	MARCH 2025	03312025	04/15/25	133.35	
101-265.000-759.000	03/23/25	WEX BANK	TWP FUEL 02/24-03/23/2025	103623004	04/15/25	233.65	
101-265.000-917.000	04/01/25	HAMBURG TOWNSHIP TREASURER	PACKER STATION SEWER 01.01-03.31.20	04032025	04/15/25	167.00	
101-265.000-917.000	04/01/25	HAMBURG TOWNSHIP TREASURER	TWP SEWER 01.01-03.31.2025	04032025	04/15/25	1,035.40	
101-265.000-919.000	04/02/25	WM CORPORATE SERVICES, INC.	03/01/25-03/31/25	0124873-1389-7	04/15/25	90.24	
101-265.000-930.000	04/01/25	HIGHLAND TREATMENT INC	CONTRACTUAL TESTING/ TEST MARCH 6	152611	04/15/25	45.00	
101-265.000-930.008	04/01/25	HIGHLAND TREATMENT INC	CONTRACTUAL TESTING/ TEST MARCH 6	152611	04/15/25	45.00	
101-265.000-931.000	03/28/25	HUTSON, INC.	B&G LOWVIS 5 GAL	10797179	04/15/25	123.42	
101-265.000-980.000	04/07/25	WEINGARTZ	B&G REDMAX TRIMMER (2)	70251436-00	04/15/25	819.98	
Total For Dept 265.000 Township Buildings						2,693.04	
Dept 275.000 OTHER EXPENSES							
101-275.000-708.000	03/31/25	UNEMPLOYMENT INSURANCE AGENCY	UI TAX ACCT 0802377 000 MCCALLISTER	03312025	04/15/25	155.02	
101-275.000-752.000	03/26/25	ADVANCED WATER TREATMENT, INC.	TWP BOTTLED WATER (3)	27217533	04/15/25	17.97	
101-275.000-752.000	04/07/25	APPLIED INNOVATION	CN16031-01 04/05-05/04/2025	2792723	04/15/25	130.49	
101-275.000-752.000	03/13/25	APPLIED INNOVATION	CN12786-MPS-01	2790005	04/15/25	633.90	
101-275.000-752.000	03/13/25	CDW GOVERNMENT, INC.	TWP MSI RTX 3050 VENTUS XS 8G OC	AD2S69G	04/15/25	198.99	
101-275.000-752.000	03/26/25	GLOBAL EQUIPMENT COMPANY	TREASURY CORK BULLETIN BOARD	123024908	04/15/25	45.70	
101-275.000-752.000	03/31/25	STAPLES ADVANTAGE	TWP CLEANING SUPPLIES	6028170836	04/15/25	709.83	
101-275.000-759.000	03/23/25	WEX BANK	TWP FUEL 02/24-03/23/2025	103623004	04/15/25	103.63	
101-275.000-955.000	04/03/25	COLLEEN NEILSON	REFUND FROM VERIZON WIRELESS-PRO-R	04032025	04/15/25	22.06	
101-275.000-955.000	04/01/25	ELECTROCYCLE, INC.	ONSITE DOC DESTRUC. 1(65) GAL TOTER	62003	04/15/25	40.00	
101-275.000-955.000	04/01/25	ELECTROCYCLE, INC.	ONSITE SHRED (2) 95 GAL TOTERS	62014	04/15/25	53.00	
Total For Dept 275.000 OTHER EXPENSES						2,110.59	
Dept 751.000 Recreation Board							
101-751.000-917.000	04/01/25	HAMBURG TOWNSHIP TREASURER	WEST BENNETT SEWER 01.01-03.31.2025	04032025	04/15/25	167.00	
101-751.000-919.000	04/02/25	WM CORPORATE SERVICES, INC.	03/01/25-03/31/25	0124873-1389-7	04/15/25	130.30	
101-751.000-955.000	03/31/25	HAMBURG HARDWARE	MARCH 2025	03312025	04/15/25	33.97	
Total For Dept 751.000 Recreation Board						331.27	
Dept 800.000 LAKELAND TRAIL							
101-800.000-938.000	03/24/25	DOG WASTE DEPOT	DOG WASTE ROLL BAG (6000)	755214	04/15/25	567.54	
Total For Dept 800.000 LAKELAND TRAIL						567.54	
Dept 820.000 SENIOR CENTER							

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 General Fund							
Dept 820.000 SENIOR CENTER							
101-820.000-917.000	04/01/25	HAMBURG TOWNSHIP TREASURER	SEN CTR SEWER 01/01-03/31/2025	04032025	04/15/25	470.94	
101-820.000-919.000	04/02/25	WM CORPORATE SERVICES, INC.	03/01/25-03/31/25	0124873-1389-7	04/15/25	130.30	
Total For Dept 820.000 SENIOR CENTER						601.24	
Total For Fund 101 General Fund						9,099.94	
Fund 206 Fire Fund							
Dept 000.000							
206-000.000-752.000	01/22/25	ADVANCED WATER TREATMENT, INC.	FD - BOTTLED WATER (7)STA 11 #51787	51787876	04/15/25	41.93	
206-000.000-752.000	04/02/25	ADVANCED WATER TREATMENT, INC.	FD - STA 11 BOTTLED WATER(9) #57379	57379829	04/15/25	53.91	
206-000.000-752.000	03/13/25	ADVANCED WATER TREATMENT, INC.	FD - BOTTLED WATER (11)STA 12 #5702	57024485	04/15/25	65.89	
206-000.000-752.000	03/31/25	HAMBURG HARDWARE	MARCH 2025	03312025	04/15/25	297.70	
206-000.000-752.000	03/18/25	STAPLES ADVANTAGE	FD BATTERY	6028170833	04/15/25	56.89	
206-000.000-754.000	04/01/25	BOUND TREE MEDICAL, LLC	FD - SCENE SUPPLIES, SHARPS SOLO CO	85719568	04/15/25	19.92	
206-000.000-754.000	03/26/25	MACQUEEN EMERGENCY GROUP	FD - SCENE EQUIPMENT #P46191	P46191	04/15/25	2,199.39	
206-000.000-759.000	03/31/25	WEX BANK	FD - FUEL CHARGES MARCH 2025 #1038	103804288	04/15/25	2,144.88	
206-000.000-768.000	04/02/25	KING KLEANERS	FD - STA 12 DRY CLEANING #MARCH	04032025	04/15/25	277.50	
206-000.000-768.000	04/02/25	KING KLEANERS	FD - STA 11 DRY CLEANING #MARCH	04022025	04/15/25	71.00	
206-000.000-768.000	03/26/25	MALLORY SAFETY AND SUPPLY	FD - UNIFORM POLOG #6124968	6124968	04/15/25	78.10	
206-000.000-768.000	03/27/25	MALLORY SAFETY AND SUPPLY	FD - UNIFORM PANTS #6125452	6125452	04/15/25	61.00	
206-000.000-768.000	03/27/25	MALLORY SAFETY AND SUPPLY	FD - UNIFORM JOB SHIRT #6127108	6127108	04/15/25	67.03	
206-000.000-768.100	03/27/25	MACQUEEN EMERGENCY GROUP	FD - GLOBE GUARD HOOD (32) #P46301	P46301	04/15/25	3,540.22	
206-000.000-801.000	03/26/25	CRH OHIO LTD	PD WATER BOTTLES, DELIVERY & DEPOSIT	960835	04/15/25	91.94	
206-000.000-853.000	03/11/25	AT&T MOBILITY	PD/FD CELL PHONE CHARGES MAR 12 - M	287318496818X319	04/15/25	189.85	
206-000.000-917.000	04/01/25	HAMBURG TOWNSHIP TREASURER	FD SEWER 01.01-03.31.2025	04032025	04/15/25	668.00	
206-000.000-918.000	04/01/25	LIVINGSTON COMMUNITY WATER	FD#12 WATER VETM-010100-0000-01 01	04012025	04/15/25	552.00	
206-000.000-919.000	04/02/25	WM CORPORATE SERVICES, INC.	03/01/25-03/31/25	0124873-1389-7	04/15/25	211.91	
206-000.000-920.100	03/21/25	DTE ENERGY	9200 279 0884 6 7201 WINANS LAKE RD	03272025	04/15/25	22.00	
206-000.000-920.100	03/21/25	DTE ENERGY	9200 279 0885 3 2952 SHEHAN SIREN 0	03272025	04/15/25	22.00	
206-000.000-930.003	03/31/25	HASTINGS AIR ENERGY CONTROL, I	FD - PLYMOVENT REPAIR, STA 11 #PS-1	PS-I0011913	04/15/25	467.81	
206-000.000-930.003	04/02/25	RESCOM DOOR LLC	FD - REPLACE CABLE ON NW DOOR #6144	6144	04/15/25	375.00	
206-000.000-930.003	04/04/25	RESCOM DOOR LLC	FD - STA 11 DOOR MAINTENANCE #6152	6152	04/15/25	1,600.00	
206-000.000-932.000	04/02/25	BOB MAXEY FORD OF HOWELL, INC.	FD/PD - DRONE VEHICLE 39999 HALF F	293070	04/15/25	372.24	
206-000.000-932.000	04/04/25	HOLLAND MOTOR HOMES & BUS CO	FD - VEH ACCENT LIGHTS #021585	021585	04/15/25	62.15	
206-000.000-932.000	03/27/25	HOLLAND MOTOR HOMES & BUS CO	FD - PUMP, HYDRAULIC, PRESSURE BALA	021527	04/15/25	1,636.36	
206-000.000-932.000	03/28/25	MID AMERICAN AEL, LLC	FD - LIGHTS FOR TANKER 11 #01008	01008	04/15/25	230.40	
206-000.000-958.000	04/03/25	ESO	FD - ER FIRE HISTORICAL DATA ACCESS	ESO-165621	04/15/25	530.45	
206-000.000-958.000	03/17/25	LIVINGSTON COUNTY SRT	FD - 2025/26 FISCAL YEAR ASSESSMENT	25-02-0000004	04/15/25	4,500.00	
Total For Dept 000.000						20,507.47	
Total For Fund 206 Fire Fund						20,507.47	
Fund 207 Police Fund							
Dept 000.000							
207-000.000-282.100	04/03/25	STATE OF MICHIGAN	PD - SOR FEE - JOHN MCKINZIE	551-655620	04/15/25	30.00	
207-000.000-752.000	03/31/25	HAMBURG HARDWARE	MARCH 2025	03312025	04/15/25	138.24	
207-000.000-752.000	03/12/25	STAPLES ADVANTAGE	PD CLEANING SUPPLIES	6028170834	04/15/25	604.95	
207-000.000-768.500	04/02/25	KING KLEANERS	PD UNIFORM CLEANING MARCH 2025	04022025	04/15/25	214.00	
207-000.000-801.000	03/31/25	CRH OHIO LTD	PD WATER FILTER EQUIPMENT 04/01 - 0	964552	04/15/25	70.00	
207-000.000-801.000	04/02/25	WM CORPORATE SERVICES, INC.	03/01/25-03/31/25	0124873-1389-7	04/15/25	124.14	
207-000.000-807.000	03/27/25	OHIO TACTICAL OFFICERS ASSOC.,	OHIO TACTICAL OFFICERS ASSOC CONFER	5805	04/15/25	400.00	
207-000.000-853.000	03/11/25	AT&T MOBILITY	PD/FD CELL PHONE CHARGES MAR 12 - M	287318496818X319	04/15/25	597.17	
207-000.000-853.000	03/01/25	CHARTER COMMUNICATIONS	PD SPECTRUM CABLE MONTHLY CHARGES M	005447501030125	04/15/25	261.48	

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 207 Police Fund							
Dept 000.000							
207-000.000-916.000	04/01/25	DEWOLF & ASSOCIATES	PD FTO UPDATE - LOCKE, HARVEY, FISC	3568	04/15/25	825.00	
207-000.000-917.000	04/01/25	HAMBURG TOWNSHIP TREASURER	PD SEWER 01/01-03/31/2025	04032025	04/15/25	1,185.70	
207-000.000-930.002	04/01/25	HIGHLAND TREATMENT INC	CONTRACTUAL TESTING/ TEST MARCH 6	152611	04/15/25	45.00	
207-000.000-932.000	04/02/25	BOB MAXEY FORD OF HOWELL, INC.	FD/PD - DRONE VEHICLE 39999 HALF F	293070	04/15/25	372.24	
207-000.000-932.000	03/27/25	GENESIS CDJR OF PINCKNEY LLC	PD VEHICLE MAINT REPLACE TIRES 201	504176	04/15/25	135.40	
207-000.000-932.000	03/27/25	GENESIS CDJR OF PINCKNEY LLC	PD OIL CHANGE 2020 FORD EXPEDITION	504167	04/15/25	58.25	
207-000.000-980.000	04/04/25	CRUISERS, INC.	PD NEW VEH EQUIPMENT INSTALLATION E	47862	04/15/25	250.00	
Total For Dept 000.000						5,311.57	
Total For Fund 207 Police Fund						5,311.57	
Fund 252 HAMBURG TWP AQUATIC WEED CONTROL SAD							
Dept 000.000							
252-000.000-803.000	04/01/25	PROGRESSIVE AE, INC.	2023-2032 CONTRACT ZUKEY-STRAWBERRY	00202621	04/15/25	3,687.50	
Total For Dept 000.000						3,687.50	
Total For Fund 252 HAMBURG TWP AQUATIC WEED CONTR						3,687.50	
Fund 590 SEWER FUND							
Dept 000.000							
590-000.000-198.090	03/24/25	C & E CONSTRUCTION CO., INC.	GRINDER PUMP INSTALL 10434 LANGKEY	3041	04/15/25	11,439.40	
Total For Dept 000.000						11,439.40	
Dept 527.000 SEWER OPERATING							
590-527.000-751.100	03/24/25	CUSTOM TOOL & MACHINE	DPW (9) E-ONE CASTING/ (9) PUMP HEA	3073	04/15/25	2,250.00	
590-527.000-752.000	04/02/25	ADVANCED WATER TREATMENT, INC.	DPW BOTTLED WATER (3)	57379851	04/15/25	17.97	
590-527.000-752.000	03/31/25	HAMBURG HARDWARE	MARCH 2025	03312025	04/15/25	141.34	
590-527.000-752.000	03/06/25	UNISAFE INC	DPW 6 ML GLOVE (80)	724137	04/15/25	695.84	
590-527.000-759.000	03/23/25	WEX BANK	TWP FUEL 02/24-03/23/2025	103623004	04/15/25	659.01	
590-527.000-851.000	03/31/25	KCI	OTH BILLING 04.01.2025	346058	04/15/25	393.16	
590-527.000-851.000	04/09/25	KCI	HAMBURG UB PRE-PAID POSTAGE	PA-Q240212	04/15/25	3,270.00	
590-527.000-853.000	04/01/25	OMNISITE	WIRELESS SERVICE	100481	04/15/25	758.00	
590-527.000-853.000	03/22/25	VERIZON WIRELESS	DPW ON CALL PHONE 02/23-03/22/25	6109222567	04/15/25	50.67	
590-527.000-917.500	03/31/25	CITY OF BRIGHTON	HAMBURG TWP HALL 003055-000 01/01-0	04032025	04/15/25	39,442.15	
590-527.000-932.000	03/26/25	ADVANCE AUTO PARTS	DPW FILTERS/ANTIFREEZE/WRENCH	2749-521918	04/15/25	89.81	
590-527.000-934.100	12/04/25	KENNEDY INDUSTRIES, INC.	DPW KRESS RD STATION FIELD SERVICE/	644551	04/15/25	1,042.25	
590-527.000-934.100	12/12/24	KENNEDY INDUSTRIES, INC.	DPW ORE LAKE FIELD SERVICE SANITARY	644621	04/15/25	400.00	
590-527.000-934.100	12/12/24	KENNEDY INDUSTRIES, INC.	DPW KRESS RD FIELD SERVICE SANITARY	644622	04/15/25	592.25	
590-527.000-934.200	04/07/25	C & E CONSTRUCTION CO., INC.	GRINDER PUMP REPLACEMENT 8323 HILLP	3047	04/15/25	5,397.00	
590-527.000-934.200	04/07/25	C & E CONSTRUCTION CO., INC.	GRINDER PUMP REPLACEMENT 8245 HILLP	3046	04/15/25	5,397.00	
590-527.000-934.200	03/31/25	C & E CONSTRUCTION CO., INC.	GRINDER PUMP REPLACEMENT 5983 WINAN	3045	04/15/25	5,397.00	
590-527.000-934.200	03/26/25	C & E CONSTRUCTION CO., INC.	GRINDER PUMP REPLACEMENT 8333 HILLP	3043	04/15/25	5,397.00	
590-527.000-934.200	03/25/25	C & E CONSTRUCTION CO., INC.	GRINDER PUMP REPLACEMENT 8329 HILLP	3042	04/15/25	5,397.00	
590-527.000-934.200	03/31/25	C & E CONSTRUCTION CO., INC.	GRINDER PUMP REPLACEMENT 8341 HILLP	3044	04/15/25	5,397.00	
590-527.000-955.000	03/24/25	LIVINGSTON COUNTY REGISTER OF	EASEMENT GRANT FORM LENTZ	03242025	04/15/25	30.00	
Total For Dept 527.000 SEWER OPERATING						82,214.45	
Dept 537.000							
590-537.000-752.000	04/02/25	ADVANCED WATER TREATMENT, INC.	WWTP BOTTLED WATER (1)	57373325	04/15/25	5.99	
590-537.000-752.000	03/31/25	HACH COMPANY, AMERICAN SIGMA	WWTP SENSOR CAP REPLACEMENT	14435310	04/15/25	212.00	
590-537.000-752.000	03/28/25	HACH COMPANY, AMERICAN SIGMA	WWTP AMMONIA, TNT+ HR	14434703	04/15/25	714.00	
590-537.000-752.000	03/28/25	HACH COMPANY, AMERICAN SIGMA	WWTP FIELD SERVICE PARTNERSHIP	14432719	04/15/25	90.09	
590-537.000-752.000	03/31/25	HAMBURG HARDWARE	MARCH 2025	03312025	04/15/25	167.67	

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 590 SEWER FUND							
Dept 537.000							
590-537.000-919.000	04/02/25	WM CORPORATE SERVICES, INC.	03/01/25-03/31/25	0124873-1389-7	04/15/25	90.24	
590-537.000-934.100	02/14/25	AQUA-AEROBIC SYSTEMS, INC.	WWTP LIMIT SWITCH	1045935	04/15/25	1,295.81	
590-537.000-934.100	12/05/25	KENNEDY INDUSTRIES, INC.	WWTP EQ BASIN, FIELD SERVICE, EQUAL	644572	04/15/25	1,520.00	
590-537.000-952.000	03/31/25	MERIT LABORATORIES	HAMBURG TESTING	71785	04/15/25	624.00	
590-537.000-952.100	03/31/25	MERIT LABORATORIES	PORTAGE LAKE	04032025	04/15/25	2,367.00	
Total For Dept 537.000						7,086.80	
Dept 538.000							
590-538.000-955.000	03/25/25	LIVINGSTON COUNTY REGISTER OF SEWER CONNECTION /EASEMENT GRANT SH.		03252025	04/15/25	60.00	
Total For Dept 538.000						60.00	
Dept 540.000							
590-540.000-917.900	03/31/25	CITY OF BRIGHTON	PINE CREEK BLUFFS 004738-000 01/01-	04032025	04/15/25	7,900.14	
Total For Dept 540.000						7,900.14	
Total For Fund 590 SEWER FUND						108,700.79	
Fund 857 HILLSIDE LAKES DRIVE ROAD IMP SA (3169)							
Dept 000.000							
857-000.000-802.000	03/27/25	GREEN OAK TWP TREASURER'S OFF	15TH INSTALLMENT CAPITAL IMP BONDS S	05012025	04/15/25	17,304.64	
Total For Dept 000.000						17,304.64	
Total For Fund 857 HILLSIDE LAKES DRIVE ROAD IMP :						17,304.64	

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund Totals:							
			Fund 101 General Fund			9,099.94	
			Fund 206 Fire Fund			20,507.47	
			Fund 207 Police Fund			5,311.57	
			Fund 252 HAMBURG TWP AQUATIC WEED CON			3,687.50	
			Fund 590 SEWER FUND			108,700.79	
			Fund 857 HILLSIDE LAKES DRIVE ROAD IM			17,304.64	
Total For All Funds:							164,611.91
--- TOTALS BY GL DISTRIBUTION ---							
		101-000.000-222.204	DUE TO COUNTY DOG LICENSE FEE			663.50	
		101-000.000-228.010	MI CHILD SUPPORT WITHHOLDING			439.54	
		101-101.000-826.000	LEGAL FEES			185.00	
		101-253.000-955.000	SUNDRY			7.22	
		101-257.000-902.200	ASSESSMENT ROLL PREP			1,501.00	
		101-265.000-752.000	SUPPLIES & SMALL EQUIPMENT			133.35	
		101-265.000-759.000	VEHICLE FUEL			233.65	
		101-265.000-917.000	SEWER USAGE			1,202.40	
		101-265.000-919.000	TRASH DISPOSAL			90.24	
		101-265.000-930.000	MAINTENANCE TWP HALL			45.00	
		101-265.000-930.008	MAINTENANCE LIBRARY			45.00	
		101-265.000-931.000	EQUIPMENT MAINT/REPAIR			123.42	
		101-265.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP			819.98	
		101-275.000-708.000	UNEMPLOYMENT COMPENSATION			155.02	
		101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT			1,736.88	
		101-275.000-759.000	VEHICLE FUEL			103.63	
		101-275.000-955.000	SUNDRY			115.06	
		101-751.000-917.000	SEWER USAGE			167.00	
		101-751.000-919.000	TRASH DISPOSAL			130.30	
		101-751.000-955.000	SUNDRY			33.97	
		101-800.000-938.000	LAKELAND TRAIL MAINTENANCE			567.54	
		101-820.000-917.000	SEWER USAGE			470.94	
		101-820.000-919.000	TRASH DISPOSAL			130.30	
		206-000.000-752.000	SUPPLIES & SMALL EQUIPMENT			516.32	
		206-000.000-754.000	MEDICAL AND SCENE SUPPLIES			2,219.31	
		206-000.000-759.000	VEHICLE FUEL			2,144.88	
		206-000.000-768.000	UNIFORMS/ACCESSORIES			554.63	
		206-000.000-768.100	TURN OUT GEAR			3,540.22	
		206-000.000-801.000	CONTRACTUAL SERVICES			91.94	
		206-000.000-853.000	PHONE/COMM/INTERNET			189.85	
		206-000.000-917.000	SEWER USAGE			668.00	
		206-000.000-918.000	WATER USAGE			552.00	
		206-000.000-919.000	TRASH DISPOSAL			211.91	
		206-000.000-920.100	SIREN ELECTRIC USAGE			44.00	
		206-000.000-930.003	MAINTENANCE FIRE HALL			2,442.81	
		206-000.000-932.000	VEHICLE MAINTENANCE			2,301.15	
		206-000.000-958.000	DUES/SUBSCRIP/RECERTIFICATION			5,030.45	
		207-000.000-282.100	SEX OFFENDER FINES DUE TO MSP			30.00	
		207-000.000-752.000	SUPPLIES & SMALL EQUIPMENT			743.19	
		207-000.000-768.500	UNIFORM CLEANING			214.00	
		207-000.000-801.000	CONTRACTUAL SERVICES			194.14	
		207-000.000-807.000	SWAT TEAM EXPENSES			400.00	
		207-000.000-853.000	PHONE/COMM/INTERNET			858.65	
		207-000.000-916.000	TRAINING			825.00	
		207-000.000-917.000	SEWER USAGE			1,185.70	
		207-000.000-930.002	MAINTENANCE POLICE BUILDING			45.00	
		207-000.000-932.000	VEHICLE MAINTENANCE			565.89	
		207-000.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP			250.00	

04/09/2025 02:52 PM  
User: MarcyM  
DB: Hamburg

INVOICE GL DISTRIBUTION REPORT FOR HAMBURG TOWNSHIP OFFICES  
EXP CHECK RUN DATES 04/15/2025 - 04/15/2025  
UNJOURNALIZED OPEN  
BANK CODE: GEN

Page: 6/6

Item 8.

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
		252-000.000-803.000	AQUATIC WEED CONTROL			3,687.50	
		590-000.000-198.090	10434 LANGLEY DR 1529202181			11,439.40	
		590-527.000-751.100	GRINDER PUMP PARTS			2,250.00	
		590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT			855.15	
		590-527.000-759.000	VEHICLE FUEL			659.01	
		590-527.000-851.000	POSTAGE			3,663.16	
		590-527.000-853.000	PHONE/COMM/INTERNET			808.67	
		590-527.000-917.500	TREATMENT EXPENSE			39,442.15	
		590-527.000-932.000	VEHICLE MAINTENANCE			89.81	
		590-527.000-934.100	PUMP & MAIN REPAIR/MAINTENANCE			2,034.50	
		590-527.000-934.200	GRINDER PUMP REPLACEMENT			32,382.00	
		590-527.000-955.000	SUNDRY			30.00	
		590-537.000-752.000	SUPPLIES & SMALL EQUIPMENT			1,189.75	
		590-537.000-919.000	TRASH DISPOSAL			90.24	
		590-537.000-934.100	PUMP & MAIN REPAIR/MAINTENANCE			2,815.81	
		590-537.000-952.000	LAB ANALYSIS - WWTP			624.00	
		590-537.000-952.100	LAB ANALYSIS FEES - PORTAGE			2,367.00	
		590-538.000-955.000	SUNDRY			60.00	
		590-540.000-917.900	WATER PURCHASE CITY OF BRIGHTON			7,900.14	
		857-000.000-802.000	ROAD IMPROVEMENT			17,304.64	

**TO:** Township Board & Department Heads

**FROM:** Deby Henneman, ADAC - Township Coordinator

**DATE:** April 9, 2025

**AGENDA ITEM TOPIC:** ADA Transition Plan – 2025 Updates for Budgeting Purposes

Number of Supporting Documents: **2 (Transition Plan as of 4/9/25) & Copy of the Executive Summary from 2016**

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### **Requested Action**

To review ADA Transition Plan for purposes of the budgeting process and to recommend to the Department Heads which ADA projects, in excess of \$750, should be pursued in the 25/26 FY Budget Cycle, while keeping in mind Level 1 items are the highest priority.

Action should also include directing the ADA Coordinator to complete items which cost \$750 or less, by utilizing Building & Grounds staffing as time allows and as outlined under Section 3.4 in the Administrative Policies and Procedures.

*Note: A project budget specific to smaller Township-wide ADA Transition Plan updates would be helpful in order to expedite updates in a timely manner.*

### **Background**

The ADA Transition plan has been updated to reflect everything that has been reported to me. Inspections have yet to be made.

I have color coded the plan to track items that have been completed (green), items that are Priority level 1 or partially completed (yellow), and added a column calculating the estimated cost at a 50% increase for budgeting purposes (orange). Anything shown in white has not been started or planned for to my knowledge.

Most upgrades to date have been done with staff, or have been completed with minimal costs. If values were shared with me, they were put in this report, however, staff payroll and donated labor should also be considered when calculating costs. Larger projects may have included more than one line item in which case you will see INCL.

Polling location compliance is a high priority. Employee spaces should also be compliant.



## Hamburg Township Parks & Recreation

Hamburg Township Offices  
10405 Merrill Rd., P.O. Box 157  
Hamburg, MI 48139  
(810)231-1000  
[www.hamburg.mi.us](http://www.hamburg.mi.us)

In 2016, Hamburg Township conducted an ADA Audit and developed a transition plan. This plan covers all Township owned and operated facilities, including the parklands and trails. The Transition Plan will be presented to the board and level one priorities should be the first barrier removals to be completed. The level descriptions are as follows:

- Priority Level One: Parking Spaces/Sidewalks/Paths: Provide accessible route from the parking space connecting to an accessible route, up to and through entrance to public space. Includes outdoor facilities.
- Priority Level Two: Programming/Services: Provide access to all programs and services including arranging for accommodations for website/meetings.
- Priority Level Three: Restrooms: Provide access into and through the restroom and its elements, including access to portable toilets in parklands/trailheads.
- Priority Level Four: Remaining Elements: Provide access to remaining elements not previously covered such as drinking fountains, telephones, etc.

All new construction, including upgrades, must meet the [2010 Americans with Disabilities Act Standards for Accessible Design](#) and that the ADA Coordinator serves as the point of contact for the Township. As such, the Coordinator is responsible for signing off on all Township projects as relates to ADA compliance. A form will be developed to track all items which are completed on the list, or to notify the coordinator of new projects are planned for.

[Outdoor Developed Areas](#) developed in 2004 were amended to include trails in 2014. This should be kept in mind when trail systems connecting neighborhoods and businesses to the Lakelands Trail are considered.

[Web Content Accessibility Guidelines](#) (WCAG) published April 24, 2024.

**For purposes of this Matrix, completed items are highlighted in Green**  
**Items in progress are highlighted in Yellow**  
**And items yet to be addressed are white**



Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
X	Board of Education Building - Precinct #3 & #6	Accessible Parking - Sign	No van accessible parking space is marked or noted at the main entrance.	ADAAG 502.2	Provide a van accessible parking space that is a minimum of 11 feet wide with an access aisle a minimum of 5 feet wide. Also provide a "Van Accessible" sign mounted under the International Symbol of Accessibility Sign. <b>Option:</b> A van accessible space can be 8 feet wide if the access aisle is a minimum of 8 feet wide.	1	\$ 225.00		FY 16/17	Task Completed by Parks & ADA Coordinator	Temp signage purchased 10/2016 and used for 11/2016 Presidential		\$ 15.00
N/A	Board of Education Building - Precinct #3 & #6	Door - Interior Opening Force	The doors into Room 402 have an opening force too high at 10 lbs. and 9 lbs.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	2	\$ 100.00		N/A	We are using for precinct, but are not in control of their maintenance. Highly recommend suggesting these items be done prior to any election.			\$ -
N/A	Board of Education Building - Precinct #3 & #6	Door - Interior Opening Force	The music room door has an opening force too high at 10 lbs.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	2	\$ 100.00		N/A	We are using for precinct, but are not in control of their maintenance. Highly recommend suggesting these items be done prior to any election.			\$ -
N/A	Board of Education Building - Precinct #3 & #6	Door - Interior Opening Force	The second set of doors out of the second room have an opening force too high at 9 lbs. and 12 lbs.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	2	\$ 100.00		N/A	We are using for precinct, but are not in control of their maintenance. Highly recommend suggesting these items be done prior to any election.			\$ -
N/A	Board of Education Building - Precinct #3 & #6	Door - Interior Opening Force	The gym doors have an opening force too high at 10 lbs.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	2	\$ 100.00		N/A	We are using for precinct, but are not in control of their maintenance. Highly recommend suggesting these items be done prior to any election.			\$ -
N/A	Board of Education Building - Precinct #3 & #6	Door - Interior Opening Force	The doors at the gym entrance have one door with an opening force too high at 13 lbs. and the other door is acceptable.	NA	<b>Recommendation:</b> While not specifically address by the ADA it would be recommended to adjust the closer so the door opening force is no heavier than 8.5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	3	\$ 100.00		N/A	We are using for precinct, but are not in control of their maintenance. Highly recommend suggesting these items be done prior to any election.			\$ -
X	Board of Education Building - Precinct #3 & #6	Change of Level	There is a drop-off at the door that is too high at 2 1/2 inches.	ADAAG 404.2.4.4	Provide a minimum 5 foot (60 inches) level landing of no more than 2% in all directions at the door. Provide a smooth transition to the door threshold.	1	\$ 850.00		FY 16/17	Task Completed by Parks & ADA Coordinator	Changed route for 11/2016 Presidential Election to avoid this entrance/exit		\$ 130.00
X	Board of Education Building - Precinct #3 & #6	Accessible Parking - Restripe	There is a sign for accessible parking but it is not properly marked. This could be a van accessible space.	ADAAG 502.2	Provide a van accessible parking space that is a minimum of 11 feet wide with an access aisle a minimum of 5 feet wide. Also provide a "Van Accessible" sign mounted under the International Symbol of Accessibility Sign. <b>Option:</b> A van accessible space can be 8 feet wide if the access aisle is a minimum of 8 feet wide.	1	\$ 225.00		FY 16/17	Task Completed by Parks & ADA Coordinator	Temp signage purchased 10/2016 and used for 11/2016 Presidential		Included

Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
N/A	Board of Education Building - Precinct #3 & #6	Mats	The mat by the main entrance too is too light and could be a tripping hazard.	ADAAG 302.2	Provide a mat with a heavier backing or tape the mat to the floor.	1	\$ 150.00	\$ 225.00		If mats can't be replaced, they should be removed for the election. Suggest we purchase compliant mats to replace them with for inclement weather.			\$ -
N/A	Board of Education Building - Precinct #3 & #6	Mats	The mat at the gym doors is too light and could be a tripping hazard.	ADAAG 302.2	Provide a mat with a heavier backing or tape the mat to the floor.	1	\$ 150.00	\$ 225.00		If mats can't be replaced, they should be removed for the election. Suggest we purchase compliant mats to replace them with for inclement weather.			\$ -
X	Public Works Building	Accessible Parking - Van	The accessible parking does not provide a van accessible space.	ADAAG 502.2	Provide a van accessible parking space that is a minimum of 11 feet wide with an access aisle a minimum of 5 feet wide. Also provide a "Van Accessible" sign mounted under the International Symbol of Accessibility Sign. <b>Option:</b> A van accessible space can be 8 feet wide if the access aisle is a minimum of 8 feet wide.	1	\$ 225.00		FY 16/17	Task Scheduled by Building & Grounds	Sealed and re-stripped all parking 10/2016. Updated photos required.		\$ 17.75
X	Public Works Building	Accessible Parking - Surface	The access aisle has a large crack that is too wide at 1 inch.	ADAAG 302.3	Fill in or replace section of asphalt sidewalk to provide a flush transition or an opening no greater than 1/2 inch.	1	\$ 350.00		FY 16/17	Task Scheduled by Building & Grounds	Sealed and re-stripped all parking 10/2016. Updated photos required.		Included in Parking Lot Restriping Project \$20,000 est
X	Public Works Building	Abrupt Transition	The curb ramp has an abrupt transition of 1 inch and a gap too wide at 2 inches where the curb ramp meets the access aisle.	ADAAG 302.3	Fill in or replace section of asphalt parking space to provide a flush transition.	1	\$ 175.00		FY 16/17	Task Scheduled by Building & Grounds	Sealed and re-stripped all parking 10/2016. Updated photos required.		Included in Parking Lot Restriping Project \$20,000 est
	Public Works Building	Curb Ramp	The curb ramp has a running slope too steep at 10.8%.	ADAAG 406	Provide a curb ramp with a running slope no steeper than 8.3% and a cross slope no steeper than 2% and a smooth transition to the sidewalk and street gutter. Provide truncated domes the width of the sidewalk and 24 inches deep where it meets the street. Provide a color that contrasts with the walkway surface.	1	\$ 1,575.00	\$ 2,362.50		Should be considered for no longer than 26/27 FY			
	Public Works Building	Door - Closing Speed	The front door has a closing speed too quick at 3 seconds.	NA	<b>Recommendation:</b> While not specifically address by the ADA it would be recommended to adjust the closer so the door opening force is no heavier than 8.5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	3	\$ 100.00	\$ 150.00		Hire vendor to inspect/adjust doors annually - Per Supervisor 3/2025 will have staff do it.			
	Public Works Building	Door - Interior Opening Force	The public restroom door has an opening force too high at 11 lbs. and closes too quickly at 4 seconds.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	3	\$ 100.00	\$ 150.00		Hire vendor to inspect/adjust doors annually - Per Supervisor 3/2025 will have staff do it.			
	Public Works Building	Toilet - Height	The public restroom toilet has extenders on the toilet seat.	ADAAG 604.4	Remove and replace the toilet with one at a height at 17 inches to 19 inches to the top of the toilet seat.	3	\$ 1,650.00	\$ 2,475.00					

Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
	Public Works Building	Toilet - Centerline	The public restroom toilet centerline is too far from the wall at 19 1/2 inches.	ADAAG 604.2	Provide an off-set drain to relocate the toilet to have a centerline 16 inches to 18 inches from the wall.	3	\$ 1,600.00	\$ 2,400.00					
	Public Works Building	Toilet - Grab Bars	The public restroom toilet does not provide a vertical grab bar.	ANSI 604.5.1	Provide a vertical grab bar that is 18 inches minimum in length, is mounted 39 inches minimum to 41 inches maximum from the floor to the bottom of the bar, and the centerline is located 39 inches minimum of 41 inches maximum from the back wall.	3	\$ 175.00	\$ 262.50					
	Public Works Building	Sink - Knee Clearance	The public restroom sink is mounted too low at 25 inches for the knee clearance.	ADAAG 606	Remount the sink to provide a minimum 27 inches knee clearance and a rim height of no higher than 34 inches AFF.	3	\$ 1,950.00	\$ 2,925.00					
	Public Works Building	Sink - Protective Pipe Wrapping	The public restroom sink does not provide protective pipe wrapping.	ADAAG 606.5	Provide a protective cover or protective pipe wrapping on the water shut offs and drain pipes.	3	\$ 75.00	\$ 112.50					
	Public Works Building	Door - Interior Opening Force	The door to the computer room has an opening force too high at 19 lbs. and closes too quickly at 2 seconds.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	3	\$ 100.00	\$ 150.00		Hire vendor to inspect/adjust doors annually - Per Supervisor 3/2025 will have staff do it.			
	Public Works Building	Grate Openings	The grates in the machine room have openings to large at one inch.	ADAAG 403.1	Provide a covering over the grate during the tour such as a mat or other firm surface to prevent walkers and front wheels of wheelchairs from going in-between the grates.		\$ 150.00	\$ 225.00					
	Public Works Building	Door - Interior Opening Force	The door out by the tape room has an opening force too high at 13 lbs.	NA	<b>Recommendation:</b> While not specifically address by the ADA it would be recommended to adjust the closer so the door opening force is no heavier than 8.5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	3	\$ 100.00	\$ 150.00		Hire vendor to inspect/adjust doors annually - Per Supervisor 3/2025 will have staff do it.			
	Public Works Building	Cross Slope	The route on the inside has a cross slope too steep at over 5%. Consider using the outside area for the route to the back rooms. Last door has a cross slope too steep at up to 9.6% for 19 feet.	ADAAG 403.3	Remove and regrade section to provide a cross slope no greater than 2%. This would require the removal of the existing curb ramp.	1	\$ 1,800.00	\$ 2,700.00		Should be considered for no longer than 26/27 FY			
	Public Works Building	Accessible Element	There are stairs up to the outdoor viewing tanks. No other means of access is provided or could be reasonably accomplished.	Everyone's Welcome: The Americans with Disabilities Act and Museums - Accessible Facilities and Exhibits	<b>Recommendation:</b> Provide a alternative way to view into the upper area. <b>Option 1:</b> Provide a video of the area that can be viewed in one of the offices. <b>Option 2:</b> Provide a live camera feed to view from down below. Other considerations besides these are possible.	2	\$ 1,500.00	\$ 2,250.00		This is only a consideration for public viewing, however, staff should also be considered			
X	Firehouse #11 & Precinct #2	Accessible Parking - Van	The parking space does not provide a van accessible sign.	ADAAG 502.6	At the van accessible parking spaces, under the International Symbol of Accessibility sign provide a "Van Accessible" sign mounted 60 inches minimum AFF to the bottom of the sign.	1	\$ 100.00			Van Accessible sign installed by HTFD Staff.	12/27/2021	5/19/2022	N/A

Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
X	Firehouse #11 & Precinct #2	Abrupt Transition	The access aisle has a 1 inch abrupt transition where it meets the curb ramp.	ADAAG 303	Remove and replace section of asphalt in the parking space to provide a smooth transition.	1	\$ 175.00			Believe this was included in Concrete/Asphalt Repair 10/9/23	9/19/2023		
X	Firehouse #11 & Precinct #2	Door - Exterior Opening Force	The main front doors have an opening force too high at 10 lbs. and closes too quickly at 4 seconds.	NA	<b>Recommendation:</b> While not specifically address by the ADA it would be recommended to adjust the closer so the door opening force is no heavier than 8.5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	3	\$ 100.00			Closers were leaking and needed to be replaced. Hired Advanced Safe & Lock.	12/6/2021		\$ 1,107.60
X	Firehouse #11 & Precinct #2	Door - Exterior Opening Force	The emergency exit out of the meeting room has an opening force too high at 12 lbs. and closes too quickly at 3 seconds.	NA	<b>Recommendation:</b> While not specifically address by the ADA it would be recommended to adjust the closer so the door opening force is no heavier than 8.5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	3	\$ 100.00			Closers were leaking and needed to be replaced. Hired Advanced Safe & Lock.	12/6/2021		\$ 522.60
X	Firehouse #11 & Precinct #2	Door - Interior Opening Force	The women's restroom door has an opening force too high at 10 lbs. an closes too quickly at 4 seconds.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	3	\$ 100.00			Door closer was adjusted to meet ADA standard by Advanced Safe & Lock.	11/30/2021		\$ 51.50
X	Firehouse #11 & Precinct #2	Clear Floor Space	The women's restroom has a garbage can in the clear maneuvering space of the door.	ADAAG 404.2.4	Move the trash can to provide a minimum 18 inches maneuvering clearance on the pull side of the door plus a 30 inch by 48 inch clear floor space. <b>Option:</b> Provide an automatic door that complies with ADAAG 404.3.	2	\$ 150.00			Moved trashcan and paper towel holder away from door to allow for clear maneuvering. HTFD Staff completed work.	2/15/2022		\$ 5.00
X	Firehouse #11 & Precinct #2	Toilet - Height	The women's restroom toilet is too low at 16 inches.	ADAAG 604.4	Provide a toilet with height at 17 inches to 19 inches to the top of the toilet seat.	3	\$ 1,650.00			Toilet removed and replaced with taller toilet 17"-19" to top. Work by Pinckney Plumbing.	12/23/2021		\$ 830.00
X	Firehouse #11 & Precinct #2	Toilet - Grab Bars	The women's restroom side grab bar is too far from the corner at 13 inches.	ADAAG 604.5.1 & ADAAG 604.5.2	Relocate the side grab bar to be no more than 12 inches from the corner. Mount the grab bars to between 33 inches to 36 inches to the top.	3	\$ 150.00			Relocated grab bar to meet ADA tolerances. Completed by HTFD Staff.	2/15/2022		\$ 5.00
X	Firehouse #11 & Precinct #2	Toilet - Grab Bars	The women's restroom rear grab bar has a centerline of only 10 1/2 inches.	ADAAG 604.5.1 & ADAAG 604.5.2	Relocate the rear grab bar to provide at least 12 inches from the centerline of the toilet to the corner and at least 24 inches from the centerline to the transfer side of the toilet. Mount the grab bars to between 33 inches to 36 inches to the top.	3	\$ 150.00			Relocated grab bar to meet ADA tolerances. Completed by HTFD Staff.	2/15/2022		\$ 5.00
X	Firehouse #11 & Precinct #2	Toilet - Grab Bars	The women's restroom does not provide a vertical grab bar.	ANSI 604.5.1	Provide a vertical grab bar that is 18 inches minimum in length, is mounted 39 inches minimum to 41 inches maximum from the floor to the bottom of the bar, and the centerline is located 39 inches minimum of 41 inches maximum from the back wall.	3	\$ 175.00			Added vertical grab bar in compliance with ADA standards. Purchase from Amazon, work completed by HTFD Staff.	2/15/2022		\$ 31.00
X	Firehouse #11 & Precinct #2	Toilet - Paper Dispenser	The women's restroom toilet paper is too far in front at 11 inches.	ADAAG 604.7	Remount the toilet paper dispenser to be no lower than 15 inches, no higher than 48 inches AFF and a centerline of the dispenser that is a minimum of 7 inches to a maximum of 9 inches in front of the toilet. Do no mount the toilet paper dispenser behind the side grab bar.	3	\$ 250.00			Relocated existing paper dispenser to meet ADA standards. Work completed by HTFD staff.	2/15/2022		\$ 5.00

Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
X	Firehouse #11 & Precinct #2	Sink - Knee Clearance	The women's restroom sink had a knee clearance of only 26 1/4 inch.	ADAAG 606	Remount the sink to provide a minimum 27 inches knee clearance and a rim height of no higher than 34 inches AFF.	3	\$ 1,950.00			Sink remounted at proper height with new supply lines added to reach sink. Work done by Pinckney Plumbing.	12/14/2021		\$ 140.00
X	Firehouse #11 & Precinct #2	Mirror - Height	The women's mirror is mounted too high at 41 3/4 inches AFF.	ADAAG 603.3	Lower the mirror above the sink or countertop to be no higher than 40 inches to the reflective surface. Mirrors not mounted above the sink or a counter top should be mounted no higher than 35 inches to the reflective surface. <b>UD</b> - A full-length mirror would be a recommended option.	4	\$ 500.00			Mirror remounted at 40" above floor and were moved as low as possible to top of sink to comply with ADA standards. Completed by HTFD Staff.	2/15/2022		\$ 5.00
X	Firehouse #11 & Precinct #2	Door - Interior Opening Force	The men's restroom door has an opening force too high at 8 lbs. an closes too quickly at 3 seconds.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	3	\$ 100.00			Door closer was adjusted to meet ADA standard by Advanced Safe & Lock.	11/30/2021		\$ 51.50
X	Firehouse #11 & Precinct #2	Clear Floor Space	The men's restroom has a garbage can in the clear maneuvering space of the door.	ADAAG 404.2.4	Move the trash can to provide a minimum 18 inches maneuvering clearance on the pull side of the door plus a 30 inch by 48 inch clear floor space. <b>Option:</b> Provide an automatic door that complies with ADAAG 404.3.	2	\$ 150.00			Trash Can was remounted to provide the required floor space. Work completed by HTFD Staff.	2/15/2022		\$ 5.00
X	Firehouse #11 & Precinct #2	Toilet - Height	The men's restroom toilet is too low at 16 1/4 inches.	ADAAG 604.4	Provide a toilet with height at 17 inches to 19 inches to the top of the toilet seat.	3	\$ 1,650.00			Toilet removed and replaced with taller toilet 17"-19" to top. Work by Pinckney Plumbing.	12/23/2021		\$ 830.00
X	Firehouse #11 & Precinct #2	Toilet - Grab Bars	The men's restroom side grab bar is too far from the corner at 12 3/4 inches.	ADAAG 604.5.1 & ADAAG 604.5.2	Relocate the side grab bar to be no more than 12 inches from the corner. Mount the grab bars to between 33 inches to 36 inches to the top.	3	\$ 150.00			Relocated grab bar to meet ADA tolerances. Completed by HTFD Staff.	2/15/2022		\$ 5.00
X	Firehouse #11 & Precinct #2	Toilet - Grab Bars	The men's restroom rear grab bar has a centerline of only 10 1/2 inches.	ADAAG 604.5.1 & ADAAG 604.5.2	Relocate the rear grab bar to provide at least 12 inches from the centerline of the toilet to the corner and at least 24 inches from the centerline to the transfer side of the toilet. Mount the grab bars to between 33 inches to 36 inches to the top.	3	\$ 150.00			Relocated grab bar to meet ADA tolerances. Completed by HTFD Staff.	2/15/2022		\$ 5.00
X	Firehouse #11 & Precinct #2	Toilet - Grab Bars	The men's restroom does not provide a vertical grab bar.	ANSI 604.5.1	Provide a vertical grab bar that is 18 inches minimum in length, is mounted 39 inches minimum to 41 inches maximum from the floor to the bottom of the bar, and the centerline is located 39 inches minimum of 41 inches maximum from the back wall.	3	\$ 175.00			Added vertical grab bar in compliance with ADA standards. Purchase from Amazon, work completed by HTFD Staff.	2/15/2022		\$ 31.00
X	Firehouse #11 & Precinct #2	Toilet - Paper Dispenser	The men's restroom toilet paper is too far in front at 12 inches.	ADAAG 604.7	Remount the toilet paper dispenser to be no lower than 15 inches, no higher than 48 inches AFF and a centerline of the dispenser that is a minimum of 7 inches to a maximum of 9 inches in front of the toilet. Do not mount the toilet paper dispenser behind the side grab bar.	3	\$ 250.00			Trash Can was remounted to provide the required floor space. Work completed by HTFD Staff.	2/15/2022		\$ 5.00
X	Firehouse #11 & Precinct #2	Sink - Knee Clearance	The men's restroom sink had a knee clearance of only 25 3/4 inch.	ADAAG 606	Remount the sink to provide a minimum 27 inches knee clearance and a rim height of no higher than 34 inches AFF.	3	\$ 1,950.00			Sink remounted at proper height with new supply lines added to reach sink. Work done by Pinckney Plumbing.	12/14/2021		\$ 140.00

Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
X	Firehouse #11 & Precinct #2	Mirror - Height	The men's mirror is mounted too high at 41 1/2 inches AFF.	ADAAG 603.3	Lower the mirror above the sink or countertop to be no higher than 40 inches to the reflective surface. Mirrors not mounted above the sink or a counter top should be mounted no higher than 35 inches to the reflective surface. <b>UD</b> - A full-length mirror would be a recommended option.	4	\$ 500.00			Mirror remounted at 40" above floor and were moved as low as possible to top of sink to comply with ADA standards. Completed by HTFD Staff.	2/15/2022		\$ 5.00
	Firehouse #11 & Precinct #2		The main meeting room does not provide assistive listening devices.	ADAAG 219 & ADAAG 706	Provide an assistive listening system for the public seating area as determined by the seating capacity. See ADAAG Table 219.3 for required number of receivers. <b>Option:</b> Consider a portable unit that could be used in various locations.	2	\$ 2,500.00	\$ 3,750.00		<b>Would like to request this be added to the 25/26 FY Budget for ADA Improvements See Township Hall</b>			
X	Firehouse #11 & Precinct #2	Door - Interior Opening Force	The optional men's restroom door has an opening force too high at 9 lbs. and closes too quickly at 3 seconds.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	3	\$ 100.00			Door closer was adjusted to meet ADA standard by Advanced Safe & Lock.	12/6/2021		\$ 522.60
X	Firehouse #11 & Precinct #2	Toilet - Grab Bars	The optional men's restroom rear grab bar is mounted with an 11 centerline.	ADAAG 604.5.1 & ADAAG 604.5.2	Relocate the rear grab bar to provide at least 12 inches from the centerline of the toilet to the corner and at least 24 inches from the centerline to the transfer side of the toilet. Mount the grab bars to between 33 inches to 36 inches to the top.	3	\$ 150.00			Relocated grab bar to meet ADA tolerances. Completed by HTFD Staff.	2/24/2022		\$ 5.00
X	Firehouse #11 & Precinct #2	Toilet - Grab Bars	The men's restroom does not provide a vertical grab bar.	ANSI 604.5.1	Provide a vertical grab bar that is 18 inches minimum in length, is mounted 39 inches minimum to 41 inches maximum from the floor to the bottom of the bar, and the centerline is located 39 inches minimum of 41 inches maximum from the back wall.	3	\$ 175.00			Added vertical grab bar in compliance with ADA standards. Purchase from Amazon, work completed by HTFD Staff.	2/24/2022		\$ 31.00
X	Firehouse #11 & Precinct #2	Toilet - Paper Dispenser	The optional men's restroom toilet paper is mounted to the side.	ADAAG 604.7	Remount the toilet paper dispenser to be no lower than 15 inches, no higher than 48 inches AFF and a centerline of the dispenser that is a minimum of 7 inches to a maximum of 9 inches in front of the toilet. Do not mount the toilet paper dispenser behind the side grab bar.	3	\$ 250.00			Moved trashcan and paper towel holder away from door to allow for clear maneuvering. HTFD Staff completed work.	2/24/2022		\$ 5.00
X	Firehouse #11 & Precinct #2	Door - Interior Opening Force	The optional women's restroom door has an opening force too high at 9 lbs. and closes too quickly at 3 seconds.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	3	\$ 100.00			Door closer was adjusted to meet ADA standard by Advanced Safe & Lock.	11/30/2021		\$ 51.50
X	Firehouse #11 & Precinct #2	Toilet - Grab Bars	The optional women's restroom rear grab bar is mounted with an 11 centerline.	ADAAG 604.5.1 & ADAAG 604.5.2	Relocate the rear grab bar to provide at least 12 inches from the centerline of the toilet to the corner and at least 24 inches from the centerline to the transfer side of the toilet. Mount the grab bars to between 33 inches to 36 inches to the top.	3	\$ 150.00			Relocated grab bar to meet ADA tolerances. Completed by HTFD Staff.	2/20/2022		\$ 5.00
X	Firehouse #11 & Precinct #2	Toilet - Grab Bars	The women's restroom does not provide a vertical grab bar.	ANSI 604.5.1	Provide a vertical grab bar that is 18 inches minimum in length, is mounted 39 inches minimum to 41 inches maximum from the floor to the bottom of the bar, and the centerline is located 39 inches minimum of 41 inches maximum from the back wall.	3	\$ 175.00			Added vertical grab bar in compliance with ADA standards. Purchase from Amazon, work completed by HTFD Staff.	2/24/2022		\$ 31.00

Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
X	Firehouse #11 & Precinct #2	Toilet - Paper Dispenser	The optional women's restroom toilet paper is mounted in front at 11 inches.	ADAAG 604.7	Remount the toilet paper dispenser to be no lower than 15 inches, no higher than 48 inches AFF and a centerline of the dispenser that is a minimum of 7 inches to a maximum of 9 inches in front of the toilet. Do no mount the toilet paper dispenser behind the side grab bar.	3	\$ 250.00			Moved trashcan and paper towel holder away from door to allow for clear maneuvering. HTFD Staff completed work.	2/20/2022		\$ 5.00
X	Firehouse #12	Accessible Parking - Sign	No sign is provided at the accessible parking space. Also the space is not noted as van accessible.	ADAAG 502.6	Provide an accessible sign with the International Symbol of Accessibility. Mount the sign at the head of the parking space at 60 inches minimum from the ground to the bottom of the sign. Provide a "Van Accessible" sign mounted 60 inches minimum AFF to the bottom of the sign.	1	\$ 325.00			Van Accessible sign installed by HTFD Staff.	12/27/2021		N/A
X	Firehouse #12	Accessible Parking - Surface	There is a large crack that is 1 inch wide going down the center of the access aisle.	ADAAG 302.3 & ADAAG 502	Fill in gap or replace section of asphalt to provide a level access aisle.	1	\$ 175.00		23/24	Included in new concrete/asphalt project	9/19/2023		\$ 14,960.00
X	Firehouse #12	Gap	Where the access aisle meets the walkway there is a 1 inch gap.	ADAAG 302.3	Fill in or replace section of asphalt at the head of the parking space to provide a flush transition or an opening no greater than 1/2 inch.	1	\$ 175.00		23/24	Included in new concrete/asphalt project	9/19/2023		Incl
X	Firehouse #12	Abrupt Transition	There is a 3/4 inch abrupt transition near the front entrance door.	ADAAG 303	Grind down or replace section of sidewalk to provide a smooth transition.	1	\$ 475.00		23/24	Included in new concrete/asphalt project	9/19/2023		Incl
X	Firehouse #12	Automatic Door - Not Working	The automatic door was not working at the time of the survey.	ADAAG 404.3	Provide a regular maintenance of the automatic door to make sure it is always in proper working order.	1	\$ 400.00			Door was serviced and function tested. Working.	12/27/2021		N/A
X	Firehouse #12	Counter - Height	The counter to the entrance is too high at 41 inches AFF.	ADAAG 904.3.3	Provide a section of counter that is 28 inches to 34 inches AFF and is at least 24 inches long in alterations. In new construction at least one full counter should meet this height.	2	\$ 645.00		23/24	Included in Counter Project 8/10/23	8/10/2023		\$ 7,000.00
X	Firehouse #12	Reach Range	The assistance button is mounted too high at 50 1/2 inches AFF.	ADAAG 308	Remount the assistance button to provide a reach range no higher than 48 inches AFF for a forward reach over an obstruction no deeper than 20 inches or a side reach of 48 inches AFF over an object no deeper than 10 inches.	2	\$ 150.00		23/24	Included in Counter Project 8/10/23	8/10/2023		Incl
X	Firehouse #12	Toilet - Grab Bars	The unisex restroom has a rear grab bar with a 11 inch centerline to the corner.	ADAAG 604.5.1 & ADAAG 604.5.2	Relocate the rear grab bar to provide at least 12 inches from the centerline of the toilet to the corner and at least 24 inches from the centerline to the transfer side of the toilet. Mount the grab bars to between 33 inches to 36 inches to the top.	3	\$ 150.00			Relocated to ADA Specs	12/8/2022		\$ -
X	Firehouse #12	Toilet - Paper Dispenser	In the unisex restroom the toilet paper is mounted too close at 3 inches.	ADAAG 604.7	Remount the toilet paper dispenser to be no lower than 15 inches, no higher than 48 inches AFF and a centerline of the dispenser that is a minimum of 7 inches to a maximum of 9 inches in front of the toilet. Do no mount the toilet paper dispenser behind the side grab bar.	3	\$ 250.00			Relocated to ADA Specs	12/8/2022		\$ -
X	Firehouse #12	Toilet - Grab Bars	In the unisex restroom, no vertical grab bar is provided	ANSI 604.5.1	Provide a vertical grab bar that is 18 inches minimum in length, is mounted 39 inches minimum to 41 inches maximum from the floor to the bottom of the bar, and the centerline is located 39 inches minimum of 41 inches maximum from the back wall.	3	\$ 175.00			Installed to ADA Specs	12/8/2022		\$ -
X	Firehouse #12	Clear Floor Space	The trashcan is in the clear floor space of the sink.	ADAAG 606.2	Relocate the trash can to provide the minimum 30 inches wide by 48 inches deep clear floor space. Train janitorial staff to locate trash cans away from the sink and the toilets clear floor space.	3	\$ 50.00			Relocated to ADA Specs	12/8/2022		\$ -



Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
X	Firehouse #12	Door - Interior Opening Force	The hall door has an opening force too high at 9 lbs.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	2	\$ 100.00			Door closer adjusted to meet ADA standards. Work by Advanced Safe & Lock.	11/30/2021		\$ 51.50
X	Firehouse #12	Drinking Fountain	The drinking fountain is a wheelchair height only.	ADAAG 211 & ADAAG 602	Provide another individual drinking fountain at a standing height between 38 inches minimum to 43 inches maximum to the spout. <b>Option:</b> Remove existing drinking fountain and install a single Hi-Lo drinking fountain that provides a wheelchair accessible fountain with a spout at 36 inches maximum and a standing drinking fountain with a height between 38 inches minimum and 43 inches maximum. The toe clearance should be a minimum of 9 inches.	4	\$ 2,300.00			Access to that area will no longer be public, and fountain will not be accessed by public.	12/8/2022		\$ -
X	Firehouse #12	Door - Interior Opening Force	The men's locker-room door has an opening force too high at 10 lbs.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	2	\$ 100.00			Door closer adjusted to meet ADA standards. Work by Advanced Safe & Lock.	11/30/2021		\$ 51.50
X	Firehouse #12	Stall - Hardware	The men's locker-room stall door does not provide in inside handle.	ADAAG 604.8.1.2	Provide door pulls complying with ADAAG 404.2.7 on both sides of the door near the latch.	3	\$ 200.00			Installed to ADA Specs	12/8/2022		\$ -
X	Firehouse #12	Toilet - Paper Dispenser	The men's locker-room toilet paper is mounted too close at 2 inches.	ADAAG 604.7	Remount the toilet paper dispenser to be no lower than 15 inches, no higher than 48 inches AFF and a centerline of the dispenser that is a minimum of 7 inches to a maximum of 9 inches in front of the toilet. Do no mount the toilet paper dispenser behind the side grab bar.	3	\$ 250.00			Relocated to ADA Specs	12/8/2022		\$ -
X	Firehouse #12	Toilet - Grab Bars	In the men's locker-room, no vertical grab bar is provided	ANSI 604.5.1	Provide a vertical grab bar that is 18 inches minimum in length, is mounted 39 inches minimum to 41 inches maximum from the floor to the bottom of the bar, and the centerline is located 39 inches minimum of 41 inches maximum from the back wall.	3	\$ 175.00			Installed to ADA Specs	12/8/2022		\$ -
X	Firehouse #12	Door - Interior Opening Force	The men's locker-room to the shower has an opening force too high at 9 lbs.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	3	\$ 100.00			Door closer adjusted to meet ADA standards. Work by Advanced Safe & Lock.	11/30/2021		\$ 51.50
X	Firehouse #12	Door - Interior Opening Force	The men's locker-room door to the fitness area has an opening force too high at 11 lbs.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	2	\$ 100.00			Door closer adjusted to meet ADA standards. Work by Advanced Safe & Lock.	11/30/2021		\$ 51.50
X	Firehouse #12	Door - Interior Opening Force	The women's locker-room door has an opening force too high at 10 lbs.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	2	\$ 100.00			Door closer adjusted to meet ADA standards. Work by Advanced Safe & Lock.	11/30/2021		\$ 51.50
X	Firehouse #12	Door - Interior Opening Force	The second door into the women's locker-room has an opening force too high at 10 lbs.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	2	\$ 100.00			Door closer adjusted to meet ADA standards. Work by Advanced Safe & Lock.	11/30/2021		\$ 51.50
X	Firehouse #12	Toilet - Paper Dispenser	The women's locker-room toilet paper is only 3 inches in front of the toilet.	ADAAG 604.7	Remount the toilet paper dispenser to be no lower than 15 inches, no higher than 48 inches AFF and a centerline of the dispenser that is a minimum of 7 inches to a maximum of 9 inches in front of the toilet. Do no mount the toilet paper dispenser behind the side grab bar.	3	\$ 250.00			Relocated to meet ADA Specifications	12/8/2022		\$ -



Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
X	Firehouse #12	Toilet - Grab Bars	In the women's locker-room no vertical grab bar is provided	ANSI 604.5.1	Provide a vertical grab bar that is 18 inches minimum in length, is mounted 39 inches minimum to 41 inches maximum from the floor to the bottom of the bar, and the centerline is located 39 inches minimum of 41 inches maximum from the back wall.	3	\$ 175.00			Installed to ADA Specs	12/8/2022		\$ -
X	Firehouse #12	Stall - Hardware	The women's locker-room stall door does not provide an inside handle.	ADAAG 604.8.1.2	Provide door pulls complying with ADAAG 404.2.7 on both sides of the door near the latch.	3	\$ 200.00			Installed to ADA Specs	12/8/2022		-
X	Firehouse #12	Door - Interior Opening Force	The door to the lockers has an opening force too high at 8 lbs.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	3	\$ 100.00			Door closer adjusted to meet ADA standards. Work by Advanced Safe & Lock	11/30/2021		\$ 51.50
X	Firehouse #12	Door - Interior Opening Force	The first door to the fitness room has an opening force to high at 10 lbs.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	2	\$ 100.00			Door closer adjusted to meet ADA standards. Work by Advanced Safe & Lock	11/30/2021		\$ 51.50
X	Firehouse #12	Door - Interior Opening Force	The second door into the fitness room has an opening force too high at 10 lbs.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	2	\$ 100.00			Door closer adjusted to meet ADA standards. Work by Advanced Safe & Lock	11/30/2021		\$ 51.50
X	Firehouse #12	Clear Floor Space	The water bottles are stored in the clear maneuvering space of the door and should be removed.	ADAAG 404.2.4	Move the water bottles to provide a minimum 18 inches maneuvering clearance on the pull side of the door. <b>Option:</b> Provide an automatic door that complies with ADAAG 404.3.	2	\$ 150.00			Water bottles interfering with clear maneuvering space have been relocated	12/8/2022		\$ -
X	Firehouse #12	Door - Interior Opening Force	The door from the building out to the vehicle bays has an opening force too high at 10 lbs. and closes too quickly at 4 seconds.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	2	\$ 100.00			Door closer adjusted to meet ADA standards. Work by Advanced Safe & Lock.	11/30/2021		\$ 90.50
X	Firehouse #12	Toilet - Grab Bars	The restroom in the Bay has a side grab bar only 36 inches long.	ADAAG 604.5.1 & ADAAG 609	Provide a side grab bar a minimum of 42 inches long and a maximum of 12 inches from the corner. The grab bar should be mounted 33 inches to 36 inches AFF to the top of the grab bar.	3	\$ 175.00			Installed to ADA Specs	12/8/2022		\$ -
X	Firehouse #12	Toilet - Grab Bars	The restroom in the Bay does not provide a vertical grab bar.	ANSI 604.5.1	Provide a vertical grab bar that is 18 inches minimum in length, is mounted 39 inches minimum to 41 inches maximum from the floor to the bottom of the bar, and the centerline is located 39 inches minimum of 41 inches maximum from the back wall.	3	\$ 175.00			Installed to ADA Specs	12/8/2022		\$ -
X	Firehouse #12	Stall - Coat Hook	The restroom in the Bay has a coat hook too high at 73 inches AFF.	ADAAG 308	Lower the existing coat hook or add a second coat hook at 48 inches AFF.	4	\$ 50.00		23/24	Done by staff	12/8/2022		\$ -
X	Firehouse #12	Door - Interior Opening Force	The red door out of the bay to the parking has an opening force too high at 15 lbs. and closes too quickly at 3 seconds.	NA	<b>Recommendation:</b> While not specifically address by the ADA it would be recommended to adjust the closer so the door opening force is no heavier than 8.5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	3	\$ 100.00			Door closer adjusted to meet ADA standards. Work by Advanced Safe & Lock.	11/30/2021		\$ 90.50

Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
IP	Firehouse #12	Accessible Parking - New	The back area does not provide an accessible parking space.	ADAAG 502	Provide one accessible parking space with an access aisle a minimum of 60 inches plus a sign with the International Symbol of Accessibility at the head and middle of the parking space. The parking space and access aisle should be no steeper than 2% in all directions and on a firm and stable surface. Locate the accessible parking space on the shortest accessible route. <b>UD</b> - Provide a Universally Designed parking space with a minimum 11 foot (132 inches) parking space and a minimum 5 foot (60 inches) access aisle.	1	\$ 1,175.00	\$ 1,762.50		This was marked as employee parking, however, technically an ADA space is still required at any entries used by staff. This would also be needed if the building was ever used for public events and that entrance was used.		Alteration not compliant	
IP	Firehouse #12	Curb Ramp	There is a curb from the accessible parking to the red door but no curb ramp.	ADAAG 406	Provide a curb ramp with a running slope no steeper than 8.3% and a cross slope no steeper than 2% and a smooth transition to the sidewalk and street gutter. Provide truncated domes the width of the sidewalk and 24 inches deep where it meets the street. Provide a color that contrasts with the walkway surface.	1	\$ 1,575.00	\$ 2,362.50		This was marked as employee parking, however, technically an ADA space is still required at any entries used by staff. This would also be needed if the building was ever used for public events and that entrance was used.		Alteration not compliant	
IP	Township Hall & AV Counting Board	Gap	The main curb ramp has a gap where the parking space and curb ramp meet.	ADAAG 302.3	Fill in or replace section of asphalt sidewalk to provide a flush transition or an opening no greater than 1/2 inch at the curb ramp.	1	\$ 175.00	\$ 262.50		Task completed by Building & Grounds - Work finally completed in 2024		Completed in 2024	
IP	Township Hall & AV Counting Board	Gap	The curb ramp is in poor condition with a gap that is too wide and deep.	ADAAG 302.3	Fill in to provide a level surface at the curb ramp. This may require replacement of the curb ramp.	1	\$ 475.00	\$ 712.50		Task completed by Building & Grounds - Work finally completed in 2024		Completed in 2024	
	Township Hall & AV Counting Board	Gap	The second curb ramp has a gap too wide at 1 inch where the parking and the curb ramp meet.	ADAAG 302.3	Fill in or replace section of asphalt sidewalk to provide a flush transition or an opening no greater than 1/2 inch at the curb ramp.	1	\$ 175.00	\$ 262.50					
X	Township Hall & AV Counting Board	Signage	The board room entrance has two signs noting it accessible but not the main entrance.	ADAAG 216.3 & ADAAG 703.5	Remove one of the signs and place one sign at the left of the Boardroom door and pointing to the main entrance.	1	\$ 150.00		FY 16/17	Task completed by Building & Grounds at direction of ADA Coordinator	Sign moved by B&G 11/2016, both doors are now marked		\$ -
X	Township Hall & AV Counting Board	Signage	No permanent sign is provided indicating this as the accessible main entrance.	ADAAG 216.6, ADAAG 703.2.1 and ADAAG 703.5	Provide a directional sign with the International Symbol of Accessibility with an arrow to the accessible entrance and mark that entrance with an International Symbol of Accessibility signage.	1	\$ 225.00	\$ 337.50	FY 16/17	Task completed by Building & Grounds at direction of ADA Coordinator	Sign moved by B&G 11/2016, both doors are now marked		\$ -
	Township Hall & AV Counting Board	Mats	A mat inside the board room door is too light and could be a tripping hazard.	ADAAG 302.2	Provide a mat with a heavier backing or tape the mat to the floor.	1	\$ 150.00	\$ 225.00		Purchase new mats in 25/26 FY			
	Township Hall & AV Counting Board	Door - Interior Opening Force	The Boardroom door has an opening force too high at 7 seconds and closes too quickly at 4 seconds.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	2	\$ 100.00	\$ 150.00		Hire vendor to inspect/adjust doors annually - Per Supervisor 3/2025 will have staff do it.			

Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
IP	Township Hall & AV Counting Board	Clear Floor Space	The table at the Boardroom door interferes with the clear maneuvering space.	ADAAG 404.2.4	Move the table to provide a minimum 18 inches maneuvering clearance on the pull side of the door. <b>Option:</b> Provide an automatic door that complies with ADAAG 404.3.	2	\$ 150.00	\$ 225.00	FY 16/17	I keep moving table, and someone keeps moving it back. - Need to purchase a new table 25/26 FY	Moved table away from door by 18" on 5/10/17, 2018, 2019, 2022	Continuously... I finally gave up moving it - suggest buying a smaller table. 4/2/24 DH	\$ -
	Township Hall & AV Counting Board	Assisted Listening Devices	The Boardroom does not provide assistive listening devices.	ADAAG 219 & ADAAG 706	Provide an assistive listening system for the public seating area as determined by the seating capacity. See ADAAG Table 219.3 for required number of receivers. <b>Option:</b> Consider a portable unit that could be used in various locations.	2	\$ 2,500.00	\$ 3,750.00	24/25 FY requested	Would like to request this be added to the 25/26 FY Budget for ADA Improvements See Fire			
	Township Hall & AV Counting Board	Door - Interior Opening Force	The emergency doors have an opening force too high at 10 lbs. and closes too quickly at 3 seconds.	NA	<b>Recommendation:</b> While not specifically address by the ADA it would be recommended to adjust the closer so the door opening force is no heavier than 8.5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	3	\$ 200.00	\$ 300.00		Hire vendor to inspect/adjust doors annually - Per Supervisor 3/2025 will have staff do it.			
	Township Hall & AV Counting Board	Emergency Egress	The exit door does not provide a pad outside of the door swing or an accessible route to the walkway for 10 feet. This would be for emergency egress.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches. You may want to consider a curb ramp near this area to easily get into the parking lot.	1	\$ 350.00	\$ 525.00		This improvement is highly recommended especially since we are using the Board Room for Elections as well as Red Cross Blood Drives. Would recommend we look into this for 25/26 FY. 4/2/24 DH			
	Township Hall & AV Counting Board	Door - Interior Opening Force	The doors to the informal meeting room has one door that closes too quickly at 4 seconds and one door with an opening force too high at 10 lbs.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	2	\$ 100.00	\$ 150.00		Hire vendor to inspect/adjust doors annually - Per Supervisor 3/2025 will have staff do it.			
	Township Hall & AV Counting Board	Coat Hook	The two sets of coat hooks are mounted too high at 54 inches AFF.	ADAAG 222.1 & ADAAG 308	Provide 5% of the coat hooks, but not less than one, at a reach range no higher than 48 inches AFF for a forward reach over an obstruction no deeper than 20 inches or a side reach of 48 inches AFF over an object no deeper than 10 inches. Consider adding additional coat hooks at the lower height.	4	\$ 200.00	\$ 300.00		Julie is doing this at Senior Center, and installing a shelf/rod at accessible height under the current bar. We should follow suit. 4/2/24 DAH	Height 48" Max and 44" Min, below current rod		
	Township Hall & AV Counting Board	Drinking Fountain	The drinking fountain provides a wheelchair height but not a standing height.	ADAAG 211 & ADAAG 602	Provide another individual drinking fountain at a standing height between 38 inches minimum to 43 inches maximum to the spout. <b>Option:</b> Remove existing drinking fountain and install a single Hi-Lo drinking fountain that provides a wheelchair accessible fountain with a spout at 36 inches maximum and a standing drinking fountain with a height between 38 inches minimum and 43 inches maximum. The toe clearance should be a minimum of 9 inches.	4	\$ 2,300.00	\$ 3,450.00	25/26 or 26/27	We should eliminate drinking fountain and put a water refill station in which complies with operable parts. 4/2/24 DAH This can be done in a future FY.			
	Township Hall & AV Counting Board	Door - Interior Opening Force	The hall door near the drinking fountain and restrooms closes too quickly at 4 seconds.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	2	\$ 100.00	\$ 150.00		Hire vendor to inspect/adjust doors annually - Per Supervisor 3/2025 will have staff do it.			

Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
X	Township Hall & AV Counting Board	Signage	The men's restroom sign is mounted on the door and not of an accessible design.	ADAAG 216.2 & ADAAG 703	The permanent room sign should be mounted on the wall at the latch side of the door at 48 inches minimum from the baseline of the lowest tactile character to 60 inches maximum from the baseline of the highest character with raised lettering and numbers plus Braille.	4	\$ 175.00			Public/Board Room Restroom Project at Township Hall	Fall 2023		
X	Township Hall & AV Counting Board	Door - Interior Opening Force	The men's restroom door has an opening force too high at 17 lbs. and closes too quickly at 4 seconds.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	3	\$ 100.00	\$ 150.00		Hire vendor to inspect/adjust doors annually - Per Supervisor 3/2025 will have staff do it.			
X	Township Hall & AV Counting Board	Sink - Protective Pipe Wrapping	The men's restroom sink does not provide protective pipe wrapping.	ADAAG 606.5	Provide a protective cover or protective pipe wrapping on the water shut offs and drain pipes.	3	\$ 75.00			Public/Board Room Restroom Project at Township Hall	Fall 2023		
X	Township Hall & AV Counting Board	Sink - Faucet	The men's restroom sink does not provide accessible sink faucet.	ADAAG 606.4	Provide a lever-operated, push-type or electronically controlled faucet. Self-closing faucets should remain open for at least 10 seconds. Push-type or lever-operated faucets should require not more than 5 lbs. to operate.	3	\$ 600.00			Public/Board Room Restroom Project at Township Hall	Fall 2023		
X	Township Hall & AV Counting Board	Toilet - Accessible Stall Design	The men's restroom stall is not of an accessible design.	ADAAG 604 & ANSI 604.5.1	Provide an accessible stall that is a minimum of 60 inches wide and a minimum of 56 inches deep with a minimum 42 inches side grab bar mounted 12 inches maximum from the corner and a 36 inches rear grab bar mounted 12 inches minimum from the centerline and 24 inches from the centerline to the transfer side of the toilet. Also provide a vertical grab bar that is 18 inches minimum in length and mounted 39 inches to 41 inches from the floor and 39 inches to 41 inches to the centerline from the back wall. The toilet centerline should be 16 inches to 18 inches from the nearest wall and a minimum 17 inches to a maximum 19 inches to the top of the seat. This will require removal of the adjacent toilet and taking over that space. Check plumbing codes to determine if this is acceptable related to the fixture count.	3	\$ 4,500.00			Public/Board Room Restroom Project at Township Hall	Fall 2023		
X	Township Hall & AV Counting Board	Signage	The women's restroom sign is mounted on the door and not of an accessible design.	ADAAG 216.2 & ADAAG 703	The permanent room sign should be mounted on the wall at the latch side of the door at 48 inches minimum from the baseline of the lowest tactile character to 60 inches maximum from the baseline of the highest character with raised lettering and numbers plus Braille.	4	\$ 175.00			Public/Board Room Restroom Project at Township Hall	Fall 2023		
X	Township Hall & AV Counting Board	Door - Interior Opening Force	The women's restroom door has an opening force too high at 18 lbs.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	3	\$ 100.00	\$ 150.00		Hire vendor to inspect/adjust doors annually - Per Supervisor 3/2025 will have staff do it.	Fall 2023		
X	Township Hall & AV Counting Board	Sink - Protective Pipe Wrapping	The women's restroom sink does not provide protective pipe wrapping.	ADAAG 606.5	Provide a protective cover or protective pipe wrapping on the water shut offs and drain pipes.	3	\$ 75.00			Public/Board Room Restroom Project at Township Hall	Fall 2023		

Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
X	Township Hall & AV Counting Board	Clear Floor Space	The women's restroom sink is partially blocked by the storage cabinet and does not provide the clear floor space for pulling under the sink.	ANSI 606	Remove the storage cabinet to provide the clear floor space to pull underneath the sink.	3	\$ 50.00			Public/Board Room Restroom Project at Township Hall	Fall 2023		
X	Township Hall & AV Counting Board	Toilet - Accessible Stall Design	The women's restroom stall is not of an accessible design.	ADAAG 604 & ANSI 604.5.1	Provide an accessible stall that is a minimum of 60 inches wide and a minimum of 56 inches deep with a minimum 42 inches side grab bar mounted 12 inches maximum from the corner and a 36 inches rear grab bar mounted 12 inches minimum from the centerline and 24 inches from the centerline to the transfer side of the toilet. Also provide a vertical grab bar that is 18 inches minimum in length an mounted 39 inches to 41 inches from the floor and 39 inches to 41 inches to the centerline from the back wall. The toilet centerline should be 16 inches to 18 inches from the nearest wall and a minimum 17 inches to a maximum 19 inches to the top of the seat. This will require removal of the adjacent toilet and taking over that space. Check plumbing codes to determine if this is acceptable related to the fixture count.	3	\$ 4,500.00			Public/Board Room Restroom Project at Township Hall	Fall 2023		
	Township Hall & AV Counting Board	Door - Hardware	The door at the restrooms near the Boardroom has round door hardware.	ADAAG 404.2.7	Replace door hardware with hardware that does not require tight grasping, tight pinching or twisting of the wrist, such as lever hardware.	1	\$ 350.00	\$ 525.00					
	Township Hall & AV Counting Board	Door - Interior Opening Force	The door at the restrooms near the Boardroom has a broken closer but will be assumed is not accessible.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	2	\$ 100.00	\$ 150.00		Hire vendor to inspect/adjust doors annually - Per Supervisor 3/2025 will have staff do it.			
X	Township Hall & AV Counting Board	Counter - Height	The Treasurer Department counter is too high at 41 inches AFF.	ADAAG 904.3.3	Provide a section of counter that is 28 inches to 34 inches AFF and is at least 24 inches long in alterations. In new	2	\$ 645.00		23/24	Common Counter installed near Clerk Area which meets height requirements and can be used by all Departments to assist residents.	Dec-23		
X	Township Hall & AV Counting Board	Counter - Height	The Assessing Department counter is too high at 41 inches AFF.	ADAAG 904.3.3	Provide a section of counter that is 28 inches to 34 inches AFF and is at least 24 inches long in alterations.	2	\$ 645.00		23/24	Common Counter installed near Clerk Area which meets height requirements and can be used by all Departments to assist residents.	Dec-23		
X	Township Hall & AV Counting Board	Counter - Height	The Zoning, Utilities and Clear large counter is too high at 36 inches.	ADAAG 904.3.3	Provide a section of counter that is 28 inches to 34 inches AFF and is at least 24 inches long in alterations. <b>Consider a centralized section that could be used by all departments as needed.</b>	2	\$ 645.00		23/24	Common Counter installed near Clerk Area which meets height requirements and can be used by all Departments to assist residents.	Dec-23		

Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
	Township Hall & AV Counting Board	Reach Range - Brochure	The brochure holder is mounted too high 62 inch AFF and 76 inch AFF to the top holders.	ADAAG 308	Lower the brochure/flyer holder to be at 48 inches AFF. Or distribute the materials so each type is at a lower height. <b>UD</b> - Mount all brochure racks no higher than 48 inches AFF.	4	\$ 100.00	\$ 150.00		Suggest making adjustments to materials so that duplicate information is available at 2 different heights. Also provide a QR code to go to a Digital "Welcome Wagon" DAH is working on this. 4/2/24			
	Township Hall & AV Counting Board	Door - Interior Opening Force	The staff women's restroom door has an opening force too high at 8 lbs. and closes too quickly at 4 seconds.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	2	\$ 100.00	\$ 150.00		Hire vendor to inspect/adjust doors annually - Per Supervisor 3/2025 will have staff do it.			
X	Township Hall & AV Counting Board	Toilet - Height	The staff women's restroom toilet is mounted too low at 16 inches.	ADAAG 604.4	Provide a toilet with height at 17 inches to 19 inches to the top of the toilet seat.	3	\$ 1,650.00			Completed Spring 2024			
	Township Hall & AV Counting Board	Toilet - Paper Dispenser	The staff women's restroom toilet paper is mounted too far away at 11 inches.	ADAAG 604.7	Remount the toilet paper dispenser to be no lower than 15 inches, no higher than 48 inches AFF and a centerline of the dispenser that is a minimum of 7 inches to a maximum of 9 inches in front of the toilet. Do no mount the toilet paper dispenser behind the side grab bar.	3	\$ 250.00	\$ 375.00		Recommend that Employee Restrooms be lined up for renovations by 26/27 FY. 4/9/25 DAH			
	Township Hall & AV Counting Board	Toilet - Grab Bars	The staff women's restroom does not provide a vertical grab bar.	ANSI 604.5.1	Provide a vertical grab bar that is 18 inches minimum in length, is mounted 39 inches minimum to 41 inches maximum from the floor to the bottom of the bar, and the centerline is located 39 inches minimum of 41 inches maximum from the back wall.	3	\$ 175.00	\$ 262.50		Recommend that Employee Restrooms be lined up for renovations by 26/27 FY. 4/9/25 DAH			
	Township Hall & AV Counting Board	Stall - Hardware	The staff women's restroom stall door is not self closing.	ADAAG 604.8.1.2	Provide the hinges to allow for the stall door to be self-closing.	3	\$ 175.00	\$ 262.50		Recommend that Employee Restrooms be lined up for renovations by 26/27 FY. 4/9/25 DAH			
	Township Hall & AV Counting Board	Stall - Hardware	The staff women's restroom stall door does not provide handles on both sides.	ADAAG 604.8.1.2	Provide door pulls complying with ADAAG 404.2.7 on both sides of the door near the latch.	3	\$ 200.00	\$ 300.00		Recommend that Employee Restrooms be lined up for renovations by 26/27 FY. 4/9/25 DAH			
	Township Hall & AV Counting Board	Door - Interior Opening Force	The staff men's restroom door has an opening force too high at 10 lbs.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	2	\$ 100.00	\$ 150.00		Hire vendor to inspect/adjust doors annually - Per Supervisor 3/2025 will have staff do it.			
	Township Hall & AV Counting Board	Toilet - Height	The staff men's restroom toilet is mounted too low at 16 inches.	ADAAG 604.4	Provide a toilet with height at 17 inches to 19 inches to the top of the toilet seat.	3	\$ 1,650.00	\$ 2,475.00		Recommend that Employee Restrooms be lined up for renovations by 26/27 FY. 4/9/25 DAH			
	Township Hall & AV Counting Board	Toilet - Paper Dispenser	The staff men's restroom toilet paper is mounted too far away at 10 inches.	ADAAG 604.7	Remount the toilet paper dispenser to be no lower than 15 inches, no higher than 48 inches AFF and a centerline of the dispenser that is a minimum of 7 inches to a maximum of 9 inches in front of the toilet. Do no mount the toilet paper dispenser behind the side grab bar.	3	\$ 250.00	\$ 375.00		Recommend that Employee Restrooms be lined up for renovations by 26/27 FY. 4/9/25 DAH			

Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
	Township Hall & AV Counting Board	Toilet - Grab Bars	The staff men's restroom does not provide a vertical grab bar.	ANSI 604.5.1	Provide a vertical grab bar that is 18 inches minimum in length, is mounted 39 inches minimum to 41 inches maximum from the floor to the bottom of the bar, and the centerline is located 39 inches minimum of 41 inches maximum from the back wall.	3	\$ 175.00	\$ 262.50		Recommend that Employee Restrooms be lined up for renovations by 26/27 FY. 4/9/25 DAH			
	Township Hall & AV Counting Board	Stall - Hardware	The staff men's restroom stall door is not self closing.	ADAAG 604.8.1.2	Provide the hinges to allow for the stall door to be self-closing.	3	\$ 175.00	\$ 262.50		Recommend that Employee Restrooms be lined up for renovations by 26/27 FY. 4/9/25 DAH			
	Township Hall & AV Counting Board	Stall - Hardware	The staff men's restroom stall door does not provide handles on both sides.	ADAAG 604.8.1.2	Provide door pulls complying with ADAAG 404.2.7 on both sides of the door near the latch.	3	\$ 200.00	\$ 300.00		Recommend that Employee Restrooms be lined up for renovations by 26/27 FY. 4/9/25 DAH			
	Township Library & Precinct #8	Accessible Parking - Slope	The cross slope in the parking space nearest the entrance is too steep at 3.2%.	ADAAG 502.4	Regrade the parking spaces on the shortest accessible route to be no steeper than 2% in all directions.	1	\$ 1,000.00	\$ 1,500.00					
	Township Library & Precinct #8	Gap	The gap at the head of the access aisle by the curb ramp is too wide at 1 inch.	ADAAG 302.3	Fill in or replace section of asphalt sidewalk to provide a flush transition or an opening no greater than 1/2 inch. This maybe address during the leveling process.	1	\$ 175.00	\$ 262.50					
	Township Library & Precinct #8	Running Slope	The running slope up to the public entrance is too high at up to 9.8% for 8 feet.	ADAAG 403.3	Remove and regrade section to provide an accessible route with a running slope no greater than 5% and a cross slope no greater than 2% for 16 feet.	1	\$ 1,525.00	\$ 2,287.50					
X	Township Library & Precinct #8	Mats	There are 7 mats at the entrance to the library that are too light and could be a tripping hazard.	ADAAG 302.2	Provide a mat with a heavier backing or tape the mat to the floor.	1	\$ 1,050.00		FY 16/17	Library took initiative on their list of tasks	Library ordered and installed ADA compliant mats from Rental Company 8/17/16	2016 DAH	Included in rental agreement
	Township Library & Precinct #8	Door - Interior Opening Force	The door into the library has an opening force too high at 8 lbs.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	2	\$ 100.00	\$ 150.00		Hire vendor to inspect/adjust doors annually - Per Supervisor 3/2025 will have staff do it.	This should be done before every election		
	Township Library & Precinct #8	Counter - No Clear Space	A lower counter is provided at the service area but is covered with items.	ADAAG 904.3.3	Keep the counter area clear of items so it is useable when requested or needed.	2	\$ 50.00	\$ 75.00					
X	Township Library & Precinct #8	Clear Floor Space	Remove the small shelf at Computer Station #2 and #4 to provide the clear floor space requirement.	ADAAG 226 & ADAAG 902	Remove the small shelving to provide a knee and toe clearance between 17 inches to 25 inches.	2	\$ 300.00		FY 16/17	Library took initiative on their list of tasks	Library removed small shelf on station #2 and #4 8/23/16	2016 DAH	Labor
	Township Library & Precinct #8	Clear Floor Space	The Audio Room is too narrow at 32 inches because of the shelving unit.	ADAAG 403.5.1	Move the shelving unit to provide a clear accessible route that is a minimum 36 inches wide but can narrow down to 32 inches but for no more that 24 inches.	1	\$ 100.00	\$ 150.00					



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	Township Library & Precinct #8	Reach Range - Brochure	The smaller brochure rack is mounted 58 inches AFF to the to holder.	ADAAG 308	Lower the brochure/flyer holder to be at 48 inches AFF. Or distribute the materials so each type is at a lower height. <b>UD</b> - Mount all brochure racks no higher than 48 inches AFF.	4	\$ 100.00	\$ 150.00		Suggest making adjustments to materials so that duplicate information is available at 2 different heights.			
	Township Library & Precinct #8	Reach Range - Brochure	The large brochure rack is too high at 61 inches AFF and 71 inches AFF to the brochure holder.	ADAAG 308	Lower the brochure/flyer holder to be at 48 inches AFF. Or distribute the materials so each type is at a lower height. <b>UD</b> - Mount all brochure racks no higher than 48 inches AFF.	4	\$ 100.00	\$ 150.00		Suggest making adjustments to materials so that duplicate information is available at 2 different heights.			
	Township Library & Precinct #8	Door - Interior Opening Force	The women's restroom door opening force is too high at 13 lbs.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	3	\$ 100.00	\$ 150.00		Hire vendor to inspect/adjust doors annually - Per Supervisor 3/2025 will have staff do it.			
	Township Library & Precinct #8	Stall - Hardware	The women's restroom stall door is not self closing.	ADAAG 604.8.1.2	Provide the hinges to allow for the stall door to be self-closing.	3	\$ 175.00	\$ 262.50		Restrooms should be designed for ADA Compliance when remodeled. 4/2/24 DAH			
	Township Library & Precinct #8	Stall - Hardware	The women's restroom stall does not provide an inside handle.	ADAAG 604.8.1.2	Provide door pulls complying with ADAAG 404.2.7 on both sides of the door near the latch.	3	\$ 200.00	\$ 300.00		Restrooms should be designed for ADA Compliance when remodeled. 4/2/24 DAH			
	Township Library & Precinct #8	Toilet - Paper Dispenser	The women's restroom toilet paper is mounted too far in front at 15 inches.	ADAAG 604.7	Remount the toilet paper dispenser to be no lower than 15 inches, no higher than 48 inches AFF and a centerline of the dispenser that is a minimum of 7 inches to a maximum of 9 inches in front of the toilet. Do no mount the toilet paper dispenser behind the side grab bar.	3	\$ 250.00	\$ 375.00		Restrooms should be designed for ADA Compliance when remodeled. 4/2/24 DAH			
	Township Library & Precinct #8	Toilet - Disposal	The women's tampon disposal is mounted too far way at 30 inches.	ADAAG 308	Relocate the feminine napkin disposal to be no more than 9 inches maximum in front of the toilet if mounted on the sidewall or no more than 20 inches from the toilet if mounted on the back wall. The tampon trash can should be mounted no higher than 48 inches on either wall.	4	\$ 100.00	\$ 150.00		Restrooms should be designed for ADA Compliance when remodeled. 4/2/24 DAH			
	Township Library & Precinct #8	Door - Interior Opening Force	The men's restroom door opening force is too high at 10 lbs.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	3	\$ 100.00	\$ 150.00		Restrooms should be designed for ADA Compliance when remodeled. 4/2/24 DAH			
	Township Library & Precinct #8	Stall - Hardware	The men's restroom stall door is not self closing.	ADAAG 604.8.1.2	Provide the hinges to allow for the stall door to be self-closing.	3	\$ 175.00	\$ 262.50		Restrooms should be designed for ADA Compliance when remodeled. 4/2/24 DAH			
	Township Library & Precinct #8	Stall - Hardware	The men's restroom stall does not provide an inside handle.	ADAAG 604.8.1.2	Provide door pulls complying with ADAAG 404.2.7 on both sides of the door near the latch.	3	\$ 200.00	\$ 300.00		Restrooms should be designed for ADA Compliance when remodeled. 4/2/24 DAH			
	Township Library & Precinct #8	Toilet - Paper Dispenser	The men's restroom toilet paper is mounted too far in front at 15 inches.	ADAAG 604.7	Remount the toilet paper dispenser to be no lower than 15 inches, no higher than 48 inches AFF and a centerline of the dispenser that is a minimum of 7 inches to a maximum of 9 inches in front of the toilet. Do no mount the toilet paper dispenser behind the side grab bar.	3	\$ 250.00	\$ 375.00		Restrooms should be designed for ADA Compliance when remodeled. 4/2/24 DAH			



Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
	Township Library & Precinct #8	Door - Interior Opening Force	Meeting Room A door has an opening force too high at 9 lbs.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	2	\$ 100.00	\$ 150.00		Hire vendor to inspect/adjust doors annually - Per Supervisor 3/2025 will have staff do it.			
	Township Library & Precinct #8	Door - Interior Opening Force	Meeting Room B door has an opening force too high at 10 lbs.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	2	\$ 100.00	\$ 150.00		Hire vendor to inspect/adjust doors annually - Per Supervisor 3/2025 will have staff do it.			
	Township Library & Precinct #8	Door - Exterior Opening Force	Two exit doors are alarmed but it is assumed the opening force and/or closing speed is too high.	NA	<b>Recommendation:</b> While not specifically address by the ADA it would be recommended to adjust the closer so the door opening force is no heavier than 8.5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	3	\$ 200.00	\$ 300.00		Hire vendor to inspect/adjust doors annually - Per Supervisor 3/2025 will have staff do it.			
	Township Library & Precinct #8	Coat Hook	The two coat hangers are mounted too high at 53 inches AFF.	ADAAG 222.1 & ADAAG 308	Provide 5% of the coat hooks, but not less than one, at a reach range no higher than 48 inches AFF for a forward reach over an obstruction no deeper than 20 inches or a side reach of 48 inches AFF over an object no deeper than 10 inches. Consider adding additional coat hooks at the lower height.	4	\$ 200.00	\$ 300.00		<b>Suggest installing a smaller portion of rod at a compliant height beneath existing rack.</b>			
	Township Library & Precinct #8	Protruding Object	The two coat hangers protrude out too far at 53 inches AFF.	ADAAG 307	Provide a cane detectable barrier, such as a side panel, that is below 27 inches and the width of the protruding object.	1	\$ 600.00	\$ 900.00					
	Township Library & Precinct #8	Door - Exterior Opening Force	The door out to the parking lot is alarmed but is assumed to have an opening force too high and/or close too quickly.	NA	<b>Recommendation:</b> While not specifically address by the ADA it would be recommended to adjust the closer so the door opening force is no heavier than 8.5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	1	\$ 100.00	\$ 150.00					
	Township Library & Precinct #8	Door - Exterior Opening Force	The door out to the garden area has an opening force too high at 14 lbs.	NA	<b>Recommendation:</b> While not specifically address by the ADA it would be recommended to adjust the closer so the door opening force is no heavier than 8.5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	1	\$ 100.00	\$ 150.00					
	Lakeland Trail - Village Trailhead	Trash Can	A blue trash can to the east of the Village Trailhead parking is 4 feet off of the trail/accessible route.	<u>Proposed</u> Outdoor Developed Areas Guidelines 1011	<b>Trash Can Recommendation:</b> Relocate trash can nearer the trail as part of your regular policy. For a forward approach provide a trash can within 24 inches and a minimum clear ground space of 36 inches by 48 inches or for a side approach provide a trash can within 24 inches and a minimum clear ground space of 30 inches by 60 inches.	4	\$ 50.00	\$ 75.00	Long Range in the 5-year Parks & Recreation Master Plan	Requested all trash cans be moved within 24" of paved paths as part of the Parks Maintenance list created July 2023.			
	Lakeland Trail - Village Trailhead	Accessible Parking - Access Aisle	The Village Trailhead has 17 parking's space but 4 accessible spaces of which two do not provide access aisles.	ADAAG 502	Unless this parking space gets heavy use consider changings at least two parking spaces or three parking's space back to regular parking space. Restrip with white paint to cover the present blue color.	1	\$ 300.00	\$ 450.00		<b>These will need to be restriped when parking lot is sealed, which we should plan on by 26/27 FY</b>			
	Lakeland Trail - Village Trailhead	Trash Can	The trash can near the parking lot is off the accessible route for 6 feet.	<u>Proposed</u> Outdoor Developed Areas Guidelines 1011	<b>Trash Can Recommendation:</b> Relocate trash can nearer the trail as part of your regular policy. For a forward approach provide a trash can within 24 inches and a minimum clear ground space of 36 inches by 48 inches or for a side approach provide a trash can within 24 inches and a minimum clear ground space of 30 inches by 60 inches.	4	\$ 50.00	\$ 75.00	Long Range in the 5-year Parks & Recreation Master Plan	Requested all trash cans be moved within 24" of paved paths as part of the Parks Maintenance list created July 2023.			

Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
	Lakeland Trail - Village Trailhead	Trash Can	The recycle can and trailhead information sign are 5 feet off the accessible route.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches.	2	\$ 175.00	\$ 262.50		Requested all trash cans be moved within 24" of paved paths as part of the Parks Maintenance list created July 2023.			
	Lakeland Trail - Village Trailhead	Signage	No trailhead sign is provided with details on the trail surface, slopes, etc.	<u>Proposed</u> Outdoor Areas Standards ADAAG 1017.11	<b>Trail Recommendation:</b> Provide a trailhead sign that includes information on 1) the length of the trail or trail segment, 2) Surface type, 3) Typical and minimum tread width, 4) Typical and maximum running slope, 5) and typical and maximum cross slope.	2	\$ 250.00	\$ 375.00					
X	Lakeland Trail - West	Truncated Domes	The truncated domes at the west side of Hamburg Road are in poor condition.	ADAAG 705	Provide truncated domes that go the width of the trail and 24 inches deep where it meets the road. Provide a color that contrast with the walkway surface. Truncated dome tiles are typically a more durable solution.	1	\$ 525.00		FY 17/18 in 5-year Parks Master Plan	Truncated Domes completed on all intersections	2021		30,000 less \$6,000 received from Friends of Lakelands Trail (Grant)
	Lakeland Trail - West	Reach Range - Dispenser	The dog dispenser and trash can is 8 feet off of the accessible route.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches. <b>Option:</b> Relocate the dispenser and trash can within 2 feet for the trail.	2	\$ 275.00	\$ 412.50					
X	Lakeland Trail - West	Bench	The bench at Hamburg Road does not provide a route to it for 5 feet or companion seating.	<u>Proposed</u> Outdoor Areas Standards ADAAG 1011	<b>Bench Recommendation:</b> Provide at least 20% but no less than two benches to provide a clear ground space of at least 30 inches by 48 inches positioned near the bench with one side adjoining the walkway. The clear ground space should have a slope no steeper than 2% in all directions. The clear ground space should not overlap the accessible route or another clear ground space. <b>UD</b> - Provide benches with armrests, backs, seat height between 17 inches AFF to 19 inches AFF maximum and no gaps between the seat and backrest.	2	\$ 350.00			Bench with companion seating was installed, and this bench which was referenced in 2016 has been removed. New bench was part of the Commemorative Bench Program, and funded by a resident.			\$ -
	Lakeland Trail - West	Trash Can	A trash can to the west of the Hamburg Road is 4 feet off of the trail/accessible route.	<u>Proposed</u> Outdoor Developed Areas Guidelines 1011	<b>Trash Can Recommendation:</b> Relocate trash can nearer the trail as part of your regular policy. For a forward approach provide a trash can within 24 inches and a minimum clear ground space of 36 inches by 48 inches or for a side approach provide a trash can within 24 inches and a minimum clear ground space of 30 inches by 60 inches.	4	\$ 50.00	\$ 75.00	Long Range in the 5-year Parks & Recreation Master Plan	Requested all trash cans be moved within 24" of paved paths as part of the Parks Maintenance list created July 2023.			
	Lakeland Trail - West	Trash Can	The dog dispenser and trash can is 8 feet off of the accessible route.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches. <b>Option:</b> Relocate the dispenser and trash can within 2 feet for the trail.	2	\$ 350.00	\$ 525.00		Requested all dog waste bins be moved within 24" of paved paths as part of the Parks Maintenance list created July 2023.			
X	Lakeland Trail - West	Bench	A bench at the 7 Mile Marker is not on an accessible route or provide companion seating.	<u>Proposed</u> Outdoor Areas Standards ADAAG 1011	<b>Bench Recommendation:</b> Provide at least 20% but no less than two benches to provide a clear ground space of at least 30 inches by 48 inches positioned near the bench with one side adjoining the walkway. The clear ground space should have a slope no steeper than 2% in all directions. The clear ground space should not overlap the accessible route or another clear ground space. <b>UD</b> - Provide benches with armrests, backs, seat height between 17 inches AFF to 19 inches AFF maximum and no gaps between the seat and backrest.	2	\$ 350.00			Bench with companion seating was installed, and this bench which was referenced in 2016 has been removed. New bench was part of the Commemorative Bench Program, and funded by a resident.			\$ -

Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
	Lakeland Trail - Merrill Road	Gap	There is a gap on the north side of tracks of 3/4 inch.	ADAAG 302.3	Fill in or replace section of asphalt sidewalk to provide a flush transition or an opening no greater than 1/2 inch.	1	\$ 175.00	\$ 262.50	In 5-year Parks Master Plan				
	Lakeland Trail - Merrill Road	Gap	The train tracks have a gap too wide at 3 1/2 inches.	ADAAG 402 & ADAAG 810.10	Provide wheel flanges the provide an opening no greater than 2 1/2 inches.	1	\$ 500.00	\$ 750.00	In 5-year Parks Master Plan				
	Lakeland Trail - Merrill Road	Cross Slope	The trail along Merrill Road has a cross slope too steep at up to 3.2% for 60 feet. This slope collects debris.	<u>Proposed</u> Outdoor Areas Standards ADAAG 1017.7.1	<b>Trail Recommendation:</b> Remove and regrade section to provide a cross slope no steeper than 2%.	2	\$ 2,100.00	\$ 3,150.00	In 5-year Parks Master Plan	This upgrade will be made with the Bennett Park Improvements TF22-0107 - 25/26 FY			
	Lakeland Trail - Merrill Trailhead	Abrupt Transition	A sunken area at the turn up to Merrill Trailhead parking is too deep at 1 inch.	<u>Proposed</u> Outdoor Areas Standards ADAAG 1017.6	<b>Trail Recommendation:</b> Fill in or replace section of asphalt trail to provide a flush transition or an opening no greater than 1/2 inch.	1	\$ 175.00	\$ 262.50		This should be corrected with Bennett Park Improvements under grant TF22-0107?			
	Lakeland Trail - Merrill Trailhead	Running Slope	The running slope of the east trail is 7.9% for 120 feet.	<u>Proposed</u> Outdoor Areas Standards ADAAG 1017.7.1	<b>Trail Recommendation:</b> While the present trial slopes meet the propose requirements, consider when resurfacing the trial in the future to lessen the slope to the greatest extent possible. 5% or less running sloped would be preferred.	NA	NA			This should be corrected with Bennett Park Improvements under grant TF22-0107?			
	Lakeland Trail - Merrill Trailhead	Running Slope	The running slope for the trial at the Gulch sign is 6.7% for 32 feet.	<u>Proposed</u> Outdoor Areas Standards ADAAG 1017.7.1	<b>Trail Recommendation:</b> While the present trial slopes meet the propose requirements, consider when resurfacing the trial in the future to lessen the slope to the greatest extent possible. 5% or less running sloped would be preferred.	NA	NA						
	Lakeland Trail - Merrill Trailhead	Cross Slope	The cross slope of the trail at the intersection of walkways is too steep at 6.1% for 38 feet.	<u>Proposed</u> Outdoor Areas Standards ADAAG 1017.7.1	<b>Trail Recommendation:</b> When concrete, asphalt or boards are used then the cross slope can be no steeper than 2%.	2	\$ 1,350.00	\$ 2,025.00		This should be corrected with Bennett Park Improvements under grant TF22-0107?			
IP	Lakeland Trail - Merrill Trailhead	Bench	The bench at the turn from the trail to the parking lot is not connected to the accessible route or provide companion seating.	<u>Proposed</u> Outdoor Areas Standards ADAAG 1011	<b>Bench Recommendation:</b> See previous notes on benches. Distribute the accessible benches along the full width of the trail.	2	See Previous Notes on Benches.			Bench was installed for Neilson/Koeble, need to install gravel path to feature in Spring 2024. Suggest doing these improvements with the West Park Improvements which will take place by Spring 2025.			
IP	Lakeland Trail - Merrill Trailhead	Bench	The bench at the parking lot is not connected to the accessible route or provide companion seating.	<u>Proposed</u> Outdoor Areas Standards ADAAG 1011	<b>Bench Recommendation:</b> See previous notes on benches. Distribute the accessible benches along the full width of the trail.	2	See Previous Notes on Benches.			Bench was installed for Neilson/Koeble, need to install gravel path to feature in Spring 2024. Suggest doing these improvements with the West Park Improvements which will take place by Spring 2025.			
	Lakeland Trail - Merrill Trailhead	Trash Can	The dog dispenser and trash can is 8 feet off of the accessible route.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches. <b>Option:</b> Relocate the dispenser and trash can within 2 feet for the trail.	2	\$ 275.00	\$ 412.50					

Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
	Lakeland Trail - Merrill Trailhead	Accessible Route - New	The information bulletin board and payment box is not on an accessible route for 25 feet.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches.	2	\$ 875.00	\$ 1,312.50		QR Code system has been suggested. Accessible route to kiosk should be provided.			
	Lakeland Trail - Merrill Trailhead	Signage	No trailhead sign is provided with details on the trail surface, slopes, etc.	<u>Proposed</u> Outdoor Areas Standards ADAAG 1017.11	<b>Trail Recommendation:</b> Provide a trailhead sign that includes information on 1) the length of the trail or trail segment, 2) Surface type, 3) Typical and minimum tread width, 4) Typical and maximum running slope, 5) and typical and maximum cross slope.	2	\$ 250.00	\$ 375.00		Detailed Map should be developed, then QR code could get folks to the information on our website which could give details on an accessible page.			
X	Lakeland Trail - Merrill Trailhead	Portable Toilet - Accessible Route	The portable toilet is not on an accessible route for 12 feet.	ADAAG 213.2	When the company delivers a portable toilet make sure they locate them on an accessible route. <b>Option:</b> Create an accessible route that complies with ADAAG 403.	3	N/A		FY 17/18 in 5-year Parks Master Plan	Screening should be provided for portable toilets, and paths should be better denominated and/or provided.	FY 19/20 Requested the vendor relocate all units - DH	Inspection takes place each year by Parks Coordinator	\$ -
	Lakeland Trail - Merrill Trailhead	Accessible Parking - Van	The accessible parking is not marked with a van accessible sign.	ADAAG 502.6	At the van accessible parking spaces, under the International Symbol of Accessibility sign provide a "Van Accessible" sign mounted 60 inches minimum AFF to the bottom of the sign.	1	\$ 100.00	\$ 150.00					
	Lakeland Trail - Merrill Trailhead	Bench	The benches and trash cans just west of Merrill Road heading west are not on an accessible route for 40 feet.	<u>Proposed</u> Outdoor Areas Standards ADAAG 1011	<b>Bench and Trash Can Recommendation:</b> Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches and connect to the companion seating of the bench.	2	\$ 1,400.00	\$ 2,100.00		These are in the Boy Scout respite area, which is an area listed as needing updates for the Commemorative Bench Program.			
	Lakeland Trail - Merrill Trailhead	Gap	The gaps at the short wooden bridge to the benches and trash can are too wide at 3/4 inch.	ADAAG 302.3	Adjust and add sections of the wooden walkway to provide openings no greater than 1/2 inch. (Small bridge in Scout Respite area)	1	\$ 350.00	\$ 525.00		These are in the Boy Scout respite area, which is an area listed as needing updates for the Commemorative Bench Program.			
	Lakeland Trail - Merrill Trailhead	Gap	The east side for the bridge over the river has a gap and sunken area.	ADAAG 302.3	Fill in or replace section of asphalt sidewalk to provide a flush transition or an opening no greater than 1/2 inch.	1	\$ 175.00	\$ 262.50		Huron River Bridge which is slated for replacement. Grants pending. Supervisor Project.			
	Lakeland Trail - Merrill Trailhead	Gap	The bridge boards have gaps too wide at up to 1 inch.	ADAAG 302.3	Adjust and add sections of the wooden walkway to provide an opening no greater than 1/2 inch.	1	\$ 1,000.00	\$ 1,500.00		Huron River Bridge which is slated for replacement. Grants pending. Supervisor Project.			
	Lakeland Trail - Merrill Trailhead	Bench	The bench near the bridge does not provide companion seating.	<u>Proposed</u> Outdoor Areas Standards ADAAG 1011	<b>Bench Recommendation:</b> See previous notes on benches. Distribute the accessible benches along the full width of the trail.	2	See Previous Notes on Benches.			Started an Adopt a Bench / Tree Program			
	Lakeland Trail - Merrill Trailhead	Accessible Route - New	The dog dispenser near the boardwalk for the swamp is 5 feet off of the accessible route.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches. <b>Option:</b> Relocate the dispenser and trash can within 2 feet for the trail.	2	\$ 175.00	\$ 262.50					

Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
	Lakeland Trail - Merrill Trailhead	Trash Can	A blue trash can near the boardwalk for the swamp is 5 feet off of the accessible route.	<u>Proposed</u> Outdoor Developed Areas Guidelines 1011	<b>Trash Can Recommendation:</b> Relocate trash can nearer the trail as part of your regular policy. For a forward approach provide a trash can within 24 inches and a minimum clear ground space of 36 inches by 48 inches or for a side approach provide a trash can within 24 inches and a minimum clear ground space of 30 inches by 60 inches.	4	\$ 50.00	\$ 75.00					
X	Lakeland Trail - Near Pettys	Truncated Domes	The Pettys Road crossing truncated domes are in poor condition on both sides.	ADAAG 705	Provide truncated domes that go the width of the trail and 24 inches deep where it meets the road. Provide a color that contrast with the walkway surface. Truncated dome tiles are typically a more durable solution.	1	\$ 1,050.00		FY 17/18 in 5-year Parks Master Plan	Truncated Domes completed on all intersections	2021		30,000 less \$6,000 received from Friends of Lakelands Trail (Grant)
	Lakeland Trail - Near Pettys	Accessible Route - Surface	The cross of Pettys Road is in poor condition with gaps, abrupt transitions and broken surfaces.	ADAAG 403.1	Resurface the street to provide a trail crossing surface that is firm and stable with a running slope no steeper than 5% and a cross slope not steeper than 2%, a minimum clear width of 36 inches and gaps no wider than 1/2 inches and abrupt transitions no higher than 1/2 inches.	1	\$ 750.00	\$ 1,125.00					
	Lakeland Trail - Near Pettys	Abrupt Transition	Two sunken areas are located just west of Pettys Road and are too deep at 1 inch.	<u>Proposed</u> Outdoor Areas Standards ADAAG 1017.6	<b>Trail Recommendation:</b> Fill in or replace section of asphalt trail to provide a flush transition or an opening no greater than 1/2 inch.	1	\$ 350.00	\$ 525.00					
	Lakeland Trail - Behind Carpet Depot	Abrupt Transition	A small bridge just before the train tracks has abrupt transitions of 1 inch on either side.	ADAAG 303	Remove and replace section of asphalt to provide a smooth transition.	1	\$ 350.00	\$ 525.00		This project is slated for the 26/27 FY, Grant is pending. 4/9/25 DAH			
	Lakeland Trail - Behind Carpet Depot	Gap	The small bridge before the train tracks has gaps too wide at up to 1 inch. The boards are in poor condition.	ADAAG 302.3	Adjust and add sections of the wooden walkway to provide openings no greater than 1/2 inch.	1	\$ 1,500.00	\$ 2,250.00		This project is slated for the 26/27 FY, Grant is pending. 4/9/25 DAH			
	Lakeland Trail - Behind Carpet Depot	Cross Slope	The cross slope of the trail south of the train crossing is too steep at 6.4% for 20 feet.	<u>Proposed</u> Outdoor Areas Standards ADAAG 1017.7.1	<b>Trail Recommendation:</b> Provide a cross slope that can be no steeper than 2%.	2	\$ 700.00	\$ 1,050.00		We need to look into this improvement for future trail improvements no later than 27/28 FY			
	Lakeland Trail - Behind Carpet Depot	Running Slope	The running slope of the trail south of the train track is 13.1% for 30 feet.	<u>Proposed</u> Outdoor Areas Standards ADAAG 1017.7.1	<b>Trail Recommendation:</b> Lessen the running slope to be no more than 12.5% for 10 feet or lessen the slope to be no more than 5% for 75 feet or complies with Table 1017.7.1, Running Slope and Resting Intervals.	2	\$ 2,625.00	\$ 3,937.50		We need to look into this improvement for future trail improvements no later than 27/28 FY			
	Lakeland Trail - Behind Carpet Depot	Gap	The train tracks have a gap too wide at 3 inches.	ADAAG 402 & ADAAG 810.10	Provide wheel flanges the provide an opening no greater than 2 1/2 inches.	1	\$ 500.00	\$ 750.00		We need to look into this improvement for future trail improvements no later than 27/28 FY			
	Lakeland Trail - Merrill Trailhead	Running Slope	The running slope of the trail north of the tracks is too steep at 12.0% for 3 feet.	<u>Proposed</u> Outdoor Areas Standards ADAAG 1017.7.1	<b>Trail Recommendation:</b> Lessen the running slope to be no more than 5% for 8 feet or complies with Table 1017.7.1, Running Slope and Resting Intervals.	2	\$ 300.00	\$ 450.00		We need to look into this improvement for future trail improvements no later than 27/28 FY			

Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
	Lakeland Trail - Behind Carpet Depot	Bench	The bench just past the train crossing is not on an accessible route for 14 feet and does not provide companion seating.	<u>Proposed</u> Outdoor Areas Standards ADAAG 1011	<b>Bench Recommendation:</b> See previous notes on benches. Distribute the accessible benches along the full width of the trail.	2	See Previous Notes on Benches.			Started an Adopt a Bench / Tree Program			
X	Lakeland Trail - Near Girard	Truncated Domes	The truncated domes at Girard Drive are in poor condition on both sides.	ADAAG 705	Provide truncated domes that go the width of the trail and 24 inches deep where it meets the road. Provide a color that contrast with the walkway surface. Truncated dome tiles are typically a more durable solution.	1	\$ 1,050.00		FY 17/18 in 5-year Parks Master Plan	Truncated Domes completed on all intersections	2021		30,000 less \$6,000 received from Friends of Lakelands Trail (Grant)
IP	Lakeland Trail - Near Kress	Accessible Route - Surface	The bridge before Kress Road has boards that are in poor condition and create an uneven surface.	ADAAG 302.3	Replace the wooden walkway to provide openings no greater than 1/2 inch and a smooth transition to the trail. (Bridge was replaced in 2017 which corrected this situation, however, smooth transition is still needed.	1	\$ 2,500.00	\$ 3,750.00	FY 16/17	Alan's Asphalt provided quote for this in amount of \$23,100 on 4/4/25	Boards Replaced April 2017 - Transition grade still needs repair as of 4/9/25 DAH		\$ 8,520.00
X	Lakeland Trail - Near Kress	Truncated Domes	The Kress Road crossing truncated domes are in poor condition on both sides.	ADAAG 705	Provide truncated domes that go the width of the trail and 24 inches deep where it meets the road. Provide a color that contrast with the walkway surface. Truncated dome tiles are typically a more durable solution.	1	\$ 1,050.00		FY 17/18 in 5-year Parks Master Plan	Truncated Domes completed on all intersections	2021		30,000 less \$6,000 received from Friends of Lakelands Trail (Grant)
	Lakeland Trail - Near Kress	Accessible Route - Surface	The crossing of Kress Road is in poor condition with gaps, abrupt transitions and broken surfaces.	ADAAG 403.1	Resurface the street to provide a trail crossing surface that is firm and stable with a running slope no steeper than 5% and a cross slope not steeper than 2%, a minimum clear width of 36 inches and gaps no wider than 1/2 inches and abrupt transitions no higher than 1/2 inches.	1	\$ 750.00	\$ 1,125.00					
IP	Lakeland Trail - Near Kress	Bench	The bench and railroad sign is 6 feet off the accessible route and does not provide companion seating.	<u>Proposed</u> Outdoor Areas Standards ADAAG 1011	<b>Bench Recommendation:</b> See previous notes on benches. Distribute the accessible benches along the full width of the trail.	2	See Previous Notes on Benches.		FY 20.21	Started an Adopt a Bench / Tree Program			
	Lakeland Trail - Near Kress	Accessible Route - New	The dog dispenser near bench and sign is 6 feet off of the accessible route.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches. <b>Option:</b> Relocate the dispenser and trash can within 2 feet for the trail.	2	\$ 200.00	\$ 300.00					
	Lakeland Trail - Pettysville	Running Slope	The south side trail to the tunnel has a running slope up to 11.1% for 95 feet.	<u>Proposed</u> Outdoor Areas Standards ADAAG 1017.7.1	<b>Trail Recommendation:</b> While the present trial slopes meet the propose requirements, consider when resurfacing the trial in the future to lessen the slope to the greatest extent possible. 5% or less running sloped would be preferred.	NA	NA						
	Lakeland Trail - Pettysville	Running Slope	The north side trail to the tunnel has a running slope up to 8.5% for 149 feet.	<u>Proposed</u> Outdoor Areas Standards ADAAG 1017.7.1	<b>Trail Recommendation:</b> While the present trial slopes meet the propose requirements, consider when resurfacing the trial in the future to lessen the slope to the greatest extent possible. 5% or less running sloped would be preferred.	NA	NA						
	Lakeland Trail - Pettysville	Accessible Route - New	The dog dispenser and trash can is 5 feet off of the accessible route.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches. <b>Option:</b> Relocate the dispenser and trash can within 2 feet for the trail.	2	\$ 275.00	\$ 412.50					

Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
	Lakeland Trail - Pettysville	Cross Slope	The cross slope in front of the bench is too steep at up to 4.0% for 34 feet.	ADAAG 403.3	Remove and regrade section to provide a cross slope no greater than 2%.	2	\$ 1,200.00	\$ 1,800.00					
IP	Lakeland Trail - Pettysville Trailhead	Bench - Companion Seating	The bench does not provide companion seating.	<u>Proposed</u> Outdoor Areas Standards ADAAG 1011	<b>Bench Recommendation:</b> See previous notes on benches. Distribute the accessible benches along the full width of the trail.	2	<u>See Previous Notes on Benches.</u>		FY 20.21	Started an Adopt a Bench / Tree Program			
	Lakeland Trail - Pettysville Trailhead	Accessible Route - New	The trail head bulletin board is not on an accessible route for 20 feet.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches.	2	\$ 700.00	\$ 1,050.00	FY 18/19 in 5-year Parks Master Plan				
	Lakeland Trail - Pettysville Trailhead	Signage	No trailhead sign is provided with details on the trail surface, slopes, etc.	<u>Proposed</u> Outdoor Areas Standards ADAAG 1017.11	<b>Trail Recommendation:</b> Provide a trailhead sign that includes information on 1) the length of the trail or trail segment, 2) Surface type, 3) Typical and minimum tread width, 4) Typical and maximum running slope, 5) and typical and maximum cross slope.	2	\$ 250.00	\$ 375.00					
	Lakeland Trail - Pettysville Trailhead	Accessible Parking - Van	The accessible parking does not note a clearly marked van accessible parking space or a van accessible sign.	ADAAG 502.2	Provide a van accessible parking space that is a minimum of 11 feet wide with an access aisle a minimum of 5 feet wide. Also provide a "Van Accessible" sign mounted under the International Symbol of Accessibility Sign. <b>Option:</b> A van accessible space can be 8 feet wide if the access aisle is a minimum of 8 feet wide.	1	\$ 225.00	\$ 337.50	FY 18/19 in 5-year Parks Master Plan				
	Lakeland Trail - Pettysville Trailhead	Accessible Parking - New	No accessible parking is provided at the present portable toilets or BMX area.	ADAAG 502	Provide one accessible parking space with an access aisle a minimum of 60 inches plus a sign with the International Symbol of Accessibility at the head and middle of the parking space. The parking space and access aisle should be no steeper than 2% in all directions and on a firm and stable surface. Locate the accessible parking space on the shortest accessible route. <b>UD</b> - Provide a Universally Designed parking space with a minimum 11 foot (132 inches) parking space and a minimum 5 foot (60 inches) access aisle.	1	\$ 1,175.00	\$ 1,762.50	FY 18/19 in 5-year Parks Master Plan				
	Lakeland Trail - Pettysville Trailhead	Accessible Route - New	No accessible route is provided to the portable toilet for 7 feet.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches. <b>Option:</b> Relocate the portable toilets to the extra asphalt area near the present accessible parking.	3	\$ 250.00	\$ 375.00	FY 18/19 in 5-year Parks Master Plan				
	Lakeland Trail - Pettysville Trailhead	Accessible Route - New	No accessible route is provided to a BMX area for 60 feet.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches.	2	\$ 2,100.00	\$ 3,150.00	FY 19/20 in 5-year Parks Master Plan				
	Lakeland Trail - Pettysville Trailhead	Trash Can	A blue trash can to the west of the Pettysville Trailhead parking is 3 feet off of the trail/accessible route.	<u>Proposed</u> Outdoor Developed Areas Guidelines 1011	<b>Trash Can Recommendation:</b> Relocate trash can nearer the trail as part of your regular policy. For a forward approach provide a trash can within 24 inches and a minimum clear ground space of 36 inches by 48 inches or for a side approach provide a trash can within 24 inches and a minimum clear ground space of 30 inches by 60 inches.	4	\$ 50.00	\$ 75.00					



Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
IP	Lakeland Trail - Pettysville Trailhead	Bench - Companion Seating	The bench and changing route sign is 6 feet off the accessible route and does not provide companion seating.	<u>Proposed</u> Outdoor Areas Standards ADAAG 1011	<b>Bench Recommendation:</b> See previous notes on benches. Distribute the accessible benches along the full width of the trail.	2	See Previous Notes on Benches.		FY 20.21	<b>Started an Adopt a Bench / Tree Program</b>	7 benches installed in 2022 along LT. Concrete pads and bench placement accommodate companion seat.		Donor funds cost. Hamburg staff handles installation.
	Lakeland Trail - Pettysville	Gap	There is a gap in the trail that is too big at 1 inch. This is located behind Firehouse #11.	<u>Proposed</u> Outdoor Areas Standards ADAAG 1017.6	<b>Trail Recommendation:</b> Fill in or replace section of asphalt trail to provide a flush transition or an opening no greater than 1/2 inch.	2	\$ 175.00	\$ 262.50					
	Lakeland Trail - Pettysville Trail	Trash Can	The dog dispenser and trash can near Chambers Road is 4 feet off of the accessible route.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches. <b>Option:</b> Relocate the dispenser and trash can within 2 feet for the trail.	2	\$ 150.00	\$ 225.00					
X	Lakeland Trail - Near Chambers	Truncated Domes	The truncated domes at Chamber Road are in poor condition on both sides.	ADAAG 705	Provide truncated domes that go the width of the trail and 24 inches deep where it meets the road. Provide a color that contrast with the walkway surface. Truncated dome tiles are typically a more durable solution.	1	\$ 1,050.00		FY 17/18 in 5-year Parks Master Plan	Truncated Domes completed on all intersections	2021		30,000 less \$6,000 received from Friends of Lakelands Trail (Grant)
	Lakeland Trail - Near Chambers	Accessible Route - Surface	The road crossing at Chambers Road is gravel.	ADAAG 403.1	Resurface the street to provide a trail crossing surface that is firm and stable with a running slope no steeper than 5% and a cross slope not steeper than 2%, a minimum clear width of 36 inches and gaps no wider than 1/2 inches and abrupt transitions no higher than 1/2 inches.	1	\$ 750.00	\$ 1,125.00					
X	Lakeland Trail - Near Chambers	Abrupt Transition	The bridge just past Chambers Road has abrupt transition at the edges of 1 inch.	ADAAG 303	Remove and replace section of asphalt to provide a smooth transition. Some of the boards appear loose and could also be screwed down tighter.	1	\$ 350.00		FY 22/23	Hay Creek Bridge Project - Completed 2022 - MDNR Grant #TF20-0145	9/7/2022	IMEG	\$200,280.93
X	Lakeland Trail - Near Chambers	Gap	The bridge just past Chambers Road has gaps too wide at 1 inch.	ADAAG 302.3	Adjust and add sections of the wooden walkway to provide openings no greater than 1/2 inch.	1	\$ 1,500.00		FY 22/23	Hay Creek Bridge Project - Completed 2022 - MDNR Grant #TF20-0146	9/8/2022	IMEG	\$200,280.93
	Lakeland Trail - Pettysville Trail	Trash Can	The trash can past Chambers Road is 8 feet off the accessible route.	<u>Proposed</u> Outdoor Developed Areas Guidelines 1011	<b>Trash Can Recommendation:</b> Relocate trash can nearer the trail as part of your regular policy. For a forward approach provide a trash can within 24 inches and a minimum clear ground space of 36 inches by 48 inches or for a side approach provide a trash can within 24 inches and a minimum clear ground space of 30 inches by 60 inches.	4	\$ 50.00	\$ 75.00					
	Lakeland Trail - Pettysville Trail	Accessible Route - New	The dog waste bags and trash can is 6 feet off the accessible route.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches. <b>Option:</b> Relocate the dispenser and trash can within 2 feet for the trail.	2	\$ 150.00	\$ 225.00					
X	Livingston County Wildlife - Precinct #7	Accessible Parking - Access Aisle	Two accessible parking space are provided but neither one has an access aisle.	ADAAG 502.3	Restripe the accessible parking space's access aisle to provide an access aisle that is a minimum of 60 inches.	1	\$ 200.00		FY 16/17	Task Completed by Parks & ADA Coordinator	Temp signage purchased 10/2016 and used for 11/2016 Presidential		\$ 120.00



Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
N/A	Livingston County Wildlife - Precinct #7	Abrupt Transition	There is a 3/4 inch abrupt transition at the base of the ramp and parking lot.	ADAAG 303	Remove and replace section of asphalt to provide a smooth transition. This maybe corrected when replacing the concrete noted below.	1	\$ 175.00			We are using for precinct, but are not in control of their maintenance. Highly recommend suggesting these items be done prior to any election.			
N/A	Livingston County Wildlife - Precinct #7	Cross Slope	The cross slope at the bottom of the ramp is too steep at up to 4.1% for 8 feet.	ADAAG 403.3	Remove and regrade section to provide a cross slope no greater than 2%.	1	\$ 550.00			We are using for precinct, but are not in control of their maintenance.			
N/A	Livingston County Wildlife - Precinct #7	Ramp - Handrails	The ramp does not provide proper handrail extensions, the handrails would be required to extend an additional 7 feet at the bottom (on both sides) and the present handrails are not of a proper design for 20 feet.	ADAAG 405.8	Provide handrails with extensions on both sides of the ramp for a total of 54 feet. Mount the handrails to 34 inches to 38 inches to the top of the gripping surface.	1	\$ 2,100.00			We are using for precinct, but are not in control of their maintenance.			
X	Livingston County Wildlife - Precinct #7	Door - Hardware	The interior front door hardware is round.	ADAAG 404.2.7	Replace door hardware with hardware that does not require tight grasping, tight pinching or twisting of the wrist, such as lever hardware.	1	\$ 350.00		FY 16/17	Task Completed by Parks & ADA Coordinator	10/2016 Purchased and used Accessible Knob cover for 11/2016 Presidential Election		\$ 8.00
X	Manly Bennett Park - West	Accessible Parking - New	There are 4 accessible parking spaces but the parking lot is gravel only. The size of the parking lot appears to require more accessible parking.	ADAAG 502	Provide one accessible parking space with an access aisle a minimum of 60 inches plus a sign with the International Symbol of Accessibility at the head and middle of the parking space. The parking space and access aisle should be no steeper than 2% in all directions and on a firm and stable surface. Locate the accessible parking space on the shortest accessible route. <b>UD</b> - Provide a Universally Designed parking space with a minimum 11 foot (132 inches) parking space and a minimum 5 foot (60 inches) access aisle.	1	\$ 3,525.00	\$ 5,287.50	FY 17/18 in 5-year Parks Master Plan	<b>Parking completed in Trust Fund Grant project, with Township upgrades</b>	2024		
G	Manly Bennett Park - West	Accessible Route - New	No accessible route is provided west of the soccer fields - unpaved	ADAAG 502	Provide continuation with a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches.	1	\$ 50,000.00	\$ 75,000.00	FY 18/19 in 5-year Parks Master Plan	<b>Trail improvements are included in Trust Fund Grant and renovations to take place in the 24/25 FY</b>			
X	Manly Bennett Park - West	Accessible Parking - Van	No van accessible parking space is indicated.	ADAAG 502.2	Provide a van accessible parking space that is a minimum of 11 feet wide with an access aisle a minimum of 5 feet wide. Also provide a "Van Accessible" sign mounted under the International Symbol of Accessibility Sign. <b>Option:</b> A van accessible space can be 8 feet wide if the access aisle is a minimum of 8 feet wide.	1	\$ 1,175.00	\$ 1,762.50	FY 17/18 in 5-year Parks Master Plan	<b>Parking completed in Trust Fund Grant project, with Township upgrades</b>	2024		

Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
G	Manly Bennett Park - West	Accessible Route - New	No accessible route is provided from the two accessible parking areas for 11 feet. Provide one at each parking area.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches.	1	\$ 775.00	\$ 1,162.50	FY 18/19 in 5-year Parks Master Plan	Parking is included in Trust Fund Grant and renovations to take place in the 24/25 FY			
	Manly Bennett Park - West	Accessible Route - New	No accessible route is provided to the brochure and bulletin board for 21 feet.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches.	2	\$ 700.00	\$ 1,050.00	FY 18/19 in 5-year Parks Master Plan				
	Manly Bennett Park - West	Handrails	The walkway up to the gazebo is a ramp slope but no handrails are provided for 8 feet.	ADAAG 403.3	Remove and regrade section to provide an accessible route with a running slope no greater than 5% and a cross slope no greater than 2% for 14 feet. This could address the abrupt transition issue noted below.	2	\$ 500.00	\$ 750.00	FY 18/19 in 5-year Parks Master Plan				
	Manly Bennett Park - West	Abrupt Transition	There is an abrupt transition too high at 1 1/2 inches at the gazebo.	ADAAG 303	Remove and replace section of asphalt to provide a smooth transition.	1	\$ 175.00	\$ 262.50	FY 18/19 in 5-year Parks Master Plan				
	Manly Bennett Park	Reach Range - Dispenser	The hand sanitizer in the portable toilet is too high at 55 inches AFF.	ADAAG 213.2	Confirm with the company that you use that their portable toilets are fully accessible and meet all accessibility standards.	3	NA						
	Manly Bennett Park - West	Protruding Object	The AED protrudes out at 7 inches and is 57 inches to the bottom.	ADAAG 307	Relocate the element out of the accessible route or provide a cane detectable barrier such as a permanent trash can mounted underneath and no higher than 27 inches AFF to the bottom of the trash can.	1	\$ 150.00	\$ 225.00	FY 17/18 in 5-year Parks Master Plan				
	Manly Bennett Park - West	Reach Range - Dispenser	The AED is not within reach range.	ANSI 308	Remount the AED to provide a reach range no higher than 48 inches AFF for a forward reach over an obstruction no deeper than 20 inches or a side reach of 48 inches AFF over an object no deeper than 10 inches. If concern for children playing with this then lower to what is determined as the best possible height.	2	\$ 150.00	\$ 225.00					
G	Manly Bennett Park - West	Gap	There are 8 gaps in the walkway that are too wide at up to 1 inch for 14 feet.	ADAAG 302.3	Fill in or replace section of asphalt sidewalk to provide a flush transition or an opening no greater than 1/2 inch.	1	\$ 1,400.00	\$ 2,100.00	FY 17/18 in 5-year Parks Master Plan				
N/A	Manly Bennett Park - West	Counter - Height	There are two counters provided but both are mounted too high at 40 inches.	ADAAG 904.3.3	Provide one of the counters with a section of counter that is 28 inches to 34 inches AFF and is at least 24 inches long in alterations. In new construction at least one full counter should meet this height. West Park Concession Stand.	2	\$ 645.00	\$ 967.50	FY 18/19 in 5-year Parks Master Plan	West Park Concession Stand is Closed and not being used. 4/2/24 - In Master Plan for upgrade/restoration. 4/2/24 DAH			
N/A	Manly Bennett Park - West	Protruding Object	The two counters protrude out 10 1/4 inches at 40 inches to the bottom.	ADAAG 307	Provide a cane detectable barrier below 27 inches and the width of the protruding object. West Park Concession Stand.	1	\$ 600.00	\$ 900.00	FY 18/19 bo 5-year Parks Master Plan	West Park Concession Stand is Closed and not being used. 4/2/24 - In Master Plan for upgrade/restoration. 4/2/24 DAH			

Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
N/A	Manly Bennett Park - West Concession	Signage	The women's restrooms sign is mounted too high at 63 inches to the bottom letters.	ADAAG 216.2 & ADAAG 703	The permanent room sign should be mounted on the wall at the latch side of the door at 48 inches minimum from the baseline of the lowest tactile character to 60 inches maximum from the baseline of the highest character with raised lettering and numbers plus Braille.	4	\$ 175.00	\$ 262.50		West Park Concession Stand is Closed and not being used. 4/2/24 - In Master Plan for upgrade/restoration. 4/2/24 DAH			
N/A	Manly Bennett Park - West Concession	Door - Interior Opening Force	The women's restroom door opening force is too high at 16 lbs.	NA	<b>Recommendation:</b> While not specifically address by the ADA it would be recommended to adjust the closer so the door opening force is no heavier than 8.5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	3	\$ 100.00	\$ 150.00	Hire vendor to inspect/adjust doors annually - Per Supervisor 3/2025 will have staff do it.	West Park Concession Stand is Closed and not being used. 4/2/24 - In Master Plan for upgrade/restoration. 4/2/24 DAH			
N/A	Manly Bennett Park - West Concession	Door - Hardware	The women's restroom lock is not of an accessible design.	ADAAG 309	Provide a lock with an operable part that does not require tight grasping, pinching or twisting of the wrist and does not require more than 5 lbs. of pressure to operate.	3	\$ 750.00	\$ 1,125.00		West Park Concession Stand is Closed and not being used. 4/2/24 - In Master Plan for upgrade/restoration. 4/2/24 DAH			
N/A	Manly Bennett Park - West Concession	Reach Range - Dispenser	The women's restroom paper towel dispenser is mounted too high at 54 1/2 inches AFF.	ADAAG 308	Remount the paper towel dispenser to provide a reach range no higher than 48 inches AFF for a forward reach over an obstruction no deeper than 20 inches or a side reach of 48 inches AFF over an object no deeper than 10 inches.	3	\$ 150.00	\$ 225.00		West Park Concession Stand is Closed and not being used. 4/2/24 - In Master Plan for upgrade/restoration. 4/2/24 DAH			
N/A	Manly Bennett Park - West Concession	Signage	The men's restrooms sign is mounted too high at 63 inches to the bottom letters.	ADAAG 216.2 & ADAAG 703	The permanent room sign should be mounted on the wall at the latch side of the door at 48 inches minimum from the baseline of the lowest tactile character to 60 inches maximum from the baseline of the highest character with raised lettering and numbers plus Braille.	4	\$ 175.00	\$ 262.50		West Park Concession Stand is Closed and not being used. 4/2/24 - In Master Plan for upgrade/restoration. 4/2/24 DAH			
N/A	Manly Bennett Park - West Concession	Door - Interior Opening Force	The men's restroom door opening force is too high at 16 lbs.	NA	<b>Recommendation:</b> While not specifically address by the ADA it would be recommended to adjust the closer so the door opening force is no heavier than 8.5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	3	\$ 100.00	\$ 150.00	Hire vendor to inspect/adjust doors annually - Per Supervisor 3/2025 will have staff do it.	West Park Concession Stand is Closed and not being used. 4/2/24 - In Master Plan for upgrade/restoration. 4/2/24 DAH			
N/A	Manly Bennett Park - West Concession	Door - Hardware	The men's restroom lock is not of an accessible design.	ADAAG 309	Provide a lock with an operable part that does not require tight grasping, pinching or twisting of the wrist and does not require more than 5 lbs. of pressure to operate.	3	\$ 750.00	\$ 1,125.00		West Park Concession Stand is Closed and not being used. 4/2/24 - In Master Plan for upgrade/restoration. 4/2/24 DAH			
N/A	Manly Bennett Park - West Concession	Reach Range - Dispenser	The men's restroom paper towel dispenser is mounted too high at 55 inches AFF.	ADAAG 308	Remount the paper towel dispenser to provide a reach range no higher than 48 inches AFF for a forward reach over an obstruction no deeper than 20 inches or a side reach of 48 inches AFF over an object no deeper than 10 inches.	3	\$ 150.00	\$ 225.00		West Park Concession Stand is Closed and not being used. 4/2/24 - In Master Plan for upgrade/restoration. 4/2/24 DAH			
N/A	Manly Bennett Park - West Concession	Clear Floor Space	The mop cleaning bucket is in the clear floor space of the men's restroom toilet.	ADAAG 305	Relocate the mop cleaning bucket to provide a clear floor space of at least 30 inches wide by 48 inches deep that is connected by an accessible route.	2	\$ 250.00	\$ 375.00		West Park Concession Stand is Closed and not being used. 4/2/24 - In Master Plan for upgrade/restoration. 4/2/24 DAH			

Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
G	Manly Bennett Park - West	Gap	A gap from the walkway to the playground ramp is too wide at 8 inches.	ADAAG 1008.2.5	Provide a ramp extension or transition plate from the ramp to the walkway. <b>Option:</b> Fill in gap with walkway material and provide a smooth transition.	2	\$ 300.00	\$ 450.00	FY 17/18 in 5-year Parks Master Plan	Playground is slated for replacement 25/26 FY under Trust Fund Grant. 4/9/25 DAH			
G	Manly Bennett Park - West	Playground - Transfer Platform	The playground does not provide a proper transfer platform or ramp to the elevated play components.	ADAAG 1008.3.1	If possible add a transfer platform or ramp to connect to at least 50% of these elevated play components. Because of the age and design of this playground it may need to be considered for replacement.	2	\$ 2,000.00	\$ 3,000.00	FY 17/18 in 5-year Parks Master Plan	Playground is slated for replacement 25/26 FY under Trust Fund Grant. 4/9/25 DAH			
G	Manly Bennett Park - West	Playground - Surface Slope	The slopes at the spinner are too steep at 20.2% and 28.3%.	ADAAG 1008.2	Provide regular maintenance of the surface to provide a running slope and a cross slope no steeper than 2%. The surface should meet all ASTM standards for fall zones.	2	\$ 200.00	\$ 300.00		Playground is slated for replacement 25/26 FY under Trust Fund Grant. 4/9/25 DAH			
G	Manly Bennett Park - West	Playground - Surface Slope	The swings have slopes too steep at 12.7% to 19.3% and seat heights between 25 inches and 30 inches.	ADAAG 1008.4.4	Provide a regular maintenance to the play surface to provide a seat less than 24 inches off the ground and a slope under the swings no greater than 2%. Consider a mat under the swing to prevent kick-out of surface material. An accessible swing with a seat would be recommended at some point.	2	\$ 100.00	\$ 150.00		Playground is slated for replacement 25/26 FY under Trust Fund Grant. 4/9/25 DAH			
G	Manly Bennett Park - West	Bench	The benches at the playground are too high at 19 inches to 22 1/2 inches.	<b>Proposed</b> Outdoor Areas Standards ADAAG 1011	<b>Bench Recommendation:</b> Lower a bench or provide additional playground surface material to provide a seat height between 17 inches AFF minimum to 19 inches AFF maximum. <b>UD</b> - Provide benches with armrests, backs and no gaps between the seat and backrest.	2	\$ 1,400.00	\$ 2,100.00	MNRTF Grant applied for to replace WP Playground 2022	Playground is slated for replacement 25/26 FY under Trust Fund Grant. 4/9/25 DAH			
	Manly Bennett Park - Flyers	Accessible Parking - New	No accessible parking is provided at each bleacher.	ADAAG 502	Provide one accessible parking space with an access aisle a minimum of 60 inches plus a sign with the International Symbol of Accessibility at the head and middle of the parking space. The parking space and access aisle should be no steeper than 2% in all directions and on a firm and stable surface. Locate the accessible parking space on the shortest accessible route. <b>UD</b> - Provide a Universally Designed parking space with a minimum 11 foot (132 inches) parking space and a minimum 5 foot (60 inches) access aisle.	1	\$ 1,175.00	\$ 1,762.50					
	Manly Bennett Park - Flyers	Accessible Parking - Van	No van accessible space is provided. See note above related to parking in this area.	ADAAG 502	Provide one of the accessible parking spaces to provide a van accessible parking space that is a minimum of 11 feet wide with an access aisle a minimum of 5 feet wide. Also provide a "Van Accessible" sign mounted under the International Symbol of Accessibility Sign. <b>Option:</b> A van accessible space can be 8 feet wide if the access aisle is a minimum of 8 feet wide. The parking space and access aisle should be no steeper than 2% in all directions and on a firm and stable surface. Locate the accessible parking space on the shortest accessible route.	1	\$ 1,175.00	\$ 1,762.50					
	Manly Bennett Park - Flyers	Accessible Route - New	No accessible route is provided to the practice pad area for 50 feet.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches.	2	\$ 1,750.00	\$ 2,625.00	FY 20/21 in 5-year Parks Master Plan				
	Manly Bennett Park - Flyers	Accessible Route - New	No accessible route is provided to the work table for 60 feet.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches.	2	\$ 2,100.00	\$ 3,150.00	FY 20/21 in 5-year Parks Master Plan				

Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
	Manly Bennett Park - Flyers	Picnic Table	No accessible picnic tables are provided at the main tent area.	<u>Proposed</u> Outdoor Developed Areas Guidelines ADAAG 245 & 1011	<b>Picnic Table Recommendation:</b> At least 20% of picnic tables, but no less than two, be of an accessible design, connected to an accessible route. Relocate or purchase two accessible picnic tables (\$750/each) and locate them on an accessible surface (\$1,000).	2	\$ 3,500.00	\$ 5,250.00	FY 17/18 in 5-year Parks Master Plan				
	Manly Bennett Park - Flyers	Accessible Route - New	No accessible route is provided to the large picnic shelter with grills for 142 feet.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches.	2	\$ 4,975.00	\$ 7,462.50	FY 20/21 in 5-year Parks Master Plan				
	Manly Bennett Park - Flyers	Picnic Table	The large picnic shelter have 3 picnic tables but none are accessible.	<u>Proposed</u> Outdoor Developed Areas Guidelines ADAAG 245 & 1011	<b>Picnic Table Recommendation:</b> At least 20% of picnic tables, but no less than two, be of an accessible design, connected to an accessible route. Relocate or purchase two accessible picnic tables (\$750/each) and locate them on an accessible surface (\$1,000).	2	\$ 3,500.00	\$ 5,250.00	FY 17/18 in 5-year Parks Master Plan				
	Manly Bennett Park - Football #2	Accessible Parking - New	No accessible parking is provided at the rugby field.	ADAAG 502.2	Provide a van accessible parking space that is a minimum of 11 feet wide with an access aisle a minimum of 5 feet wide. Also provide a "Van Accessible" sign mounted under the International Symbol of Accessibility Sign. <b>Option:</b> A van accessible space can be 8 feet wide if the access aisle is a minimum of 8 feet wide.	1	\$ 1,175.00	\$ 1,762.50	FY 20/21 in 5-year Parks Master Plan				
	Manly Bennett Park - Football #2	Accessible Route - New	No accessible route is provided to the bleachers and player benches for 334 feet.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches.	2	\$ 11,700.00	\$ 17,550.00	FY 20/21 in 5-year Parks Master Plan				
	Manly Bennett Park - Football #2	Bleacher - Companion Seating	No companion seating is provide at the bleachers.	ADAAG 221.2.1 & 802.1	Provide the appropriate number of wheelchair spaces (30 inches X 48 inches space) per total number of seats (\$300 per space) with a slope of 2% in all directions. Connect this wheelchair space to the accessible route.	2	\$ 1,200.00	\$ 1,800.00	FY 20/21 in 5-year Parks Master Plan				
	Manly Bennett Park - Football #2	Player Bench - Companion Seating	No companion seating is provided at the player benches.	ADAAG 221.2.1.4 & 802.1	Connect the accessible route to the companion seating space on next to the player bench that has a 36 inches by 48 inches clear floor space from the front or rear or provide a 36 inches by 60 inches clear floor space for a side approach.	2	\$ 300.00	\$ 450.00					
	Manly Bennett Park - Volleyball	Accessible Parking - New	No accessible parking is provided at the sand volleyball.	ADAAG 502.2	Provide a van accessible parking space that is a minimum of 11 feet wide with an access aisle a minimum of 5 feet wide. Also provide a "Van Accessible" sign mounted under the International Symbol of Accessibility Sign. <b>Option:</b> A van accessible space can be 8 feet wide if the access aisle is a minimum of 8 feet wide.	1	\$ 1,175.00	\$ 1,762.50					
	Manly Bennett Park - Volleyball	Accessible Route - New	No accessible route is provided to the sand volleyball for 64 feet.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches.	2	\$ 2,250.00	\$ 3,375.00					
	Manly Bennett Park - Baseball #1	Accessible Route - New	No accessible route is provided to the west bleachers for 57 feet.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches.	2	\$ 2,000.00	\$ 3,000.00		Added to the G&O for Parks 24/25 FY & again 25/26 FY			
	Manly Bennett Park - Baseball #1	Bleacher - Companion Seating	No companion seating is provide to the west bleachers.	ADAAG 221.2.1 & 802.1	Provide the appropriate number of wheelchair spaces (30 inches X 48 inches space) per total number of seats (\$300 per space) with a slope of 2% in all directions. Connect this wheelchair space to the accessible route.	2	\$ 600.00	\$ 900.00		Added to the G&O for Parks 24/25 FY & again 25/26 FY			

Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
	Manly Bennett Park - Baseball #1	Accessible Route - New	No accessible route is provided to the west player bench for 22 feet.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches.	2	\$ 775.00	\$ 1,162.50		Added to the G&O for Parks 24/25 FY & again 25/26 FY			
	Manly Bennett Park - Baseball #1	Player Bench - Companion Seating	No companions seating is provided at the west player bench.	ADAAG 221.2.1.4 & 802.1	Connect the accessible route to the companion seating space on next to the player bench that has a 36 inches by 48 inches clear floor space from the front or rear or provide a 36 inches by 60 inches clear floor space for a side approach.	2	\$ 300.00	\$ 450.00		Added to the G&O for Parks 24/25 FY & again 25/26 FY			
	Manly Bennett Park - Baseball #1	Accessible Route - New	No accessible route is provided to the second set of west bleachers for 40 feet.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches.	2	\$ 1,400.00	\$ 2,100.00		Added to the G&O for Parks 24/25 FY & again 25/26 FY			
	Manly Bennett Park - Baseball #1	Bleacher - Companion Seating	No companion seating is provide to the west bleachers.	ADAAG 221.2.1 & 802.1	Provide the appropriate number of wheelchair spaces (30 inches X 48 inches space) per total number of seats (\$300 per space) with a slope of 2% in all directions. Connect this wheelchair space to the accessible route.	2	\$ 600.00	\$ 900.00		Added to the G&O for Parks 24/25 FY & again 25/26 FY			
	Manly Bennett Park - Baseball #1	Accessible Route - New	No accessible route is provided to the equipment box for 31 feet.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches.	2	\$ 1,100.00	\$ 1,650.00		Added to the G&O for Parks 24/25 FY & again 25/26 FY			
	Manly Bennett Park - Baseball #1	Accessible Route - New	No accessible route is provided to the north bleachers for 51 feet.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches.	2	\$ 1,800.00	\$ 2,700.00		Added to the G&O for Parks 24/25 FY & again 25/26 FY			
	Manly Bennett Park - Baseball #1	Bleacher - Companion Seating	No companion seating is provided at the north bleachers.	ADAAG 221.2.1 & 802.1	Provide the appropriate number of wheelchair spaces (30 inches X 48 inches space) per total number of seats (\$300 per space) with a slope of 2% in all directions. Connect this wheelchair space to the accessible route.	2	\$ 600.00	\$ 900.00		Added to the G&O for Parks 24/25 FY & again 25/26 FY			
	Manly Bennett Park - Baseball #1	Accessible Route - New	No accessible route is provided to the north player bench for 36 feet.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches.	2	\$ 1,275.00	\$ 1,912.50		Added to the G&O for Parks 24/25 FY & again 25/26 FY			
	Manly Bennett Park - Baseball #1	Player Bench - Companion Seating	No companion seating is provided to the north player bench.	ADAAG 221.2.1.4 & 802.1	Connect the accessible route to the companion seating space on next to the player bench that has a 36 inches by 48 inches clear floor space from the front or rear or provide a 36 inches by 60 inches clear floor space for a side approach.	2	\$ 300.00	\$ 450.00		Added to the G&O for Parks 24/25 FY & again 25/26 FY			
	Manly Bennett Park - Baseball #2/3	Accessible Route - New	No accessible route is provided to the east bleachers for 55 feet.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches.	2	\$ 1,925.00	\$ 2,887.50		Added to the G&O for Parks 24/25 FY & again 25/26 FY			
	Manly Bennett Park - Baseball #2/3	Bleacher - Companion Seating	No companion seating is provide to the east bleachers.	ADAAG 221.2.1 & 802.1	Provide the appropriate number of wheelchair spaces (30 inches X 48 inches space) per total number of seats (\$300 per space) with a slope of 2% in all directions. Connect this wheelchair space to the accessible route.	2	\$ 600.00	\$ 900.00		Added to the G&O for Parks 24/25 FY & again 25/26 FY			
	Manly Bennett Park - Baseball #2/3	Accessible Route - New	No accessible route is provided to the east player bench for 35 feet.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches.	2	\$ 1,225.00	\$ 1,837.50		Added to the G&O for Parks 24/25 FY & again 25/26 FY			
	Manly Bennett Park - Baseball #2/3	Player Bench - Companion Seating	No companions seating is provided at the east player bench.	ADAAG 221.2.1.4 & 802.1	Connect the accessible route to the companion seating space on next to the player bench that has a 36 inches by 48 inches clear floor space from the front or rear or provide a 36 inches by 60 inches clear floor space for a side approach.	2	\$ 300.00	\$ 450.00		Added to the G&O for Parks 24/25 FY & again 25/26 FY			

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	Manly Bennett Park - Baseball #2/3	Accessible Route - New	No accessible route is provided to the north player bench for 35 feet.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches.	2	\$ 1,225.00	\$ 1,837.50		Added to the G&O for Parks 24/25 FY & again 25/26 FY			
	Manly Bennett Park - Baseball #2/3	Player Bench - Companion Seating	No companion seating is provided to the north player bench.	ADAAG 221.2.1.4 & 802.1	Connect the accessible route to the companion seating space on next to the player bench that has a 36 inches by 48 inches clear floor space from the front or rear or provide a 36 inches by 60 inches clear floor space for a side approach.	2	\$ 300.00	\$ 450.00		Added to the G&O for Parks 24/25 FY & again 25/26 FY			
	Manly Bennett Park - Baseball #2/3	Accessible Route - New	No accessible route is provided to the furthest north and east bleachers for 80 feet.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches.	2	\$ 2,800.00	\$ 4,200.00		Added to the G&O for Parks 24/25 FY & again 25/26 FY			
	Manly Bennett Park - Baseball #2/3	Bleacher - Companion Seating	No companion seating is provided at the bleachers furthest north and east.	ADAAG 221.2.1 & 802.1	Provide the appropriate number of wheelchair spaces (30 inches X 48 inches space) per total number of seats (\$300 per space) with a slope of 2% in all directions. Connect this wheelchair space to the accessible route.	2	\$ 600.00	\$ 900.00		Added to the G&O for Parks 24/25 FY & again 25/26 FY			
	Manly Bennett Park - East	Accessible Route - New	No accessible route is provided to the batting cages for 15 feet.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches.	2	\$ 525.00	\$ 787.50	FY 20/21 in 5-year Parks Master Plan	Added to the G&O for Parks 24/25 FY & again 25/26 FY			
X	Manly Bennett Park - East	Signage	At the playground two accessible parking spaces are noted but do not provide signage.		See Note Below		See Below						
IP	Manly Bennett Park - East	Accessible Parking - Restripe	At the playground two accessible parking spaces are noted but there are no access aisles marked out.	ADAAG 502	Provide one of the accessible parking spaces to provide a van accessible parking space that is a minimum of 11 feet wide with an access aisle a minimum of 5 feet wide. Also provide a "Van Accessible" sign mounted under the International Symbol of Accessibility Sign. The other parking space can share this access aisle. <b>Option:</b> A van accessible space can be 8 feet wide if the access aisle is a minimum of 8 feet wide. The parking space and access aisle should be no steeper than 2% in all directions and on a firm and stable surface. Locate the accessible parking space on the shortest accessible route.	1	\$ 2,350.00	\$ 3,525.00		Entire East Park Parking Lot was redone, angle parking removed. Parking areas need signage and no parking zones.	Sealed and re-striped all paved parking 9/20/16. Needs to be done again 20/21. West Park Parking requires paved ADA spaces and new signage		Included in Parking Lot Restriping Project \$20,000 est
IP	Manly Bennett Park	Accessible Parking - New	The size of this parking lot requires 3 more accessible parking spaces to the two existing space.	ADAAG 502	Provide one accessible parking space with an access aisle a minimum of 60 inches plus a sign with the International Symbol of Accessibility at the head and middle of the parking space. The parking space and access aisle should be no steeper than 2% in all directions and on a firm and stable surface. Locate the accessible parking space on the shortest accessible route. <b>UD</b> - Provide a Universally Designed parking space with a minimum 11 foot (132 inches) parking space and a minimum 5 foot (60 inches) access aisle.	1	\$ 3,525.00	\$ 5,287.50	FY 16/17	Entire East Park Parking Lot was redone, angle parking removed. Parking areas need signage and no parking zones.	Sealed and re-striped all paved parking 9/20/16. Needs to be done again 20/21. West Park Parking requires paved ADA spaces and new signage		Included in Parking Lot Restriping Project \$20,000 est
X	Manly Bennett Park	Gap	There are gaps with grass in-between bollards.	ADAAG 302.3	Fill in or replace section of asphalt sidewalk to provide a flush transition or an opening no greater than 1/2 inch.	1	\$ 175.00			Sidewalk being replaced with East Park Playground Upgrade 2022			



Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
X	Manly Bennett Park - East	Gap	There are 4 large gaps around the playground walkways.	ADAAG 302.3	Fill in or replace section of asphalt sidewalk to provide a flush transition or an opening no greater than 1/2 inch.	1	\$ 700.00			Sidewalk being replaced with East Park Playground Upgrade 2022			
X	Manly Bennett Park - East	Accessible Route - New	No access is provided to the sand surface or with different interactive play equipment.	ADAAG 240.2 & ADAAG 1008.4.3	Consider one or two play components such as a sand digger, raised sand table, etc. that can be used from the accessible route up to the sand play area.	2	\$ 2,000.00		FY 20/21	East Park Playground Upgrade 2022			
X	Manly Bennett Park - East	Playground - Curb Ramp	There is a 4 inch drop-off onto the playground surface.	ADAAG 1008.2	Provide a curb ramp from the accessible walkway to the playground surface with a running slope no steeper than 8.3% and an cross slope no steeper than 2%.	2	\$ 1,575.00			East Park Playground Upgrade 2023			
X	Manly Bennett Park - East	Playground - Ground Level Play Components	There are 8 elevated play components but only 2 ground level play components.	ADAAG 240.2	Provide one more ground level play component on an accessible route that provides an experience such as rocking, swinging, sliding, interactive, spinning or climbing experience.	2	\$ 1,000.00			East Park Playground Upgrade 2024			
X	Manly Bennett Park - East	Playground - Surface Slope	The swings have a slope too steep at up to 5.7% and the swings are between 26 inches and 28 inches above the surface. The mat under a swing sticks up.	ADAAG 1008.4.4	Provide a regular maintenance to the play surface to provide a seat less than 24 inches off the ground and a slope under the swings no greater than 2%. Consider a mat under the swing to prevent kick-out of surface material. An accessible swing with a seat would be recommended at some point.	2	\$ 100.00			East Park Playground Upgrade 2025			
	Manly Bennett Park - East	Grill - Route	The grill is 11 feet off the accessible surface.	<u>Proposed</u> ADAAG 403 and ADAAG 1011.1	<b>Grill Accessible Route Recommendation:</b> Provide an accessible route with a cross slope no steeper than 2%, running slope no steeper than 5% and a surface that is firm and stable. Connect this route to the clear floor space of the grill.	2	\$ 400.00	\$ 600.00					
	Manly Bennett Park - East	Grill - Surface	The grill does not provide an accessible surface around it.	<u>Proposed</u> ADAAG 1011.1	<b>Grill Clear Floor Space Recommendation:</b> Provide a 48 inches by 48 inches clear ground space on all usable side of the grill and connected to an accessible route.	2	\$ 250.00	\$ 375.00					
	Manly Bennett Park - East	Protruding Object	The defibulator protrudes out 7 inches at 57 inches to the bottom.	ADAAG 307	Relocate the element out of the accessible route or provide a cane detectable barrier such as a permanent trash can mounted underneath and no higher than 27 inches AFF to the bottom of the trash can.	1	\$ 150.00	\$ 225.00	FY 17/18 in 5-year Parks Master Plan				
	Manly Bennett Park - East Concession	Reach Range - Dispenser	The defibulator is mounted too high at 65 1/2 inch to the handle.	ANSI 308	Remount the AED to provide a reach range no higher than 48 inches AFF for a forward reach over an obstruction no deeper than 20 inches or a side reach of 48 inches AFF over an object no deeper than 10 inches. If concern for children playing with this then lower to what is determined as the best possible height.	2	\$ 150.00	\$ 225.00					
N/A	Manly Bennett Park - East Concession	Counter - Height	There are two counters provided but both are too high at 35 inches and 38 inches.	ADAAG 904.3.3	Provide one of the counters with a section of counter that is 28 inches to 34 inches AFF and is at least 24 inches long in alterations. In new construction at least one full counter should meet this height.	2	\$ 645.00	\$ 967.50		East Park Concession Stand is not open to the public. 4/2/24 DAH			
	Manly Bennett Park - East	Accessible Route - New	No accessible route is provided to the picnic shelter and grill for 65 feet.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches.	2	\$ 2,275.00	\$ 3,412.50	FY 20/21 in 5-year Parks Master Plan	If Grills are not provided, no route is needed.			



Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
	Manly Bennett Park - East	Grill - Route	The grill by the picnic shelter is located in the grass. Connect this to the new accessible route noted above.	<u>Proposed</u> ADAAG 1011.1	<b>Grill Clear Floor Space Recommendation:</b> Provide a 48 inches by 48 inches clear ground space on all usable side of the grill and connected to an accessible route.	2	\$ 250.00	\$ 375.00		If Grills are not provided, no route is needed.			
	Manly Bennett Park - East	Picnic Table	Two picnic tables are provided that are 37 feet long each.	<u>Proposed</u> Outdoor Developed Areas ADAAG 245 & 1011	<b>Picnic Table Recommendation:</b> Provide picnic tables that have a clear floor space of 30 inches minimum by 48 inches minimum, a table top between 28 inches minimum of 34 inches maximum and a minimum 27 inches knee clearance. The knee clearance should go 17 inches to 25 inches under the top. For these large of a picnic table it would require 3 accessible cut-out areas at each table for a total of 6 accessible area.	2	\$ 1,500.00	\$ 2,250.00		The tables should be looked at for an upgrade under the large pavillion. ADA seating should be accomodated at both shelters.			
	Manly Bennett Park - East T'Ball	Accessible Parking - New	For the young children ball fields there is no accessible parking.	ADAAG 502.2	Provide a van accessible parking space that is a minimum of 11 feet wide with an access aisle a minimum of 5 feet wide. Also provide a "Van Accessible" sign mounted under the International Symbol of Accessibility Sign. <b>Option:</b> A van accessible space can be 8 feet wide if the access aisle is a minimum of 8 feet wide.	1	\$ 1,175.00	\$ 1,762.50	FY 20/21 in 5-year Parks Master Plan	ADA parking should be made available off the service drive near PD.			
	Manly Bennett Park - East T'Ball	Accessible Route - New	For the young children ball fields there is no accessible route for 103 feet.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches.	2	\$ 3,600.00	\$ 5,400.00	FY 20/21 in 5-year Parks Master Plan	ADA route should be made available off the service drive near PD.			
X	Manly Bennett Park - East T'Ball	Portable Toilet	A portable toilet is provided but is not of an accessible design or on an accessible surface.	ADAAG 213.2	For portable toilets, provide at least 5% but no less than one be of an accessible portable toilet design on an accessible route and designed with the International Symbol of Accessibility. When the company delivers a portable toilet make sure they locate them on an accessible route.	3	N/A		FY 17/18 in 5-year Parks Master Plan		FY 19/20 Requested the vendor provide additional ADA units - DH	Inspection takes place each year by Parks Coordinator	\$ -
X	Police Department	Gap	The accessible parking for the Police Department has a gap too wide at 1 inch.	ADAAG 302.3	Fill in or replace section of asphalt parking to provide a flush transition or an opening no greater than 1/2 inch.	1	\$ 350.00		FY 16/17		Sealed and re-stripped all parking 9/20/16. Updated photos required.		Included in Parking Lot Restriping Project \$20,000 est
X	Police Department	Signage	The entrance to the Police Department does not provide signage indicating it as the accessible entrance.	ADAAG 216.6, ADAAG 703.2.1 and ADAAG 703.5	Provide a sign with the International Symbol of Accessibility at the accessible entrance.	1	\$ 225.00		FY 20/21	B&G installed @ 48" height at entrance	3/1/2021		?
X	Police Department	Door - Interior Opening Force	The door into the integration room has an opening force is too high at 7 lbs.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	2	\$ 100.00		FY 17/18	Hired vendor to complete	3/15/2018		\$ 198.00
X	Police Department	Door - Interior Opening Force	The door to the jail area has an opening force too high at 10 lbs.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	2	\$ 100.00		FY 17/18	Hired vendor to complete	3/15/2018		Incl

Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
X	Police Department	Toilet - Paper Dispenser	The toilet paper in the jail cell is located in the wall.	ADAAG 604.7	Remount the toilet paper dispenser to be no lower than 15 inches, no higher than 48 inches AFF and a centerline of the dispenser that is a minimum of 7 inches to a maximum of 9 inches in front of the toilet. Do not mount the toilet paper dispenser behind the side grab bar.	3	\$ 250.00		FY 20/21	Installed bars based on suggested height	3/16/2021		\$ 300.00
X	Police Department	Toilet - Grab Bars	No vertical grab bar is provided at the toilet.	ANSI 604.5.1	Provide a vertical grab bar that is 18 inches minimum in length, is mounted 39 inches minimum to 41 inches maximum from the floor to the bottom of the bar, and the centerline is located 39 inches minimum of 41 inches maximum from the back wall.	3	\$ 175.00		FY 20/21	Installed bars based on suggested height	3/16/2021		Incl
X	Police Department	Door - Interior Opening Force	The door to the public restroom has an opening force too high at 8 lbs. and closes too quickly at 3 seconds.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	2	\$ 100.00		FY 17/18	Hired vendor to complete	3/15/2018		Incl
X	Police Department	Toilet - Grab Bars	No vertical grab bar is provided at the toilet.	ANSI 604.5.1	Provide a vertical grab bar that is 18 inches minimum in length, is mounted 39 inches minimum to 41 inches maximum from the floor to the bottom of the bar, and the centerline is located 39 inches minimum of 41 inches maximum from the back wall.	3	\$ 175.00		FY 20/21	Installed bars based on suggested height	3/16/2021		Incl
X	Police Department	Reach Range - Dispenser	The public restroom soap dispenser is mounted too high at 49 1/2 inches AFF.	ADAAG 308	Mount the soda dispenser to provide a reach range no higher than 48 inches AFF for a forward reach over an obstruction no deeper than 20 inches or a side reach of 48 inches AFF over an object no deeper than 10 inches.	3	\$ 100.00		FY 20/21	Remounted soap dispenser to side of sink area, completed	3/16/2021		\$ 50.00
X	Police Department	Sink - Faucet	The sink in the public restroom does not provide accessible sink hardware.	ADAAG 606.4	Provide a lever-operated, push-type or electronically controlled faucet. Self-closing faucets should remain open for at least 10 seconds. Push-type or lever-operated faucets should require not more than 5 lbs. to operate.	3	\$ 600.00		FY 20/21	Installed a new sink faucet, ADA compliant model, lever-operated	3/16/2021		\$ 218.61
X	Police Department	Reach Range - Brochure	The top part of the brochure rack is mounted too high at 51 inches AFF.	ADAAG 308	Lower the brochure/flyer holder to be at 48 inches AFF. Or distribute the materials so each type is at a lower height. <b>UD</b> - Mount all brochure racks no higher than 48 inches AFF.	4	\$ 100.00		FY 17/18	A new brochure rack was ordered that meets ADA standards.	3/19/2018		\$ 158.29
X	Senior Community Center and Precinct #4	Gap	A gap near the curb ramp is too wide at 3/4 inch.	ADAAG 302.3	Fill in or replace section of sidewalk to provide a flush transition or an opening no greater than 1/2 inch.	1	\$ 475.00		FY 17/18 in 5-year Parks Master Plan	Work completed in 2021	FY 20/21 vendor hired to make corrections - Clerk		
X	Senior Community Center and Precinct #4	Protruding Object - Branches	The bushes near the entrance protrude into the walkway.	ADAAG 307	Trim the bushes to provide an 80 inches minimum clear head space and back to the edge of the walkway.	1	\$ 50.00		FY 18/19	Bush was removed by Senior Center volunteers	FY 18/19	4/12/2019	\$ -
IP	Senior Community Center and Precinct #4	Coat Hook	The two sets coat hangers at the entrance are too high at 57 inches AFF.	ADAAG 222.1 & ADAAG 308	Provide 5% of the coat hangers, at a reach range no higher than 48 inches AFF for a forward reach over an obstruction no deeper than 20 inches or a side reach of 48 inches AFF over an object no deeper than 10 inches. Option: Mount the appropriate number of coat hooks at the lower height.	4	\$ 200.00	\$ 300.00	24/25	A new coat shelf with rod will be installed at a lower/compliant height. 4/2/24 DAH			
	Senior Community Center and Precinct #4	Door - Exterior Opening Force	The exit door near the computer room has an opening force too high at 13 lbs. and closes too quickly at 3 seconds.	NA	<b>Recommendation:</b> While not specifically address by the ADA it would be recommended to adjust the closer so the door opening force is no heavier than 8.5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	3	\$ 100.00	\$ 150.00		Hire vendor to inspect/adjust doors annually - Per Supervisor 3/2025 will have staff do it.			

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	Senior Community Center and Precinct #4	Abrupt Transition	The exit door has a drop-off too steep at 1 1/2 inches.	ADAAG 303	Replace section of sidewalk to provide a smooth transition.	1	\$ 475.00	\$ 712.50		Sidewalk needs to be replaced/upgraded for Emergency exit - side door.			
	Senior Community Center and Precinct #4	Door - Interior Opening Force	The computer door has an opening force too high at 10 lbs.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	2	\$ 100.00	\$ 150.00		Hire vendor to inspect/adjust doors annually - Per Supervisor 3/2025 will have staff do it.			
X	Senior Community Center and Precinct #4	Knee Clearance	The lower keyboard interferes with the knee clearance.	ADAAG 226 & ADAAG 902	Remove the keyboard under the table to provide the proper knee clearances for a person in a wheelchair.	2	\$ 150.00		FY 21/22 in 5-year Parks Master Plan	Keyboard shelf was removed from Desk by Senior Center volunteers	FY 18/19	4/12/2019	\$ -
	Senior Community Center and Precinct #4	Door - Interior Opening Force	The door to the pool room has an opening force too high at 10 lbs.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	2	\$ 100.00	\$ 150.00		Hire vendor to inspect/adjust doors annually - Per Supervisor 3/2025 will have staff do it.			
	Senior Community Center and Precinct #4	Door - Interior Opening Force	The main room doors near the entrance have an opening force too high at 9 lbs. and 10 lbs. and closes too quickly at 4 seconds.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	2	\$ 100.00	\$ 150.00		Hire vendor to inspect/adjust doors annually			
X	Senior Community Center and Precinct #4	Door - Interior Opening Force	The door to the shuffle board has a opening force too high at 11 lbs. and closes too quickly at 2 seconds.	NA	<b>Recommendation:</b> While not specifically address by the ADA it would be recommended to adjust the closer so the door opening force is no heavier than 8.5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	3	\$ 100.00		23/24	Doors that lead to the outdoor patio area have been replaced and are now ADA Compliant.	Mar-23		\$ 12,291.00
X	Senior Community Center and Precinct #4	Door - Interior Opening Force	The door to the shuffle board has a 1 inch abrupt transitions at the door threshold.	ADAAG 404.2.5	Provide a threshold at the doorway that is no more than 1/2 inches high and beveled at a 1:2 slope. This maybe a threshold that is wider than normal.	1	\$ 300.00		23/24	Doors that lead to the outdoor patio area have been replaced and are now ADA Compliant.	Mar-23		Incl
X	Senior Community Center and Precinct #4	Accessible Route - New	No accessible route is provided to the shuffle board surface for 3 feet.	ADAAG 403	Provide an accessible route by relocating the furniture to provide a minimum 36 inch space. This space can narrow down to 32 inches but no more than 24 inches.	3	\$ 100.00			Shuffleboard removed and Outdoor Patio installed from doors. Accessible path kept open near building. ADA doors being installed.	Mar-23		Incl
X	Senior Community Center and Precinct #4	Cross Slope	The walkway by the shuffle board has a cross slope too steep at up to 4.1% for 30 feet.	ADAAG 403.3	Attempt a "mud jacking" technique or remove and regrade section to provide a cross slope no greater than 2%. <b>Option:</b> Move the tables and benches away from the wall and out since the route along the building is an accessible slope.	1	\$ 2,850.00			Shuffleboard removed and Outdoor Patio installed from doors. Accessible path kept open near building. ADA doors being installed.	2021		Incl
X	Senior Community Center and Precinct #4	Cross Slope	The north walkway has a cross slope too steep at up to 3.2% for 13 feet.	ADAAG 403.3	Attempt a "mud jacking" technique or remove and regrade section to provide a cross slope no greater than 2%. <b>Option:</b> Move the tables and benches away from the wall and out since the route along the building is an accessible slope.	1	\$ 1,250.00			Outdoor Patio installed from doors. Accessible path kept open near building. ADA doors being installed.	2021		

Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
X	Senior Community Center and Precinct #4	Door - Exterior Opening Force	The north exit door out of the main room has an opening force too high at 13 lbs. and closes too quickly at 4 seconds.	NA	<b>Recommendation:</b> While not specifically address by the ADA it would be recommended to adjust the closer so the door opening force is no heavier than 8.5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	3	\$ 100.00			Doors that lead to the outdoor patio area have been replaced and are now ADA Compliant.	Mar-23		Incl
X	Senior Community Center and Precinct #4	Reach Range - Brochure	The flyer rack has handouts above 48 inches and up to 56 inches.	ADAAG 308	Lower the brochure/flyer holder to be at 48 inches AFF. Or distribute the materials so each type is at a lower height. <b>UD</b> - Mount all brochure racks no higher than 48 inches AFF.	4	\$ 100.00			Rearranged the materials so they are in 2 places to comply			\$ -
	Senior Community Center and Precinct #4	Door - Interior Opening Force	The second set of doors into the main room has an opening force too high at 11 lbs. and 9 lbs. and close too quickly at 4 seconds.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	2	\$ 100.00	\$ 150.00		Hire vendor to inspect/adjust doors annually - Per Supervisor 3/2025 will have staff do it.			
X	Senior Community Center and Precinct #4	Drinking Fountain	The drinking fountain provides an wheelchair height only.	ADAAG 211 & ADAAG 602	Provide another individual drinking fountain at a standing height between 38 inches minimum to 43 inches maximum to the spout. <b>Option:</b> Remove existing drinking fountain and install a single Hi-Lo drinking fountain that provides a wheelchair accessible fountain with a spout at 36 inches maximum and a standing drinking fountain with a height between 38 inches minimum and 43 inches maximum. The toe clearance should be a minimum of 9 inches.	4	\$ 2,300.00		FY 21/22 in 5-year Parks Master Plan	Installed drinking fountain with water bottle filling station to accommodate both heights. Partially funded with LCCOA Grant in the amount of \$1,000	2023	2023	\$ 2,000.00
	Senior Community Center and Precinct #4	Door - Interior Opening Force	The Foot Care room door has an opening force too high at 10 lbs.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	2	\$ 100.00	\$ 150.00		Hire vendor to inspect/adjust doors annually - Per Supervisor 3/2025 will have staff do it.			
X	Senior Community Center and Precinct #4	Signage	The men's restroom sign is mounted on the door and is not of an accessible design.	ADAAG 216.2 & ADAAG 703	The permanent room sign should be mounted on the wall at the latch side of the door at 48 inches minimum from the baseline of the lowest tactile character to 60 inches maximum from the baseline of the highest character with raised lettering and numbers plus Braille.	4	\$ 175.00		23/24 FY	Staff installed the sign at the proper height.			
X	Senior Community Center and Precinct #4	Sink - Protective Pipe Wrapping	The men's restroom sink does not provide protective pipe wrapping.	ANSI 606.6	Provide a protective cover or protective pipe wrapping on the water shut offs and drain pipes.	3	\$ 75.00		FY 21/22 in 5-year Parks Master Plan		Jan-24		Incl
X	Senior Community Center and Precinct #4	Toilet - Accessible Stall Door	The men's restroom stall door is not self closing.	ADAAG 604.8.1.2	Provide the hinges to allow for the stall door to be self-closing.	3	\$ 175.00		FY 21/22 in 5-year Parks Master Plan		Jan-24		Incl
X	Senior Community Center and Precinct #4	Toilet - Accessible Stall Door	The men's restroom stall door lock is not of an accessible design.	ADAAG 604.8.1.2	Provide stall door hardware that is operable with one hand and does not require tight grasping, pinching or twisting of the wrist to operate. <b>UD</b> Provide a loop handle on the inside of the stall to assist with closing of the door from the inside.	3	\$ 300.00		FY 21/22 in 5-year Parks Master Plan		Jan-24		Incl

Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
X	Senior Community Center and Precinct #4	Toilet - Accessible Stall Design	The men's restroom accessible stall is too narrow at 43 inches.	ADAAG 604 & ANSI 604.5.1	Provide an accessible stall that is a minimum of 60 inches wide and a minimum of 56 inches deep with a minimum 42 inches side grab bar mounted 12 inches maximum from the corner and a 36 inches rear grab bar mounted 12 inches minimum from the centerline and 24 inches from the centerline to the transfer side of the toilet. Also provide a vertical grab bar that is 18 inches minimum in length and mounted 39 inches to 41 inches from the floor and 39 inches to 41 inches to the centerline from the back wall. The toilet centerline should be 16 inches to 18 inches from the nearest wall and a minimum 17 inches to a maximum 19 inches to the top of the seat. This will require removal of the adjacent toilet and taking over that space. Check plumbing codes to determine if this is acceptable related to the fixture count.	3	\$ 4,500.00		FY 21/22 in 5-year Parks Master Plan		Jan-24		Incl
X	Senior Community Center and Precinct #4	Toilet - Centerline	The men's restroom accessible stall toilet has a centerline of 21 1/2 inches.		See Note Above		See Note Above		FY 21/22 in 5-year Parks Master Plan		Jan-24		Incl
X	Senior Community Center and Precinct #4	Toilet - Height	The men's restroom toilet seat has extenders.		See Note Above		See Note Above				Jan-24		Incl
X	Senior Community Center and Precinct #4	Toilet - Paper Dispenser	The men's restroom toilet paper dispenser is too far in front of the toilet at 16 inches and mounted on the wrong wall.	ADAAG 604.7	Remount the toilet paper dispenser to be no lower than 15 inches, no higher than 48 inches AFF and a centerline of the dispenser that is a minimum of 7 inches to a maximum of 9 inches in front of the toilet. Do not mount the toilet paper dispenser behind the side grab bar.	3	\$ 250.00		FY 19/20	New dispensers were purchased and installed at ADA Compliant heights	Dec-19		174.00 for both W&M
X	Senior Community Center and Precinct #4	Reach Range - Dispenser	The men's restroom seat cover dispenser is mounted too high at 59 inches.	ADAAG 308	Remount the seat cover dispenser to provide a reach range no higher than 48 inches AFF for a forward reach over an obstruction no deeper than 20 inches or a side reach of 48 inches AFF over an object no deeper than 10 inches. If over an object or away from the accessible route provide a reach range no higher than 44 inches AFF maximum reach range over an object 20 inches to a maximum of 25 inches deep or a side reach of 46 inches AFF maximum over an object 10 inches to a maximum of 24 inches.	2	\$ 150.00				Jan-24		Incl
X	Senior Community Center and Precinct #4	Signage	The women's restroom sign is mounted on the door and is not of an accessible design.	ADAAG 216.2 & ADAAG 703	The permanent room sign should be mounted on the wall at the latch side of the door at 48 inches minimum from the baseline of the lowest tactile character to 60 inches maximum from the baseline of the highest character with raised lettering and numbers plus Braille.	4	\$ 175.00		23/24 FY	Staff installed the sign at the proper height.			
X	Senior Community Center and Precinct #4	Sink - Protective Pipe Wrapping	The women's restroom sink does not provide protective pipe wrapping.	ANSI 606.6	Provide a protective cover or protective pipe wrapping on the water shut offs and drain pipes.	3	\$ 75.00		FY 21/22 in 5-year Parks Master Plan		Jan-24		Incl
X	Senior Community Center and Precinct #4	Toilet - Accessible Stall Door	The women's restroom stall door is not self-closing.	ADAAG 604.8.1.2	Provide the hinges to allow for the stall door to be self-closing.	3	\$ 175.00		FY 21/22 in 5-year Parks Master Plan		Jan-24		Incl

Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
X	Senior Community Center and Precinct #4	Toilet - Accessible Stall Door	The women's restroom stall door lock is not of an accessible design.	ADAAG 604.8.1.2	Provide stall door hardware that is operable with one hand and does not require tight grasping, pinching or twisting of the wrist to operate. <b>UD</b> Provide a loop handle on the inside of the stall to assist with closing of the door from the inside.	3	\$ 300.00		FY 21/22 in 5-year Parks Master Plan		Jan-24		Incl
X	Senior Community Center and Precinct #4	Toilet - Accessible Stall Design	The women's restroom accessible stall is too narrow at 43 inches.	ADAAG 604 & ANSI 604.5.1	Provide an accessible stall that is a minimum of 60 inches wide and a minimum of 56 inches deep with a minimum 42 inches side grab bar mounted 12 inches maximum from the corner and a 36 inches rear grab bar mounted 12 inches minimum from the centerline and 24 inches from the centerline to the transfer side of the toilet. Also provide a vertical grab bar that is 18 inches minimum in length and mounted 39 inches to 41 inches from the floor and 39 inches to 41 inches to the centerline from the back wall. The toilet centerline should be 16 inches to 18 inches from the nearest wall and a minimum 17 inches to a maximum 19 inches to the top of the seat. This will require removal of the adjacent toilet and taking over that space. Check plumbing codes to determine if this is acceptable related to the fixture count.	3	\$ 4,500.00		FY 21/22 in 5-year Parks Master Plan		Jan-24		Incl
X	Senior Community Center and Precinct #4	Toilet - Centerline	The women's restroom accessible stall toilet has a centerline of 21 inches.		See Note Above		See Note Above		FY 21/22 in 5-year Parks Master Plan		Jan-24		Incl
X	Senior Community Center and Precinct #4	Toilet - Height	The women's restroom toilet seat has extenders.		See Note Above		See Note Above				Jan-24		Incl
X	Senior Community Center and Precinct #4	Toilet - Paper Dispenser	The women's restroom toilet paper dispenser is too far in front of the toilet at 16 inches and mounted on the wrong wall.	ADAAG 604.7	Remount the toilet paper dispenser to be no lower than 15 inches, no higher than 48 inches AFF and a centerline of the dispenser that is a minimum of 7 inches to a maximum of 9 inches in front of the toilet. Do not mount the toilet paper dispenser behind the side grab bar.	3	\$ 250.00		FY 19/20	New dispensers were purchased and installed at ADA Compliant heights	Dec-19		\$174.00 for both W&M
X	Senior Community Center and Precinct #4	Reach Range - Dispenser	The women's restroom seat cover dispenser is mounted too high at 59 inches.	ADAAG 308	Remount the seat cover dispenser to provide a reach range no higher than 48 inches AFF for a forward reach over an obstruction no deeper than 20 inches or a side reach of 48 inches AFF over an object no deeper than 10 inches. If over an object or away from the accessible route provide a reach range no higher than 44 inches AFF maximum reach range over an object 20 inches to a maximum of 25 inches deep or a side reach of 46 inches AFF maximum over an object 10 inches to a maximum of 24 inches.	2	\$ 150.00				Jan-24		Incl

Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
	Winelhaus Park	Accessible Parking - Van	The ability to make an compliant accessible route would be difficult because of the terrain. It is recommended to provide a van accessible parking space near the chained entrance to the park and the horseshoe pits.	ADAAG 502	Provide a van accessible parking space that is a minimum of 11 feet wide with an access aisle a minimum of 5 feet wide. <b>Option:</b> A van accessible space can be 8 feet wide if the access aisle is a minimum of 8 feet wide. Also provide a sign with the International Symbol of Accessibility at the head and middle of the parking space. The parking space and access aisle should be no steeper than 2% in all directions and on a firm and stable surface.	1	\$ 1,175.00	\$ 1,762.50		Upgrades to this leased property should be discussed and put into the Parks & Recreation Master Plan. 4/2/24 DAH			
	Winelhaus Park	Accessible Route - New	There is no accessible route to the horse shoe pit for 53 feet.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches.	2	\$ 1,850.00	\$ 2,775.00		Upgrades to this leased property should be discussed and put into the Parks & Recreation Master Plan. 4/2/24 DAH			
	Winelhaus Park	Accessible Route - New	There is no accessible route to the gazebo for 45 feet.	ADAAG 403	Provide a new accessible route with a running slope no steeper than 5% and a cross slope no steeper than 2% and a minimum clear width of 36 inches.	2	\$ 1,575.00	\$ 2,362.50		Upgrades to this leased property should be discussed and put into the Parks & Recreation Master Plan. 4/2/24 DAH			
	Winelhaus Park	Picnic Table	There is no picnic table on an accessible surface or of an accessible design.	<u>Proposed</u> Outdoor Developed Areas Guidelines ADAAG 245 & 1011	<b>Picnic Table Recommendation:</b> At least 20% of picnic tables, but no less than two, be of an accessible design, connected to an accessible route. Relocate or purchase two accessible picnic tables (\$750/each) and locate them on an accessible surface (\$1,000).	2	\$ 3,500.00	\$ 5,250.00		Upgrades to this leased property should be discussed and put into the Parks & Recreation Master Plan. 4/2/24 DAH			
	Winelhaus Park	Ramp	There is no ramp provided to the gazebo.	ADAAG 405.8	Provide a new ramp with a running slope no steeper than 8.3%, a cross slope no steeper than 2% and handrails on both sides that are mounted to 34 inches to 38 inches to the top of the gripping surface.	2	\$ 1,500.00	\$ 2,250.00		Upgrades to this leased property should be discussed and put into the Parks & Recreation Master Plan. 4/2/24 DAH			
	Winelhaus Park	Trail Surface	There is no accessible trail surface provided.	<u>Proposed</u> Outdoor Areas Standards ADAAG 1017	<b>Trail Recommendation:</b> When upgrading the trail surface, provide a surface material such as a 3/4 inches minus limestone with a 50% mix of dust that is firm and stable with a slope no steeper than 2% for a cross slope and no steeper than 5% for a running slope. Provide this surface at the benches, trash cans and signs along the way. See the proposed standards for slope requirements steeper than 5%.	2	\$ 3,000.00	\$ 4,500.00		Upgrades to this leased property should be discussed and put into the Parks & Recreation Master Plan. 4/2/24 DAH			
X	St. Paul Church - Precinct #1 & #5	Accessible Parking - Sign	The parking sign near the front entrance is mounted too low.	ADAAG 502.6	Remount the existing accessible parking sign so it is a minimum of 60 inches from the finish grade to the bottom of the sign.	1	\$ 225.00	\$ 337.50	FY 16/17	Task Completed by Parks & ADA Coordinator	Temp signage purchased 10/2016 and used for 11/2016 Presidential	Must be inspected each election. New staff must be notified of new procedure each time.	\$ 55.00



Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
X	St. Paul Church - Precinct #1 & #5	Accessible Parking - Sign	Three accessible parking spaces do not provide signage.	ADAAG 502.6	Provide signs with the International Symbol of Accessibility. Mount the sign at the head of the parking space at 60 inches minimum from the ground to the bottom of the sign.	1	\$ 975.00	\$ 1,462.50	FY 16/17	Task Completed by Parks & ADA Coordinator	Temp signage purchased 10/2016 and used for 11/2016 Presidential	Must be inspected each election. New staff must be notified of new procedure each time.	\$ 55.00
X	St. Paul Church - Precinct #1 & #5	Accessible Parking - Sign	The last accessible parking space sign is mounted too low	ADAAG 502.6	Remount the existing accessible parking sign so it is a minimum of 60 inches from the finish grade to the bottom of the sign.	1	\$ 225.00		FY 16/17	Task Completed by Parks & ADA Coordinator	Temp signage purchased 10/2016 and used for 11/2016 Presidential	Must be inspected each election. New staff must be notified of new procedure each time.	Included
X	St. Paul Church - Precinct #1 & #5	Ramp - Handrails	The rear entrance ramp does not provide handrails on both sides.	ADAAG 405.8	Provide handrails with extensions on wall side of the ramp for a total of 17 feet. Mount the handrails to 34 inches to 38 inches to the top of the gripping surface.	1	\$ 700.00		FY 16/17	Task Completed by Parks & ADA Coordinator	Direct all voter traffic through front for both precincts, door is Accessible	Must be inspected each election. New staff must be notified of new procedure each time.	\$ 130.00
X	St. Paul Church - Precinct #1 & #5	Ramp - Edge Protection	The rear entrance ramp does not provide edge protection for 17 feet.	ADAAG 405.9	Provide edge protect on the ramp that is a curb at least 4 inches high or a railing that is no more than 4 inches above the ramp surface.	1	\$ 700.00		FY 16/17	Task Completed by Parks & ADA Coordinator	Direct all voter traffic through front for both precincts, door is Accessible	Must be inspected each election. New staff must be notified of new procedure each time.	Included
X	St. Paul Church - Precinct #1 & #5	Abrupt Transition	The rear entrance door has an abrupt transition of 1 inch.	ADAAG 303	Grind down or replace section of sidewalk to provide a smooth transition.	1	\$ 475.00		FY 16/17	Task Completed by Parks & ADA Coordinator	Direct all voter traffic through front for both precincts, door is Accessible	Must be inspected each election. New staff must be notified of new procedure each time.	Included
X	St. Paul Church - Precinct #1 & #5	Door - Exterior Opening Force	The rear entrance exterior ramp door has an opening force too high at 7 lbs. and 11 lbs. and the right door closes too quickly at 3 seconds.	NA	<b>Recommendation:</b> While not specifically address by the ADA it would be recommended to adjust the closer so the door opening force is no heavier than 8.5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	3	\$ 100.00		FY 16/17	Task Completed by Parks & ADA Coordinator	Direct all voter traffic through front for both precincts, door is Accessible	Must be inspected each election. New staff must be notified of new procedure each time.	Included
N/A	St. Paul Church - Precinct #1 & #5	Door - Interior Opening Force	The two doors to Sheldon Hall have an opening force too high at 8 lbs.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	2	\$ 200.00			We are using for precinct, but are not in control of their maintenance. Highly recommend suggesting these items be done prior to any election.			
N/A	St. Paul Church - Precinct #1 & #5	Door - Interior Opening Force	The hall door has an opening force too high at 10 lbs. and closes too quickly at 4 seconds.	ADAAG 404.2.8 & ADAAG 404.2.9	Adjust the closer so the door opening force is no heavier than 5 lbs. to open and takes a minimum of 5 seconds to close or provide an automatic door opener at the door.	2	\$ 100.00			We are using for precinct, but are not in control of their maintenance. Highly recommend suggesting these items be done prior to any election.			



Completed	Location	Barrier Element	Access Issue	ADAAG/ANSI	Solution	Priority	Projected Cost	Adjusted Cost	FY Scheduled	Comments	Date Completed	Work Inspected	Final Cost
N/A	St. Paul Church - Precinct #1 & #5	Mats	The front mat is too light and could be a tripping hazard.	ADAAG 302.2	Provide a mat with a heavier backing or tape the mat to the floor.	1	\$ 150.00	\$ 225.00		If mats can't be replaced, they should be removed for the election. Suggest we purchase compliant mats to replace them with for inclement weather.			

**PROPOSAL****ALAN'S ASPHALT  
MAINTENANCE, INC.**P.O. Box 354  
Hamburg, MI 48139(810) 231-1867  
Fax (810) 220-2825E-mail: info@alansasphalt.com  
Website: www.alansasphalt.comSERVICE **BEYOND** the SURFACEDATE 4/4/25 EST. BY chuckNAME Hamburg Township

C/O \_\_\_\_\_

ADDRESS P O Box 157Hamburg MI 48139(C.) 810 222-1191 Tony (W.) 517 499-6454 DuaneEMAIL tranda220@hamburg.mi.us / dhoeppner@hamburg.mi.usDIRECTIONS Lakelands TRAIL**We hereby submit specifications and estimates for:**LAKELANDS TRAIL ASPHALT REPAIRS

- SAWCUT & REMOVE 26 AREAS
- INSTALL GRAVEL BASE AS NEEDED
- GRADE & COMPACT BASE
- PAVE 3" COMPACTED ASPHALT
- ASPHALT SEAM PATCH 10-12 SMALL DEPRESSIONS

\$23,100.00

\*If required, additional crushed concrete to be installed at \$ \_\_\_\_\_ / ton;

To remove unstable soil and replace with crushed concrete at \$ \_\_\_\_\_ / ton.

**Irrigation, invisible fence, concrete, or brick paver repairs, landscape restoration and permits to be done by others.****Payment to be made as follows:** upon completion**Estimator's Signature:** Cee

Note: This proposal may be withdrawn by Alan's Asphalt Maintenance, Inc. if not accepted within 30 days. Unless otherwise stated, proposals are valid for 30 days. After 30 days, pricing may be subject to material and fuel increases.

**Acceptance of Proposal**

Date \_\_\_\_\_

The price and specifications are hereby accepted. Alan's Asphalt Maintenance is authorized to perform the work as specified. Payment for services rendered will be completion of work. 1.5% per month (18% per annum) will be charged on all over due invoices. I have read and accept the general conditions on the back side of this



## General Conditions

Item 9.

All agreements contingent upon strikes, accidents, weather or delays beyond out control. Workers compensation and liability coverage provided by Alan's Asphalt Maintenance. Any deviation from specification by owner shall become an extra charge above and beyond the estimate. all work shall be carried out in a workmanlike manner. All materials guaranteed to be specified. Guarantee for residential driveways is (3) years against alligatoring and three (3) years against pot holes (not at edges). Guarantee does not cover gas or oil spills, kick stand or tire marks, cracks, tree root cracks, reflective cracks, small water depressions and settling.

### Approval:

This proposal will not be binding upon the Contractor until the Purchaser's signed acceptance has been received and countersigned by an officer of Contractor.

### Cessation of Performance:

If Purchaser does not abide by the payment terms set forth herein, Contractor reserves the right to stop or suspend work until proper payment is received. Contractor shall provide Purchaser with seven (7) days written notice of its intention to stop or suspend work. Contractor shall return to work upon receipt of proper payment, but Purchaser shall, nevertheless, be responsible for all costs of shut-down, delay, and start-up.

### Permits:

Purchaser shall obtain and pay for any and all permits or assessments required for the performance of the designated work.

### Property Lines:

The Purchaser shall be responsible for establishing, designating, marking and staking all property lines. In the event Contractor's work results in a trespass or damage to the property of an adjoining landowner, Purchaser shall nevertheless remain obligated to pay Contractor for the work performed. Purchaser agrees to indemnify, defend and hold Contractor harmless for any damage to the property of an adjoining landowner occasioned by Purchaser's incorrect designation of property lines.

### Underground Structures:

The Purchaser shall be responsible for providing Contractor with actual notice of the existence and location of all underground structures as well as utility, phone and irrigation lines, etc., which might be encountered by Contractor in the performance of its work. Contractor shall be deemed to have actual notice of the existence of only those structures and their corresponding locations as specifically identified in this proposal. If Contractor subsequently determines that the identity or location of an underground structures identified in this Contract varies from that identified by Purchaser, any extra cost occasioned thereby in moving, protecting or covering the same, or otherwise, shall be borne by the Purchaser. Purchaser agrees to indemnify, defend and hold Contractor harmless for any damage to an underground structure, and any consequential damages arising therefrom, occasioned by Purchaser's failure to so identify said underground structure.

### Soil conditions:

If Contractor encounters any unusual soil conditions not specifically referred to in this proposal, those extra costs incurred by Contractor in the performance of the work occasioned by such conditions shall be paid by Purchaser.

### Site Conditions:

Purchaser shall be responsible for any environmental problems encountered during the course of, or as a result of, the performance of this contract. In the event Contractor encounters material known by the Contractor to be hazardous, Purchaser shall be notified promptly and work shall be halted. Purchaser is responsible for providing Contractor with all site information, and Contractor shall rely on this information as being accurate when performing its work. Purchaser shall indemnify, defend and hold Contractor harmless for any claims or damages arising out of the release or disposal of any hazardous materials or waste associated with the performance of the Contract.

### Tree Roots:

Contractor shall not be responsible for damage to trees occasioned by removal of tree roots in preparing the road bed, nor shall Contractor be responsible for removing damaged or destroyed trees.

### Hidden Objects:

Contractor shall not be responsible for removing hidden objects encountered during the performance of its work. Any costs associated with the removal and disposal of such hidden objects shall be borne solely by the Purchaser.

### Zoning Requirements:

Contractor shall not be responsible for determining whether Purchaser has the legal right or authority to pave the property which is the subject of this contract. In the event it is determined that Contractor's work violates an ordinance, zoning regulation or other law, the Purchaser shall, nevertheless, be obligated to pay for the work performed hereunder.

### Subgrade Conditions:

No materials will be placed on a wet, unstable or frozen subgrade. A suitable subgrade is a condition precedent to the requirement of performance of this contract.

### Minimum Grade:

Contractor reserves the right to refuse to construct a pavement unless minimum grades of 1% are possible for surface drainage. Purchaser acknowledges that waterponding may occur if pavement is not constructed with a minimum grade of 1%. Purchaser acknowledges that if it directs construction of a pavement with less than a minimum grade of 1%, no warranty attaches to the work as to satisfactory surface drainage. Depressions in excess of 1/4 inch will be filled.

### Estimated Quantities:

Purchaser acknowledges that quantities and area referred to in this proposal are approximate and were arrived at for estimating purposes only. Purchaser will be invoiced, and payment is to be made, on the actual quantities of work completed and actual areas covered unless otherwise indicated.

### Material Storage:

Contractor shall complete the work within a reasonable time period but shall not be liable for delays beyond the control of the Contractor.

### Entire Agreement:

The Contract constitutes the entire agreement between Purchaser and Contractor; any prior understanding, representation, terms conditions or undertakings of any kind preceding the date of this Contract shall not be binding on either party except to the extent incorporated in this Contract.

### Severability:

It is understood and agreed by the parties that if any part, term or provision of this Contract is held by a court to be illegal or in conflict with any law of the state where made, the validity of the remaining portions or provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the contract did not contain the particular part, term, or provision held to be invalid.

### No Waiver:

The failure of either party to this agreement to insist on the performance of any of the terms and conditions of this agreement, or the waiver of any breach of any of the terms and conditions of this agreement, shall not be construed as thereafter waiving any terms and conditions, but the same shall continue to remain in full force and effect as if no such forbearance or waiver had occurred.

### Governing Law:

It is mutually understood and agreed that this Contract shall be governed by the laws of the State of Michigan, both as to interpretation and performance.





## Security Lock Service

---

### Door inspections and testing

Estimate #000516

**Estimate date**

February 21, 2025

**Estimate expiration date**

March 7, 2025

**Customer**

Duane Hoeppner

Hamburg Township - Duane

dhoepner@hamburg.mi.us

**Message**

We look forward to working with you. Please note, Estimates over \$1000 USD require 50% deposit

**Attachments**

SLS Customer Responsibility for Automatic Accessible Doors.pdf

Uploaded on 02/21/2025 at 4:51 pm

Automatic and Manual Door Inspections Hamburg - Sheet1.pdf

Uploaded on 02/21/2025 at 4:53 pm

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**Automatic and Manually Operated Accessible Door Inspections -**

**\$4,500.00**

**Multi site**

*Provide Annual testing and inspection results for the following up to 100 doors total*

*Establish a number coded system for report and future service work / preventive maintenance items on the report.*

*Automatic Accessible Doors at Multiple Locations in the township (see attached list)*

- Test opening force with  $\pm 0.10$  lbs of accuracy*
- Test closing force with  $\pm 0.10$  lbs of accuracy*
- Note safety systems function (auto recycle when obstruction is present)*

Item 9.

- Activation button testing and compliance (height, signage, ADA title)
- Make note of any preventive maintenance or compliance repairs needed

- Manual Doors at Multiple Locations in the township (see attached list)
- Test opening force with  $\pm 0.10$  lbs of accuracy
  - Test closing force with  $\pm 0.10$  lbs of accuracy
  - Make note of any preventive maintenance or compliance repairs needed

---

Subtotal	\$4,500.00
Tax	\$0.00
<hr/>	
<b>Total</b>	<b>\$4,500.00</b>

---

Security Lock Service  
401 Washington St, Brighton, MI 48116  
810-227-5153



## Security Lock Service

*Fire Station # 11*

### Fire Station - Replace non compliant button

Estimate #000517

**Estimate date**

February 21, 2025

**Estimate expiration date**

March 7, 2025

**Customer**

Duane Hoepfner

Hamburg Township - Duane

dhoepfner@hamburg.mi.us

**Message**

We look forward to working with you. Please note, Estimates over \$1000 USD require 50% deposit

**Attachments**

Screenshot 2025-02-21 at 16-55-33 IMG\_8500.JPG.png

Uploaded on 02/21/2025 at 4:55 pm

**Replace non compliant Automatic Door Activation Button****\$348.00****Parts:**

*1 x Transmitter, wireless*

*1 x Receiver, wireless*

*1 x Stainless Steel Single Gang Mounting Push button for Automatic Door Operators, ADA compliant*

*Labor to install, program*

**Subtotal****\$348.00****Tax****\$0.00****Total****\$348.00**

Item 9.

Security Lock Service

401 Washington St, Brighton, MI 48116  
810-227-5153





## Security Lock Service

Fire Station # 11

### Automatic Accessible Door Operator - Installation

Estimate #000518

**Estimate date**

February 21, 2025

**Estimate expiration date**

Never

**Customer**

Duane Hoeppner

Hamburg Township - Duane

dhoepner@hamburg.mi.us

**Message**

Exterior Door, will determine which door to control at future time

**Operation:**

Exterior door operator can be actuated by exterior button mounted on bollard when door is unlocked and operator is in AUTO mode

Exterior door operator can be actuated by interior wall mounted button when door is unlocked and operator is in AUTO mode

See attached documents

**Attachments**

QUAD-DC7000.pdf

Uploaded on 02/21/2025 at 5:00 pm

Screenshot 2025-02-21 at 17-04-32 SLS Photos - Dropbox.png

Uploaded on 02/21/2025 at 5:04 pm

**10br2900 Handicap Relay****\$209.00**

*Receives signal from door actuator, interfaces with both doors and Access Control system*



<b>10td900tr Handicap transmitter</b> (\$84.00 ea.) × 2	<b>\$168.00</b>
<b>10Box 4.75 x 4.75 Back Box for Handicap Button</b> Surface mount, exterior weather rated mounting box for actuator	<b>\$68.00</b>
<b>10pbs1</b> (\$75.00 ea.) × 2 4.75 Square push button, ADA approved actuator for Handicap Operator	<b>\$150.00</b>
<b>10BOLLARDBRZ Bollard Post, 42" Bronze</b>	<b>\$385.00</b>
<b>Handicap Door Operator 7000 Series</b> LH Push, Standard Length Header, Dark Bronze. Requires 120VAC Electrical outlet within 5 feet of door header, center of double door  Door to be controlled is TBD when standing outside  Made in USA, meets all UL and ADA codes 1 year manufacturer warranty Parts available for ongoing service and upgrades as needed	<b>\$2,200.00</b>
<b>Labor Commercial</b> (\$145.00/hr) × 8.000 Install 1 Auto operator, connect to customer supplied outlet Mount and secure bollard post to exterior cement walkway Install and program 2 push button actuators.	<b>\$1,160.00</b>
<b>Power cord</b>	<b>\$0.00</b>
<b>3/8 connector</b>	<b>\$0.00</b>
Subtotal	\$4,340.00
Sales Tax	\$0.00
<b>Total</b>	<b>\$4,340.00</b>

Security Lock Service  
401 Washington St, Brighton, MI 48116  
810-227-5153

LOCATION	DOOR TYPE (Auto or Manual)	DOOR LEAF QUANTITY			
<b>DPW Building (Est 5 - Public Spaces)</b>					
Front Door (Exterior)	M			1	
Public Restroom Door	M			1	
Computer Room Door	M			1	
Tape Room Door	M			1	
Machine Room Door	M			1	
<b>Firehouse #11 (Precinct also) (Est 6 - Public Spaces)</b>					
Main Door (Exterior)	M				
Meeting Room Doors (Exterior) – provide separate estimate to add ADA button	A?, M			2	
Women's Restroom Door (2)	M,M			2	
Men's Restroom Door (2)	M,M			2	
<b>Firehouse #12 (Est 10- Public Spaces)</b>					
Hall Door	M			1	
Men's Locker Room (2)	M,M			2	
Women's Locker Room (2)	M,M			2	
Lockers Door	M			1	
Fitness Door (2)	M, M			2	
Bay Door	M			1	
Exterior Bay Door – provide separate estimate to add ADA button to exterior pedestrian door at back entrance (if this were to be used as a polling place or for public event)	A, M			2	
<b>Township Hall (Est 20 - Public Spaces)</b>					
Board Room Exterior (2)	M, M			2	
Front Hall Exterior (2)	A, M			2	
Board Room (3)	M, M, M			3	
Exit from Board room – should be a proper emergency exit looking to install pad to sidewalk would we need a button here? (2)	M, M?			2	
Hall Door	M			1	
Men's Restroom – Could we get a quote on ADA button? Or Assistive Door? Should have been done during upgrade?	M			1	



LOCATION	DOOR TYPE (Auto or Manual)	DOOR LEAF QUANTITY			
Women's Restroom – See above	M			1	
Men's Employee Restroom	A?			1	
Women's Employee Restroom	A?			1	
Keypad doors from lobby to employee areas (3)	M, M, M			3	
Exterior doors in back hallway and from kitchen to employee areas (2)	M, M			2	
<b>Library (they are a separate entity, but I am going to see if they want to have this done and pay for their portion – would need them billed separately) (Est 15 - Public Spaces)</b>	M x 15, but at least a few will be auto			15	
Exterior doors to lobby (5)					
Women's Restroom					
Men's Restroom					
Doors to Meeting Room (2)					
Doors on all interior meeting rooms – not sure of number or if self closing...					
Emergency exit to rear of meeting room space					
Emergency exit to parking					
<b>Manly Bennett Park (Est 6 - Public Spaces)</b>					
Concession Stand Building Doors – East Park (3)	M, M, M			3	
Concession Stand Building Doors – West Park (3)	M, M, M			3	
Building & Grounds?	?			?	
<b>Police (Est 6 - Public Spaces)</b>					
Exterior Doors (2)	A?, M			2	
Public Restroom Door	M			1	
Doors to interrogation room	?			?	
Jail Area door	M			1	
Jail Toilet	M			1	
<b>Senior Center (Est 22 - Public Spaces)</b>	22 x M			22	
Exterior Exit Door (near offices)					
Exterior Main Doors (4)					
Exterior Hall Door					
Main Room Doors (4)					

LOCATION	DOOR TYPE (Auto or Manual)	DOOR LEAF QUANTITY			
Computer Room (2)					
Furnace Room					
Exterior Patio Doors (2)					
Kitchen Doors (2)					
Men's Restroom					
Women's Restroom					
Offices/Rooms? (3)					



## Automatic Door Operators for Accessibility - Post installation checkup

### To our Customers

The purpose of this letter is to familiarize you with your automatic door system. It is essential that you know your system and that you recognize the importance of maintaining your door system in compliance with the industry standards for safety.

It is your responsibility, as owner or caretaker of the equipment, to inspect the operation of your door system on a daily basis, and after any loss of electrical power, to ensure that it is safe for use by your invitees, customers, or employees.

Daily Safety Checks are the responsibility of the equipment owner or caretaker.

The Following safety checks are to be done daily and/or after any electrical power outages:

1. When actuated, the door should slowly open at a smooth pace (5 seconds minimum.) until gently stopping at the pre-set full open position.
2. The door should hold open for the pre-set time of not less than 5 seconds
3. The door should then slowly close at a smooth pace (5 seconds minimum.) and stop gently.
4. Make sure the traffic path and threshold area are clean and clear inside and outside of doorway
5. Inspect the door, safety decals, connecting arms, hardware and glass for wear or damage

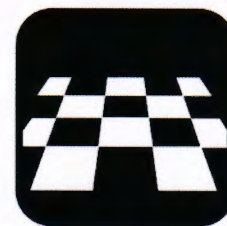
We offer Annual (once per year) or semi annual (twice per year) door inspections for Automatic Swing doors to make sure doors comply with the Americans with Disabilities Act

Should the door fail to operate in the manner described above, discontinue use immediately





# Floor and Ground Surfaces



This guide explains requirements in the ADA Standards for floor and ground surfaces. The specifications for floor and ground surfaces address surface characteristics, carpeting, openings, and changes in level. They apply to:

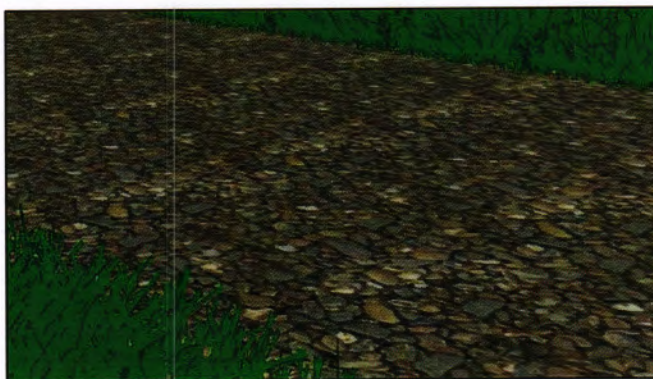
- interior and exterior accessible routes, including walking surfaces, ramps, elevators, and lifts
- stairways that are part of a means of egress
- required clearances, including clear floor space, wheelchair seating spaces, turning space, and door maneuvering clearances
- accessible parking spaces, access aisles, and accessible passenger loading zones.

## Firmness, Stability, and Slip Resistance [§302.1]

Accessible floor and ground surfaces must be stable, firm, and slip resistant. Stable surfaces resist movement, while firm surfaces resist deformation by applied forces. Accessible surfaces remain unchanged by external forces, objects, or materials.



*Hardened materials such as concrete, asphalt, tile, and wood are sufficiently firm and stable for accessibility.*



*Most loose materials, including gravel will not meet these requirements unless properly treated to provide sufficient surface integrity and resilience. Binders, consolidants, compaction, and grid forms may enable some of these materials to perform satisfactorily but require repeated maintenance.*



## Slip Resistance

Accessible surfaces must be slip resistant to minimize hazards to people with disabilities, especially those who are ambulatory or semi-ambulatory or who use canes, crutches, and other walking aids. However, the standards do not specify a minimum level of slip resistance (coefficient of friction) because a consensus method for rating slip resistance remains elusive. While different measurement devices and protocols have been developed over the years for use in the laboratory or the field, a widely accepted method has not emerged. Since rating systems are unique to the test method, specific levels of slip resistance can only be meaningfully specified according to a particular measurement protocol. Some flooring products are labeled with a slip resistance rating based on a laboratory test procedure.



Compliance with the standards requires specifying surface materials, textures, or finishes that prevent or minimize slipperiness under the conditions likely to be found on the surface. Standard practices for minimizing floor or ground slipperiness will likely satisfy compliance with the standards as slip resistance is important not just for accessibility but for general safety as well. Applications and finishes used to increase a surface material's slip resistance may require continued maintenance or re-application.

## Surface Smoothness

The standards limit changes in level and openings in floor and ground surfaces, but they do not further address overall surface smoothness. Rough surfaces composed of cobblestones, Belgian blocks, and similar materials can be difficult and sometimes painful to negotiate with wheeled mobility aids due to the vibrations they cause.



*Cobblestones and other rough surfaces make wheelchair travel difficult and uncomfortable.*



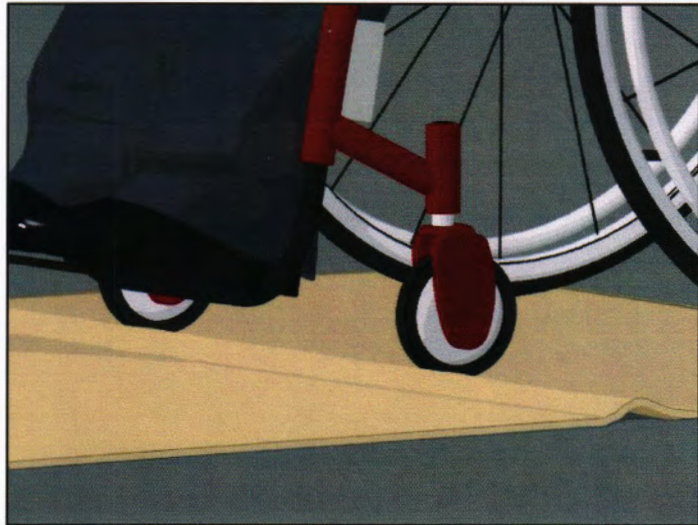
**Recommendation:** Avoid materials or construction methods that create bumpy and uneven surfaces in areas and along routes required to be accessible.



## Carpet [§302.2]

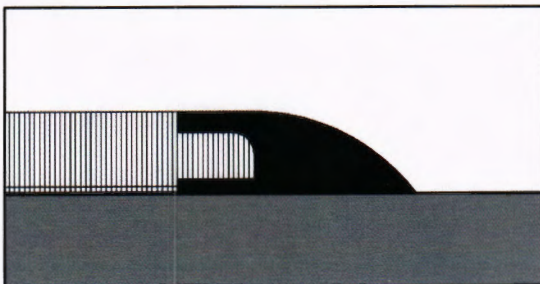
Carpet that is thick, cushiony, or loose impairs accessibility, particularly wheelchair maneuvering. The standards specify the maximum pile height (1/2" measured to the backing, cushion, or pad) and texture (level or textured loop, level cut pile, or level cut/uncut pile) and require firm backing. Cushions or pads also must be firm or can be avoided to ensure greater firmness.

*Carpeting must be securely attached so that it does not shift or buckle against wheeled traffic. Cushions or pads, if used, also must be properly secured to resist movement. Rolling or buckling occurs when carpet is not properly secured and makes wheelchair maneuvering very difficult.*



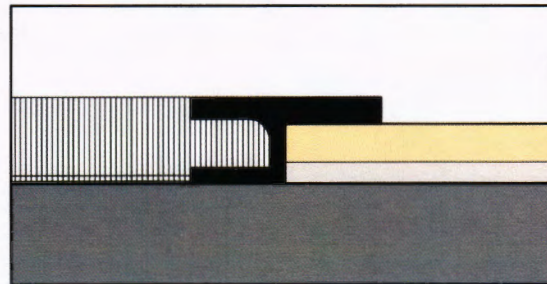
Exposed edges must have trim on the entire length of the exposed edge and be fastened to the floor to prevent curling. Trim must meet specifications for changes in level, including requirements for beveled edges when the height exceeds 1/4 inch. The maximum height is 1/2 inch.

**Carpet Edge Treatment**



*1/2" max height, 1:2 max beveled edge*

**Carpet to Tile Transition**



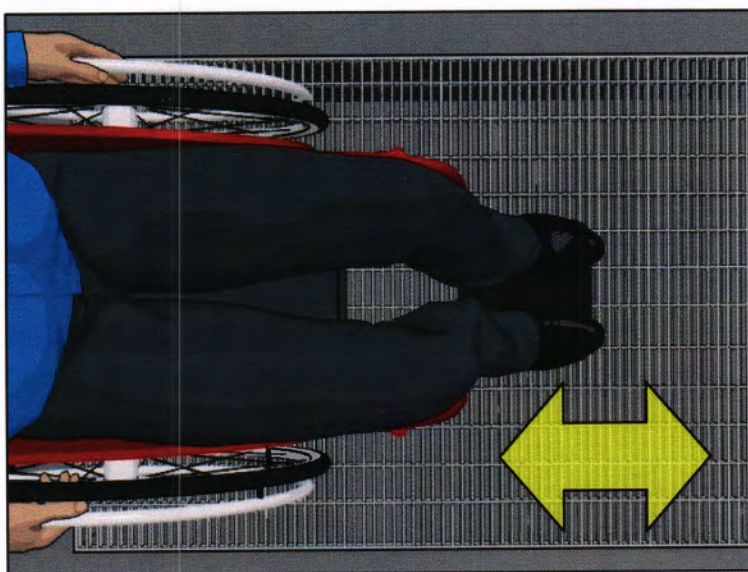
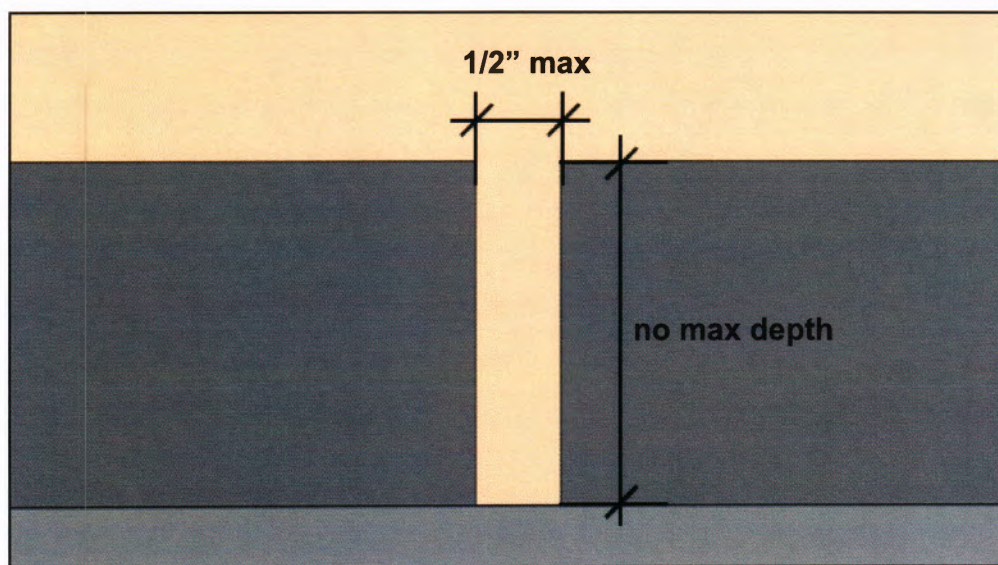
*Changes in level 1/4" max high permitted vertical edge*



## Openings [§302.3]

Openings in ground and floor surfaces, such as grates, are limited in width to prevent passage of a  $\frac{1}{2}$ " diameter sphere. Wheelchair casters can get wedged into wider openings.

Surface Opening (Cross Section)



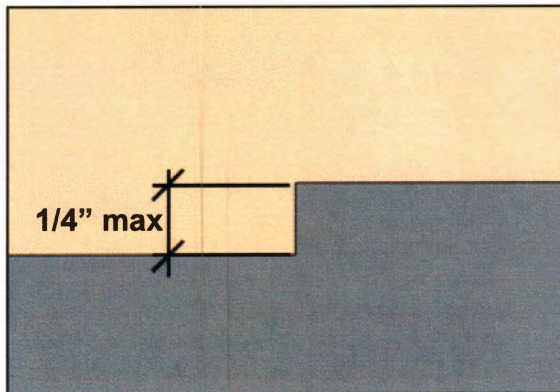
*Elongated openings, like those of most grates, must be oriented so that the long dimension is perpendicular to the dominant travel direction. In locations where there is no dominant flow pattern, openings must be limited to  $\frac{1}{2}$ " in both dimensions. Where an accessible route is available to bypass openings completely, they can be oriented in any direction.*



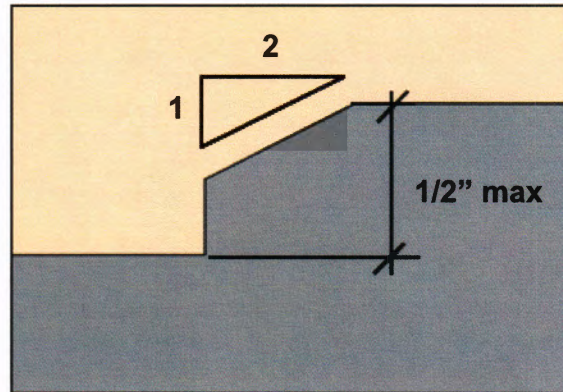
## Changes in Level [§303]

Changes in level can be up to  $\frac{1}{4}$ " without treatment or  $\frac{1}{2}$ " if beveled with a slope no steeper than 1:2. Changes in level above a  $\frac{1}{2}$ " must be treated as a ramp or curb ramp (or a walkway if a slope no steeper than 1:20 can be achieved). These specifications apply to all portions of accessible routes, including thresholds and carpet trim.

**$\frac{1}{4}$ " Max Change in Level**



**$\frac{1}{2}$ " Max Change in Level**



## Common Questions



*Must accessible surfaces be paved?*

Concrete, asphalt, and other paved surfaces are more reliably compliant, but other materials, such as wood, and construction methods can be used to provide firm and stable surfaces. Loose material like gravel will not perform adequately unless it is sufficiently stabilized by binders, compaction, or other treatments and will likely require repeated maintenance.

*What is the minimum level of slip resistance required by the standards?*

The standards require ground and floor surfaces to be slip resistant, but they do not specify a minimum level of slip resistance or coefficient of friction. This value varies according to the measurement method and protocols used. Some products are labeled with a rated level, but in the absence of a consensus test procedure, the standards do not set a minimum value. Standard methods to prevent or minimize slipperiness in the specification of floor materials, textures, applications, and finishes may be sufficient for compliance with the standards.

*Is there a minimum distance between changes in level?*

The standards do not require a minimum horizontal separation between changes in level of a ½" or less. Such level changes may need to be in close proximity, such as at raised thresholds (otherwise a minimum 48" separation will provide enough wheelchair space so that only one vertical change is negotiated at a time). Ramps and curb ramps, which must be used to span vertical changes greater than ½", must have level landings and clearances at the tops and bottoms of each run to provide adequate separation and resting intervals between sloping surfaces.

*Elongated surface openings must be perpendicular to the dominant direction of travel, but what if there is no dominant direction of travel?*

When there is no dominant direction of cross traffic, openings must be limited to ½" in both dimensions. Where space allows accessible routes to completely bypass the area with openings, elongated openings can be oriented in either direction.







**UNITED STATES ACCESS BOARD**

*Advancing Full Access and Inclusion for All*

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February 2014



Photo	Barrier	ADAAG/ANSI	Solution	Priority	By Whom	F
	There are 4 large gaps around the playground walkways.	ADAAG 302.3	Fill in or replace section of asphalt sidewalk to provide a flush transition or an opening no greater than 1/2 inch.	1		\$
	No access is provided to the sand surface or with different interactive play equipment.	ADAAG 240.2 & ADAAG 1008.4.3	Consider one or two play components such as a sand digger, raised sand table, etc. that can be used from the accessible route up to the sand play area.	2		\$
	There is a 4 inch drop-off onto the playground surface.	ADAAG 1008.2	Provide a curb ramp from the accessible walkway to the playground surface with a running slope no steeper than 8.3% and an cross slope no steeper than 2%.	2		\$
	There are 8 elevated play components but only 2 ground level play components.	ADAAG 240.2	Provide one more ground level play component on an accessible route that provides an experience such as rocking, swinging, sliding, interactive, spinning or climbing experience.	2		\$

Manly Bennett Memorial Park

ACTServices, Inc. • (630) 303-3677





## Americans with Disabilities Act Title II and Title III Revised Regulations Fact Sheet Series

Call us toll-free: 1-800-949-4232

Find your regional center at: [www.adata.org](http://www.adata.org)

### Fact Sheet #2

## Effective Communication



The Department of Justice (DOJ) has issued revised Americans with Disabilities Act (ADA) Title II and Title III regulations which took effect March 15, 2011. These regulations affect the obligations of Title II public entities (state and local government entities) and Title III private businesses (a.k.a. places of public accommodation) to furnish appropriate auxiliary aids and services where necessary to ensure effective communication with individuals with disabilities. (§35.104, §35.160, §36.104, §36.303) This includes an obligation to provide effective

communication to companions who are individuals with disabilities. The term "companion" means a family member, friend, or associate with whom the public entity or private business would typically communicate.

### Providing Auxiliary Aids and Services

Examples of common auxiliary aids and services include qualified sign language interpreters in person or through video remote interpreting (VRI) services; note takers; real-time computer-aided transcription services; written materials; exchange of written notes; telephone handset amplifiers; assistive listening devices and systems; telephones compatible with hearing aids; closed caption decoders; open and closed captioning, including real-time captioning; voice, text, and video-based telecommunications products and systems, including text telephones (TTYs), videophones, and captioned telephones or equally effective telecommunications devices; videotext displays; qualified readers; taped texts; audio recordings; Brailled materials and displays; screen reader software; magnification software; optical readers; secondary auditory programs (SAP); large print materials; and accessible electronic and information technology.

The type of auxiliary aid or service necessary to ensure effective communication will vary in accordance with the method of communication used by the individual; the nature, length, and complexity of the communication involved; and the context in which the communication is taking place. A private business should consult with individuals with disabilities whenever possible to determine what type of auxiliary aid is needed to ensure effective communication, but the ultimate decision as to what measures to take rests with the private business, provided that the method



chosen results in effective communication. However, public entities must give primary consideration to the request of the individuals with disabilities.

- To be effective, auxiliary aids and services must be provided in accessible formats, in a timely manner, and in such a way as to protect the privacy and independence of the individual with a disability.
- A public entity or private business is financially responsible for the cost of the auxiliary aid or service provided unless it can demonstrate that it would be an undue financial burden in light of the overall financial resources of the entire entity, including any parent corporation if applicable. It cannot impose a surcharge on an individual with a disability to cover the costs of the auxiliary aid or service provided. Even if it is determined that a particular auxiliary aid or service is an undue financial burden, the entity must still provide effective communication utilizing a different auxiliary aid or service.

### **Sign Language Interpreters**

Public entities and private businesses cannot require an individual with a disability to bring another individual to interpret for him or her. A public entity or private business shall not rely on an adult accompanying an individual to interpret or facilitate communication, except:

- In an emergency involving imminent threat to the safety or welfare of an individual or the public where there is no interpreter available; or
- When the individual with a disability specifically requests that the accompanying adult interpret or facilitate communication, the accompanying adult agrees to provide such assistance, and reliance on that adult for assistance is appropriate under the circumstances.

A public accommodation shall not rely on a minor child to interpret or facilitate communication, except in an emergency involving an imminent threat to the safety or welfare of an individual or the public where there is no interpreter available.

### **Telecommunications**

When a public entity or private business uses an automated-attendant system, including, but not limited to, voicemail and messaging, or an interactive voice response system, for receiving and directing incoming telephone calls, that system must provide effective real-time communication with individuals using auxiliary aids and services, including text telephones (TTYs) and relay services, including Internet-based relay systems. A public entity or private business shall respond to telephone calls from a relay service in the same manner that it responds to other telephone calls. A public entity or private business may use relay services in place of direct telephone communication for receiving or making telephone calls incident to its operations.

A public entity or private business that offers a customer, client, patient, or participant the opportunity to make outgoing telephone calls using their equipment on more than an incidental convenience basis shall make available accessible public telephones, TTYs, or other telecommunications products and systems for use by an individual who is deaf or hard of hearing, or has a speech impairment.

**Call your Regional ADA Center at 1.800.949.4232 for more information on Effective Communication and to get other Fact Sheets in our nine part series!**





Call us toll-free:

**1-800-949-4232 V/TTY**

Find your regional center at:

**[www.adata.org](http://www.adata.org)**

# Accessible Parking

## New Provisions in ADA Regulations



The U.S. Department of Justice (DOJ) issued new regulations under the Americans with Disabilities Act (ADA) in 2010. The new rules affect state and local governments (Title II of the ADA), as well as public accommodations and commercial facilities (Title III). The regulations include the new *2010 ADA Standards for Accessible Design*, outlining minimum accessibility requirements for buildings and facilities.

### Existing Facilities

New construction projects must meet minimum standards with very few exceptions; alterations are also subject to strict requirements, although they may be more affected by existing structural conditions. Existing buildings and facilities which are not undergoing planned alterations are viewed a little differently.

### ***Title II: Program Access***

State and local government agencies that offer programs, services, or activities in existing facilities need to make sure that people with disabilities can gain access and participate in these activities. There are a variety of ways that agencies can ensure access to programs, but making structural improvements is often necessary.

### ***Title III: Barrier Removal***

Both commercial facilities and public accommodations must follow standards for new construction and alterations. Additionally, public accommodations (private businesses that are open to the general public, like retail stores, restaurants, banks, parking garages, and many others) must remove barriers when it is "readily achievable" to do so; readily achievable means "easily accomplishable and able to be carried out without much difficulty or expense." Designating accessible parking is often readily achievable, and is considered a top priority because it enables many people with disabilities to "get in the door."

### **Safe Harbor**

The 2010 regulations include a "safe harbor" for features that already comply with the 1991 standards, but may not meet the new 2010 standards. *For example:* A retail store's parking lot has a total of 250 parking spaces; in compliance with 1991 standards, the lot includes seven accessible spaces, one of which is van-accessible. The 2010 standards would require *two* van-accessible spaces, but the store does not have to modify its parking lot to provide the additional space until the lot undergoes a planned alteration (re-stripping, re-surfacing, etc.) after March 15, 2012. If the lot is altered after that time, it will then be brought into compliance with the 2010 standards, to the maximum extent feasible.



### How many accessible parking spaces are needed?

Total Number of Parking Spaces in Parking Facility (Lot or Garage)	Minimum Number of Accessible Parking Spaces Required
1 - 25	1
26 - 50	2
51 - 75	3
76 - 100	4
101 - 150	5
151 - 200	6
201 - 300	7
301 - 400	8
401 - 500	9
501 - 1000	2% of total
1001 and over	20, plus 1 for each 100, or fraction thereof, over 1000

**One of every six accessible parking spaces, or fraction thereof, must be "van-accessible."** *For example:* A parking lot with 400 total spaces needs eight accessible spaces, and two of those eight spaces must be van-accessible.

Accessible spaces must connect to the shortest possible accessible route to the accessible building entrance or facility they serve.

Where a parking facility serves multiple buildings or accessible entrances, accessible parking spaces should be dispersed to enable people to park near as many accessible entrances as possible. *For example:* A shopping center has fifteen stores, each with a separate entrance. There is one large parking lot with 1000 spaces. The twenty accessible parking spaces should be dispersed to provide some options for people to park close to the different stores.

Where separate parking facilities serve the same building or entrance, accessible spaces may be grouped together, as long as the number of spaces provided is determined according to each of the separate parking facilities. *For example:* A sports stadium has an adjacent parking lot with 1000 spaces and a separate parking lot several blocks away with an additional 1500 spaces. The adjacent lot needs 20 accessible spaces (four of which need to be van-accessible), and the remote lot needs 25 accessible spaces (five of which need to be van-accessible). Since accessible spaces need to be as near as possible to the facilities they serve, the 45 accessible spaces (including nine van-accessible) can be located in the lot adjacent to the stadium.

### Medical Facilities

Certain types of medical facilities need more accessible parking.

- Hospital outpatient facilities need **10%** of patient/visitor spaces to be accessible.
- Rehabilitation facilities that specialize in treating mobility-related conditions and outpatient physical therapy facilities need **20%** of patient/visitor spaces to be accessible.

The number of van-accessible spaces is still one of every six accessible parking spaces, or fraction thereof.

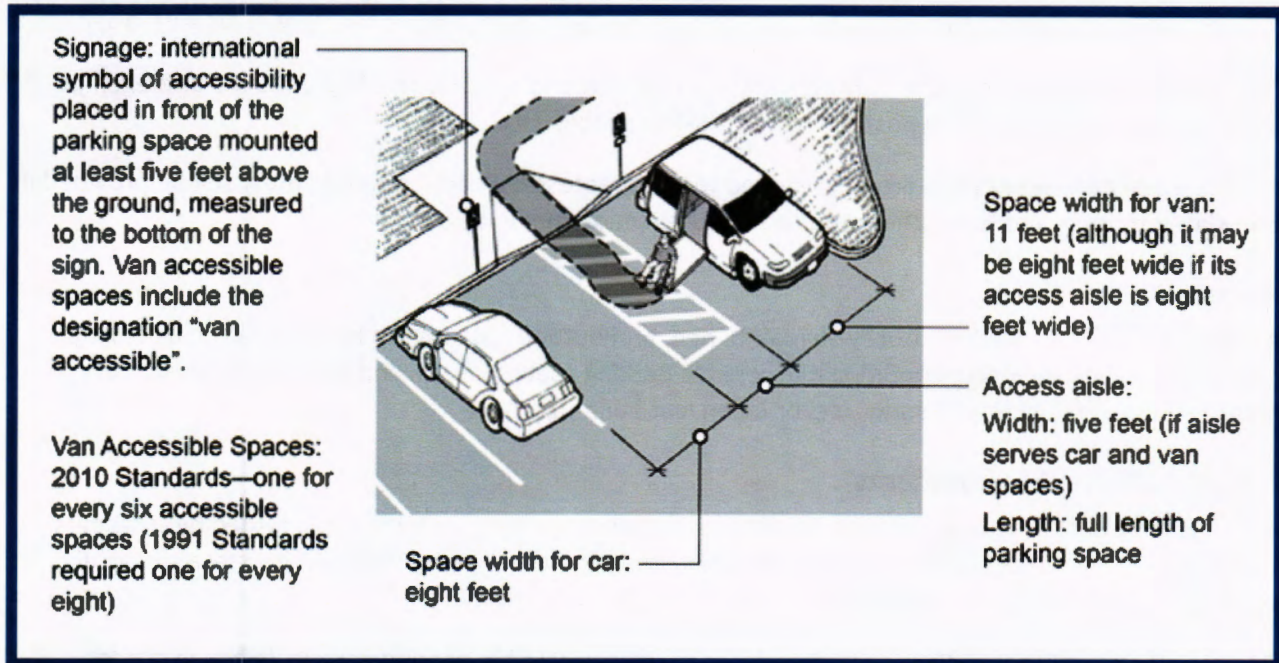


*For example:* An outpatient physical therapy facility has a parking lot with 50 total spaces for employees only. Following basic requirements, that lot will need two accessible spaces, one of which will be van-accessible. A separate lot with 200 total spaces is provided for patients and visitors; this lot will need 40 accessible spaces, seven of which will be van-accessible.

### Exceptions

- Parking facilities that are used exclusively for buses, trucks, delivery vehicles, law enforcement vehicles, and vehicular impound are not required to include accessible spaces, as long as such lots that are accessed by the public (e.g. impounded vehicle retrieval) provide an accessible passenger loading zone.

### What do accessible parking spaces look like?



Dimensions (all dimensions are *minimums*): Accessible parking spaces are eight (8) feet wide; van-accessible spaces are eleven (11) feet wide. Access aisles for either type of space are five (5) feet wide. These adjacent aisles, which can be shared between two spaces, provide room for individuals to deploy vehicle-mounted wheelchair lifts and/or unload and use mobility devices such as wheelchairs, walkers, etc. An alternate design allows a van-accessible space to be eight (8) feet wide if the adjacent access aisle is also eight (8) feet wide.

Access aisles must be marked (e.g., painted with hatch marks) to discourage parking in them. This is especially important where the alternate design is used and an access aisle at a van-accessible space is the same size as the space.

The surface of accessible spaces and access aisles must be smooth, stable, and virtually level in all directions to ensure safe use for people with disabilities, including those who must load, unload, and use wheeled mobility devices.

Additionally, van-accessible spaces, their associated access aisles, and the vehicular routes serving them must provide vertical clearance of at least 98 inches to allow for the height of typical wheelchair lift-equipped vehicles.



## Signs

Accessible parking spaces must be identified by signs that include the International Symbol of Accessibility. Signs at van-accessible spaces must include the additional phrase “van-accessible.”



Signs should be mounted so that the lower edge of the sign is at least five (5) feet above the ground. This helps ensure visibility both for motorists and local enforcement officials.

### Exceptions

- Parking lots that have four or fewer total spaces do not need to designate the accessible space with a sign. This means that for the purposes of local enforcement (at least in most jurisdictions), anyone, with or without a disability, can park in the accessible space. This is intended to excuse very small entities from having to reserve 25% to 100% of their available parking for individuals with disabilities.
- Residential facilities where parking spaces are assigned to specific dwelling units are also exempt from the requirement to post signs at accessible spaces.

Note that these two exemptions are only related to *signs*; accessible parking spaces must still be provided in appropriate numbers and with other required features (minimum width, etc.).

## Maintenance

It is important that accessible features be maintained, and outdoor spaces can be especially challenging because of weather and other conditions. Accessible parking spaces, aisles, and routes should be maintained in good repair and kept clear of snow, ice, or fallen leaf build-up.

## Other Laws, Other Requirements

The ADA establishes these requirements to ensure that when parking facilities are provided by entities covered by Title II or Title III, accessible spaces with certain features are available. Many state and local governments have their own requirements, which may be more specific or more stringent in some ways.

Each state also establishes criteria and procedures to issue accessible parking permits (often in the form of distinctive license plates or placards) to individuals with disabilities. Enforcement activities related to these issues (fraudulent use of permits, illegal parking in accessible spaces, etc.) are typically carried out by state and local authorities, such as city police departments.

Other requirements may be relevant in different situations or under different laws. For example, the Fair Housing Act requires covered housing providers to make “reasonable accommodations” for residents with disabilities, which could mean reserving a parking space for a specific individual.

Find information about tax incentives and other ADA materials through the Department of Justice at [www.ada.gov](http://www.ada.gov); the 2010 ADA Design Standards are at [www.ada.gov/2010ADASTandards\\_index.htm](http://www.ada.gov/2010ADASTandards_index.htm).

Visit [adata.org](http://adata.org) or call **1-800-949-4232** V/TTY to contact your regional ADA Center.



# Hamburg Township Public Safety Department ***MONTHLY REPORT***



Item 10.

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## ***March, 2025***

### **COMMUNITY INVOLVEMENT**

- The Fire duty crew participated in a Tornado Drill at Country Elementary School on March 4, 2025.
- Sgt. Megan Paul participated in a Tornado drill at Kensington Woods School on March 5, 2025.
- Sgt. Megan Paul participated in a Lockdown drill at Kensington Woods School on March 5, 2025.
- FF Thomas Pawley and FF Chris Birk conducted smoke detector installations at a residence on March 5, 2025.
- Officer Kelly Kozowicz participated in an Emergency Management Disaster table top exercise at Navigator School on March 7, 2025.
- Capt. Casey Yost conducted a Safe at Home presentation at Country Elementary School on March 9, 2025.
- FF Thomas Pawley and FF Chris Birk conducted a Cub Scout presentation at St. Paul's Church on March 10, 2025.
- Sgt. Megan Paul attended the Kensington Woods School STEAM Fest (Science Fair) on March 13, 2025.
- Sgt. Paul and the Fire duty crew participated in a Fire drill at Country Elementary School on March 19, 2025.
- Sgt. Megan Paul and the Fire duty crew participated in a Fire drill at Navigator and Pathfinder Schools on March 19, 2025.
- Capt. Casey Yost conducted a Safe at Home presentation at Navigator School on March 19, 2025.
- Thomas Pawley and FF Chris Birk conducted smoke detector installations at a residence on March 20, 2025.
- Thomas Pawley and FF Chris Birk conducted smoke detector installations at a residence on March 24, 2025.
- Thomas Pawley and FF Chris Birk conducted smoke detector installations at a residence on March 25, 2025.
- Thomas Pawley and FF Chris Birk conducted smoke detector installations at a residence on March 26, 2025.
- Thomas Pawley and FF Chris Birk conducted smoke detector installations at a residence on March 31, 2025.



# Hamburg Township Public Safety Department *MONTHLY REPORT*



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## PERSONNEL

- Kevin Deadman was hired as a part-time Park Ranger effective March 10, 2025.

## TRAINING

### **POLICE**

- Sgt. Daniel Bromley and Sgt. Steve Locke attended Use of Force Encounters training on March 3, 2025 and March 4, 2025.
- Sgt. Alysha Garbacik and Officer Sean Hogan attended Negotiators training in Ann Arbor on March 12, 2025.
- Sgt. Alysha Garbacik and Officer Dahne DeBottis attended Police and The Holocaust training on March 13, 2025.
- Sgt. Steve Locke participated in SWAT training on March 14, 2025.
- Administrative Assistants Danielle Price, Cris Schuster and Karen Castleman attended the Livingston County Administrative Assistants meeting in Green Oak Township on March 20, 2025.
- Officer Kelly Kozowicz attended Cybercrime Investigations at Michigan State University on March 21, 2025.

### **FIRE**

- Monthly department-wide training topics for March: Annual physical agility testing, Ropes & Knots and Vector Training.
- Lt. David Girard, FF Dan Hill and FF Jonathan Lusk participated in Dive Team training on March 2, 2025.
- AFF Larry Ward had OJT/Station Orientation training on March 6, 2025.
- Sgt. Scott Flohr participated in Drone Team training on March 11, 2025.
- Capt. Casey Yost, Lt. Derrick Hill, FF Daniel Clement, FF Dan Hill, FF Thomas Pawley, FF Andrew Turner, FF Rebecca Zettel and AFF Larry Wardlow attended Skywarn training on March 14, 2025.
- Sgt. Matt Urbanowicz, FF Dan Hill and FF Jonathan Lusk participated in Dive Team training on March 17, 2025.
- AFF Larry Ward had OJT/SOP Review training on March 20, 2025.
- Cpt. Jase Lawver, Lt. Joseph Acuff, Lt. Jess Stewart and Lt. Jared Kaminski held a Training Committee meeting on March 20, 2025.





# Hamburg Township Public Safety Department **MONTHLY REPORT**



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## **POLICE OPERATIONS**

### MONTHLY ARREST SUMMARY

#### **03/03/25 – 10:56 am:**

A 54-year-old male Dearborn Heights resident was arrested at Merrill Road & M-36 for *Driving While License Suspended*. His vehicle was impounded and he was cited and released.

#### **03/09/25 – 3:27 pm:**

A 37-year-old male Whitmore Lake resident was arrested at Chilson Commons Circle & M-36 for *Reckless Driving* and *Obstructing Police*. His vehicle was impounded and he was lodged in the Livingston County Jail.

#### **03/14/25 – 12:39 pm:**

A 25-year-old female Shelby Township resident was arrested at Brighton Lake Road & Wyndham Lane for *Driving While License Suspended*. Her vehicle was impounded and she was cited and released.

#### **03/14/25 – 11:54 pm:**

A 44-year-old male Township resident was arrested at Pettys Road & Redding Drive for *Operating While Intoxicated*. He was lodged in the Livingston County Jail. The vehicle was released to a family member.

#### **03/15/25 – 11:05 pm:**

An 18-year-old female Township resident was arrested at her home for *Domestic Assault & Battery*. She was lodged in the Livingston County Jail.

#### **03/21/25 – 11:18 pm:**

A 31-year-old female Detroit resident was arrested at M-36 & Hamburg Road for *Driving While License Suspended*. Her vehicle was impounded and she was advised and released.

### GENERAL POLICE INFORMATION:

#### **Marine Patrol:**

Regular marine patrols have ceased for the season. There were no issues or reported incidents on the Chain of Lakes during the month.



# Hamburg Township Public Safety Department *MONTHLY REPORT*



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**Lakelands Trail Patrol:** Regular patrols on the Lakelands Trail continued this month. No reported incidents.

**Red Barrel:** 35 pounds of prescription drugs were removed from the red barrel in front of the police station on March 11, 2025.

## Police Calls for Service Summary, March 2025

CALLS FOR SERVICE	#	CALLS FOR SERVICE	#
911 HANG UP	3	LARCENY	3
ALARM	22	LITTERING/DUMPING	0
ANIMAL COMPLAINT	11	LIQUOR INVESTIGATION/ZERO TOLERANCE	0
AREA CHECK	407	LOST/FOUND PROPERTY	3
ARRESTS	12	MALICIOUS DESTRUCTION PROPERTY	1
ASSAULTS	2	MISSING PERSON/RUN-A-WAY	2
ASSIST EMS	124	NOISE COMPLAINTS	3
ASSIST FIRE DEPARTMENT	26	ORDINANCE INVESTIGATIONS	0
ASSIST OTHER AGENCY	14	OVERDOSE/INGESTION	0
ATV COMPLAINT	0	PERSONAL PROTECTION ORDER VIOL	0
BOATING COMPLAINTS	0	RETAIL FRAUD	0
BREAKING & ENTERING	2	SCHOOL PATROLS/GROUNDS CHECK	237
BUILDING/PROPERTY/VACATION CHECK	79	SHOTS FIRED/WEAPONS OFFENSE	2
CHASE/PURSUIT	0	SOLICITOR COMPLAINT	0
CHILD OR ADULT ABUSE/NEGLECT	0	STALKING	0
CIVIL COMPLAINT	2	STOLEN / RECOVERED PROPERTY	0
COMMUNITY POLICING	20	SUBDIVISION PATROL/RESIDENTIAL CHECKS	1004
CRIMINAL SEXUAL CONDUCT	0	SUICIDAL SUBJECT/MENTAL/PSYCH	3
DEATH INVESTIGATIONS	1	SUSPICIOUS-PERSON/VEH/SITUATION	26
DEPT HUMAN SERVICES REFERRALS	6	TRAFFIC CITATIONS ISSUED	31
DISTURBANCE/TROUBLE	2	TRAFFIC/PARKING COMPLAINT	20
DOMESTIC - PHYSICAL/VERBAL	7	TRAFFIC CRASH - PDA/PIA	18
DRUGS / VIOL CONTROLLED SUB ACT	0	TRAFFIC DETAIL	95
FIREWORKS COMPLAINT	0	TRAFFIC STOP	133
FRAUD/EMBESSELEMENT	6	TRAFFIC VIO/ARREST	9
GENERAL NON-CRIMINAL	179	TRESSPASSING/LOITERING	2
INDECENT EXPOSURE	0	VEHICLE UDAA/STOLEN VEHICLE	0
INTIMIDATION THREATS/HARASSMENT	9	WATER RESCUE INCIDENTS	0
JUVENILE COMPLAINT	0	WARRANT: ATTEMPT/SEARCH/ARREST	1
KIDNAPPING	0	WELFARE CHECK	11
		<b>TOTAL</b>	<b>2538</b>





# Hamburg Township Public Safety Department *MONTHLY REPORT*



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## FIRE OPERATIONS

### MONTHLY INCIDENT SUMMARY:

INCIDENT COUNT	
INCIDENT TYPE	# INCIDENTS
EMS	93
FIRE	102
<b>TOTAL</b>	<b>195</b>

MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	7	3.59%
Rescue & Emergency Medical Service	93	47.69%
Hazardous Condition (No Fire)	12	6.15%
Service Call	60	30.77%
Good Intent Call	3	1.54%
False Alarm & False Call	20	10.26%
<b>TOTAL</b>	<b>195</b>	<b>100%</b>

### *March, 2025 Total Runs by District*

North West	26	13.33%
North East	23	11.79%
South West	41	21.03%
Southeast	85	43.59%
Mutual Aid	20	10.26%
<b>Totals</b>	<b>195</b>	<b>100.00%</b>
Multiple Calls	44	22.56%



# Hamburg Township Public Safety Department *MONTHLY REPORT*



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## Comparative Statistics - 2024 vs 2025 by Month

	March, 2024	March, 2025	% Change	
Fire	2	7	250.0%	Increase
Medical	65	93	43.1%	Increase
Hazardous Condition	2	12	500.0%	Increase
Service	53	60	13.2%	Increase
Good Intent	5	3	40.0%	Decrease
False Alarm / Cancel	14	20	42.9%	Increase
<b>Totals</b>	<b>141</b>	<b>195</b>	<b>38.3%</b>	<b>Increase</b>
Mutual Aid	6	20	233.3%	Increase

## Year-to-Date Comparative Statistics - 2024 vs 2025

	2024	2025	% Change	
Fire	9	9	No Change	
Medical	233	266	19.3%	Increase
Hazardous Condition	16	20	25.0%	Increase
Service	117	143	22.2%	Increase
Good Intent	19	13	31.6%	Decrease
False Alarm / Cancel	51	44	13.7%	Decrease
<b>Totals</b>	<b>435</b>	<b>495</b>	<b>13.8%</b>	<b>Increase</b>
Mutual Aid	19	28	47.4%	Increase

### FIRE PREVENTION INFORMATION:

**Inspections:** There were 2 commercial building inspections conducted during the month of March, bringing the total for 2025 to 18.

**Site Plan Reviews:** No plan reviews were completed during the month of March.

**TO:** Hamburg Township Board of Trustees

**FROM:** Deby Henneman, Township Coordinator

**DATE:** April 9, 2025

**AGENDA ITEM TOPIC:** MDNR Trust Fund Grant #TF22-0107 – Bennett Park Renovations and Huron River Water Trail Access – Updated Agreement for Execution  
Number of Supporting Documents: **2**

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**Requested Action**

**Approval of the Agreement Amendment entered into between the Michigan Department of Natural Resources and Hamburg Township under grant number TF22-0107, which deletes the drinking fountain as a scope item and updates the list of improvements, and to direct the Clerk to sign and date the Agreement Amendment as provided in the packet.**

**Background**

The signed agreement for funding included a drinking fountain as a scope item which went with the original plans for a restroom. When it was determined that the building wasn't old enough to qualify for renovation under the MDNR guidelines, the grant coordinator requested that it be removed. The restrooms were removed from the application/agreement; however, the drinking fountain was missed. This corrects the oversight for this scope item only.

The original signed agreement is included in the packet as reference.

**MICHIGAN DEPARTMENT OF NATURAL RESOURCES-GRANTS MANAGEMENT****MICHIGAN NATURAL RESOURCES TRUST FUND AGREEMENT AMENDMENT**

Organization:	Hamburg Township
Project Title:	Bennett Park Renovations and Huron River Water Trail Access
Project Location:	Livingston
Project Number:	TF22-0107
Amendment Number:	1

This is an amendment to the Agreement entered into between the Michigan Department of Natural Resources ("DEPARTMENT") and the Hamburg Township in the county of Livingston County for the Michigan Natural Resources Trust Fund grant number TF22-0107.

The purpose of this amendment is to:

- change the project facilities by DELETING drinking fountain(s) as scope item.

A. The DEPARTMENT and the GRANTEE mutually agree to amend the Agreement as follows:

- The words "project facilities" shall mean the following individual components, as further described in APPENDIX C.

Trail 8' wide or more

Access Pathway 6' wide or more

Bench(es)

Canoe/Kayak Launch or Ramp

Landscaping

Paved ADA Parking Space(s)

Play Equipment

Playground Safety Surfacing

Rain Garden with Native Plants

Signage

B. All other provisions of the Agreement shall be continued in full force and effect.

C. The amendment may be executed separately by the parties and is not effective until both the GRANTEE and the DEPARTMENT have signed it.



D. This amendment modifies an Agreement which was approved by resolution of the GRANTEE'S governing body as evidenced by the resolution attached to the Agreement. It is the sole responsibility of the GRANTEE to determine if its laws, policies, or procedures require approval by its governing body before execution of this amendment by the GRANTEE. By signature of this amendment, the GRANTEE certifies that:

1. Approval of the amendment by its governing body is not required, or
2. The amendment has been approved by resolution (true copy attached) of the

\_\_\_\_\_, \_\_\_\_\_ meeting of the \_\_\_\_\_  
(date) (special or regular) (name of approving body)

GRANTEE

SIGNED

WITNESSED

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

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

Title: \_\_\_\_\_

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

Date: \_\_\_\_\_

MICHIGAN DEPARTMENT OF NATURAL RESOURCES

SIGNED

WITNESSED

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

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

EFFECTIVE DATE: \_\_\_\_\_

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





Michigan Department of Natural Resources - Grants Management

## Michigan Natural Resources Trust Fund Development Project Agreement

*This information is required by authority of Part 5 of Act 451, P.A. 1994 as amended, to receive funds.*

This Agreement is between **Hamburg Township** in the county of **Livingston County**, hereinafter referred to as the "GRANTEE," and the MICHIGAN DEPARTMENT OF NATURAL RESOURCES, an agency of the State of Michigan, hereinafter referred to as the "DEPARTMENT." The DEPARTMENT has authority to issue grants to local units of government for the development of public outdoor recreation facilities under Part 19 of the Natural Resources and Environmental Protection Act, P.A. 451 of 1994, as amended and under Article IX, Section 35 of the Michigan Constitution. The GRANTEE has been approved by the Michigan Natural Resources Trust Fund (MNRTF) Board of Trustees (BOARD) to receive a grant. In Public Act **119 of 2023**, the Legislature appropriated funds from the MNRTF to the DEPARTMENT for a grant-in-aid to the GRANTEE.

The purpose of this Agreement is to provide funding in exchange for completion of the project named below. This Agreement is subject to the terms and conditions specified herein.

Project Title: Bennett Park Renovations and Huron River Water Trail Access Project #: TF22-0107

Grant Amount: \$300,000.00 60% PROJECT TOTAL: \$502,500.00

Match Amount: \$202,500.00 40%

Start Date: \_\_\_\_\_ Date of Execution by DEPARTMENT \_\_\_\_\_ End Date: 08/31/2025

As a precondition to the effectiveness of the Agreement, the GRANTEE is required to sign the Agreement and return it to the DEPARTMENT with the required attachments by 10/06/2023 or the Agreement may be cancelled by the DEPARTMENT. **This Agreement is not effective until the GRANTEE has signed it, returned it, and the DEPARTMENT has signed it.** The Agreement is considered executed when signed by the DEPARTMENT.

The individuals signing below certify by their signatures that they are authorized to sign this Agreement on behalf of their agencies, and that the parties will fulfill the terms of this Agreement, including any attached appendices, as set forth herein.

**GRANTEE**

SIGNED \_\_\_\_\_

By [Print Name]: \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

DUNS Number \_\_\_\_\_

CV0021775 \_\_\_\_\_

SIGMA Vendor Number \_\_\_\_\_

SIGMA Address ID \_\_\_\_\_

**MICHIGAN DEPARTMENT OF NATURAL RESOURCES**

SIGNED \_\_\_\_\_

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

Clay Summers

Grants Section Manager

10/8/2023

Date of Execution by DEPARTMENT

1. This Agreement shall be administered on behalf of the DEPARTMENT by the Grants Management Section within the Finance and Operations Division. All notices, reports, documents, requests, actions or other communications required between the DEPARTMENT and the GRANTEE shall be submitted through the department's online grant management system, MiGrants, which is accessed through [www.michigan.gov/dnr-grants](http://www.michigan.gov/dnr-grants), unless otherwise instructed by the DEPARTMENT. Primary points of contact pertaining to this agreement shall be:

**GRANTEE CONTACT**

**DEPARTMENT CONTACT**

Name/Title

MNRTF Grant Program Manager

Name/Title

Organization

Grants Management/DNR Finance & Operations

Organization

Address

525 W. Allegan Street, Lansing, MI 48933

Address

Address

P.O. Box 30425, Lansing, MI 48909

Address

Telephone Number

517-284-7268

Telephone Number

E-mail Address

DNR-Grants@michigan.gov

E-mail Address

2. The legal description of the project area, boundary map of the project area, and the development grant application bearing the number **TF22-0107** uploaded to MiGrants are by this reference made part of this Agreement. The Agreement together with the referenced documents in MiGrants constitute the entire Agreement between the parties and may be modified only in writing and executed in the same manner as the Agreement is executed.
3. The time period allowed for project completion is from **08/07/2023** through **08/31/2025**, hereinafter referred to as the "project period." Requests by the GRANTEE to extend the project period shall be submitted in MiGrants before the expiration of the project period. Extensions to the project period are at the discretion of the DEPARTMENT and may only be extended by an amendment to this Agreement.
4. The words "project area" shall mean the land and area described in the uploaded legal description and shown on the uploaded boundary map.
5. The words "project facilities" shall mean the following individual components, as further described in the application.

Access Pathway 6' wide or more  
Bench(es)  
Canoe/Kayak Launch or Ramp  
Drinking Fountain(s)  
Landscaping  
Paved ADA Parking Space(s)  
Play Equipment  
Playground Safety Surfacing  
Rain Garden with Native Plants  
Signage  
Trail 8' wide or more

6. The DEPARTMENT will:

- a. grant to the GRANTEE a sum of money equal to **Sixty percent (60%) of Five Hundred and Two Thousand Five Hundred dollars (\$502,500.00)**, which is the total eligible cost of construction of the project facilities including engineering costs, but in any event not to exceed **Three Hundred Thousand dollars (\$300,000.00)**.
- b. grant these funds in the form of reimbursements to the GRANTEE for eligible costs and expenses incurred as follows:
  - i. Payments will be made on a reimbursement basis at **Sixty percent (60%)** of the eligible expenses incurred by the GRANTEE up to 90% of the maximum reimbursement allowable under the grant.
  - ii. Reimbursement will be made only upon DEPARTMENT review and approval of a complete reimbursement request submitted by the GRANTEE through the MiGrants website, including but not limited to copies of invoices, cancelled checks, EFTs, list of volunteer and/or force account time and attendance records.
  - iii. The DEPARTMENT shall conduct an audit of the project's financial records upon approval of the final reimbursement request by DEPARTMENT staff. The DEPARTMENT may issue an audit report with no deductions or may find some costs ineligible for reimbursement.
  - iv. The final 10% of the grant amount will be released upon completion of a satisfactory audit by the DEPARTMENT and documentation that the GRANTEE has erected an MNRTF sign in compliance with Section 7(j) of this Agreement.

7. The GRANTEE will:

- a. immediately make available all funds needed to incur all necessary costs required to complete the project and to provide **Two Hundred and Two Thousand Five Hundred dollars (\$202,500.00)** in local match. This sum represents **Forty percent (40%)** of the total eligible cost of construction including engineering costs. Any cost overruns incurred to complete the project facilities called for by this Agreement shall be the sole responsibility of the GRANTEE.
- b. with the exception of engineering costs as provided for in Section 8, incur no costs toward completion of the project facilities before execution of this Agreement and before DEPARTMENT approval of plans, specifications and bid documents.
- c. complete construction of the project facilities to the satisfaction of the DEPARTMENT and to comply with the development project procedures set forth by the DEPARTMENT in completion of the project, including but not limited to the following:
  - i. Retain the services of a professional architect, landscape architect, or engineer, registered in the State of Michigan to serve as the GRANTEE'S Prime Professional. The Prime Professional shall prepare the plans, specifications and bid documents for the project and oversee project construction.
  - ii. **Within 180 days** following execution of this Agreement by the GRANTEE and the DEPARTMENT and before soliciting bids or quotes or incurring costs other than costs associated with the development of plans, specifications, or bid documents, provide the DEPARTMENT with plans, specifications, and bid documents for the project facilities, sealed by the GRANTEE'S Prime Professional.
  - iii. Upon DEPARTMENT approval of plans, specifications and bid documents, openly advertise and seek written bids for contracts for purchases or services with a value equal to or greater than \$50,000 and accept the lowest qualified bid as determined by the GRANTEE'S Prime Professional.
  - iv. Upon DEPARTMENT approval of plans, specifications and bid documents, solicit three (3) written quotes for contracts for purchases or services between \$5,000 and \$50,000 and accept the lowest qualified bid as determined by the GRANTEE'S Prime Professional.
  - v. Maintain detailed written records of the contracting processes used and submit these records to the DEPARTMENT upon request.
  - vi. Complete construction to all applicable local, state and federal codes, as amended; including but not limited to the federal Americans with Disabilities Act (ADA) of 2010, as amended; the Persons with Disabilities Civil Rights Act, Act 220 of 1976, as amended; the Playground Equipment Safety Act, P.A. 16 of 1997, as amended; the Utilization of Public Facilities by Physically Limited Act, P.A. 1 of 1966, as amended; the Elliott-Larsen Civil Rights Act, Act 453 of 1976, as amended; and the 2013 Access Board's Final Guidelines for Outdoor Developed Areas.
  - vii. Bury all new utilities within the project area.
  - viii. Correct any deficiencies discovered at the final inspection within 90 days of written notification by the DEPARTMENT. These corrections shall be made at the GRANTEE'S expense and are eligible for reimbursement at the discretion of the DEPARTMENT and only to the degree that the GRANTEE'S prior



expenditures made toward completion of the project are less than the grant amount allowed under this Agreement.

- d. operate the project facilities for a minimum of their useful life as determined by the DEPARTMENT, to regulate the use thereof to the satisfaction of the DEPARTMENT, and to appropriate such monies and/or provide such services as shall be necessary to provide such adequate maintenance.
  - e. provide to the DEPARTMENT for approval, a complete tariff schedule containing all charges to be assessed against the public utilizing the project area and/or any of the facilities constructed thereon, and to provide to the DEPARTMENT for approval, all amendments thereto before the effective date of such amendments. Preferential membership or annual permit systems are prohibited on grant-assisted sites, except to the extent that differences in admission and other fees may be instituted on the basis of residence. Nonresident fees shall not exceed twice that charged residents. If no resident fees are charged, nonresident fees may not exceed the rate charged residents at other comparable state and local public recreation facilities.
  - f. adopt such ordinances and/or resolutions necessary to effectuate the provisions of this Agreement; certified copies of all such ordinances and/or resolutions adopted for such purposes shall be forwarded to the DEPARTMENT before the effective date thereof.
  - g. separately account for any revenues received from the project area which exceed the demonstrated operating costs and to reserve such surplus revenues for the future maintenance and/or expansion of the GRANTEE'S park and outdoor recreation program.
  - h. furnish the DEPARTMENT, upon request, detailed statements covering the annual operation of the project area and/or project facilities, including income and expenses and such other information the DEPARTMENT might reasonably require.
  - i. maintain the premises in such condition as to comply with all federal, state, and local laws which may be applicable, and to make any and all payments required for all taxes, fees, or assessments legally imposed against the project area.
  - j. erect and maintain a sign on the property which designates this project as one having been constructed with the assistance of the MNRTF. The size, color and design of this sign shall be in accordance with DEPARTMENT specifications.
  - k. conduct a dedication/ribbon-cutting ceremony as soon as possible after the project is completed and the MNRTF sign is erected within the project area. At least 30 days prior to the dedication/ribbon-cutting ceremony, the DEPARTMENT must be notified in writing of the date, time, and location of the dedication/ribbon-cutting ceremony. GRANTEE shall provide notice of ceremony in the local media. Use of the grant program logo and a brief description of the program are strongly encouraged in public recreation brochures produced by the GRANTEE. At the discretion of the DEPARTMENT, the requirement to conduct a dedication/ribbon-cutting ceremony may be waived.
8. Only eligible costs and expenses incurred toward completion of the project facilities after execution of the Project Agreement shall be considered for reimbursement under the terms of this Agreement. Eligible engineering costs incurred toward completion of the project facilities beginning **January 1, 2023** and throughout the project period are also eligible for reimbursement. Any costs and expenses incurred after the project period shall be the sole responsibility of the GRANTEE.
9. To be eligible for reimbursement, the GRANTEE shall comply with DEPARTMENT requirements. At a minimum, the GRANTEE shall:
- a. Submit a progress report every 180 days during the project period.
  - b. Submit complete requests for partial reimbursement when the GRANTEE is eligible to request at least 25 percent of the grant amount and construction contracts have been executed or construction by force account labor has begun.
  - c. Submit a complete request for final reimbursement **within 90 days of project completion and no later than 11/30/2025**. If the GRANTEE fails to submit a complete final request for reimbursement by **11/30/2025**, the DEPARTMENT may audit the project costs and expenses and make final payment based on documentation on file as of that date or may terminate this Agreement and require full repayment of grant funds by the GRANTEE.
10. During the project period, the GRANTEE shall obtain prior written authorization from the DEPARTMENT before adding, deleting or making a significant change to any of the project facilities as proposed. Approval of changes is solely at the discretion of the DEPARTMENT. Furthermore, following project completion, the GRANTEE shall obtain prior written authorization from the DEPARTMENT before implementing a change that significantly alters the project facilities as constructed and/or the project area, including but not limited to discontinuing use of a project facility or making a significant change in the recreational use of the project area. Changes approved by the DEPARTMENT pursuant to this Section may also require prior approval of the BOARD, as determined by the DEPARTMENT.

11. All project facilities constructed or purchased by the GRANTEE under this Agreement shall be placed and used at the project area and solely for the purposes specified in the application and this Agreement.
12. The project area and all facilities provided thereon, as well as the land and water access ways to them, shall be open to the general public at all times on equal and reasonable terms. No individual shall be denied ingress or egress thereto or the use thereof because of sex, race, color, religion, national origin, residence, age, height, weight, familial status, marital status, or disability.
13. Unless an exemption has been authorized by the DEPARTMENT pursuant to this Section, the GRANTEE hereby represents that it possesses fee simple title, free of all liens and encumbrances, to the project area. The fee simple title shall not be subject to: 1) any possibility of reversion or right of entry for condition broken or any other executory limitation which may result in defeasance of title or 2) to any reservation or prior conveyance of coal, oil, gas, sand, gravel or other mineral interests. For any portion of the project area that the GRANTEE does not possess in fee simple title, the GRANTEE hereby represents that it has:
  - a. Received an exemption from the DEPARTMENT before the execution of this Agreement, and
  - b. Received prior approval from the DEPARTMENT of a lease and/or easement for any portion of the property not held in fee simple title as indicated in written correspondence from the DEPARTMENT dated \_\_\_\_\_, and
  - c. Supplied the DEPARTMENT with an executed copy of the approved lease or easement, and
  - d. Confirmed through appropriate legal review that the terms of the lease or easement are consistent with GRANTEE'S obligations under this Agreement and will not hinder the GRANTEE'S ability to comply with all requirements of this Agreement. In no case shall the lease or easement tenure be less than 20 years from the date of execution of this Agreement.
14. The GRANTEE shall not allow any encumbrance, lien, security interest, mortgage or any evidence of indebtedness to attach to or be perfected against the project area or project facilities included in this Agreement.
15. None of the project area, nor any of the project facilities constructed under this Agreement, shall be wholly or partially conveyed in perpetuity, either in fee, easement or otherwise, or leased for a term of years or for any other period, nor shall there be any whole or partial transfer of the lease title, ownership, or right of maintenance or control by the GRANTEE except with the written approval and consent of the DEPARTMENT. The GRANTEE shall regulate the use of the project area to the satisfaction of the DEPARTMENT.
16. The assistance provided to the GRANTEE as a result of this Agreement is intended to have a lasting effect on the supply of outdoor recreation, scenic beauty sites, and recreation facilities beyond the financial contribution alone and permanently commits the project area to Michigan's outdoor recreation estate, therefore:
  - a. The GRANTEE agrees that lands in the project area are being acquired with MNRTF assistance and shall be maintained in public outdoor recreation use in perpetuity. No portion of the project area shall be converted to other than public outdoor recreation use without the approval of the DEPARTMENT. The DEPARTMENT shall approve such conversion only upon such conditions as it deems necessary to assure the substitution by GRANTEE of other outdoor recreation properties of equal or greater market value and of reasonably equivalent usefulness and location. Such substituted land shall become part of the project area and will be subject to all the provisions of this Agreement.
  - b. Approval of a conversion shall be at the sole discretion of the DEPARTMENT.
  - c. Before completion of the project, the GRANTEE and the DEPARTMENT may mutually agree to alter the project area through an amendment to this Agreement to provide the most satisfactory public outdoor recreation area.
17. Should title to the lands in the project area or any portion thereof be acquired from the GRANTEE by any other entity through exercise of the power of eminent domain, the GRANTEE agrees that the proceeds awarded to the GRANTEE shall be used to replace the lands and project facilities affected with outdoor recreation lands and project facilities of equal or greater market value, and of equal or greater usefulness and location. The DEPARTMENT and BOARD shall approve such replacement only upon such conditions as it deems necessary to assure the replacement by GRANTEE of other outdoor recreation properties and project facilities of equal or greater market value and of equal or greater usefulness and location. Such replacement land shall be subject to all the provisions of this Agreement.



**18. The GRANTEE acknowledges that:**

- a. The GRANTEE has examined the project area and has found the property safe for public use or actions will be taken by the GRANTEE before beginning the project to assure safe use of the property by the public, and
- b. The GRANTEE is solely responsible for development, operation, and maintenance of the project area and project facilities, and that responsibility for actions taken to develop, operate, or maintain the property is solely that of the GRANTEE, and
- c. The DEPARTMENT'S involvement in the premises is limited solely to the making of a grant to assist the GRANTEE in developing the project site.

**19. The GRANTEE assures the DEPARTMENT that the proposed State-assisted action will not have a negative effect on the environment and, therefore, an Environmental Impact Statement is not required.**

**20. The GRANTEE hereby acknowledges that this Agreement does not require the State of Michigan to issue any permit required by law to construct the outdoor recreational project that is the subject of this Agreement. Such permits include, but are not limited to, permits to fill or otherwise occupy a floodplain, and permits required under Parts 301 and 303 of the Natural Resources and Environmental Protection Act, Act 451 of the Public Acts of 1994, as amended. It is the sole responsibility of the GRANTEE to determine what permits are required for the project, secure the needed permits and remain in compliance with such permits.**

**21. Before the DEPARTMENT will approve plans, specifications, or bid documents; or give approval to the GRANTEE to advertise, seek quotes, or incur costs for this project, the GRANTEE must provide documentation to the DEPARTMENT that indicates either:**

- a. It is reasonable for the GRANTEE to conclude, based on the advice of an environmental consultant, as appropriate, that no portion of the project area is a facility as defined in Part 201 of the Michigan Natural Resources and Environmental Protection Act, Act 451 of the Public Acts of 1994, as amended;  
or
- b. If any portion of the project area is a facility, documentation that Department of Environment, Great Lakes and Energy-approved response actions have been or will be taken to make the site safe for its intended use within the project period, and that implementation and long-term maintenance of response actions will not hinder public outdoor recreation use and/or the resource protection values of the project area.

**22. If the DEPARTMENT determines that, based on contamination, the project area will not be made safe for the planned recreation use within the project period, or another date established by the DEPARTMENT in writing, or if the DEPARTMENT determines that the presence of contamination will reduce the overall usefulness of the property for public recreation and resource protection, the grant may be cancelled by the DEPARTMENT with no reimbursement made to the GRANTEE.**

**23. The GRANTEE shall acquire and maintain insurance which will protect the GRANTEE from claims which may arise out of or result from the GRANTEE'S operations under this Agreement, whether performed by the GRANTEE, a subcontractor or anyone directly or indirectly employed by the GRANTEE, or anyone for whose acts may hold them liable. Such insurance shall be with companies authorized to do business in the State of Michigan in such amounts and against such risks as are ordinarily carried by similar entities, including but not limited to public liability insurance, worker's compensation insurance or a program of self-insurance complying with the requirements of Michigan law. The GRANTEE shall provide evidence of such insurance to the DEPARTMENT at its request.**

**24. Nothing in this Agreement shall be construed to impose any obligation upon the DEPARTMENT to operate, maintain or provide funding for the operation and/or maintenance of any recreational facilities in the project area.**

**25. The GRANTEE hereby represents that it will defend any suit brought against either party which involves title, ownership, or any other rights, whether specific or general rights, including appurtenant riparian rights, to and in the project area of any lands connected with or affected by this project.**

**26. The GRANTEE is responsible for the use and occupancy of the premises, the project area and the facilities thereon. The GRANTEE is responsible for the safety of all individuals who are invitees or licensees of the premises. The GRANTEE will defend all claims resulting from the use and occupancy of the premises, the project area and the facilities thereon. The DEPARTMENT is not responsible for the use and occupancy of the premises, the project area and the facilities thereon.**

27. Failure by the GRANTEE to comply with any of the provisions of this Agreement shall constitute a material breach of this Agreement.
28. Upon breach of the Agreement by the GRANTEE, the DEPARTMENT, in addition to any other remedy provided by law, may:
- a. Terminate this Agreement; and/or
  - b. Withhold and/or cancel future payments to the GRANTEE on any or all current recreation grant projects until the violation is resolved to the satisfaction of the DEPARTMENT; and/or
  - c. Withhold action on all pending and future grant applications submitted by the GRANTEE under the Michigan Natural Resources Trust Fund, Land and Water Conservation Fund and Recreation Passport Grant Program; and/or
  - d. Require repayment of grant funds already paid to GRANTEE; and/or
  - e. Require specific performance of the Agreement.
29. This Agreement may be canceled by the DEPARTMENT, upon 30 days written notice, due to Executive Order, budgetary reduction, other lack of funding, upon request by the GRANTEE, or upon mutual agreement by the DEPARTMENT and GRANTEE. The DEPARTMENT may honor requests for just and equitable compensation to the GRANTEE for all satisfactory and eligible work completed under this Agreement up until 30 days after written notice, upon which time all outstanding reports and documents are due to the DEPARTMENT and the DEPARTMENT will no longer be liable to pay the GRANTEE for any further charges to the grant.
30. The GRANTEE agrees that the benefit to be derived by the State of Michigan from the full compliance by the GRANTEE with the terms of this Agreement is the preservation, protection and net increase in the quality of public outdoor recreation facilities and resources which are available to the people of the State and of the United States and such benefit exceeds to an immeasurable and unascertainable extent the amount of money furnished by the State of Michigan by way of assistance under the terms of this Agreement. The GRANTEE agrees that after final reimbursement has been made to the GRANTEE, repayment by the GRANTEE of grant funds received would be inadequate compensation to the State for any breach of this Agreement. The GRANTEE further agrees therefore, that the appropriate remedy in the event of a breach by the GRANTEE of this Agreement after final reimbursement has been made shall be the specific performance of this Agreement.
31. The GRANTEE shall return all grant money if the project area or project facilities are not constructed, operated or used in accordance with this Agreement.
32. The GRANTEE agrees not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of religion, race, color, national origin, age, sex, sexual orientation, height, weight, marital status, partisan considerations, or a disability or genetic information that is unrelated to the person's ability to perform the duties of a particular job or position. The GRANTEE further agrees that any subcontract shall contain non-discrimination provisions which are not less stringent than this provision and binding upon any and all subcontractors. A breach of this covenant shall be regarded as a material breach of this Agreement.
33. The DEPARTMENT shall terminate this Agreement and recover grant funds paid if the GRANTEE or any subcontractor, manufacturer, or supplier of the GRANTEE appears in the register compiled by the Michigan Department of Licensing and Regulatory Affairs pursuant to Public Act No. 278 of 1980.
34. The GRANTEE may not assign or transfer any interest in this Agreement without prior written authorization of the DEPARTMENT.
35. The rights of the DEPARTMENT under this Agreement shall continue in perpetuity.

If this Agreement is approved by Resolution, a true copy must be attached to this Agreement. A sample Resolution is on the



# Hamburg Township Public Safety Department

PO BOX 157 • HAMBURG, MICHIGAN 48139  
PHONE: (810) 231-9391 • FAX: (810) 231-9401

EMAIL: [HATP@hamburg.mi.us](mailto:HATP@hamburg.mi.us)

RICHARD DUFFANY, DIRECTOR OF PUBLIC SAFETY



Item 12.

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**TO:** Hamburg Township Board  
**FROM:** Chief Richard Duffany  
**DATE:** April 10, 2025  
**RE:** Agenda Item Topic: **Emergency Management Resolution**  
General Ledger #:  
Number of Supporting Documents: 1  
NEW/OLD BUSINESS: **XXX** New Business

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## **Requested Action**

- Motion to approve the updated Hamburg Township Emergency Management Resolution.

## **Background**

On December 6, 2016 the Hamburg Township Board of Trustees adopted a document entitled Emergency Management Resolution. This document includes the Township Board Resolution electing to have Hamburg Township incorporated into the Livingston County Emergency Management Program, a Support Emergency Operations Plan, General Emergency Management Guidelines, Emergency Management Response Procedures and Emergency Action Guidelines. Subsequently, the Township's Flood Response Action Plan (FRAP) was also incorporated into the Emergency Management Resolution. A review of this document is required annually during the budget preparation process.

I have reviewed the current Emergency Management Resolution and I am requesting that the Board adopt the attached amended resolution. There are no substantive changes to the previous document and the only changes in it are updates to contact information and document dates.

Respectfully,

Chief Richard Duffany  
Director of Public Safety



10405 Merrill Road - P.O. Box 157  
Hamburg, Michigan 48139 USA  
[www.hamburg.mi.us](http://www.hamburg.mi.us)

# EMERGENCY MANAGEMENT RESOLUTION

**Support Emergency Operations Plan  
General Emergency Management Guidelines  
Emergency Management Response Procedures  
Flood Response Action Plan  
Emergency Action Guidelines**

**Adopted Date: April 15, 2025**

**Effective Date: April 15, 2025**

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Hamburg Township  
10405 Merrill Road ♦ P.O. Box 157 ♦ Hamburg, Michigan USA  
Phone: 810-231-1000 ♦ Fax: 810-231-4295  
[www.hamburg.mi.us](http://www.hamburg.mi.us)

## Emergency Management Resolution

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## TOWNSHIP OF HAMBURG – EMERGENCY MANAGEMENT RESOLUTION

**WHEREAS**, Hamburg Township has elected to be incorporated into the Livingston County Emergency Management Program; and

**WHEREAS**, by becoming part of the county emergency management program, Hamburg Township and Livingston County have certain responsibilities to each other; and

**WHEREAS**, this Support Emergency Operations Plan has been developed to identify the responsibilities between Hamburg Township and Livingston County in regards to pre-disaster emergency management activities and it also providing for Hamburg Township government agencies to respond to various types of emergencies or disasters that affect the community.

**WHEREAS**, this support plan is to be used in concurrence with the County Emergency Operations Plan as it is a supporting document; and

**WHEREAS**, the support plan will be maintained in accordance with the up-to-date standards of the Livingston County Emergency Operations Plan and review of this support plan shall be accomplished concurrently with the county plan,

**NOW THEREFORE, BE IT RESOLVED**, that Hamburg Township adopts and approves this Resolution to provide for the mitigation, preparedness, response and recovery from natural and human-made disasters within Hamburg Township by being part of the Livingston County emergency management program; to appoint the County Emergency Management Coordinator as the Hamburg Township Emergency Management Coordinator; to provide for a means for coordinating the resources of the municipality with those of the county; and to provide a means through which the township Board may exercise the authority and discharge the responsibilities vested in them by this resolution and Act No. 390 of the Public Acts of 1976, as amended; said Resolution is as follows:

**A RESOLUTION** to provide for the mitigation, preparedness, response and recovery from natural and human-made disasters within Hamburg Township by being part of the Livingston County Emergency Management Program; to appoint the County Emergency Management Coordinator as the Hamburg Township Emergency Management Coordinator; to provide for a means for coordinating the resources of the municipality with those of the county; and to provide a means through which the township board may exercise the authority and discharge the responsibilities vested in them by this resolution and Act No. 390 of the Public Acts of 1976, as amended.

### Article 1 - Short Title

**Section 101.** This resolution shall be known as the “Emergency Management Resolution.”

### Article 2 – Definitions

**Section 201.** For the purpose of this resolution, certain words used herein are defined as follows:

- (a) “Act” means the Michigan Emergency Management Act, Act No. 390 of the Public Acts of 1976, as amended.
- (b) “Disaster” means an occurrence or threat of widespread or severe damage, injury or loss of life or property resulting from a natural or human-made cause, including but not limited to, fire, flood, snowstorm, ice storm, tornado, windstorm, wave action, oil spill, water contamination, utility failure, hazardous peacetime radiological incident, major transportation accident, hazardous materials incident, epidemic, air contamination, blight, drought, infestation, explosion, or hostile military action or paramilitary action, or similar occurrences resulting from terrorist activities, riots, or civil disorders.
- (c) “Disaster relief force” means all agencies of county and municipal government, private and volunteer personnel, public officers and employees, and all other persons or groups of persons identified in the Livingston County Emergency Operations Plan as having duties to perform or those called into duty or working at the direction of a party identified in the plan to perform a specific disaster or emergency related task during a local state of emergency.
- (d) “District Coordinator” means the Michigan Department of State Police District Emergency Management Coordinator. The District Coordinator serves as liaison between local emergency management programs and the Michigan State Police, Emergency Management Division in all matters pertaining to the mitigation, preparedness, response and recovery of emergency and disaster situations.
- (e) “Emergency management coordinator” means the person appointed to coordinate all matters pertaining to emergency management within the municipality. The emergency management coordinator for Hamburg Township is the Livingston County emergency management coordinator.
- (f) “Emergency management program” means a program established to coordinate mitigation, preparedness, response and recovery activities for all emergency or disaster situations within a given geographic area made up of one or several political subdivisions. Such a program has an appointed emergency management coordinator and meets the program standards and requirements established by the Department of State Police, Emergency Management Division. Hamburg Township has elected to be part of the Livingston County emergency management program.
- (g) “Emergency operations plan” means the plan developed and maintained by county and political subdivisions included in the emergency management program area for the purpose of responding to all emergency or disaster situations by identifying and organizing the disaster relief force.
- (h) “Governor’s state of disaster” means an executive order or proclamation by the Governor that implements the disaster response and recovery aspects of the Michigan Emergency Management Plan and applicable local plans of the county or municipal programs affected.
- (i) “Governor’s state of emergency” means an executive order or proclamation by the Governor that implements the emergency response and recovery aspects of the Michigan Emergency Management Plan and applicable local plans of the county or municipal programs affected.

- (j) “Local state of emergency” means a declaration by the Township Supervisor pursuant to the act and this resolution which implements the response and recovery aspects of the Livingston County Emergency Operations Plan and authorizes certain actions as described in this resolution.
- (k) “Vital records” means those records that contain information needed to continue the effective functioning of a government entity jurisdiction and for the protection of the rights and interests of persons under emergency conditions in the event of an emergency or disaster situation.

### **Article 3 - Emergency Management Coordinator; Appointment**

**Section 301.** By the authority of this resolution the Township Supervisor hereby appoints the Livingston County Emergency Management Coordinator as the emergency management coordinator for Hamburg Township. In addition to acting for, and at the direction of, the County Administrator, the Emergency Management Coordinator will also act for, and at the direction of, the Township Supervisor.

**Section 302.** A line of succession for the Livingston County Emergency Management Coordinator has been established and is listed in the Hamburg Township Emergency Operations Plan.

### **Article 4 - Emergency Management Coordinator; Duties**

**Section 401.** The Emergency Management Coordinator shall comply with standards and requirements established by the Department of State Police, Emergency Management Division, under the authority of the act, in accomplishing the following<sup>1</sup>:

- (a) Direct and coordinate the development of the Livingston County Emergency Operations Plan, which shall be consistent in content with the Michigan Emergency Management Plan.
- (b) Specify departments or agencies which must provide an annex to the plan or otherwise cooperate in its development.
- (c) Identify departments and agencies to be included in the Emergency Operations Plan as disaster relief force.
- (d) Develop and maintain a county Resource Manual.
- (e) Coordinate the recruitment, appointment, and utilization of volunteer personnel.
- (f) Assure the emergency management program meets eligibility requirements for state and federal aid.
- (g) Coordinate and/or conduct training and exercise programs for the disaster relief force within the county and to test the adequacy of the Emergency Operations Plan.

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<sup>1</sup> Act 390, as amended, sec. 7a (4) gives the Emergency Management Division the authority to promulgate several standards and requirements.



- (h) Through public information programs, educate the population as to actions necessary for the protection of life and property in an emergency or disaster.
- (i) Assist in the development of mutual aid agreements.
- (j) Assist the Hamburg Township municipal liaison with the development of municipal standard operating procedures which are consistent with the county Emergency Operations Plan.
- (k) Oversee the implementation of all functions necessary during an emergency or disaster in accordance with the Emergency Operations Plan.
- (l) Coordinate county emergency management activities with those municipalities included in the county emergency management program, other municipalities, the state, and adjacent counties.
- (m) Coordinate all preparedness activities, including maintaining primary and alternate Emergency Operations Centers.
- (n) Identify mitigation opportunities within the county and encourage departments/agencies

#### **Article 5 - Emergency Management Liaison; Duties**

**Section 501.** By the authority of this resolution the Township Supervisor has appointed a liaison, as defined in Section IV of the Support Emergency Operations Plan Introduction, for the purpose of assisting the county Emergency Management Coordinator in coordinating the emergency management activities within the municipality. The duties of the liaison are as follows:

- (a) Coordinate municipal emergency management activities with those of the county jurisdictions.
- (b) Assist the county Emergency Management Coordinator with the development of the county Emergency Operations Plan and the incorporation of municipal resources into the plan.
- (c) Identify municipal departments and agencies to be included in the Emergency Operations Plan as part of the disaster relief force.
- (d) Identify municipal resources and forward information to the county Emergency Management Coordinator for inclusion in the county Resource Manual.
- (e) Coordinate the recruitment, appointment, and utilization of volunteer resources.
- (f) Assist the county Emergency Management Coordinator with administering training programs.
- (g) Coordinate municipal participation in exercises conducted by the county.
- (h) Assist in the development of mutual aid agreements.

- (i) Assist in educating the population as to actions necessary for the protection of life and property in an emergency or disaster.
- (j) Encourage departments/agencies within the municipality to identify and implement procedures to mitigate the effects of potential disasters.
- (k) Assist in the assessment of the nature and scope of the emergency or disaster and collect damage assessment information and forward to the county.
- (l) Coordinate the vital records protection program.
- (m) Develop municipal standard operating procedures for disaster response which are consistent with the county Emergency Operations Plan.

**Section 502.** The Township Supervisor shall appoint a minimum of two persons as successors to the position of the municipal liaison. The line of succession shall be supplied to the county Emergency Management Coordinator: Primary liaison is the Director of Public Safety, first alternate is the Deputy Director – Fire, and Second Alternate is the Deputy Director – Police.

#### **Article 6 – Township Supervisor: Powers; Duties**

**Section 601.** On an annual basis, the Township Supervisor shall review the eligibility and performance of the Emergency Management Coordinator and provide a written recommendation to the Township in conjunction with the Budget approval process.

**Section 602.** The Township Supervisor shall, review the effectiveness of the Livingston County Emergency Operations Plan as the plan relates to the municipality every year. With the assistance of the municipal liaison, he\she shall make recommendations to the county Emergency Management Coordinator of any changes which may be needed. After this review and incorporation of necessary changes, the township supervisor shall certify the plan to be current and adequate for Hamburg Township.<sup>2</sup>

**Section 603.** When circumstances within the township indicate that the occurrence or threat of occurrence of widespread or severe damage, injury or loss of life or property from natural or human-made cause exists the Township Supervisor may declare a local state of emergency. Such a declaration shall be promptly filed with the Livingston County Emergency Management Office, who shall forward it to the Department of State Police, Emergency Management Division. This declaration shall not be continued or renewed for a period in excess of 7 days except with the consent of the Township Board.

**Section 604.** If the Township Supervisor invokes such power and authority, he/she shall, as soon as reasonably expedient, convene the Township Board for one or more emergency meetings in accordance with the Open Meetings Act to perform its normal legislative and administrative duties as the situation demands, and will

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<sup>2</sup> Rule 4 (c) (d-q) of the administrative rules promulgated for Act 390, sec. 19 states that the plan shall be considered official upon bearing the signature of the chief executive official of the municipality. The plan must be current and adequate (see rule) within two years.

report to that body relative to emergency activities. Nothing in this resolution shall be construed as abridging or curtailing the powers of the Township Board unless specifically provided herein.

**Section 605.** The Township Supervisor may do one or more of the following under a local state of emergency:

- (a) Direct the Emergency Management Coordinator to implement the Emergency Operations Plan.
- (b) Issue directives as to travel restrictions on local roads within the municipality.
- (c) Relieve township employees of normal duties and temporarily reassign them to other duties.
- (d) Activate mutual aid agreements.
- (e) Direct the municipal disaster relief effort in accordance with the county Emergency Operations Plan and municipal standard operating procedures.
- (f) Notify the public and recommend in-place or evacuation or other protective measures.
- (g) Request a state of disaster or emergency declaration from the Governor as described in Article 7.
- (h) When obtaining normal approvals would result in further injury or damage, or is not possible due to the nature of the disaster, the Township Supervisor may, until the Township Board convenes, waive procedures and formalities otherwise required pertaining to the following:
  - (1) For a period of up to 7 days, send the disaster relief force and resources to the aid of other communities as provided by mutual aid agreements.
  - (2) For a period of up to 7 days, appropriate and expend funds from the disaster contingency fund created in Article 9 up to \$250,000.
  - (3) For a period of up to 7 days, make contracts, obtain and distribute equipment, materials, and supplies for disaster purposed.
  - (4) Employ temporary workers.
  - (5) Purchase and distribute supplies, materials, and equipment.
  - (6) Make, amend, or rescind ordinances or rules necessary for emergency management purposes which supplement a rule, order, or directive issued by the Governor or a state agency. Such an ordinance or rule shall be temporary and, upon the Governor’s declaration that a state of disaster or state of emergency is terminated, shall no long be in effect.<sup>3</sup>

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<sup>3</sup> Act 390, as amended, sec.12 (2) provides this authority.

**Section 606.** If a state of disaster or emergency is declared by the Governor, assign and make available for duty the employees, property, or equipment of the township within or without the physical limits of the township as ordered by the Governor or the Director of the Department of State Police in accordance with the act.<sup>4</sup>

#### **Article 7 - Governor Declaration Request**

**Section 701.** If a disaster or emergency occurs that has not yet been declared to be a state of disaster or a state of emergency by the Governor, and the Township Supervisor determines that the situation is beyond control of the municipality, he/she may request the Governor to declare that a state of disaster or state of emergency exists in the municipality in accordance with the act. This shall be done by immediately contacting the Livingston County Emergency Management Coordinator. The Emergency Management Coordinator shall immediately contact the District Coordinator. The District Coordinator, in conjunction with the Emergency Management Coordinator, shall assess the nature and scope of the disaster or emergency, and they shall recommend the state personnel, services, and equipment that will be required for its prevention, mitigation, or relief.<sup>5</sup>

#### **Article 8- Volunteers; Appointment; Reimbursement**

**Section 801.** Each municipal department, commission, board, or other agency of municipal government is authorized to appoint volunteers to augment its personnel in time of emergency to implement emergency functions assigned in the county Emergency Operations Plan. Such individuals are part of the disaster relief force and shall be subject to the rules and operational control set forth by the respective department, commission, board, or agency through which the appointment was made, and shall be reimbursed for all actual and necessary travel and subsistence expenses.<sup>6</sup>

#### **Article 9 - Disaster Contingency Fund**

**Section 901.** A disaster contingency fund is hereby created in the budget of not less than \$250,000. Money may be expended from the fund when a local state of emergency has been declared for the purpose of paying the disaster relief force, purchase of supplies and services, repair costs, or other needs required specifically for the mitigation of the effects of, or in response to, the emergency or disaster.

#### **Article 10 - Rights of Disaster Relief Force**

**Section 1001.** In accordance with the act, personnel of the disaster relief force while on duty shall have the following rights:

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<sup>4</sup> Act 390, as amended, sec. 10 (1) (h) provides this authority.

<sup>5</sup> Act 390, as amended, sec.12 states that the “chief executive official” (see definitions in act) of a county or any municipality may make this request. However, he/she must do this utilizing the procedures set forth in sec. 14 of the act which states that the appointed emergency management coordinator and the district coordinator must jointly assess the situation and make recommendations.

<sup>6</sup> Act 390, as amended, sec. 11 (1) (a-c) discusses disaster relief force rights and duties.

(a) If they are employees of the municipality, or other governmental agency regardless of where serving, have the powers, duties, rights, privileges, and immunities and receive the compensation incidental to their employment.

(b) If they are not employees of the municipality, or other governmental agency be entitled to the same rights and immunities as are provided for by law.

## **Article 11 - Temporary Seat of Government**

**Section 1101.** The Township Board shall provide for the temporary movement and reestablishment of essential government offices in the event that existing facilities cannot be used.

## **Article 12 – Liability**

**Section 1201.** As provided for in the act and this resolution, the municipality, or the agents or representatives of the municipality, shall not be liable for personal injury or property damage sustained by the disaster relief force. In addition, any member of the disaster relief force engaged in disaster relief activity shall not be liable in a civil action for damages resulting from an act of omission arising out of and in the course of the person's good faith rendering of that activity, unless the person's act or omission was the result of that person's gross negligence or willful misconduct. The right of a person to receive benefits or compensation to which he or she may otherwise be entitled to under the worker's compensation law, any pension law, or act of congress will not be affected as a result of said activity.<sup>7</sup>

**Section 1202.** As provided for in the act, any person owning or controlling real estate or other premises who voluntarily and without compensation grants the municipality the right to inspect, designate and use the whole or any part of such real estate or premises for the purpose of sheltering persons or for any other disaster related function during a declared local state of emergency or during an authorized practice disaster exercise, shall not be civilly liable for the death of, or injury to, any person on or about such real estate or premises under such license, privilege or other permission, or for loss of, or damage to, the property of such person.

## **Article 13 – Sovereignty**

**Section 1301.** Should any section, clause, or provision of this resolution be declared by the courts invalid for any reason, such declaration shall not affect the validity of this resolution as a whole or any part thereof, other than the section, clause, or provision so declared to be invalid.

## **Article 14 – Repeals**

**Section 1401.** All resolutions or parts of resolutions inconsistent herewith are hereby repealed.

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<sup>7</sup> Act 390, as amended, sec. 11 (2-8) discusses liability.

## **Article 15 - Annual Review**

**Section 1501.** This resolution shall be reviewed annually by the Township Board in conjunction with the adoption of the Budget and changes shall be made if necessary.



## Article 16 - Effective Date

**Section 1601.** This resolution shall have immediate effect.

### [End Resolution Text]

#### ROLL CALL VOTE:

A roll call vote on the foregoing resolution was taken and was as follows:

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

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

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

**RESOLUTION DECLARED:** \_\_\_\_\_

#### CERTIFICATION

I, Michael H. Dolan, being the duly elected Clerk of the Township of Hamburg, Livingston County, Michigan hereby certify that:

- (1) The foregoing is a true and complete copy of the Resolution duly adopted by the Township Board on April 15, 2025;
- (2) The original of such resolution is on file in the records of the Clerk's office;
- (3) The meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended); And,
- (4) The minutes of such meeting were kept and will be or have been (or will be) made available as required by the Open Meetings Act.

**DATE:** \_\_\_\_\_

\_\_\_\_\_  
**Michael H. Dolan, Hamburg Township Clerk**

# **Hamburg Township**

## **Support Emergency Operations Plan**

### **A Support Plan to County Emergency Operations Plan/ Emergency Action Guidelines**

**Date: April 15, 2025**

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**Signature page**

Date:

To all Recipients:

Transmitted herewith is the Support Emergency Operations Plan for the Hamburg Township in support to the Livingston County Emergency Operations Plan.

The plan provides a framework for the Township to use in performing emergency functions before, during, and after a natural disaster, technological incident or a hostile attack.

This plan was adopted by the Board under Resolution dated April 15, 2025. It supersedes all previous plans.

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PATRICK J. HOHL, Hamburg Township Supervisor

Date

## Hamburg Township

# Introduction to the Plan

### I. Purpose

Hamburg Township has elected to be incorporated into the Livingston County Emergency Management Program. By becoming part of the county emergency management program, Hamburg Township and Livingston County have certain responsibilities to each other. This Support Emergency Operations Plan has been developed to identify the responsibilities between Hamburg Township and Livingston County in regards to pre-disaster emergency management activities. It also provides for Hamburg Township government agencies to respond to various types of emergencies or disasters that affect the community. This support plan is to be used in concurrence with the County Emergency Operations Plan as it is a supporting document. The support plan will be maintained in accordance with the up-to-date standards of the Livingston County Emergency Operations Plan. Review of this support plan shall be accomplished concurrently with the county plan.

### II. Scope

This plan is a flexible document in which changes from the content of the plan may occur due to unique nature of emergencies.

Each agency that has a supported role in this plan or its elements has developed Standard Operating Procedures (SOPs) which provides systematic instructions for accomplishing assigned functions.

In addition, to support emergency preparedness and response efforts, the local government also conducts other activities such as personnel training, participating in exercises, encouraging chronic disease prevention techniques; educate the public on awareness activities, and use of appropriate land use planning decisions for mitigation and prevention purposes as well.

Through this plan, Hamburg Township continues to implement the National Incident Management System, participating in efforts to provide an effective and efficient incident management operation.

### III. Plan Maintenance and Implementation

The plan has been developed together with local community, and county officials to ensure consistency within the county emergency management program documents. The plan is required to be approved by the Hamburg Township Board every year in conjunction with the Budget, or whenever the Elected Officials change, and is to be forwarded to the County Emergency Management Office. Upon approval, it will be implemented, tested through exercises in concurrence with County officials, and review/updated to maintain its current with the County Emergency Operations Plan.

This plan has been provided to all municipal agencies, elected officials, the county emergency management office and the MSP/EMHSD district coordinator.

#### **IV. Emergency Management Program Oversight**

Hamburg Township has appointed its Director of Public Safety to serve as the Municipal Emergency Management Liaison responsible for working with the County Emergency Management Coordinator in matters pertaining to emergency management for the municipality. Pursuant to the requirements in P.A. 390, of 1976, as amended, Section 19, Livingston County has adopted a resolution that incorporates Hamburg Township into its emergency management program, necessary for disaster assistance.

## Hamburg Township

# Basic Information

### Community Profile

**Location.** Hamburg Township is situated in Town 1 North, Range 5 East of Livingston County.

**Geographical Area.** Hamburg Township has a total area of 36.0 square miles, of which 32.2 square miles are land and 3.8 square miles, or 10.49%, are water.

**Population.** As of the 2020 census, Hamburg Township has a population of 21,259 residents.

**Major Industries.** The township has very limited industrial and commercial development. The Hamburg Township Fire Department has on file, and will update annually in conjunction with the annual facilities inspection, a record of each industrial and commercial industry in the township.

**Flooding Risks.** Hamburg Township has over 6 miles of the Huron River traversing through it as well as 32 named lakes. Flooding events occur frequently and present an on-going issue for the township. Information specific to the township's response to flood events can be found in Hamburg Township's Flooding Response Action Plan which is included in this Resolution. Hamburg Township is NFIP Community #260118 and is included in the FEMA Flood Insurance Study for Livingston County, Michigan dated September 17, 2008.

**Railway Risks.** We also have approximately 8 miles of rail running through our township that may or may not have unknown hazardous materials aboard.

**General Hazard Vulnerabilities.** More information regarding hazard vulnerability can be found in the County's Hazard Mitigation Plan/Analysis.

**Extremely Hazardous Materials Locations.** Within the community, there are no sites that contain extremely hazardous materials. Pursuant to SARA Title III, off-site emergency response plans have been developed by the LEPC to prepare the fire department(s) to respond to the specific hazardous materials on the sites. In addition, the owners of the site(s) have reported the types of hazardous material that is housed on-site, as required by the Emergency Planning and Community Right-To-Know Act.

### Emergency Management Authority

Pursuant to P.A. 390 of 1976, as amended, the Hamburg Township Supervisor may declare a local state of emergency for Hamburg Township. In the Township Supervisor's absence, pursuant to local legislation, the Deputy Supervisor is authorized to declare the local state of emergency as well. Upon a declaration, PA 390 of 1976 also authorizes the Township Supervisor to issue directives, such as restrictions to travel on local roads. The local declaration activates this emergency plan as well as the emergency operations center to conduct activities to ensure the safety of people, property, and the environment.

Hamburg Township has been a recipient of federal preparedness assistance; a resolution has been adopted by the local government for establishing the National Incident Management System as the standard for incident management for all-hazards. Through the adoption, the township continues to implement the concepts of the



NIMS through training, planning, exercising activities and adoption of ancillary policies which incorporate NIMS.

### Response Resources

Hamburg Township maintains a full-time Public Safety Department responsible for providing public safety and welfare to the community. The Public Safety Department is comprised of two divisions (Police and Fire) consisting of well-qualified and well-trained emergency personnel and the department maintains equipment capable of effectively responding to emergencies. A list of resources that the Public Safety Department uses for emergency situations can be requested through the municipal emergency management liaison (Director of Public Safety). Under circumstances, if the incident requires additional resources beyond the capability of Hamburg Township, the Township Supervisor may enact mutual aid, or it may be necessary to request county assistance through proper procedures.

### Emergency Management Organization

The Hamburg Township emergency management organization consists of five departments responsible for conducting activities in response to emergencies within the community. These five departments have been assigned specific emergency functions the municipality has identified necessary in order to provide an effective response to secure the safety of people, property, and the environment. Each agency is responsible for implementing pre-disaster activities to help prevent and/or prepare for various hazards that the community is vulnerable to such as: chronic diseases, flooding, hazardous material spills, inclement weather, tornadoes, and public disturbance to name a few; a more profound list can be found in the County's Hazard Mitigation Plan/Analysis. Prevention and preparedness activities include: awareness training, exercising, hygienic practices to prevent spreading of infectious diseases, stockpiling equipment, and educating people to self-care for themselves in an emergency.

The Township Supervisor serves as the incident manager for municipal coordination. At his/her side is the emergency management liaison, a planning chief, finance chief, operations chief, and logistics chief. The operations chief is responsible for coordinating the individual emergency functions assigned by agencies.

The table lists the functions, assigned township departments, primary point of contact, and phone number.

Function	Department	Primary Contact	Phone
Direction and Control	Supervisor	Pat Hohl	
Fire Services	Public Safety – Fire	Jeffrey Newton	
Law Enforcement	Public Safety – Police	Richard Duffany	
Warning and Communications	Public Safety – Fire	Jeffrey Newton	
Public Information	Supervisor	Pat Hohl	
Damage Assessment	Assessing	Holly Cozza	
Public Works	Technical Services / Utilities	Tony Randazzo	
Emergency Medical Services	Public Safety – Fire	Jordan Zernick	
Human Services	Township Clerk	Michael H. Dolan	

## Line of Succession

The following is a list of the 2nd and 3rd alternates for each department identified in the plan to maintain the emergency tasks assigned:

Department	2nd Alternate	3rd Alternate
PUBLIC SAFETY – FIRE	DC Zernick [REDACTED]	Capt. Jase Lawver [REDACTED]
PUBLIC SAFETY - POLICE	DD Nisenbaum [REDACTED]	Lt. Matt Duhaime [REDACTED]
SUPERVISOR	Tony Randazzo [REDACTED]	Michael Dolan [REDACTED]
ASSESSING	Alex Wilkinson [REDACTED]	Emily Pizzo [REDACTED]
TECHNICAL SERVICE/UTILITIES	Ryan Ward [REDACTED]	Duane Hoepfner [REDACTED]
CLERK	Mary Kuzner [REDACTED]	Courtney Paton [REDACTED]

## Hamburg Township

# General Emergency Management Guidelines

The following guidelines are general to the municipality, all agencies, and individuals who have a role in responding to an emergency within the Hamburg Township. Being that emergency planning is a work in progress guidelines are continuously reviewed and modified due to the situation and complexity of incidents.

1. Report to the local Emergency Operations Center when activated for scheduled exercises or disasters, or delegate another individual to staff the EOC and implement the plan.
2. Implement mutual aid agreements or contracts with other organizations to supplement local resources that have been exhausted.
3. Ensure compliance with this plan and the County Emergency Plan, and any pertinent procedures and documents issued, which impact the provision of emergency services in the municipality.
4. Train department emergency personnel in emergency management functions and NIMS/ICS concepts.
5. Assists in the development, review and maintenance of the plan and of the County EOP.
6. Develop and maintain standard operating procedures for specific functions or actions identified in the plan.
7. Maintain a list of resources available by the departments/agencies.
8. Protect records and other resources deemed essential for continuing government functions and each agency's emergency operations in accordance to procedures and policies.
9. Establish mutual aid agreements and/or contracts with other jurisdictions/entities to supplement municipal resources.
10. Establish a system of coordination, such as the incident command system, within the EOC. Field operations, however, are required to use the incident command system.
11. Participate in the review and update of this emergency operations plan, in accordance to a schedule identified by the Municipal Emergency Management Liaison and the County Emergency Management Coordinator.
12. Adapt and provide printed emergency management materials and verbal messages to those who are vision impaired, hearing impaired or non-English speaking.

13. Conduct pre-disaster public awareness activities including education classes, self-care guidelines, communications plans, and protocols.
14. Make recommendations to the Township Supervisor regarding protective actions.
15. Utilize MI CIMS to record and log significant events throughout the duration of the emergency, as well as the decisions made by the Incident Commander and Township Supervisor.
16. Continuously conduct emergency planning activities as it is a work-in-progress, periodically being reviewed and updated.

All emergency response agencies are considered to be available to respond.

## Hamburg Township

# Emergency Management Response Procedures

The following are procedures that Hamburg Township conducts and coordinates with the county in response to a local state of emergency.

1. Assure that the municipal emergency response agencies, elected officials and the County Emergency Management Coordinator are notified of the situation.
2. Municipal agencies assess the nature and scope of the emergency or disaster.
3. If the situation can be handled locally, do so, using the following sequenced guidelines:
  - The Emergency Management Liaison advises the Township Supervisor and coordinates all emergency response actions.
  - The Township Supervisor declares a local state of emergency and notifies the County Emergency Management Coordinator of this action.
  - A local state of emergency declaration is forwarded to the county office.
  - **The emergency management liaison activates the emergency operations center (EOC). The EOC is located at 3666 East M-36, Pinckney, MI 48169 (HTFD Station #11). If this location is unavailable an alternate location is at 10100 Veterans Memorial Drive, Hamburg, MI 48139-0157 (HTFD Station #12).**
  - Emergency response agencies are notified through telephone, smart messaging, Livingston County Central Dispatch by the Municipal Emergency Management Liaison to report to the EOC.
  - The Township Supervisor directs departments/agencies to respond to the emergency situation in accordance to each agency's functional guidelines indicated in the attachments to this plan.
  - The Township Supervisor issues directives as to travel restrictions on local roads and recommends protective actions from the commanding agency. Protective action recommendations will be based on weather forecasting and if the incident complexity increases due to inability to respond rapidly and with a "ready" supply of resources to mitigate the incident.
  - Notify the public of the situation, through the Public Information Official, and take appropriate actions.
  - Keep the County Emergency Management Coordinator informed of the situation and actions taken.
  - If municipal resources become exhausted or if special resources are needed, request county assistance through the County Emergency Management Coordinator.
4. If assistance is requested, the county emergency management coordinator assesses the situation and makes recommendations on the type/level of assistance. The County will also take the following steps:
  - Activate the County Emergency Operations Center.
  - Activate the County Emergency Operations Plan/Emergency Action Guidelines.

- Respond with county resources as requested.
- Activate mutual aid agreements.
- Coordinate county resources with municipal resources.
- Notify MSP/EMHSD District Coordinator.
- Develop a jurisdiction situation report and a damage and injury assessment report via and submit to the MSP/EMHSD.
- Assist the municipality with prioritizing and allocating resources.
- If county resources are exhausted, the county makes a request to the Governor to declare a state of emergency or state of disaster in accordance with procedures set forth in PA 390, as amended. The county shall not request state assistance or a declaration of a state of disaster or a state of emergency unless requested to do so by the Township Supervisor of Hamburg Township if the situation occurs solely within the confines of the municipality.
- If state assistance is requested, the MSP/EMHSD District Coordinator, in conjunction with the County Emergency Management Coordinator and Municipal Emergency Management Liaison, assess the disaster or emergency situation and recommends the necessary resources that are required for its prevention, mitigation, or relief efforts.
- After completing the assessment, the MSP/EMHSD District Coordinator immediately notifies the State Director of Emergency Management and Homeland Security of the situation.
- The State Director of Emergency Management and Homeland Security notifies the Governor and makes recommendations.
- If state assistance is granted, procedures are followed in accordance to the Michigan Emergency Management Plan and the County Emergency Operations Plan.



## Hamburg Township

# Flood Response Action Plan (FRAP)

The following are guidelines and procedures specific to the municipality, all agencies, and individuals who have a role in responding to flooding emergencies within the Hamburg Township.

### Article 1 – Short Title

Section 101. This document shall be known as the “Hamburg Township Flood Response Action Plan” (FRAP).

### Article 2 – Goals

Section 200. To identify the overall goal and objectives shared between the Livingston County Emergency Response Plan, the Hamburg Township Emergency Operations Plan, and this FRAP including any and all recommended actions related to flood hazard reduction and cost-effective and efficient high water/flooding event response actions.

Section 201. To minimize losses associated with flooding by timely and appropriate responses that will result in the reduction of the possibility of damage and losses to existing assets, including people, critical facilities and/or infrastructure, and public facilities due to high water events.

Section 202. The identification of and implementation of the most cost - effective marshaling and deployment of Township resources and funding in handling high water events in the flood prone areas of Hamburg Township and the properties on Riverside Drive in Green Oak Township which are accessed through Riverside Drive from Hamburg Township, and any other flood-prone areas throughout Hamburg Township.

Section 203. To provide a lasting policy framework for high water event management responses that survives changes in township administrations and staff over time.

Section 204. To provide property-by-property documentation for properties located within the assessment area for Hamburg and Green Oak Townships contained in the [December 2019 USACE Project, “Huron River Nonstructural Flood Mitigation Assessment for Hamburg and Green Oak Townships,” \(Appendix A\)](#) with a view towards promoting strategies to decrease potential homeowner losses due to high water events.

Section 205. Increase public understanding and support for effective high-water event hazard monitoring via [NWS, NOAA AND USGS web-based stream gage station monitoring graphs](#) and the on-line [USGS Flood Inundation Mapper](#).

Section 206. Promote disaster-resistant future development in the Hamburg Township and other areas of the [Huron River Watershed](#) through the pertinent regulations of the Hamburg Township Zoning Ordinance and all other Township ordinances and plans in effect, which are incorporated herein by reference.

### Article 3 – Flooding History

Section 301. A separate document, **Flooding History of Hamburg Township**, contains important information on past high water and flooding events in Hamburg Township and related flood plain management activities.

Section 302. Flooding events in Hamburg Township that reached “Major Flood Stage” category:

- (1) 8.46 ft on 06/30/1968
- (2) 8.35 ft on 05/15/1956
- (3) 8.13 ft on 05/27/2004
- (4) 8.05 ft on 08/16/2021

#### Article 4 – Michigan Emergency Management Plan Definitions – Degrees of Damage

The following sections set forth the general nature of levels of high water/flooding events, the types of damages to be expected, and the responses by various levels of government.

The State of Michigan Emergency Management Plan delineates different “Degrees of Damage” categories for severe damage events. The same definitions are also consistent with FEMA PDA guidelines. See the [Michigan Damage Assessment Handbook](#).

The following definitions are from the [Michigan Emergency Management Plan \(MEMP\)](#):

CATEGORY NUMBER	DAMAGE LEVEL	CHARACTERISTICS	FOR FLOODING	APPROXIMATE % OF DAMAGE
0	Affected	Structure is habitable/usable and requires mostly cosmetic repairs to return it to pre-disaster condition	Structure with basement: less than one foot of water; minor access problems	Minimal damage; mostly cosmetic
1	Minor Damage	Generally, has less than 50% damage to structure, is not currently habitable/useable but can be repaired within 30 days	Structure with basement: 1 foot or more water or sewer backup in basement and no structural damage. Structures with no basement – 1 foot or less of water covering first floor	<50% damaged; involves structural features affecting strength/safety. Water in place more than 1 day may have Major Damage
2	Major Damage	Structure has sustained structural or significant damage, is not habitable/useable, and requires extensive repairs before it can be used again	Structures with no basement that have in range of 2 to 4 feet of water covering first floor. Structures with basement 1 foot or more water on first floor.	> 50% damaged; involves structural features affecting strength/safety. Water in place more than 1 day may have advanced to the Destroyed Damage level due to water having caused substantial foundational or structural damages, collapsed wall, etc.
3	Destroyed Damage	Structure is a total loss because the cost of repairs would likely exceed the replacement cost. Could be a) permanently uninhabitable; b) complete failures to major components; c) only foundation remains; d) two or more walls destroyed and roof substantially damaged; e) structure pushed off foundation; f) structure in imminent danger due to impending landslides, mudslides, sinkholes, etc. What is left will have to be bulldozed off or dismantled for new construction	The depth, velocity and duration of water in and around the structure will have a significant impact of the level of damage. Structures that are not economically repairable can be considered destroyed.	100% damaged; repair costs exceed structure's value. If water duration 1 day or less, may be consider Major Damage classification

## Article 5 – Definitions of Water Levels

Section 501. NOAA high water level terminology and definitions can be found at:

<https://www.weather.gov/aprfc/terminology>

Section 502. Flood stages for the Huron River at Hamburg gage:

Major Flood Stage:	8.00
Moderate Flood Stage:	7.50
Minor Flood Stage:	7.00
Action Stage:	6.50

## Article 6 – HAMBURG TOWNSHIP RESPONSES AT VARIOUS FLOOD STAGE LEVELS

Gage Height	Category	Description of Flood Impacts	Responses
<b>Up to 6.50 Feet</b> (856.50 feet above sea level)	Bankfull	(None)	<ul style="list-style-type: none"> <li>Routine monitoring of NWS/USGS forecasts.</li> </ul>
<b>6.50 Feet</b> (856.50 feet above sea level)	Action Stage	<ul style="list-style-type: none"> <li>Water begins to spill over bank</li> <li>Boat docks begin to become submerged.</li> </ul>	<ul style="list-style-type: none"> <li>NWS begins issuing flood forecasts.</li> <li>Daily monitoring of NWS/USGS reports, data and forecasts.</li> <li>Fire and Police personnel begin physical monitoring of affected areas.</li> </ul>
<b>7.00 Feet</b> (857.00 feet above sea level)	Minor flood Stage	<p><u>Damage Level:</u> Affected Damage.</p> <ul style="list-style-type: none"> <li>Yards of homes along the Huron River, Little Ore Lake and Ore Lake become flooded.</li> </ul>	<ul style="list-style-type: none"> <li>NWS issues Flood Warning over local media (radio, TV, newspapers) when actual gage height is 7.00 feet.</li> <li>Continue monitoring of NWS/USGS reports, data or forecasts.</li> <li>After reaching 7.00 feet with a forecast of 7.50 feet the Township Supervisor consults with Director of Public Safety and determines whether to request a resolution pursuant to MCL 324.80146 (“No Wake” restrictions for affected areas).</li> <li>Fire and Police personnel continue physical monitoring of affected areas.</li> </ul>
<b>7.50 Feet</b> (857.50 feet above sea level)	Moderate Flooding	<p><u>Damage Level:</u> Transitions From Affected Damage to Minor Damage.</p> <ul style="list-style-type: none"> <li>Water reaching foundations and crawl spaces of many homes along the Huron River, Little Ore Lake and Ore Lake as homes are surrounded by flood water</li> <li>Roads in flood prone areas are being covered by flood waters</li> </ul>	<ul style="list-style-type: none"> <li>NWS continues issuing Flood Warnings over local media (radio, TV, newspapers) cross-indexed to precipitation forecasts and NOAA Advanced Hydrologic Prediction Service modeling.</li> <li>Township Supervisor closely monitors NWS flooding forecast and has daily consultations with Director of Public Safety and Public Safety command officers (multiple times daily if necessary)</li> <li>Fire and Police personnel continue physical monitoring of affected areas and conduct needs assessment based upon conditions and forecast.</li> <li>Township Supervisor formally requests “No Wake” restrictions from Livingston County Sheriff and/or Livingston County Emergency Management Coordinator.</li> <li>If a “No Wake” order is issued, the Action Plan outlined in Article 12 of the FRAP is implemented.</li> <li>Police Department begins enforcing “No Wake” restrictions in affected areas.</li> <li>Shut off utilities such as grinder pumps, electrical service and natural gas service as needed.</li> </ul>

<b>8.00 Feet</b> (858.00 feet above sea level)	Major Flooding	<p><u>Damage Level:</u> Transitions From Minor to Major Damage as some homes begin suffering Major Damage.</p> <p>Flood Events on Record reaching 858.00 feet (8.00):</p> <p>(1) 8.46 ft on 06/30/1968 (2) 8.35 ft on 05/15/1956 (3) 8.13 ft on 05/27/2004 (4) 8.05 ft on 08/16/2021</p>	<ul style="list-style-type: none"> <li>• All of the above responses continue to occur.</li> <li>• Township Supervisor implements <i>Emergency Response Procedures</i> as outlined in the Hamburg Township Support Emergency Operation Plan. This includes deciding whether and when to declare a Local State of Emergency and whether and when to activate the local Emergency Operations Center.</li> <li>• Police Department deploys additional officers to affected areas to carry out Law Enforcement responsibilities as outlined in the Hamburg Township <i>Emergency Action Guidelines</i> (requests mutual aid if necessary).</li> <li>• Fire Department deploys additional personnel to affected areas to carry out Fire and Emergency Medical Service responsibilities as outlined in the Hamburg Township <i>Emergency Action Guidelines</i> (requests mutual aid if necessary).</li> <li>• Continue shutting off utilities such as grinder pumps, electrical service and natural gas service as needed.</li> <li>• Township decides whether and when to advise residents to evacuate flooded areas</li> <li>• Incident Command decides whether local resources are enough to continue to handle event. If not, Township Supervisor prepares and executes Disaster Declaration to request additional resource support from County, State and Federal sources.</li> <li>• Livingston Emergency Management Plan protocols followed.</li> </ul>
<b>8.50 Feet</b> (858.50 feet above sea level)	Record Flooding	<p><u>Damage Level:</u> Major Damage.</p> <ul style="list-style-type: none"> <li>• NOTE: No documentation for flooding at this level on record.</li> </ul>	<ul style="list-style-type: none"> <li>• All of above responses would occur.</li> <li>• Disaster Declaration would be updated to reflect requests for additional resources as required.</li> <li>• State protocols for Damage Assessments would be followed under Michigan Emergency Management Plan</li> <li>• Federal protocols for Damage Assessments would be followed under FEMA/NFIP plans and Homeland Security plans</li> </ul>
<b>9.0+ Feet</b> (859.00 feet above sea level)	Flood Disaster	<p><u>Damage Level:</u> Destroyed.</p>	<ul style="list-style-type: none"> <li>• All of above responses would occur.</li> <li>• Disaster Declaration would be updated to reflect requests for additional resources as required.</li> <li>• State protocols for Damage Assessments would be followed under Michigan Emergency Management Plan</li> <li>• Federal protocols for Damage Assessments would be followed under FEMA/NFIP plans and Homeland Security plans</li> </ul>

## Article 7 – Data Analysis – Property by Property Mapping

As a part of the 2020 USACE study results an online tool, the Flood Inundation Mapper (link: <https://fim.wim.usgs.gov/fim/>), can be used to reveal where water levels will cover land in the Ore Lake/Huron River Areas of Hamburg Township/Green Oak Township.

**Mapping Locations of Property Elevations have been indexed to Gage Heights in Flood Prone Areas**

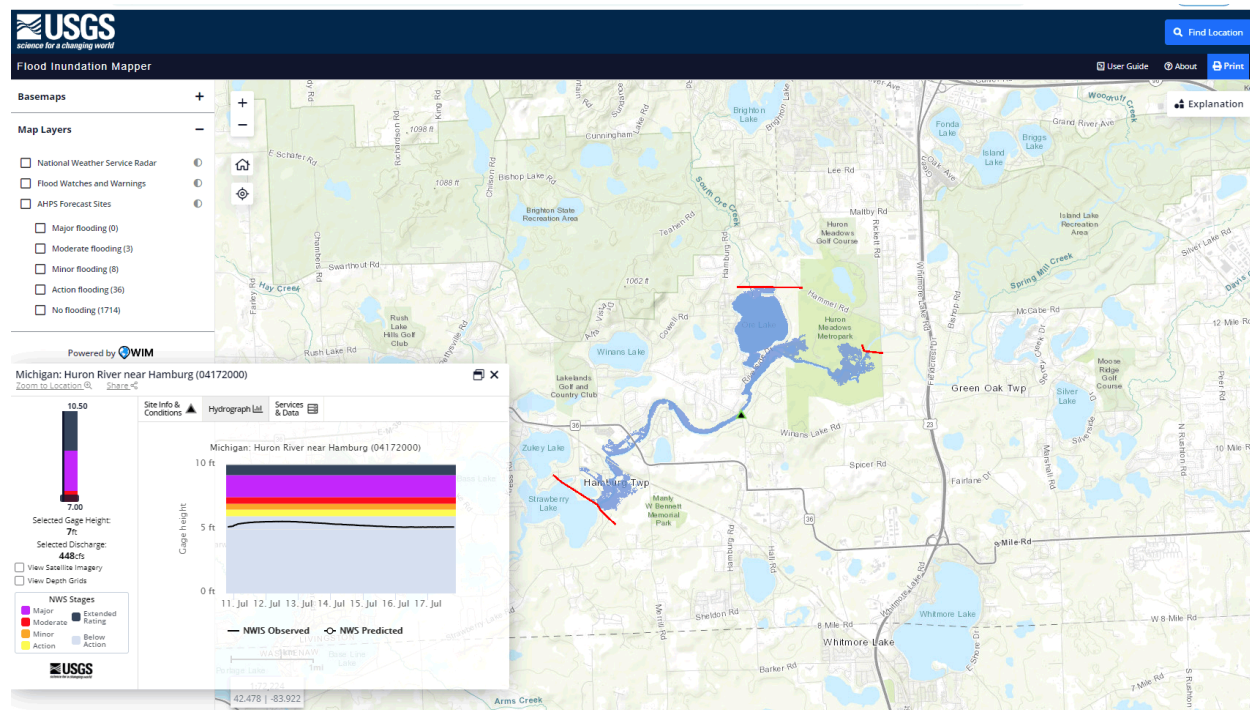
**The grinder pump data table pages have been excerpted and are available in Appendix A.**

### Action Plan:

During a high-water event, Emergency Management Staff will use the USGS Flood Inundation Mapper web tool in conjunction with the grinder pump data table pages in Appendix A-3 and NWS/NOAA flood event data to assist in determining:

- Which properties will need utilities suspended (electrical, gas, and water/sewer).
- Which properties will need grinder pumps removed.
- Which properties will likely need grinder pumps reconditioned/replaced.
- Which properties will likely need water wells re-chlorinated.

## SCREENSHOT – USGS FLOOD INUNDATION ONLINE MAPPER TOOL



## Article 8 – Property by Property Water Levels Cross Indexed to Grinder Pump Elevations

The USGS has prepared an interactive map, the **Flood Inundation Mapper**, located at [https://fim.wim.usgs.gov/fim/?site\\_no=04172000](https://fim.wim.usgs.gov/fim/?site_no=04172000), to show what levels the water will rise to during a flood event relative to each home's elevation and the location of the grinder pump.

The plan would be to shut down/power back up grinder pumps as appropriate based on water height and location of grinder pump vs. elevation at each location.

This data is set forth in the USACE/USGS document “Huron River Nonstructural Flood Mitigation Assessment for Hamburg and Green Oak Townships,” available at the following link:

[http://cms5.revize.com/revize/hamburgtownship/Huron\\_River/USGS-USACE%20STUDIES%20AND%20REPORTS/Hamburg\\_GreenOak\\_Nonstructural\\_Report.pdf](http://cms5.revize.com/revize/hamburgtownship/Huron_River/USGS-USACE%20STUDIES%20AND%20REPORTS/Hamburg_GreenOak_Nonstructural_Report.pdf)

For ease of reference these tables are incorporated as Appendix A.

## **Article 9 – Uses and Locations for the Installation of Sand Bags**

In several of the earlier high-water events since 2004, sand bags were supplied through the Livingston County Drain Commission or via individual property owner purchases through private vendors. Hamburg Fire Department has no empty sand bags for the public; it had approximately 2,000 empty bags for use by the Township. The effectiveness of the use of sand bagging in Hamburg Township during flood events is very limited, costly and labor intensive, due to the larger area of impact caused by flooding versus the small areas that can be adequately protected by the use of sand bags.

A significant factor in the use of sand bagging for flood control is that of the involvement of community nongovernmental labor volunteers to fill and position the sand bags. Historically in Hamburg, this level has not reached the levels of community involvement in other flood-prone communities that practice the extensive use of sandbagging in flooding events (example: the Minot, North Dakota flooding of 2011).

A large number of sand bags are needed for a single property (typically in the 3,000 to 6,000 bag level); frequently, it is next to impossible on short notice to procure that many sand bags for a community, let alone a single property. Many individual property owners would not have adequate storage space for that many empty bags nor the amount of sand required to fill them.

In addition to high levels of community volunteer involvement, for the use of sand bagging to be most effective, it needs to be accompanied by the continual use of sump pumps to pump out seeping waters from the sandbagged areas. Some property owners have and do use sump pumps in a flooding event; however, many property owners do not have or use sump pumps. The Township is not in a position to provide adequate levels of supplemental pumping to individual property owners.

Also, the Township incurs additional costs for sand and staff when sand bagging is used. It was determined to be most beneficial during the 2004 flood to use sand bags to keep roads such as Riverside Drive open for traffic, rather than attempting to protect individual structures. Adequate Township staff and resources are not available to engage in sand bagging to assist property owners with protecting individual privately owned structures.

For these reasons, if used, government sand bagging efforts would focus on the keeping roads in flooded areas open to traffic and any Township owned/operated utility equipment safe in flooded areas as much as possible. These operations would be handled by the Emergency Management Command staff, Fire/Police Departments, Dept. of Public Works and in cooperation with local citizen volunteers and community service workers as needed. Such workers would not be available to help sand bag individual privately owned properties.

Property owners are responsible to assemble and manage their own volunteer labor to handle sand bagging operations they desire on their private properties, and should expect no assistance from Township staff to deliver or to position the sandbags on their property.

### **Action Plan:**

- Identify on a map the priority areas to be sand-bagged on Riverside Drive to keep the road open during a high water event



- Procure and store adequate numbers of sand bags
- Conduct public information campaign on sand bagging, sand bagging methods, limits of Township response to be expected regarding sand bagging during high water events
- Provide sand bag vendor information to homeowners that desire it.

#### **Article 10 - Conditions Triggering Implementation and Placement of Water Pumps/Fueling of Pumps**

##### Action Plan:

- The Hamburg DPW Department, working in conjunction with the Hamburg Township Fire and Police Departments (Public Safety Administration), will work with the Emergency Command structure to determine whether, when, and where the placement of water pumps in flooding areas will occur. The three departments will coordinate supervision, security and fueling of any pumps so employed.

#### **Article 11 - Respective Involvement/Responsibilities of High-Water Events Requiring Coordinated Responses from Both Hamburg/Green Oak Townships**

The Livingston County Emergency Plan details the mutual aid relationships and procedures for coordinated responses to emergencies for communities located in Livingston County. Both Hamburg and Green Oak Townships are signatories and participants in the County Plan.

##### Action Plan:

- The County Plan's provisions are incorporated herein to this FRAP by reference.

#### **Article 12 - Implementation of "No Wake" Requirements for Watercraft on all Affected Hamburg Township Bodies of Water during High-Water Events**

High-water events frequently occur in warmer weather when boaters want to use lakes for full-sports activities. The wakes caused by these vessels exacerbate water wave action on already flooded waterfront yards and homes leading to increased damage to shoreline properties.

Current Michigan law (MCL 324.80158) holds operators of watercraft responsible for any damage to shoreline properties resulting from a wake or swell created by the negligent operation of their vessels.

While Hamburg Township Ordinances regulate speeds and wakes on several Township lakes, not all lakes that could be affected by high-water events have speed/wake regulations in place.

Michigan law (MCL 324.80146) authorizes the County Sheriff and/or the County Emergency Management Coordinator, after receiving a resolution from the governing body of a municipality, to enact temporary vessel speed limits on waterways within their jurisdiction during emergency conditions.

##### Action Plan:

- After gage height reaches 7.00 feet with an NWS/USGS forecast to reach 7.50 feet, the Township Supervisor shall consult with the Public Safety Director and make a determination, based upon known environmental factors and the Public Safety Director's recommendation, whether to convene an emergency meeting of the Hamburg Township Board of Trustees and request a resolution pursuant to MCL 324.80146.
- Formally present resolution to the Livingston County Sheriff and/or Livingston County Emergency Management Coordinator.

- Upon issuance of an order for the temporary reductions in speeds (or “No Wake”) in the affected areas, the Township will take steps to publicize the order, including posting on Township website, posting on Township social media sites, issuing a press release, and requesting local media to make regular announcements.
- The Police Department will be responsible for placing the required buoys in the waterways covered by the order in order to provide notice to vessel operators of the reduction in speed/no wake.
- Police Department will deploy additional officers to the affected areas to enforce the speed reduction/no wake order.

### **Article 13 - Damage Assessment Procedures to Be Completed by Hamburg/Green Oak Assessing Departments for High Water Events**

After a high-water event causing damages which trigger a level of township, county or state level responses, Hamburg and Green Oak Township Assessors will work to complete damage assessments according to the requirements set forth in the [State of Michigan Damage Assessment Handbook](#).

#### **Action Plan:**

- Refer to and follow the procedures in the [State of Michigan Damage Assessment Handbook](#).

### **Article 14 - Livingston County Health Department Re-certifications of Private Wells/Septic Fields Following High Water Events**

Occupied properties along the Huron River in Hamburg Township and Green Oak Township are served by private water wells, which may be subjected to flooding during high water events.

#### **Action Plan:**

- The Hamburg Township DPW Department will notify the Livingston County Health Department (LCHD) staff when wells in Hamburg Township have been compromised by high water events. The Townships will conduct this work through their DPW department whose staff will prepare a list of affected wells by address and turn the list over to the Livingston County Health Department. Each property owner will then be responsible to have their well tested and brought into compliance with Health Department requirements.
- The LCHD will distribute brochures about maintaining a healthy well to property owners as necessary.
- The LCHD will make appropriate public notifications through radio station WHMI 93.5 FM, web sites, the Livingston County Daily Press & Argus newspaper, and other appropriate mass media.

### **Article 15 – Post Event Review & Reports/Plan Monitoring**

Flooding mitigation programs can help reach attainment of a level of sustainability, ensure long-term economic vitality and promote the environmental health for the community as a whole in the floodplain prone areas of the Huron River and Hamburg/Green Oak Townships. Monitoring and evaluating how successfully the FRAP is being implemented is important.

- Flood Event Review: For every flood event with an 8.0+ foot gage height, an Event Review and Recommendations Report will be made by township staff, under the direction of the Township Supervisor, and presented to the Township Boards of Trustees. Elements of the report will be:
  - Data analysis of gage heights, stream flows, participation events, etc.
  - Maps of areas of damage with damaged properties highlighted
  - Photographic/video graphic records of flooding damages
  - Printouts of local news media reports about the event
  - Assessor’s list of damaged homes prepared using the State of Michigan Damage Assessment forms

- List of all grinder pumps/water well damages, repairs and replacements
- Accounting report of all Township incurred expenses for the event prepared using the State of Michigan Damage Report forms
- Analysis page from all Township department heads as to what went well and what needs to be done differently for dealing with future events
- The Flood Event Review Report is to be presented within 60 days (2 months) after the water level falls below 7.0 feet gage height.
- The Flood Event Review Report will be retained in perpetuity by the Clerk's Department for a historical record of the event.

## FRAP APPENDIX A:

### Property by Property Water Levels Cross Indexed to Grinder Pump Elevations

The information in Tables 4 through 8 include the house's street address, and elevations in feet NAVD88 datum. This includes the lowest adjacent ground elevation, first floor elevation, water depth above lowest adjacent grade using FEMA FIS, water depth above lowest adjacent grade using USGS model high flow flood elevations, FEMA FIS 1% water surface elevations, water depth above first floor using FEMA FIS, USGS FIM maximum water surface elevations, water depth above first floor (with respect to USGS flood elevations), grinder pump elevation (where available), water depth above grinder pumps using FEMA FIS, and water depth above grinder pumps using the USGS flood elevations.

This data is set forth in the USACE/USGS document "Huron River Nonstructural Flood Mitigation Assessment for Hamburg and Green Oak Townships," available at the following link:

[http://cms5.revize.com/revize/hamburgtownship/Huron\\_River/USGS-USACE%20STUDIES%20AND%20REPORTS/Hamburg\\_GreenOak\\_Nonstructural\\_Report.pdf](http://cms5.revize.com/revize/hamburgtownship/Huron_River/USGS-USACE%20STUDIES%20AND%20REPORTS/Hamburg_GreenOak_Nonstructural_Report.pdf)

Street Address	Lowest Adjacent Ground Elevation ft	First Floor Elev. ft	Water Depth above Lowest Adj Grade ft (FEMA)	Water Depth above Lowest Adj Grade ft (USGS)	FEMA FIS 1% Water Surface Elevation ft	Water Depth above First Floor ft (FEMA)	USGS FIM Max Water Surface Elevation	Water Depth above First Floor ft (USGS)	Grinder Elev. ft	Water Depth above Grinder ft (FEMA)	Water Depth above Grinder ft (USGS)
7930 Branch Dr	856.8	859.4	2.5	4.05	859.3	-0.1	860.85	1.45	857.8	1.5	3.05
7938 Branch Dr	857.7	859.5	1.6	3.15	859.3	-0.2	860.85	1.35	858.7	0.6	2.15
7946 Branch Dr	857.5	859.1	1.8	3.35	859.3	0.2	860.85	1.75	858.3	1	2.55
7954 Branch Dr	857.4	859.1	1.9	3.45	859.3	0.2	860.85	1.75	857.9	1.4	2.95
7958 Branch Dr	857.3	860.8	2	3.55	859.3	-1.5	860.85	0.05	858.2	1.1	2.65
7962 Branch Dr	857.6	859.5	1.7	3.25	859.3	-0.2	860.85	1.35	858.1	1.2	2.75
7976 Branch Dr	857.9	859.4	1.4	2.95	859.3	-0.1	860.85	1.45	857.4	1.9	3.45
7984 Branch Dr	857.8	860.9	1.5	3.05	859.3	-1.6	860.85	-0.05	858.2	1.1	2.65
7992 Branch Dr	856.7	858.6	2.6	4.15	859.3	0.7	860.85	2.25	857.4	1.9	3.45
8000 Branch Dr	857.2	860.9	2.1	3.65	859.3	-1.6	860.85	-0.05	857.7	1.6	3.15
8008 Branch Dr	856.6	858.6	2.7	4.25	859.3	0.7	860.85	2.25	857.5	1.8	3.35
8024 Branch Dr	856.9	861	2.4	3.95	859.3	-1.7	860.85	-0.15	857.8	1.5	3.05
8032 Branch Dr	856.6	860	2.7	4.25	859.3	-0.7	860.85	0.85	857.7	1.6	3.15
8040 Branch Dr	856.8	858.6	2.5	4.05	859.3	0.7	860.85	2.25	857.7	1.6	3.15
8050 Kildeer Dr	860.05	862.34	-0.75	0.8	859.3	-3.04	860.85	-1.49	859.57	-0.27	1.28
8051 Kildeer Dr	858	858.99	1.3	2.85	859.3	0.31	860.85	1.86			
8061 Kildeer Dr	857.66	859.63	1.64	3.19	859.3	-0.33	860.85	1.22	859.84	-0.54	1.01
8064 Branch Dr	856.9	860.7	2.4	3.95	859.3	-1.4	860.85	0.15	857.4	1.9	3.45
8064 Kildeer Dr	859.466	859.796	-0.166	1.384	859.3	-0.496	860.85	1.054	859.726	-0.426	1.124
8067 Kildeer Dr	858.176	859.506	1.124	2.674	859.3	-0.206	860.85	1.344	859.356	-0.056	1.494
8072 Branch Dr	856.9	858.9	2.4	3.95	859.3	0.4	860.85	1.95			
8073 Kildeer Dr	857.945	859.226	1.355	2.905	859.3	0.074	860.85	1.624	859.316	-0.016	1.534
8079 Kildeer Dr					859.3		860.85				
8080 Branch Dr	857	858.9	2.3	3.85	859.3	0.4	860.85	1.95	857.8	1.5	3.05
8080 Kildeer Dr		860.37			859.3	-1.07	860.85	0.48	859.416	-0.116	1.434
8085 Kildeer Dr	857.968	858.568	1.332	2.882	859.3	0.732	860.85	2.282			
8086 Kildeer Dr					859.3		860.85				
8088 Branch Dr	857.9	857.9	1.4	2.95	859.3	1.4	860.85	2.95	858.5	0.8	2.35
8092 Kildeer Dr	858.95	860.67	0.35	1.9	859.3	-1.37	860.85	0.18			
8098 Kildeer Dr	858.79	860.47	0.51	2.06	859.3	-1.17	860.85	0.38	860.23	-0.93	0.62

8100 Branch Dr	858.1	859.6	1.2	2.75	859.3	-0.3	860.85	1.25	858.7	0.6	2.15
8106 Halfway Dr		860.794			859.3	-1.494	860.85	0.056	863.054	-3.754	-2.204
8112 Branch Dr	858.8	861.7	0.5	2.05	859.3	-2.4	860.85	-0.85	859	0.3	1.85
8120 Branch Dr	858.2	861.4	1.1	2.65	859.3	-2.1	860.85	-0.55	859.5	-0.2	1.35
8128 Branch Dr	858	860.4	1.3	2.85	859.3	-1.1	860.85	0.45	859.3	0	1.55
8134 Riverside Dr	859.5	862.1	-0.2	1.35	859.3	-2.8	860.85	-1.25	860.6	-1.3	0.25
8156 Riverside Dr	860.3	862.6	-1	0.55	859.3	-3.3	860.85	-1.75	860.8	-1.5	0.05
8175 Halfway Dr	858.012	858.632	1.288	2.838	859.3	0.668	860.85	2.218			
8182 Riverside Dr	859	861.1	0.3	1.85	859.3	-1.8	860.85	-0.25			
8195 Halfway Dr		862.392			859.3	-3.092	860.85	-1.542			
8202 Riverside Dr	859	861.7	0.3	1.85	859.3	-2.4	860.85	-0.85	860.8	-1.5	0.05
8211 Halfway Dr	859.666	861.846	-0.366	1.184	859.3	-2.546	860.85	-0.996			
8224 Hillpoint Dr	858.672	860.532	0.628	2.178	859.3	-1.232	860.85	0.318			
8230 Hillpoint Dr	859.172	861.862	0.128	1.678	859.3	-2.562	860.85	-1.012			
8234 Riverside Dr	860	862.2	-0.7	0.85	859.3	-2.9	860.85	-1.35	859.7	-0.4	1.15
8235 Hillpoint Dr	858.212	860.302	1.088	2.638	859.3	-1.002	860.85	0.548	858.932	0.368	1.918
8243 Hillpoint Dr	859.397	859.727	-0.097	1.453	859.3	-0.427	860.85	1.123			
8244 Hillpoint Dr	860.957	861.587	-1.657	-0.107	859.3	-2.287	860.85	-0.737			
8260 Riverside Dr	859.2	862.4	0.1	1.65	859.3	-3.1	860.85	-1.55	860.4	-1.1	0.45
8286 Riverside Dr	857.5	862.3	1.8	3.35	859.3	-3	860.85	-1.45	859.6	-0.3	1.25
8312 Riverside Dr	858.1	859.8	1.2	2.75	859.3	-0.5	860.85	1.05	858.3	1	2.55
8338 Riverside Dr	858.7	860.1	0.6	2.15	859.3	-0.8	860.85	0.75	859.2	0.1	1.65
8363 Riverside Dr	858.2	861.2	1.1	2.65	859.3	-1.9	860.85	-0.35			
8364 Riverside Dr	858.3	860.3	1	2.55	859.3	-1	860.85	0.55	858.4	0.9	2.45
8370 Riverside Dr	858.4	860	0.9	2.45	859.3	-0.7	860.85	0.85	859	0.3	1.85
8384 Riverside Dr	858.1	859.8	1.2	2.75	859.3	-0.5	860.85	1.05			

Table 4 – Residential Structure Detailed Data (All positive numbers are water depths above item referenced)

Street Address	Lowest Adjacent Ground Elevation ft	First Floor Elev. ft	Water Depth above Lowest Adj Grade ft (FEMA)	Water Depth above Lowest Adj Grade ft (USGS)	FEMA FIS 1% Water Surface Elevation ft	Water Depth above First Floor ft (FEMA)	USGS FIM Max Water Surface Elevation	Water Depth above First Floor ft (USGS)	Grinder Elev. ft	Water Depth above Grinder ft (FEMA)	Water Depth above Grinder ft (USGS)
8388 Riverside Dr	858.4	860.1	0.9	2.45	859.3	-0.8	860.85	0.75			
8399 Riverside Dr	858.9	860.3	0.4	1.95	859.3	-1	860.85	0.55	859.3	0	1.55
8407 Riverside Dr	858.2	860.3	1.1	2.65	859.3	-1	860.85	0.55	858.8	0.5	2.05
8412 Riverside Dr	859.3	861.1	0	1.55	859.3	-1.8	860.85	-0.25	860.4	-1.1	0.45
8419 Riverside Dr	860	862	-0.7	0.85	859.3	-2.7	860.85	-1.15			
8426 Riverside Dr	857.5	860	1.8	3.35	859.3	-0.7	860.85	0.85	858.5	0.8	2.35
8443 Riverside Dr	858.9	861.7	0.4	1.95	859.3	-2.4	860.85	-0.85			
8444 Riverside Dr	857.6	858.5	1.7	3.25	859.3	0.8	860.85	2.35	858.2	1.1	2.65
8450 Riverside Dr	857.5	859.8	1.8	3.35	859.3	-0.5	860.85	1.05	857.7	1.6	3.15
8462 Riverside Dr	857.6	859.5	1.7	3.25	859.3	-0.2	860.85	1.35			
8474 Riverside Dr	858	859.8	1.3	2.85	859.3	-0.5	860.85	1.05			
8500 Riverside Dr	857	861	2.3	3.85	859.3	-1.7	860.85	-0.15			
8509 Oreview Ave	858.3	858.5	1	2.55	859.3	0.8	860.85	2.35	858.9	0.4	1.95
8513 Oreview Ave	858.4	860.7	0.9	2.45	859.3	-1.4	860.85	0.15	859.1	0.2	1.75
8518 Oreview Ave	859.4	861.8	-0.1	1.45	859.3	-2.5	860.85	-0.95			
8525 Oreview Ave	858.7	859.5	0.6	2.15	859.3	-0.2	860.85	1.35	859.7	-0.4	1.15
8526 Riverside Dr	857.6	861.1	1.7	3.25	859.3	-1.8	860.85	-0.25			
8532 Riverside Dr	858.6	861.2	0.7	2.25	859.3	-1.9	860.85	-0.35	858.9	0.4	1.95
8533 Oreview Ave	858.3	859.9	1	2.55	859.3	-0.6	860.85	0.95	858.7	0.6	2.15
8538 Riverside Dr	857.9	858.5	1.4	2.95	859.3	0.8	860.85	2.35	858.8	0.5	2.05
8550 Riverside Dr	858.5	862	0.8	2.35	859.3	-2.7	860.85	-1.15	859.1	0.2	1.75
8555 Oreview Ave	859.2	861.7	0.1	1.65	859.3	-2.4	860.85	-0.85	858.5	0.8	2.35
8560 Riverside Dr	857.5	859.4	1.8	3.35	859.3	-0.1	860.85	1.45	858.6	0.7	2.25
8570 Riverside Dr	858.7	860.5	0.6	2.15	859.3	-1.2	860.85	0.35	859.4	-0.1	1.45
8571 Oreview Ave	859.6	860	-0.3	1.25	859.3	-0.7	860.85	0.85			
8579 Oreview Ave	857.5	859.9	1.8	3.35	859.3	-0.6	860.85	0.95			
8580 Riverside Dr	859.6	860.9	-0.3	1.25	859.3	-1.6	860.85	-0.05	859.7	-0.4	1.15
8585 Oreview Ave	858.2	860.4	1.1	2.65	859.3	-1.1	860.85	0.45	858.7	0.6	2.15
8591 Ardmore Ave	858.6	860.5	0.7	2.25	859.3	-1.2	860.85	0.35			
8594 Riverside Dr.	858.1	858.6	1.2	2.75	859.3	0.7	860.85	2.25	859.2	0.1	1.65
8599 Ardmore Ave	857.66	859.4	1.64	3.19	859.3	-0.1	860.85	1.45	858.9	0.4	1.95
8600 Riverside Dr	858.3	860.7	1	2.55	859.3	-1.4	860.85	0.15	858.2	1.1	2.65
8602 Ardmore Ave	858.1	859.8	1.1	2.75	859.2	-0.6	860.85	1.05	858	1.2	2.85
8604 Riverside Dr	858.6	862	0.7	2.25	859.3	-2.7	860.85	-1.15	858.5	0.8	2.35
8606 Riverside Dr	858	858.7	1.3	2.85	859.3	0.6	860.85	2.15	858.7	0.6	2.15
8610 Riverside Dr	858	859.7	1.3	2.85	859.3	-0.4	860.85	1.15	858.8	0.5	2.05
8614 Riverside Dr	858.1	859.4	1.2	2.75	859.3	-0.1	860.85	1.45			
8618 Ardmore Ave	858.5	859	0.7	2.35	859.2	0.2	860.85	1.85			
8618 Riverside Dr	858.7	860.9	0.6	2.15	859.3	-1.6	860.85	-0.05	859.8	-0.5	1.05
8621 Ardmore Ave	857.3	859	1.9	3.55	859.2	0.2	860.85	1.85	857.5	1.7	3.35
8622 Riverside Dr	858.8	860.2	0.5	2.05	859.3	-0.9	860.85	0.65	858.9	0.4	1.95
8626 Riverside Dr	858.3	860.4	1	2.55	859.3	-1.1	860.85	0.45	859.1	0.2	1.75
8629 Ardmore Ave	857.3	857.6	1.9	3.55	859.2	1.6	860.85	3.25	857.4	1.8	3.45
8630 Riverside Dr	858.3	858.8	1	2.55	859.3	0.5	860.85	2.05	859.4	-0.1	1.45
8636 Ardmore Ave	857.9	860.2	1.3	2.95	859.2	-1	860.85	0.65	858.7	0.5	2.15
8637 Ardmore Ave	858	859.9	1.2	2.85	859.2	-0.7	860.85	0.95	858.5	0.7	2.35
8644 Ardmore Ave	857.8	859.4	1.4	3.05	859.2	-0.2	860.85	1.45	858.35	0.85	2.5
8645 Ardmore Ave	857.4	859.7	1.8	3.45	859.2	-0.5	860.85	1.15	858	1.2	2.85
8646 Riverside Dr	858.1	859.9	1.2	2.75	859.3	-0.6	860.85	0.95	858.3	1	2.55
8653 Ardmore Ave	857.8	860.1	1.4	3.05	859.2	-0.9	860.85	0.75	857.8	1.4	3.05
8656 Riverside Dr	857.4	858.6	1.9	3.45	859.3	0.7	860.85	2.25	857.8	1.5	3.05
8660 Ardmore Ave	858.5	858.5	0.7	2.35	859.2	0.7	860.85	2.35	859.4	-0.2	1.45
8661 Ardmore Ave	857.2	859.4	2	3.65	859.2	-0.2	860.85	1.45	857.8	1.4	3.05
8670 Ardmore Ave	859.2	861	0	1.65	859.2	-1.8	860.85	-0.15	858.8	0.4	2.05

Table 5 – Residential Structure Detailed Data - (All positive numbers are water depths above item referenced)



Street Address	Lowest Adjacent Ground Elevation ft	First Floor Elev. ft	Water Depth above Lowest Adj Grade ft (FEMA)	Water Depth above Lowest Adj Grade ft (USGS)	FEMA FIS 1% Water Surface Elevation ft	Water Depth above First Floor ft (FEMA)	USGS FIM Max Water Surface Elevation	Water Depth above First Floor ft (USGS)	Grinder Elev. ft	Water Depth above Grinder ft (FEMA)	Water Depth above Grinder ft (USGS)
8677 Beach Dr	858	860.2	1.2	2.85	859.2	-1	860.85	0.65	858.1	1.1	2.75
8687 Beach Dr	857.6	858	1.6	3.25	859.2	1.2	860.85	2.85			
8695 Beach Dr	858	859.5	1.2	2.85	859.2	-0.3	860.85	1.35	859	0.2	1.85
8634 Riverside Dr	858	858.9	1.3	2.85	859.3	0.4	860.85	1.95	859.4	-0.1	1.45
8700 Richmond D	859.1	861	0.1	1.75	859.2	-1.8	860.85	-0.15	859.6	-0.4	1.25
8701 Lagoon Dr	858.3	858.9	0.9	2.55	859.2	0.3	860.85	1.95	859.5	-0.3	1.35
8703 Lagoon Dr	858.2	858.2	1	2.65	859.2	1	860.85	2.65	859.1	0.1	1.75
8704 Ardmore Ave	859.7	861.1	-0.5	1.15	859.2	-1.9	860.85	-0.25			
8707 Ardmore Ave	857.3	859	1.9	3.55	859.2	0.2	860.85	1.85			
8710 Richmond D	859.7	861.7	-0.5	1.15	859.2	-2.5	860.85	-0.85	860	-0.8	0.85
8711 Lagoon Dr	858.4	859.6	0.8	2.45	859.2	-0.4	860.85	1.25			
8712 Ardmore Ave	860.9	862.7	-1.7	-0.05	859.2	-3.5	860.85	-1.85			
8719 Ardmore Ave	862	858.2	-2.8	-1.15	859.2	1	860.85	2.65			
8719 Lagoon Dr	858.1	859.5	1.1	2.75	859.2	-0.3	860.85	1.35			
8720 Lagoon Dr	860.4	862.7	-1.2	0.45	859.2	-3.5	860.85	-1.85	860.5	-1.3	0.35
8722 Riverside Dr	858.2	860.6	1.1	2.65	859.3	-1.3	860.85	0.25	858.4	0.9	2.45
8723 Lagoon Dr	857.6	858.5	1.6	3.25	859.2	0.7	860.85	2.35	858.9	0.3	1.95
8724 Century Dr	859.5	860.8	-0.3	1.35	859.2	-1.6	860.85	0.05			
8726 Riverside Dr	858.1	860.1	1.2	2.75	859.3	-0.8	860.85	0.75	858.8	0.5	2.05
8728 Century Dr	859.5	861.2	-0.3	1.35	859.2	-2	860.85	-0.35			
8728 Garland Ave	860.7	862.3	-1.5	0.15	859.2	-3.1	860.85	-1.45	859.6	-0.4	1.25
8730 Riverside Dr	857.6	859.2	1.7	3.25	859.3	0.1	860.85	1.65	858.5	0.8	2.35
8731 Lagoon Dr	859.3	861.5	-0.1	1.55	859.2	-2.3	860.85	-0.65	859.8	-0.6	1.05
8734 Riverside Dr	857.9	859.1	1.4	2.95	859.3	0.2	860.85	1.75	858.7	0.6	2.15
8735 Lagoon Dr	858.1	859.9	1.1	2.75	859.2	-0.7	860.85	0.95	859.7	-0.5	1.15
8738 Riverside Dr	858	860.4	1.3	2.85	859.3	-1.1	860.85	0.45			
8739 Lagoon Dr	858.4	859.7	0.8	2.45	859.2	-0.5	860.85	1.15	858.8	0.4	2.05
8740 Century Dr	859.4	861.3	-0.2	1.45	859.2	-2.1	860.85	-0.45			
8742 Riverside Dr	858.1	860.2	1.2	2.75	859.3	-0.9	860.85	0.65	859.1	0.2	1.75
8743 Century Dr	859.6	863.8	-0.4	1.25	859.2	-4.6	860.85	-2.95	860.3	-1.1	0.55
8746 Century Dr	859	860.1	0.2	1.85	859.2	-0.9	860.85	0.75			
8746 Riverside Dr	858.6	860.8	0.7	2.25	859.3	-1.5	860.85	0.05	859.5	-0.2	1.35
8747 Lagoon Dr	858.2	860.8	1	2.65	859.2	-1.6	860.85	0.05	858.2	1	2.65
8750 Riverside Dr	859.2	861.1	0.1	1.65	859.3	-1.8	860.85	-0.25	859.8	-0.5	1.05
8751 Lagoon Dr	857.7	859.4	1.5	3.15	859.2	-0.2	860.85	1.45	857.9	1.3	2.95
8754 Riverside Dr	858.7	860.3	0.6	2.15	859.3	-1	860.85	0.55			
8755 Lagoon Dr	858.9	860.7	0.3	1.95	859.2	-1.5	860.85	0.15	858	1.2	2.85
8756 Lagoon Dr	859.6	861.23	-0.4	1.25	859.2	-2.03	860.85	-0.38	859.8	-0.6	1.05
8758 Riverside Dr	858.1	859.8	1.2	2.75	859.3	-0.5	860.85	1.05	859.1	0.2	1.75
8761 Riverside Dr	859.2	861.3	0.1	1.65	859.3	-2	860.85	-0.45	859.5	-0.2	1.35
8762 Riverside Dr	858	860.5	1.3	2.85	859.3	-1.2	860.85	0.35	859.1	0.2	1.75
8763 Lagoon Dr	857.6	859.5	1.6	3.25	859.2	-0.3	860.85	1.35	858.8	0.4	2.05
8766 Lagoon Dr	859.2	861.1	0	1.65	859.2	-1.9	860.85	-0.25			
8766 Riverside Dr	858.9	861	0.4	1.95	859.3	-1.7	860.85	-0.15	859.4	-0.1	1.45
8767 Lagoon Dr	858	860.3	1.2	2.85	859.2	-1.1	860.85	0.55	858.4	0.8	2.45
8770 Riverside Dr	858.8	861.7	0.5	2.05	859.3	-2.4	860.85	-0.85	859.5	-0.2	1.35
8771 Lagoon Dr	857.4	859.2	1.8	3.45	859.2	0	860.85	1.65	858.8	0.4	2.05
8772 Riverside Dr	858.3	860.1	1	2.55	859.3	-0.8	860.85	0.75			
8773 Century Dr	859.7	861.2	-0.5	1.15	859.2	-2	860.85	-0.35	860	-0.8	0.85
8774 Lagoon Dr	858.9	860.3	0.3	1.95	859.2	-1.1	860.85	0.55	859.1	0.1	1.75
8776 Riverside Dr	858.5	860	0.8	2.35	859.3	-0.7	860.85	0.85	859.2	0.1	1.65

Table 6 – Residential Structure Detailed Data - (All positive numbers are water depths above item referenced)

Street Address	Lowest Adjacent Ground Elevation ft	First Floor Elev. ft	Water Depth above Lowest Adj Grade ft (FEMA)	Water Depth above Lowest Adj Grade ft (USGS)	FEMA FIS 1% Water Surface Elevation ft	Water Depth above First Floor ft (FEMA)	USGS FIM Max Water Surface Elevation	Water Depth above First Floor ft (USGS)	Grinder Elev. ft	Water Depth above Grinder ft (FEMA)	Water Depth above Grinder ft (USGS)
8779 Lagoon Dr	857.7	859	1.5	3.15	859.2	0.2	860.85	1.85	858.8	0.4	2.05
8783 Lagoon Dr	857.8	859.4	1.4	3.05	859.2	-0.2	860.85	1.45	858.8	0.4	2.05
8784 Lagoon Dr	858.9	860.7	0.3	1.95	859.2	-1.5	860.85	0.15			
8784 Riverside Dr	858	859.1	1.3	2.85	859.3	0.2	860.85	1.75	859	0.3	1.85
8786 Century Dr	859.3	860.6	-0.1	1.55	859.2	-1.4	860.85	0.25			
8790 Riverside Dr	857.3	857.8	2	3.55	859.3	1.5	860.85	3.05	858.7	0.6	2.15
8791 Riverside Dr	858.3	860.6	1	2.55	859.3	-1.3	860.85	0.25	858.5	0.8	2.35
8794 Riverside Dr	856.9	860	2.4	3.95	859.3	-0.7	860.85	0.85	858	1.3	2.85
8795 Lagoon Dr	858.1	859.8	1.1	2.75	859.2	-0.6	860.85	1.05	859	0.2	1.85
8796 Century Dr	858.9	860.3	0.3	1.95	859.2	-1.1	860.85	0.55			
8796 Riverside Dr	856.7	858.5	2.6	4.15	859.3	0.8	860.85	2.35	858.2	1.1	2.65
8798 Riverside Dr	857.2	860	2.1	3.65	859.3	-0.7	860.85	0.85	858.2	1.1	2.65
8802 Riverside Dr	857.3	858	2	3.55	859.3	1.3	860.85	2.85			
8805 Lagoon Dr	858	859.1	1.2	2.85	859.2	0.1	860.85	1.75	859	0.2	1.85
8806 Riverside Dr	857.4	859.4	1.9	3.45	859.3	-0.1	860.85	1.45	858.4	0.9	2.45
8810 Riverside Dr	858.2	859.6	1.1	2.65	859.3	-0.3	860.85	1.25	858.2	1.1	2.65
8811 Lagoon Dr	857.9	859.5	1.3	2.95	859.2	-0.3	860.85	1.35	858.8	0.4	2.05
8813 Riverside Dr	858.1	860.3	1.2	2.75	859.3	-1	860.85	0.55	859.1	0.2	1.75
8814 Riverside Dr	857.5	859.8	1.8	3.35	859.3	-0.5	860.85	1.05	858.3	1	2.55
8815 Riverside Dr	858.4	862.4	0.9	2.45	859.3	-3.1	860.85	-1.55	858.6	0.7	2.25
8818 Riverside Dr	856.9	859.8	2.4	3.95	859.3	-0.5	860.85	1.05	858.7	0.6	2.15
8819 Century Dr	857.6	859.9	1.6	3.25	859.2	-0.7	860.85	0.95	858.6	0.6	2.25
8819 Riverside Dr	856.5	858.9	2.8	4.35	859.3	0.4	860.85	1.95	858.4	0.9	2.45
8823 Century Dr	856.9	859.4	2.3	3.95	859.2	-0.2	860.85	1.45			
8826 Riverside Dr	857.2	859	2.1	3.65	859.3	0.3	860.85	1.85	859	0.3	1.85
8827 Century Dr	856.9	858.5	2.3	3.95	859.2	0.7	860.85	2.35	857.9	1.3	2.95
8830 Riverside Dr	857.7	860.1	1.5	3.15	859.2	-0.9	860.85	0.75	859.1	0.1	1.75
8831 Century Dr	856.9	858.3	2.3	3.95	859.2	0.9	860.85	2.55	858	1.2	2.85
8833 Riverside Dr	858	860.7	1.2	2.85	859.2	-1.5	860.85	0.15	858.8	0.4	2.05
8834 Riverside Dr	857.4	859.1	1.8	3.45	859.2	0.1	860.85	1.75	858.6	0.6	2.25
8835 Lagoon Dr	857.2	859.6	2	3.65	859.2	-0.4	860.85	1.25	858.3	0.9	2.55
8837 Riverside Dr	857.5	860.9	1.7	3.35	859.2	-1.7	860.85	-0.05	859	0.2	1.85
8838 Riverside Dr	857	858.4	2.2	3.85	859.2	0.8	860.85	2.45	857.6	1.6	3.25
8841 Riverside Dr	856.8	859.1	2.4	4.05	859.2	0.1	860.85	1.75	857.6	1.6	3.25
8843 Lagoon Dr	857.3	861.2	1.9	3.55	859.2	-2	860.85	-0.35	858.7	0.5	2.15
8844 Lagoon Dr	859.1	860.6	0.1	1.75	859.2	-1.4	860.85	0.25			
8844 Riverside Dr	857.7	861	1.5	3.15	859.2	-1.8	860.85	-0.15			
8845 Lagoon Dr	857	860.2	2.2	3.85	859.2	-1	860.85	0.65	858.7	0.5	2.15
8845 Riverside Dr	858.2	859.7	1	2.65	859.2	-0.5	860.85	1.15	858.5	0.7	2.35
8846 Lagoon Dr	858.7	861	0.5	2.15	859.2	-1.8	860.85	-0.15			
8854 Lagoon Dr	858.7	861.3	0.5	2.15	859.2	-2.1	860.85	-0.45	860.3	-1.1	0.55
8855 Lagoon Dr	857.1	859.4	2.1	3.75	859.2	-0.2	860.85	1.45	858.8	0.4	2.05
8860 Lagoon Dr	858.7	859.2	0.5	2.15	859.2	0	860.85	1.65			
8861 Lagoon Dr	858.9	861.1	0.3	1.95	859.2	-1.9	860.85	-0.25			
8865 Lagoon Dr	857.8	858.8	1.4	3.05	859.2	0.4	860.85	2.05			
8869 Lagoon Dr	857.7	860.2	1.5	3.15	859.2	-1	860.85	0.65	858.7	0.5	2.15
8870 Lagoon Dr	858.9	861.4	0.3	1.95	859.2	-2.2	860.85	-0.55	859.3	-0.1	1.55
8872 Lagoon Dr	859.8	862.7	-0.6	1.05	859.2	-3.5	860.85	-1.85	860.3	-1.1	0.55
8873 Lagoon Dr	858.1	860.9	1.1	2.75	859.2	-1.7	860.85	-0.05	858.4	0.8	2.45
8874 Lagoon Dr	860.2	862	-1	0.65	859.2	-2.8	860.85	-1.15	859.9	-0.7	0.95
8877 Lagoon Dr	857.7	859	1.5	3.15	859.2	0.2	860.85	1.85	858.3	0.9	2.55

Table 7 – Residential Structure Detailed Data - (All positive numbers are water depths above item referenced)

Street Address	Lowest Adjacent Ground Elevation ft	First Floor Elev. ft	Water Depth above Lowest Adj Grade ft (FEMA)	Water Depth above Lowest Adj Grade ft (USGS)	FEMA FIS 1% Water Surface Elevation ft	Water Depth above First Floor ft (FEMA)	USGS FIM Max Water Surface Elevation	Water Depth above First Floor ft (USGS)	Grinder Elev. ft	Water Depth above Grinder ft (FEMA)	Water Depth above Grinder ft (USGS)
8881 Lagoon Dr	857.2	859.8	2	3.65	859.2	-0.6	860.85	1.05	859.3	-0.1	1.55
8885 Lagoon Dr	857.1	862.9	2.1	3.75	859.2	-3.7	860.85	-2.05			
8886 Lagoon Dr	859.4	862.7	-0.2	1.45	859.2	-3.5	860.85	-1.85	860	-0.8	0.85
8889 Lagoon Dr	859.5	860.5	-0.3	1.35	859.2	-1.3	860.85	0.35			
8892 Lagoon Dr					859.2		860.85		860.1	-0.9	0.75
8893 Lagoon Dr	859.1	861.6	0.1	1.75	859.2	-2.4	860.85	-0.75	860.3	-1.1	0.55
8897 Riverside Dr	858.7	858.7	0.5	2.15	859.2	0.5	860.85	2.15	858.8	0.4	2.05
8905 Riverside Dr	859	860	0.2	1.85	859.2	-0.8	860.85	0.85	860.8	-1.6	0.05
8908 Century Dr	860.5	861.5	-1.3	0.35	859.2	-2.3	860.85	-0.65	861.6	-2.4	-0.75
8913 Riverside Dr	860.7	863.4	-1.5	0.15	859.2	-4.2	860.85	-2.55	859.6	-0.4	1.25
8937 Riverside Dr	858.9	860	0.3	1.95	859.2	-0.8	860.85	0.85	860	-0.8	0.85
8945 Riverside Dr	855.8	859.5	3.4	5.05	859.2	-0.3	860.85	1.35	859.4	-0.2	1.45
8975 Riverside Dr	858.5	859.7	0.7	2.35	859.2	-0.5	860.85	1.15			
8487 Hillpoint Dr	860.4	860.6	-1.1	0.45	859.3	-1.3	860.85	0.25			
8463 Hillpoint Dr	860.3	860.3	-1	0.55	859.3	-1	860.85	0.55	859.6	-0.3	1.25

Table 8 – Residential Structure Detailed Data - (All positive numbers are water depths above item referenced)

## EMERGENCY ACTION GUIDELINES

The following attachments provide guidelines for each function that has been assigned to a particular township department in response to an emergency or disaster situation.

Attachment A: Direction and Control

Attachment B: Fire Services

Attachment C: Law Enforcement

Attachment D: Warning and Communications

Attachment E: Public Information

Attachment F: Damage Assessment

Attachment G: Public Works

Attachment H: Emergency Medical Services

Attachment I: Human Services

Each department assigned is responsible for maintaining the guidelines, as well as approving any changes to the guidelines or changes to the official responsible for implementation.

## **ATTACHMENT A: Direction and Control**

The Township Supervisor, with support from the Emergency Management Liaison, is responsible for directing and controlling emergency management operations.

The following guidelines represent a checklist of actions that the Township Supervisor and Liaison must consider for providing an effective response to an emergency or disaster situation.

### **Functional Guidelines:**

1. Issue orders and directives, i.e., travel restrictions, and recommend protective actions to be taken by the general public.
2. Declare a local state of emergency or disaster and notify the County Emergency Management Office.
3. Generate and disseminate information to the public via the Public Information Officer.
4. Provide for continuity of operations.
5. Activates and maintains the local emergency operations center.
6. Seek federal post-disaster funds, as available, as well as pre-disaster assistance.
7. Maintain record of activity regarding decisions on emergency actions.
8. Review and evaluate assessment data.
9. Maintain liaison with state and federal officials.
10. Coordinate with County officials in response and recovery efforts.
11. Coordinate and conduct information sharing activities to identify potential and enacted WMD or terrorism activities, and mobilize and direct resources in response to such incidents.
12. Prepares and maintains an emergency plan for the municipality subject to the direction of the elected officials; reviews and updates as required.
13. Develops and maintains a trained staff and current emergency response checklists appropriate for the emergency needs and resources of the community.
14. Coordinate with State and federal officials in collecting and sharing terrorism related information.

The Township Supervisor has reviewed and approves the assigned guidelines. These will be maintained in accordance to the current standards of the county’s emergency plan.

PATRICK J. HOHL, Hamburg Township Supervisor

Date



## **ATTACHMENT B: Fire Services**

The Fire Department is responsible for fire service activities.

The following guidelines represent a checklist of actions that department officials must consider for providing an effective response to an emergency or disaster situation.

### **Functional Guidelines:**

1. Provide command level representatives to the EOC and Unified Incident Command Post, when activated.
2. Coordinates fire and search and rescue services with appropriate personnel at the County Emergency Management Agency; including assistance to regional specialty teams such as, but not limited to the Regional Response Team, MUSAR, and BOMB Squad.
3. Coordinates with County EMC and the State of Michigan in the decontamination and monitoring of affected citizens and emergency workers after exposure to CBRNE hazards.
4. Assumes primary responsibility for emergency alerting of the public.
5. Assists with evacuation of affected citizens, especially those who are institutionalized, immobilized or injured.
6. Provides resources for fire services response and rescue operations.
7. Assists in salvage operations and debris clearance.
8. Advises elected officials about fire and rescue activities.
9. Conduct safety analysis of the emergency, inform and recommend corrections to the Township Supervisor.
10. Respond to hazardous materials spills in accordance to the procedures in Appendix 1.
11. Assist in search and rescue operations.
12. Assist in searching for bombs and/or explosive devices in connection with WMD events.

The Director of Public Safety and Deputy Director – Fire Operations have reviewed and approved the assigned guidelines. These will be maintained in accordance to the current standards of the county's emergency plan.

JEFFREY NEWTON, Hamburg Township Deputy Director – Fire Operations  
ATTACHMENT B: APPENDIX 1: Fire Services

Date

### HAZMAT RESPONSE Guidelines

The Fire Department is responsible for the response to hazardous materials spills. Response will be in accordance to the following procedures.

1. Assume incident command upon arrival at the scene.
2. Establish scene security or coordinate with other available agencies to establish scene security.
3. Monitor and evaluate environmental health risks or hazards from hazardous materials releases.
4. Inspect possible sources of contamination.
5. Provide technical assistance and liaison with other appropriate agencies or organizations for the remediation of hazardous waste releases and other contamination sources.
6. Disseminate information to the Emergency Operations Center Public Information Officer on hazardous material releases issues.
7. Makes protective action recommendations based on severity and complexity of incident type.
8. Ensure PPE is fit tested to responders.
9. Prior to proceeding with cleanup, analyze and evaluate the safety of the spill by a certified Safety Officer/technician.
10. Decontaminate equipment and gear.

The Director of Public Safety and Deputy Director – Fire Operations have reviewed and approved the assigned guidelines. These will be maintained in accordance to the current standards of the county's emergency plan.

JEFFREY NEWTON, Hamburg Township Deputy Director – Fire Operations

Date

## **ATTACHMENT C: Law Enforcement**

The Police Department is responsible for law enforcement activities.

The following guidelines represent a checklist of actions that department officials must consider for providing an effective response to an emergency or disaster situation.

### **Functional Guidelines:**

1. Develops and maintains procedures for the Public Safety Department.
2. Coordinates security and law enforcement services; with appropriate personnel at the County Emergency Operations Center.
3. Establishes security and protection of critical facilities.
4. Provides traffic and access control in and around affected areas.
5. Assists with emergency alerting and notification of threatened population.
6. Assists with the evacuation of affected citizens, especially those who are institutionalized, immobilized or injured.
7. In cooperation with the Fire personnel, performs search and rescue operations.
8. Implement any curfews ordered by the Township Supervisor.
9. Provides access control to affected areas.
10. Provide emergency assistance to persons with special/functional needs.
11. Assists the medical examiner with mortuary services.
12. Coordinate urban search and rescue activities.
13. Investigate incident and provide intelligence information to state and federal officials.

The Director of Public Safety has reviewed and approves the assigned responsibilities. These responsibilities will be maintained in accordance to the current standards of the county's emergency plan.

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RICHARD DUFFANY, Hamburg Township Director of Public Safety/Police Chief

Date

## **ATTACHMENT D: Warning and Communications**

The Hamburg Township Public Safety Department is responsible for warning and communications activities.

The following guidelines represent a checklist of actions that department officials must use for providing an effective response to an emergency or disaster situation.

### **Emergency Guidelines:**

1. Warn the following individuals via telephone, pager, smart messaging, sirens, etc.:
  - a. Township Supervisor.
  - b. Municipal Emergency Management Liaison.
  - c. County Emergency Management Coordinator.
  - d. Municipal Emergency Operations Center representatives.
2. Ensure all agencies represented in the municipal Emergency Operations Center have communications both to their staff at their department offices and their staff at the incident site. This equipment consists of radios, telephones, cell phones, pagers, sirens, etc.
3. Establish communications with the county Emergency Operations Center if activated. The communications equipment available for this link is i.e., LEIN, telephone, fax, pagers, sirens, etc.
4. Establish communications with the Incident Command Post, if established.
5. Activate the public warning system in accordance to the procedures listed in Appendix D-1.
6. Ensure the public warning system provides notification to special needs populations identified in the community, i.e., elderly, hearing impaired, non-English speaking, and others. The system consists of sirens, door-to-door, telephone fan out, 211 system, etc.
7. Contact and warn special facilities and locations, such as schools, hospitals, nursing homes, major industries, institutions, and place of public assembly. The methods of warning and contacting these locations consist of sirens, personal contact, telephone, etc.

The Director of Public Safety has reviewed and approves the assigned responsibilities. These responsibilities will be maintained in accordance to the current standards of the county's emergency plan.

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RICHARD DUFFANY, Hamburg Township Director of Public Safety

Date

## ATTACHMENT E: Public information

The Township Supervisor is responsible for public information activities.

The following guidelines represent a checklist of actions that the Public Information Official must consider for providing an effective response to an emergency or disaster situation.

### Emergency Guidelines:

1. Function as the sole point of contact for the news media and public officials.
2. Collect information from municipal emergency response agencies located in the emergency operations center and other locations.
3. Prepare news releases to be disseminated to the local media.
4. Conduct press tours of disaster area(s) within the community.
5. Establish a **Public Information Center at Fire Station 11, 3666 East M-36, Pinckney, Michigan 48169** to become the central point from which news releases are issued.
6. Establish and maintain contact with the County Public Information Official if the County's Emergency Operations Plan is activated.
7. Coordinate public information activities with the county Public Information Officer if the County Emergency Operations Center is activated.
8. Assist the county in establishing a Joint Information Center (JIC).
9. Assist the county with establishing a Rumor Control Center.
10. Assist the Municipal Emergency Management Liaison in developing and distributing education material on the hazards that face the municipality.
11. Develop and maintain Emergency/Public Information procedures.
12. Maintain a log and file of all information released to the media.

The Township Supervisor has reviewed and approves the assigned responsibilities. These responsibilities will be maintained in accordance to the current standards of the county's emergency plan.

PATRICK J. HOHL, Hamburg Township Supervisor

Date

## **ATTACHMENT F: Damage Assessment**

The Assessing Department is responsible for damage assessment activities.

The following guidelines represent a checklist of actions that department officials must consider for providing an effective response to an emergency or disaster situation.

### **Emergency Guidelines:**

1. Record initial information from first responders such as law enforcement, fire services, and public works.
2. If necessary, activate the damage assessment team which consists of the following agencies:
  - Assessing Department - responsible for public damage assessment.
  - Assessing Department - responsible for individual damage assessment.
3. Provide information to the Municipal Emergency Management Liaison. The Liaison will then provide assessment data to the county for preparation of a jurisdictional situation report via E-Team.
4. If the situation warrants, assist the Township Supervisor with the preparation of a local state of emergency declaration and forward to the County Emergency Management Coordinator.
5. Prepare a request for county assistance in conjunction with the Municipal Emergency Management Liaison.
6. Plot damage assessment information on status boards in the Municipal Emergency Operations Center.
7. Record all expenditures for municipal personnel, equipment, supplies, services, etc., and track resources being used.
8. Prepare reports for the municipal public information official.
9. Collect information and forward to the County so that the county can complete the Damage and Injury Assessment information through the jurisdiction's situational report via MI CIMS.

The Assessing Department official has reviewed and approves the assigned responsibilities. These responsibilities will be maintained in accordance to the current standards of the county's emergency plan.

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HOLLY COZZA, MAAO, Hamburg Township Assessor

Date



## **ATTACHMENT G: Public Works**

The Fire Department with the support of the Public Works Department is responsible for providing general emergency response and damage assessment support.

The following guidelines represent a checklist of actions that department officials must consider for providing an effective response to an emergency or disaster situation.

### **Emergency Guidelines:**

1. Maintain transportation routes.
2. If necessary, coordinate activities designed to control the flow of flood water, including sandbagging, emergency diking, and pumping operations.
3. Coordinate travel restrictions/road closures within the municipality.
4. Identify evacuation routes.
5. Provide emergency generators and lighting.
6. Assist with traffic control.
7. Assist with access control.
8. Assist with urban search and rescue activities, i.e., persons trapped in damaged buildings or under heavy debris/objects, etc.
9. Assist private utilities with the shutdown and restoration of gas and electric services.
10. Assist with transportation of essential goods, i.e., food, medical supplies, etc.
11. As necessary, establish a staging area for public works.
12. Report damage information to the Damage Assessment Team.
13. If necessary, assist with damage surveys for the federal public assistance grant program.
14. If the county Emergency Operations Center is activated, establish and maintain contact with the person representing public works.
15. Notify Law Enforcement of the location(s) of disabled vehicles.

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16. Inspect critical infrastructure and other public utilities for safety.

The Director of Public Safety and Deputy Director – Fire Operations have reviewed and approves the assigned responsibilities. These responsibilities will be maintained in accordance to the current standards of the county’s emergency plan.

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JEFFREY NEWTON, Hamburg Township Deputy Director – Fire Operations

Date

## **ATTACHMENT G: APPENDIX 1: Public Works**

### **Hazmat Response Guidelines**

1. The Public Works Department will support the Fire Department in response efforts according to the following:
2. Assist the Fire Department in the cleanup of contaminated soils and transport to appropriate dump sites.
3. Evaluates inland waters conditions and makes recommendations to Fire Chief on response actions.
4. Provides heavy equipment and diking materials to support the Fire Department's response hazardous materials incidents.
5. Advise the incident commander of any safety concerns.
6. Ensure personnel use adequate personal protection equipment.
7. Decontaminate equipment and gear.
8. Operation, and deactivation if necessary, of residential grinder pumps and all waste water collection and treatment systems.
9. Function as the liaison with the operators of the Livingston Community Water Authority to ensure safety of the water provided.
10. Facilitate and provide for the services of private equipment/excavation contractors as needed.
11. The Director of Technical Services and Utilities has reviewed and approves these guidelines. These will be maintained in accordance to the current standards of the county's emergency plan.

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TONY RANDAZZO, Hamburg Township Director of Technical Services

Date

## **ATTACHMENT H: Emergency Medical Services**

The Fire Department is responsible for emergency medical service activities.

The following guidelines represent a checklist of actions that agency officials must consider for providing an effective response to an emergency or disaster situation.

### **Emergency Guidelines:**

1. Evacuate nursing homes, hospitals, and other medical facilities.
2. Assist with animal and pet control.
3. Assist with decontamination.
4. Coordinate emergency medical care to victims.
5. Establish a staging area for emergency medical equipment.
6. Identify a facility to be used as a temporary morgue if necessary.
7. Coordinate with hospitals and shelter managers to staff medical teams at shelters.
8. When appropriate, coordinate field units' participation in damage assessment activities.
9. Ensure that emergency medical teams responding on-scene have established an on-scene medical command post and a medical commander.
10. Maintain a list and the addresses of individuals with special/functional needs and other individuals needing assistance.

The emergency medical official has reviewed and approves the assigned responsibilities. These responsibilities will be maintained in accordance to the current standards of the county's emergency plan.

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JORDAN ZERNICK, Hamburg Township Deputy Fire Chief

Date

## **ATTACHMENT I: Human Services**

The Township Clerk will serve as the Human Services Liaison and is responsible for human services activities. The liaison will coordinate and/or keep informed human services activities occurring within the municipality, with the County Human Services Department.

The following guidelines represent a checklist of actions that the liaison must consider for providing an effective response to an emergency or disaster situation.

### **Emergency Guidelines:**

1. Coordinate activities of municipal agencies/departments which provide human service type services.
2. Coordinate the provision of transportation for evacuation.
3. Open and manage shelters in the municipality.
4. Set up canteen to feed emergency workers in the municipality.
5. Provide food and clothing to municipality workers and victims of disaster residing in the municipality.
6. Assist the county with establishing a Rumor Control Center.
7. Arrange for provision of Crisis Counseling or Critical Incident Stress Debriefing (CISD) for both victims and identified disaster workers.
8. If the County Emergency Operations Center is activated, establish and maintain contact with the person representing Human Services. If the county Emergency Operations Center is not activated, establish and maintain contact with the county Human Services Official directly at the county Department of Human Services.
9. Coordinate with ARC and other pertinent organizations for the distribution of emergency clothing for disaster victims.
10. Coordinate efforts to provide transportation for disaster victims. (Consider local school buses, council on aging, canoe liveries, USFS, volunteers, etc.)

The Township Clerk has reviewed and approves the assigned responsibilities. These responsibilities will be maintained in accordance to the current standards of the county's emergency plan.

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MICHAEL H. DOLAN, Hamburg Township Clerk

Date

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## Attachment I

**APPENDIX 1: HUMAN SERVICES:  
Resources and Support Services**

<b>TRANSPORTATION RESOURCES</b>	<b>Type</b>
<b>Brighton Area Schools</b> Transportation Department Office Phone: 810-299-3890 Fax: 810-299-3898 5800 Borderline, Brighton, MI 48116 (Located behind Busch's Shopping Center in Brighton) Web Site: <a href="https://www.brightonk12.com/transportation">https://www.brightonk12.com/transportation</a>	School Busses
<b>Pinckney Community Schools</b> Transportation Department Office – Phone: 810-225-3960 (Board of Education/Central Offices – Phone: 810-225-3900) 2020 East M-36, Pinckney, Michigan 481169 Web Site: <a href="https://www.pinckneypirates.org/page/transportation">https://www.pinckneypirates.org/page/transportation</a>	School Busses
<b>Livingston Essential Transportation Service (L.E.T.S.)</b> 3950 West Grand River, Howell, Michigan 48855 Phone: 517-546-6600 / Fax: 517-546-5088 Web Site: <a href="https://www.livgov.com/lets">https://www.livgov.com/lets</a>	Public Transportation Services - Dial-A-Ride Service to Any Destination Countywide and Regional Medical Service to Ingham, Oakland, Genesee, and Washtenaw Counties. See further information on the web site regarding service hours, trip scheduling, fares and tokens.

<b>SHELTERS</b>	<b>Maximum occupancy</b>
<b>Hamburg Township Senior Center</b> Mailing Address: 10407 Merrill Road, P.O. Box 157, Hamburg, Michigan 48139  Physical Address: 10407 Merrill Road, Whitmore Lake, Michigan 48189 (Located in Hamburg Township Municipal Complex)  Phone: 810-222-1140 Fax: 810-231-3877	<ul style="list-style-type: none"> <li>Has a kitchen certified for and used for serving Meals on Wheels by the Livingston County Health Department</li> <li>Has a large open area room which can seat up to 134 people at round tables/chairs for meal service</li> <li>Large open area room could be used as sleeping area – could temporarily house 41 people</li> <li>Public restrooms for men and women</li> <li>No shower facilities</li> <li>No generator at location</li> </ul>

<p><b>Hamburg Township Hall</b>  Mailing Address: 10405 Merrill Road, P.O. Box 157, Hamburg, Michigan 48139  Physical Address: 10405 Merrill Road, Whitmore Lake, Michigan 48189  Phone: 810-231-1000  Fax: 810-231-4295  Web site: <a href="http://www.hamburg.mi.us/">http://www.hamburg.mi.us/</a></p>	<ul style="list-style-type: none"> <li>• Board room could be used as sleeping area – could temporarily house 50 people</li> <li>• Public restrooms for men and women</li> <li>• No shower facilities</li> <li>• <b>Has generator back up</b></li> </ul>
<p><b>St. Paul's Lutheran Church</b>  Phone: 810-231-1033  Physical Location: 7701 E M-36, Whitmore Lake, MI 48189  Web site: <a href="https://stpaulhamburg.com/">https://stpaulhamburg.com/</a></p>	<ul style="list-style-type: none"> <li>• Restrooms for men and women</li> <li>• No shower facilities</li> <li>• Can seat up to 169 people at round tables/chairs for meal service</li> <li>• Upstairs open room and basement could be used for sleeping area for up to 74 people</li> <li>• No generator at location</li> </ul>
<p><b>Pinckney Community Schools</b>   Web Site: <a href="https://www.pinckneypirates.org/">https://www.pinckneypirates.org/</a></p> <ul style="list-style-type: none"> <li>• <b>Pathfinder School</b> – 2100 East M-36, Pinckney, MI 48169.  Phone: 810-225-5200  Fax: 810-225-5205</li> <li>• <b>Navigator School</b> – 2150 East M-36, Pinckney, MI 48169.  Phone: 810-225-5300</li> </ul>	<ul style="list-style-type: none"> <li>• County Health Dept. Certified Cafeterias/Kitchens/Lunch Rooms  Restrooms for men and women  Has shower facilities  Gymnasiums could provide Shelter and food service for</li> <li>• Gymnasiums could be used as sleeping area – could temporarily house people</li> <li>• No generator at locations</li> </ul>

FOOD/FAMILY CARE RESOURCES	Type of service
<b>Kroger Grocery Store</b> 9700 Chilson Commons Pinckney, Michigan 48169 Phone: 734-213-7970 Hours: Daily 6:00 am to 10:00pm Web Site: <a href="https://www.kroger.com/">https://www.kroger.com/</a>	<ul style="list-style-type: none"> <li>• General Food Services</li> <li>• Bottled water</li> <li>• Cleaning items and supplies</li> <li>• Pharmacy</li> <li>• Baby supplies</li> </ul>
<b>Meijer Grocery Store</b> 8650 W Grand River Ave Brighton, MI 48116 Phone: 810-227-3404 Hours: Daily 6:00am to Midnight Web Site: <a href="https://meijer.com">https://meijer.com</a>	<ul style="list-style-type: none"> <li>• General Food Services</li> <li>• Bottled water</li> <li>• Cleaning items and supplies</li> <li>• Pharmacy</li> <li>• Baby supplies</li> <li>• Clothing</li> </ul>
<b>Boomers Party Store &amp; Pizza</b> 8999 Hamburg Road Brighton, Michigan 48116 Phone: 810-231-4200 Hours: Daily 10:00 am to 8:00 pm	<ul style="list-style-type: none"> <li>• Party Store &amp; Pizzeria</li> </ul>
<b>Mimi's Diner</b> 5589 East M-36 Pinckney, Michigan 48169 Phone: 810-231-9800 Hours: Daily 7:00 am to 9:00 pm	<ul style="list-style-type: none"> <li>• Full Service/Coney Island Diner</li> </ul>
<b>The Salvation Army Thrift Store/Livingston County, Michigan</b> 503 Lake Street Howell, Michigan 48843 Phone: 517-546-4750	<ul style="list-style-type: none"> <li>• Recycling of Used Clothing and Household Goods, Furniture, and Appliances for minimal cost</li> </ul>
<b>St. Vincent DePaul Thrift Store – Ann Arbor, Michigan</b> 1001 Broadway St., Ann Arbor, Michigan 48105 Phone: 734-761-1400	<ul style="list-style-type: none"> <li>• Gently Used Clothing, Household and Vintage</li> </ul>
SPECIAL/FUNCTIONAL NEEDS CARE SERVICES	Type of service
<b>Hamburg Township Fire Station 12</b> Physical Location: 10100 Veterans Memorial Drive, Whitmore Lake, Michigan 48189 Mailing Address: P.O. Box 157, Hamburg, Michigan 48139 Phone: 810-222-1100 Fax: 810-231-1974	<ul style="list-style-type: none"> <li>• Medical Alert Information Program - Working to identify and maintain a list of all Township residents that may need special assistance in the event of any emergency evacuation through used of attached form</li> </ul>

## AREA GENERAL COMMUNITY EMERGENCY SERVICES

COMPANY/ORGANIZATION	Type of service
<p><i>Note: Hamburg Township is approximately half-way between the Red Cross offices in Howell, Michigan and Ann Arbor, Michigan.</i></p> <p><b>American Red Cross – Mid-Michigan Chapter</b>  1800 East Grand River Ave., Lansing, MI 48909  Phone: 517-484-7461 / Fax: 517-484-3799  <b>Disaster/Emergency Assistance: 1-800-774-6066</b>  Serving Clare, Clinton, Eaton, Gratiot, Hillsdale, Ingham, Jackson, Livingston &amp; Shiawassee Counties.</p> <p><b>Livingston County Office:</b>  1372 West Grand River Ave., Howell, Michigan 48843 Phone: 517-546-0326/Fax: 517-546-0886</p> <p><b>American Red Cross – Southeastern Michigan Chapter</b>  100 Mack Avenue, Detroit, Michigan 48201 Phone: 313-833-4440/Fax: 313-833- 4461  Serving Washtenaw, Oakland, Other SE Michigan Counties</p> <p><b>Ann Arbor Offices</b>  4624 Packard Road, Ann Arbor, Michigan 48108  Phone: 734-971-5300</p>	<ul style="list-style-type: none"> <li>• Emergency food, clothing, temporary shelter and personal care items to disaster victims as needed.</li> <li>• Facilitate inquiries from concerned family members outside the disaster area</li> <li>• Referrals to agencies for long-term needs</li> <li>• Emergency services outside of Michigan</li> <li>• Trained volunteers from Michigan are regularly called upon to provide emergency relief throughout</li> </ul>
<p><b>F.E.M.A. – LIVINGSTON COUNTY C.E.R.T. PROGRAM (LIVINGSTON COUNTY COMMUNITY EMERGENCY RESPONSE TEAM)</b></p> <p><b>Point of Contact:</b>  Bruce Pollock  Livingston County CERT Coordinator  Livingston County Community Emergency Response Team  300 S. Highlander Way  Howell, MI 48843</p> <p><b>*Request for C.E.R.T. response is made through Livingston County Central Dispatch.</b></p>	<ul style="list-style-type: none"> <li>• Local FEMA/CERT Team Services</li> </ul>

**DISASTER ASSISTANCE RESPONSE TEAM (D.A.R.T.)**

Mailing Address:

DART, Inc.

1211 W. Grand River Ave., Howell, Michigan 48843

**\*Request for DART response is made through Livingston County Central Dispatch.**

- The Livingston County DART is made up of dedicated men and women looking to serve their community. DART provides services by responding to larger incidents and taking care of our first responders. This service provides proper nutrition, warm gloves, and other resources to first responders.

**APPENDIX 3**  
**EMERGENCY RESTORATION DAMAGE SERVICES**  
**(EQUIPMENT CONTRACTORS)**

COMPANY/ORGANIZATION	Type of service
<b>BOB MYERS EXCAVATING, INC.</b> 8111 Hammel Road, Brighton, Michigan 48116 Office: 810-231-2044 Fax: 810-231-9790 Contact Persons: Mike Myers – Mobile Phone: [REDACTED] Bob Myers – Mobile Phone: [REDACTED]	<ul style="list-style-type: none"> <li>Excavating Services</li> </ul>
<b>BELFOR PROPERTY RESTORATION SERVICES – Michigan</b>  <b>Ann Arbor Area Offices:</b> 2643 East Michigan Avenue, Ypsilanti, Michigan 48198. Phone: 734-994-7790 24-hour emergency hotline: 800-421-4141  <b>Fenton Area Offices:</b> 3041 Thompson Road, Fenton, MI 48430 Phone: 810-714-6262 24-hour emergency hotline: 800-856-3333	<ul style="list-style-type: none"> <li>Water Damage</li> <li>Fire Damage</li> <li>Storm Damage</li> <li>Mold Damage</li> <li>Recovery Services</li> </ul>
<b>C &amp; E CONSTRUCTION COMPANY, INC.</b> P.O. Box 1359 Highland, Michigan 48357 Office Phone: 248-889-1716 Fax: 248-889-4677 Contact Persons: Greg Harris/April Harris Mobile Phone: [REDACTED]	<ul style="list-style-type: none"> <li>Excavating Contractor</li> </ul>
<b>KNIGHT’S GRADING &amp; EXCAVATING</b> 8930 Dexter Pinckney Road, Pinckney, MI 48169 Contact Person: Robert Knight Phone: [REDACTED] Fax: 734-426-5009	<ul style="list-style-type: none"> <li>Grading &amp; Excavating Services</li> </ul>
<b>TERRA CONTRACTING SERVICES, LLC</b> 6760 Metroplex, Romulus, Michigan 48174 Office Phone: 734-895-1292	<ul style="list-style-type: none"> <li>Environmental Services</li> </ul>



10405 Merrill Road ♦ P.O. Box 157  
Hamburg, MI 48139  
Phone: 810.231.1000 ♦ Fax: 810.231.4295  
[www.hamburg.mi.us](http://www.hamburg.mi.us)

04/10/25

To: Hamburg Township Board of Trustees  
From: Tony Randazzo

Re: Videographer Hire

Our videographer has informed us that he has taken a new full-time job which will mostly preclude him from recording meetings for us. Therefore, I seek approval to hire a replacement for this position at \$22.79 per hour with the two hour minimum per meeting, which has been previously established for this job. We have already interviewed four candidates to fill this role, and we are ready to proceed with our first choice from the group.



**TO:** Parks & Recreation Committee, Public Safety, & Township Board

**FROM:** Deby Henneman, Township Coordinator

**DATE:** April 9, 2025

**AGENDA ITEM TOPIC:** Park Approval – KLAA Cross Country Championships – October 16, 2025  
East Park - BLACKOUT  
Number of Supporting Documents: **1 Park Use Packet**

### **Requested Action**

Consider approval of the Park Use request for the KLAA Cross Country Championships, as outlined in application from Kensington Lakes Athletic Association & Hartland High School dated 2/24/25, for event to be held October 16, 2025 in East Park, confirming charges for both park fees and public safety, and for the Township Coordinator and Sgt. work with the applicant to finalize the details of the event.

Approval should be contingent upon the following:

- Recommended Hazard level of High by Public Safety
- All required paperwork being submitted to the satisfaction of the Clerk's office
- A pre-event meeting with Public Safety no less than 2 weeks prior to the event
- Approval of informational, directional, ADA and/or safety signage is allowed in areas outlined in the Park Use Policy
- That the applicant covers the cost of additional portable toilets, extra cleaning of Township units, and a garbage dumpster, vendor to be arranged by Parks Coordinator
- That the applicant arranges for volunteers 18+ to assist with parking and transporting ADA/Elderly spectators

### **Background**

This is a repeat event to our parks which will occur on a Thursday during Football Season. It will require a park-wide Blackout which will displace Football and utilize all the parking in both East and West parks. Public Safety will be required due to the numbers estimated on the application and because of the pedestrians crossing on Merrill. We do not have a report on this event from 2024, however, I have been advised that it was way larger than had been originally anticipated, and more staff will be needed for this year's event.

The applicant will be charging an entry fee and expects around 1,500 participants/spectators throughout the day. I am attaching a copy of our layout map which shows anticipated parking spaces in all "lots."

**Fees**

Fees charged **last year** were as follows:

- Park Fees - \$500 flat rate per TB
- Public Safety - \$1,246.91 (cost for 2 officers)
- Portable Toilets - \$770.00

**Motions**

4/2/25 - Public Safety has reviewed and set hazard level at High. Special use for the Public Safety fees would be appropriate to cover costs.

3/25/25 - Parks & Recreation reviewed and recommended Public Safety set the hazard level for Park Fees and be reimbursed at cost for their services. In addition, they stated the applicant should reimburse the Township for costs of additional sanitary services.



Hamburg Township Manly Bennett Park  
Park Use Application

Item 14.  
P.O. Box 157  
10405 Merrill Road  
Hamburg, Michigan 48139-0157  
(810) 231-1000 Office X-218  
(810) 231-4295 Fax

And Release of Liability & Indemnification Agreement

(Application must be submitted 60 days before requested use)

Applicant Information:

Event Sponsor (or name if family or individual use): Kensington Lakes Athletic Association/Hartland High School

Name of Event: KLAA Cross Country Championships

Type of Event: Cross Country Meet Park Use Category #: 4 - Event Use

Applicant Name: Matt Gutteridge

Date(s) of Event: 10/16/25 Time(s) of Event: 11:00-7:00PM

Applicant Address: 10635 Dunham Rd Suite or Apt #:

Applicant City: Hartland State: MI Zip: 48353

Contact Person (present during use): Matt Gutteridge

Contact's Affiliation with Applicant: Same

Contact's Phone: 810-397-3182 Contact's E-Mail: Hartlandxc@gmail.com

Event Co-applicant, if any:

*All Co-applicants must also sign all applications and waivers.*

Co-applicant relationship to Applicant:

Co-applicant's phone:

Insurance Information:

Insurance Carrier: Our policy turns over in July, but bl can provide limited liability poolicy from teh school district. pending

*Certificate of Insurance must be provided by all applicants as outlined in Appendix B in the Park Facility Use Policy.*

Policy #: Expiration Date:

Limit of General Liability: Occurrence Aggregate

Umbrella Coverage Limit (if any): Occurrence Aggregate

**Event Description:** *(any information that doesn't pertain to your event please indicate not applicable)*Please describe the event you propose to host: The goal is to host the KLAA Cross Country Championships.We will run 4 races and hold an awards ceremony.Total Number of participants/spectators/guests anticipated during event: 1200-1500 Public Safety ReviewAverage of participants/spectators/guests anticipated at any given time: 1000Site of Proposed Event; include all areas of the parklands that will be used: The east grounds of Bennett Manley Park for parking and the races. We will need the west parking lot as overflow and bus parking. - wasbusy - this year no other uses allowed.*Include site plan drawing reflecting all areas of the Township Park and recreational facilities the event will effect*Will there be camping and trailer facilities? If so, are overnight stays anticipated: NoNumber of Volunteers: 15-20 Are Volunteers trained?: No  
*Please attach copy of Volunteer Handbook if applicable*Will tents be used?: Yes If so, please indicate locations: \_\_\_\_\_

Team tents can be set up in a designated locaton for teh athletes.

*Under no circumstances are tent stakes to be driven into asphalt surfaces. Tent locations must be pre-approved.*Will admission be charged? If so, how much: NoParking fee charged? If so, how much: Yes \$5-10 Valet service available? NoWill Food/Beverages be served? If so, types of food and name of persons serving: No*For anything other than pre-packaged foods, Concession Application, Health Department License and Products Liability coverage is required.*Will there be Fireworks or any other pyrotechnic display? If so, describe: No*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*Will there be any animals present? If so, describe: No*Pets are not allowed in Parkland during events. Service Dogs are allowed with proper certification.*Will there be Amusement rides or games? If so, describe: No*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*



Will there be a need for vehicles to be used on Township grounds? If so, describe: Only to possibly set up  
the course.

*Personal vehicles require proof of Auto Liability based on the description of use and areas needing to be accessed during event.*

Will there be a need for Emergency Responders over and above what is included in the Public Safety Fee? If so, describe: No we will provide an onsite trainer for athletes.

*Hamburg Township reserves the right to require private security and/or emergency responders be present during any event.*

Specific services required from the Township, if any: No specific services requested.

Other information regarding your event that you feel may be helpful: \_\_\_\_\_

A review from last years event on where I can make changes to make the event more successful.

## Organized Sports and/or Sporting Events:

Please indicate type of sports event: ☐ Regular Season (Games/Practices) ☐ Sports Tournament ☒ Other

If Tournament or other event, complete Event Description on Page 2 and provide additional details, if any:

Please see the attached documents to see the time schedule and posible courses for the meet. I have added a  
a proposed course as well as the current course.

## Release of Liability & Indemnification Agreement

*The approval of this park use request is contingent upon receipt of all requested information, review process of the Hamburg Township Parks & Recreation Committee, and approval of the Hamburg Township Board. The applicant may be required to provide additional information as is deemed necessary by the Parks & Recreation Committee and/or Township Board, and may be required to meet with the Parks Administrator and/or Parks Coordinator to supply additional information or to answer questions. If the Park Use Application is received less than 60 days prior to the requested event date, the Parks & recreation Committee and Township Board may process the application, however, the application fee may be increased in an amount to be determined by the Parks & Recreation Committee and/or the Township Board.*

The undersigned acknowledges that he/she/they are authorized to sign this application on behalf of the applicant and that he/she/they have received a copy of all documents relating to the use of the park and recreational facilities including the Hamburg Township Park Facility Use Policy Rules and Regulations.

In further consideration of entering into this agreement, to the fullest extent permitted by law, the Applicant agrees to defend, pay on behalf of, indemnify, and hold harmless Hamburg Township, its elected and appointed officials, employees and volunteers, and others working on behalf of Hamburg Township against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from Hamburg Township, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated with this contract.

The Applicant covenants and agrees that it will have a representative on the premises at all times to monitor the set-up, use and tear-down of the use and all activities related to thereto and under no circumstances shall the use of the park be granted or sublet to any other group or organization without the express written permission of the Hamburg Township Board of Trustees.

Any Applicant or group or entity co-hosting an event must provide a Certificate of Insurance naming Hamburg Township as an additional insured and proof of that coverage must be provided prior to the issuance of the permit for the event. The Applicant and/or co-host of any event must comply with all rules, regulations and policies of the Township pertaining to the said use and will be ultimately responsible for any and all damages to any Hamburg Township property resulting from the use, and shall otherwise restore the Township property to its previous condition.

**Personal Property Damage Claims:** The applicant hereby releases Hamburg Township, Its elected and appointed officials, employees and volunteers, and others working behalf of Hamburg Township, from any and all liability or responsibility to the applicant or anyone claiming through or under the applicant by way of subrogation or otherwise, for any loss or damage to applicant's property resulting from any incident, except damages resulting from the gross negligence of the Township, as it relates to the activities and uses contemplated by the application. It is understood by the applicant that all private property kept, stored or maintained in and on the Hamburg Township Park and recreational facilities shall be so kept, stored or maintained at the risk of the Applicant.

Initials: MG

**Public Health & Safety:** The applicant hereby swears and attests that they have complied with all aspects and intent, of Background Checks and that they are in compliance<sup>3</sup> with the Michigan Sports Concession Law, Acts 342 & 343, Public Acts of 2012, as referenced in the Park Facility Use Policy and outlined in Appendix A. The applicant understands that falsification of the above statement and/or failure to comply with these requirements may result in the suspension and/or revocation of the use of the Hamburg Township parkland facilities.

Initials: MG

Applicant's Signature: Matthew Gutteridge Date: 2/24/2025

Co- applicant's Signature:  Date: \_\_\_\_\_

Parks Coordinator:  Date: 3/20/25

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**For office use only**

Comments: \_\_\_\_\_

Meeting Approval Dates: \_\_\_\_\_ Parks & Recreation \_\_\_\_\_ Public Safety \_\_\_\_\_ Township Board

Application has been (Circle one) ☒ Approved ☐ Denied

Hamburg Township Representative: \_\_\_\_\_



# Kensington Lakes Activities Association



## Boys & Girls Cross Country Championship October 16th, 2025 Hosted by Hartland Consolidated Schools



Welcome to the KLAA Conference

- Date:** Thursday, October 16th, 2025
- Location:** Manly W. Bennett Park 10405 Merrill Rd, Whitmore Lake, MI 48189
- Entry Fee:** Athletic Departments may be billed for expenses after Meet
- Packet Pick-up:** Packets can be picked up near the finish line.
- Entries:** **Please use Athletic.net. See instructions entitled "KLAA Cross Country Championship" – Online Entry Submission."**

Team rosters can be submitted any time before the deadline and you do not need to specify a race. You can enter them all in the Varsity Race and run the 7 you choose. The remainder will default to the reserve race. Only roster/enter athletes who will be competing that day.

The deadline for team roster submission is Tuesday, October 14th at 8:00 PM.

If you have questions about the meet entry process, please contact Matt Gutteridge at (810) 397-3182 or via email at [hartlandxc@gmail.com](mailto:hartlandxc@gmail.com)

**Admission and Parking:** There is a \$5 fee per car for parking. Also, please park in designated areas. There is not a spectator entry fee.



**Box Assignments:**

Box 1: Dearborn  
 Box 3: Belleville  
 Box 5: Canton  
 Box 7: Livonia ChurchillBox  
 Box 9: HowellBox  
 Box 11: NorthvilleBox  
 Box 13: SalemBox  
 Box 15: Livonia FranklinBox

Box 2: Brighton  
 Box 4: Livonia Stevenson  
 Box 6: Hartland  
 8: Novi  
 10: Wayne Memorial  
 12: Plymouth  
 14: Westland John Glenn  
 16: Dearborn Fordson

<b>Schedule:</b>	<b><u>1:30 pm</u></b>	<b><u>Course opens</u></b>	(6:51pm sunset)
	3:30 pm	Girls Varsity	
	4:10 pm	Boys Varsity	
	4:50 pm	Girls Junior Varsity	
	5:30 pm	Boys Junior Varsity	
	6:15 pm	Awards	

**Scoring:** The meet will be Bib chip timed. There will also be a backup camera. Live results will be available via athletic.net.

**Awards:** The medal presentations will follow the completion of the varsity races. There are 28 individual medals for the conference meet. We will present the Conference and Division Champion trophies as well.

**T-Shirts:** KLAA T-shirts will be available for purchase. Short Sleeve \$20  
 Long Sleeve \$25

**Questions:** Please call or email Matt Gutteridge at (810) 397-3182  
[hartlandxc@gmail.com](mailto:hartlandxc@gmail.com)



**TO:** Board of Trustees

**FROM:** Michael Dolan, Township Clerk

**DATE:** April 9, 2025

**AGENDA ITEM TOPIC:** Ore Lake - FEMA Assurance Request

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**Requested Action**

**Background**

Township Board to consider FEMA's request that as the official applicant for the Ore Lake grant program that we agree to the assurance request document.

Hi Tony -  
attached is a  
required form.  
Could you please review  
I have whoever  
is qualified to  
sign - do so? I'm not sure.  
assuming its Pat  
but I'm not sure.  
Thanks -  
Maureen  
- Amber  
- Diane



FEMA

### First Official Request for Information

**Subject:** DR-4757, Hamburg Township Structure Elevation

**Request for Information Date:** 3/24/25

**Request for Information Response Deadline:** 4/23/25

Status: The following information was identified during program review of the application.

Applicable 2023 HMA Program Guidance:

[https://www.fema.gov/sites/default/files/documents/fema\\_hma\\_guide\\_082024.pdf](https://www.fema.gov/sites/default/files/documents/fema_hma_guide_082024.pdf)

Please send the following information:

#### Program:

- Documentation that demonstrates Hamburg Township has adopted the Livingston County Hazard Mitigation Plan – Received- MSP will be reviewing this with FEMA.
- Description of the population that will be directly affected by the project
- Clarify if any pre-award costs will be claimed
- Provide match commitment letters for the following properties: 8088 Branch Drive, 8100 Branch Drive, 8794 Riverside Drive, 8802 Riverside Drive, 8814 Riverside Drive, 8826 Riverside Drive - Received- MSP will be reviewing this with FEMA.
- Provide a Model Acknowledgement of Conditions for Mitigation, photographs of the structure, and the "Scope of Work Narrative" for the 7954 Branch Drive property- Received- MSP will be reviewing this with FEMA.
- Provide a statement from a qualified professional containing an assessment of the building's vulnerabilities and a statement confirming the buildings are capable of elevation. USACE and USGS hydrology studies mentioned in application may be sufficient
- Describe how attached garages will be addressed in the elevation process
- Confirm that existing crawlspaces will be filled to a level at or above the outside grade
- Please note that Elevation Certificates will be required at project closeout
- [SF-424C and SF-424D](#)

#### Budget

- Provide a budget narrative to accompany the property bid estimates. - Received- MSP will be reviewing this with FEMA.

#### Technical Review

- Provide the BCA toolkit used to generate the 1.63 BCR cited in the application. - Received- MSP will be reviewing this with FEMA.

① Budget form  
Hamburg  
Township  
Assessments



# ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: Item 15.  
Expiration Date: 02/28/2025

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant:, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal interest in the title of real property in accordance with awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure nondiscrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
<div style="border: 1px solid black; height: 40px; width: 100%;"></div>	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>
APPLICANT ORGANIZATION	DATE SUBMITTED
<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>

SF-424D (Rev. 7-97) Back

**TO:** Hamburg Board of Trustees

**FROM:** Pat Hohl

**DATE:** April 9, 2025

**AGENDA ITEM TOPIC:** Huron River Aquatic Weed Harvest Agreement

Number of Supporting Documents: **2**

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**Requested Action**

Please approve the PLM agreement for aquatic weed harvest in the Huron River

**Background**

Since 2005, Hamburg Township has harvested aquatic weeds in the Huron River between Ore Lake and the M-36 bridge when condition warranted and when we were able to launch the harvester.



March 28, 2025

Hamburg Township  
Attn: Pat Hohl  
PO Box 157  
Hamburg, MI 48143

**RE: Huron River Harvesting**

PLM Lake & Land Management Corp. will provide a harvesting program for the **Huron River** for the **2025 season**.

We will cut down to a maximum depth of five (5) feet and require a minimum of 18 inches of water depth for harvester flotation. Harvested vegetation will be dumped at a predetermined location designated by the client within a ten (10) mile radius of the lake. Any cost associated with the disposing of vegetation or accessing the river is the responsibility of the client, i.e., landfill disposing costs/towing fees. There will be no set-up or breakdown fees of our equipment if a suitable access site is available. A representative of the client will be required to periodically evaluate workmanship. The representative will also be required to sign a "release form" at the conclusion of each harvest to verify that the harvest has been completed according to expectations.

\*Due to potential damage to PLM equipment, harvesting will not take place if Mr. Edward's access site is unavailable for use. It is our understanding that additional access sites have been secured for the 2025 season as well.

\*Timeline for cutting: Hamburg Township has requested late July/early August cutting. PLM will make every attempt to comply with this request. PLM requests flexibility on the schedule and will do our utmost to comply with the request. In order to keep unit costs low, flexibility on timelines is required.

**Harvesting Cost: \$375.00 per hour based on a minimum of \$5,000.00 per/cutting**

**Multiple Year Program:** As an incentive to establish a multiple year agreement we will harvest your lake or pond at the same price structure as 2025 for 2026! The remaining one year (2027) will have cost increases of (5%) five percent per year or less. If during the life of the contract, EGLE or other regulatory agencies significantly change the approved harvesting procedures, either party may terminate this agreement upon giving ninety (90) days advance written notice thereof. Monies will be due ten days after each harvesting. Interest of 1.25% will be added to you bill for each additional sixty (60) days that payment is not received. PLM Lake & Land Management Corp. may assign this contract at any time.

PLM Lake & Land Management Corp. is responsible for workman's comp. and liability insurance.

Please sign and return one copy of this proposal by May 1st, 2025 as our contract.

For further clarification or modifications, please contact.

BreAnne Grabill, Environmental Scientist  
Sr. Regional Manager  
PLM Lake & Land Management Corp.

**For: Huron River**  
Multiple Year Program \_\_\_\_\_  
One-Year Program \_\_\_\_\_

\_\_\_\_\_  
**Print Name** **Date**

\_\_\_\_\_  
**Signature**