



Pittsfield Charter Township

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Office of the Supervisor

Mandy Grewal
Township Supervisor

Barbara Ryan Fuller
Deputy Supervisor

BOARD OF TRUSTEES REGULAR MEETING

April 27, 2011

AGENDA

1. **Call Meeting to Order/6:30 p.m./Determination of a Quorum**
2. **Pledge of Allegiance**
3. **Roll Call**
 - 3.1 Approval of the Agenda
4. **Public Comment I**

Any person may come forward at this time to address the Board. Anyone who wishes to speak is requested but not required to state his/her name and address for the record.

 - 4.1 Board Response to Public Comment I
5. **Approval of Minutes**
 - 5.1 Approve the Minutes of the Regular Meeting held on April 13, 2011.
(Pgs. 1-12)
6. **Public Hearings / Presentations / Proclamations**
 - 6.1 Presentation: Kristin Judge, County Commissioner, 7th District
7. **Communications (Pgs. 13-19)**
8. **Consent Agenda**
 - 8.1 Approve payment of Payables (Pgs. 20-23)
Check #73242 through #73295 in the amount of \$ 70,159.22
Check #73296 through #73343 in the amount of \$143,247.11
 - 8.2 Receive the March 2011 Revenue/Expenditure Report (Pgs. 24-37)
9. **Items from the Treasurer**
 - 9.1 Update: Delinquent Personal Property Taxes
10. **Items from the Clerk**
 - 10.1 Resolution to revise the Pittsfield Charter Township Vehicle Policy
Res #11-25 (Pgs. 38-68)

11. Items from the Supervisor

- 11.1 Resolution for Denial, RZ 10-03, Menards, Inc.
Res #11-28 (Pgs. 69-80)

12. Unfinished Business

13. New Business

- 13.1 Resolution to Amend the 2011 General Fund Budget
Res #11-29 (Pgs. 81-82)

14. Liaison Reports

15. Public Comment II

Any person may come forward at this time to address the Board. Anyone who wishes to speak is requested but not required to state his/her name and address for the record.

- 15.1 Board Response to Public Comment II.

16. Adjournment

**A Working Session of the Board of Trustees
will convene immediately following
the Regular Meeting of the Board.**

This notice is posted in compliance with PA 267 of 1976 as amended (Open Meetings Act), MCLA 41.72a (2) (3) and the Americans with Disabilities Act (ADA).

Individuals with disabilities requiring auxiliary aids or services should contact the Pittsfield Charter Township, 2 days prior to the meeting by writing, Alan Israel, Clerk, 6201 W. Michigan Ave., Ann Arbor, MI 48108 or call 734-822-3120

**Minutes of a Regular Meeting
Pittsfield Charter Township Board of Trustees, April 13, 2011
E.A. Jackson Morris Hall, The Robert A. Lillie Service Center
6201 W. Michigan Avenue, Ann Arbor, Michigan 48108**

Members Present: Grewal, Israel, Scribner, Brown-Harrison, Hunt, Krone, Yi.
Members Absent: .
Others Present: Yolanda Holmes (Recording Clerk), Christina Lirones, Stephen Berger, Heath Hartt, Richard Cedroni, Rich Olson, Amy Bell.

1. Call Meeting to Order

Supervisor Grewal called the meeting to order at 6:30 p.m. A quorum was present.

2. Pledge of Allegiance

Led by Supervisor Grewal.

3. Roll Call

Members Present: Supervisor Grewal, Clerk Israel, Trustee Brown-Harrison

Members Absent: None

Supervisor Grewal tabled item 10.1 until the April 27, 2011 Board Meeting.

Motion by Clerk Israel, supported by Trustee Yi, to approve the agenda.

MOTION CARRIED.

4. Public Comment I

None.

4.1 Board Response to Public Comment I

None.

5. Approval of Minutes

5.1 Approve Minutes of the Regular Meeting held on March 23, 2011.

Motion by Clerk Israel, supported by Trustee Krone, to approve minutes of the regular meeting held on March 23, 2011.

MOTION CARRIED.

5.2 Receive the Synopsis of the Working Session held on March 23, 2011.

Motion by Trustee Krone, supported by Trustee Hunt, to receive the synopsis of the working session held on March 23, 2011.

MOTION CARRIED.

6. Public Hearings/Presentations/Proclamations

6.1 Presentation: Michigan's Economic Challenges and Potential Solutions, Hon. Rick Olson, State Representative 55th District.

Hon. Rick Olson, State Representative 55th District gave a brief budge update. He stated things were evolving day by day and that it would probably be that way for the next month and a half. He stated the focus continues to be on how to create jobs and what can be done to get the economy going and unfortunately none of the choices have been good. He also stated on his website, www.repolson.com there is a four-part video series put together on a full power point presentation that really describes where we are as a State economically and budgetwise. He said the key points of the current proposals are to tax pensions, which is currently a three-tiered proposal, the Michigan business tax and on the spending side the cuts to K-12 education, which is something he has been in the forefront of, another big area is the Michigan Public Schools Retirement System and another area he is working on is transportation funding.

Trustee Krone asks about revenue sharing.

Hon. Rick Olson stated that he had not heard any discussions about change to the Governor's initial proposal.

Trustee Yi asks what the cause of the deficit is and is there a break down?

Hon. Rick Olson stated there are several things, our economy is poor, and we have a lot of high unemployment so the revenues aren't coming in at the rate they had been. He stated over the years the State has created one tax expenditure after another, right now the tax expenditures are way more than the amount of tax revenue collected.

Trustee Yi asks how the Federal deficit impacts Michgian.

Hon. Rick Olson stated he believes they both are being affected by the economy; the Federal is a little different in that they can run a deficit, where Michigan must have a balanced budget. He stated the biggest difference is there are fewer Federal dollars coming in this year which is a significant change to adjust too.

Trustee Brown-Harrison asks about the legislative plan for job creation.

Hon. Rick Olson stated there are two different philosophy's in job creation. One is referred to as the Hunting Approach where you go running around the country and to other countries and try to attract people here, the second approach is what's called the economic gardening approach, how do you create a better business climate here and

then encourage people already here to grow, how do you assist them in that growth model. He stated it's the second approach right now that's really being pushed

6.2 Presentation: Update on the Hickory Woods Park Construction Project, Beckett & Rader, Inc.

Director Dan Cooperrider, Parks and Recreation, introduced Heath Hartt of Beckett & Rader, Inc., Project Manager for Hickory Woods Park Construction Project and gave a brief update on where the project started.

Heath Hartt, Project Manager, gave a brief update on the construction at Hickory Woods Park Phase 1b.

Trustee Krone comments regarding letter dated March 29, 2011.

7. Communications

8. Consent Agenda

8.1 Approve payment of Payables:

Check #72985 through #73040 in the amount of \$173,036.30
Check #73041 through #73124 in the amount of \$311,205.72
Check #73125 through #73188 in the amount of \$758,657.16
Check #73189 through #73241 in the amount of \$612,378.77

8.2 Approve payments from Tax Checking Fund:

Check #20438 through #20446 in the amount of \$3,406,540.80
Check #20447 through #20458 in the amount of \$364,927.54
Check #20459 in the amount of \$1,156.54

8.3 Approve payment of payable through Electronic Transfer in the amount of \$1,443,214.18.

8.4 Receive the Activity Report from the Department of Public Safety for the period March 1, 2011 through March 31, 2011.

8.5 Receive the March 2011 Activity Report from the Department of Building Safety.

8.6 Receive the March 2011 Republic/Allied Waste Services rubbish collection report.

8.7 Approve request for enrollment to Cleary University from Jennifer Franklin, Assistant to the Director of Finance.

Motion by Clerk Israel, supported by Trustee Hunt, to approve the consent agenda.

MOTION CARRIED.

9. Items from the Treasurer

9.1 Update: Township 2010 Property Tax Settlement with Washtenaw County.

Treasurer Scribner stated the settlement is the process of Washtenaw County and the Township to reconcile tax collection and the remaining delinquent taxes. She stated the County reimburses the Township from the real property taxes, special assessments and the administrative fees which are still due to the Township. She then stated her office has submitted the package of the settlement to County on March 31, 2011. She stated the handout shows a summary of the settlement submitted for the 2010 tax collection, pointing out that the highlighted figures are the amounts due to the Township and in the column to the right is the personal property taxes and those are collected by the Township

Motion by Clerk Israel, supported by Trustee Krone, to receive the Township 2010 Property Tax Settlement with Washtenaw County. (See attachment #1).

MOTION CARRIED.

10. Items from the Clerk

10.1 Resolution to revise the Pittsfield Charter Township Vehicle Policy. Res #11-25.

Motion by Clerk Israel, supported by Trustee Krone, to table resolution to revise the Pittsfield Charter Township Vehicle Policy. Res #11-25.

MOTION CARRIED.

11. Items from the Supervisor

11.1 Authorize the Supervisor and Clerk to enter into agreement with Cedroni Associates, Inc. for the Hickory Woods Park Phase 1b Department of Natural Resources Trust Fund (DNRTF) Development project.

Motion by Clerk Israel, supported by Trustee Yi, to authorize the Supervisor and Clerk to enter into agreement with Cedroni Associates, Inc. for the Hickory Woods Park Phase 1b Department of Natural Resources Trust Fund (DNRTF) Development project.

MOTION CARRIED.

11.2 Resolution authorizing the Pittsfield Charter Township Board of Trustees to approve submission of the 2010 Pittsfield Master Plan for public review and comment. Res #11-26.

Motion by Trustee Krone, supported by Clerk Israel, to adopt resolution authorizing the Pittsfield Charter Township Board of Trustees to approve submission of the 2010 Pittsfield Master Plan for public review and comment. Res #11-26. (See attachment #2).

ROLL CALL VOTE:

AYES: Grewal, Israel, Scribner, Brown-Harrison, Hunt, Krone, Yi.

NAYS: None.
ABSENT: None.
ABSTAIN: None.

MOTION CARRIED.

11.3 Authorize the Supervisor and Clerk to enter into an agreement with the Washtenaw County Public Health Department for drafting of a Complete Streets Ordinance.

Motion by Treasurer Scribner, supported by Trustee Yi, to authorize the Supervisor and Clerk to enter into an agreement with the Washtenaw County Public Health Department for drafting of a Complete Streets Ordinance.

MOTION CARRIED.

11.4 Resolution establishing the 2011 meeting date of the Pittsfield Charter Township Compensation Commission. Res #11-27.

Motion by Trustee Yi, supported by Trustee Hunt, to adopt resolution establishing the 2011 meeting date of the Pittsfield Charter Township Compensation Commission. Res #11-27. (See attachment #3).

ROLL CALL VOTE:

AYES: Grewal, Israel, Scribner, Brown-Harrison, Hunt, Krone, Yi.
NAYS: None.
ABSENT: None.
ABSTAIN: None.

MOTION CARRIED.

12. Unfinished Business

13. New Business

14. Liaison Reports

15. Public Comment II

None.

15.1 Board Response to Public Comment II

None.

16. Adjournment

Motion by Clerk Israel, supported by Trustee Krone to adjourn the meeting at 7:18 p.m.

MOTION CARRIED.

Yolanda Holmes, Election Specialist
Recording Clerk
Pittsfield Charter Township

Alan Israel, Clerk
Pittsfield Charter Township

Mandy Grewal, Supervisor
Pittsfield Charter Township

DRAFT

PITTSFIELD CHARTER TOWNSHIP
 Board of Trustees
 Minutes for a Regular Meeting
 Held on April 13, 2011
 Attachment #1

SETTLEMENT SHEET
 PITTSFIELD CHARTER TOWNSHIP
 TAX YEAR 2010 COLLECTIONS

2010 TOTAL TAXABLE VALUE \$1,739,046,384

Entity	Total Tax Levied	Total Collected	Total Delinquent	Real Property Delinquent	Pers. & Lse Property Delinquent
Township	\$ 8,261,745.96	\$ 8,745,901.39	\$ 516,844.57	\$ 482,574.68	\$ 33,269.91
County	9,935,181.65	9,571,945.17	363,216.68	344,851.87	18,364.88
WCC	6,373,638.84	6,172,852.51	200,986.33	192,120.90	8,865.43
ISD	6,673,572.28	6,656,830.45	216,741.83	207,181.38	9,560.45
A2 Schools	16,076,600.56	15,301,987.33	774,613.23	725,271.66	49,341.57
Milan Schools	403,597.96	355,236.41	48,331.55	48,324.55	7.00
Saline Schools	8,179,602.35	7,759,765.09	419,837.26	417,245.65	2,591.41
A2 Library	1,783,197.47	1,731,697.56	51,499.91	48,039.50	3,460.41
Saline Library	707,076.05	663,968.02	43,108.03	41,307.99	1,800.04
State Ed	10,323,615.91	9,996,432.65	327,182.96	312,749.25	14,433.71
Admin Fee	689,063.63	669,475.48	29,588.15	28,179.54	1,414.61
Special Assessments	794,330.91	721,441.89	72,889.02	72,888.62	-
County Drains	155,228.22	145,500.65	9,727.57	9,727.57	-
Total	\$ 71,666,701.99	\$68,493,135.00	\$ 3,073,566.99	\$ 2,930,457.59	\$ 143,109.40

Due Township (Township Tax-Real Delinquent+Special Assess+Admin fee)

\$ 683,837.12

	2010 Millage	% of Twp Millage	Real Property Delinq. Twp. Tax
General Fund	3.8758	72.37%	\$ 349,248.02
Public Safety	0.9941	18.56%	89,576.27
Parks & Rec	0.4855	9.07%	43,748.37
Totals	<u>5.3554</u>	<u>100.00%</u>	<u>\$ 482,574.66</u>

**PITTSFIELD CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN
RES # 11-26**

**A RESOLUTION AUTHORIZING THE PITTSFIELD CHARTER TOWNSHIP BOARD OF
TRUSTEES TO APPROVE SUBMISSION OF THE 2010 PITTSFIELD MASTER PLAN
FOR PUBLIC REVIEW AND COMMENT**

Minutes of a Regular Meeting of the Township Board for Pittsfield Charter Township, Washtenaw County, Michigan, held at the Pittsfield Township Administration Building, located at 6201 W. Michigan Avenue, in said Township on Wednesday the 13th day of April, 2011, at 6:30pm.

Present: Grewal, Israel, Scribner, Brown-Harrison, Hunt, Krone, Yi.
Absent: None

The following preamble and resolution were offered by Member Krone and supported by Member Israel.

WHEREAS, Pittsfield Charter Township, has the power to adopt, amend, and implement a Master Plan under the Planning Enabling Act MCL 125.3807; and,

WHEREAS, the Pittsfield Charter Township Planning Commission has reviewed the current 2002 Comprehensive Plan and determined that amendments should be made; and,

WHEREAS, the Pittsfield Charter Township Planning Commission has notified all required entities of its intent to prepare a 2010 Pittsfield Master Plan; and,

WHEREAS, the Pittsfield Charter Township Planning Commission has submitted for consideration a proposed 2010 Pittsfield Master Plan for the Township, which complies with the Planning Enabling Act; and,

WHEREAS, the Pittsfield Charter Township Board of Trustees will herewith review and comment upon the submitted proposal of the 2010 Pittsfield Master Plan; and,

WHEREAS, the Pittsfield Charter Township Board of Trustees intends to provide feedback on the submitted 2010 Pittsfield Master Plan to the Planning staff; and,

WHEREAS, the Pittsfield Charter Township Board of Trustees approves the submission of the proposed 2010 Pittsfield Master Plan, with the incorporation of feedback from the Board of Trustees, as required by the Planning Enabling Act, for a mandated 63 day public comment and review period beginning April 18, 2011;

NOW THEREFORE BE IT RESOLVED that the Pittsfield Charter Township Board of Trustees authorizes submission of the 2010 Pittsfield Master Plan, subject to incorporation of feedback from the Board of Trustees, starting April 18, 2011; and,

BE IT FURTHER RESOLVED that Pittsfield Charter Township Board of Trustees directs the Secretary of the Pittsfield Charter Township Planning Commission to submit the 2010 Pittsfield Master Plan on April 18, 2011 to the entities required by the Planning Enabling Act for the mandatory 63 day public review and comment period.

ROLL CALL VOTE:

Ayes: Grewal, Israel, Scribner, Brown-Harrison, Hunt, Krone, Yi.

Nays: None

Absent: None

Abstain: None

RESOLUTION DECLARED ADOPTED

Mandy Grewal, Supervisor
Pittsfield Charter Township
DATED: April 14, 2011

CERTIFICATE

I, Alan Israel, hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board of Pittsfield Charter Township, County of Washtenaw, State of Michigan, at a Regular Meeting held on April 13, 2011, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Alan Israel, Clerk
Pittsfield Charter Township
Date: April 14, 2011

**PITTSFIELD CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN**

RES # 11-27

**A RESOLUTION ESTABLISHING THE MEETING DATE OF THE PITTSFIELD
CHARTER TOWNSHIP COMPENSATION COMMISSION**

Minutes of a Regular Meeting of the Township Board for Pittsfield Charter Township, Washtenaw County, Michigan, held at the Pittsfield Township Administration Building, located at 6201 W. Michigan Avenue, in said Township on Wednesday the 13th day of April, 2011 at 6:30pm.

Present: Grewal, Israel, Scribner, Brown-Harrison, Hunt, Krone, Yi.

Absent: None

The following preamble and resolution were offered by Member Yi and supported by Member Israel.

WHEREAS, The Pittsfield Charter Township Ordinance Chapter 20, Personnel, Article II. Compensation Commission, Sec. 20-34, Time for meetings, determinations; chair, stipulates that the Pittsfield Charter Township Compensation Commission shall convene on August 15 at 8:00pm at the township hall or at such other time as may be determined by the resolution of the township board; and,

WHEREAS, The Pittsfield Charter Township Board of Trustees wishes to have the Compensation Commission convene at an alternate date and time;

NOW THEREFORE BE IT RESOLVED, that the Pittsfield Charter Township Board of Trustees authorizes the Pittsfield Charter Township Compensation Commission to convene on Wednesday, August 3rd, 2011 at 6:00pm at the Pittsfield Charter Township Administration Offices.

ROLL CALL VOTE:

Ayes: Grewal, Israel, Scribner, Brown-Harrison, Hunt, Krone, Yi.

Nays: None

Absent: None

Abstain: None

RESOLUTION DECLARED ADOPTED

Mandy Grewal, Supervisor
Pittsfield Charter Township
DATED: April 14, 2011

PITTSFIELD CHARTER TOWNSHIP
Board of Trustees
Minutes for a Regular Meeting
Held on April 13, 2011
Attachment #3

CERTIFICATE

I, Alan Israel, hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board of Pittsfield Charter Township, County of Washtenaw, State of Michigan, at a Regular Meeting held on April 13, 2011, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Alan Israel, Clerk
Pittsfield Charter Township
Date: April 14, 2011



By Janet Miller
Freelance reporter

Costco takes big step toward final approval for store in Pittsfield Township

Posted Thu Apr 21 9:16 p.m. Topics: Business Review, News

Costco's plans to build its first store in Washtenaw County took a giant step forward Thursday night when the Pittsfield Township Planning Commission unanimously approved a rezoning request and preliminary site plan for the proposed development.

[[Meijer 4 Day Easter Sale, hop in now!](#)]

The action, which carries several conditions, allows the project to go before the township's Board of Trustees for consideration.

It's been almost a year since Costco announced intentions to build a 148,000-square-foot store along with a gas station and 720 parking spaces near the northwest corner of South State and Ellsworth.

With Thursday's action, construction could begin by late summer or early fall and the store could be up and running by summer 2012.

The 17 acres for the proposed development is now occupied by an industrial park.

"This project has had tremendous public support," said Paul Montagno, senior planner for Pittsfield Township. "It's consistent with the concepts in the master plan, and we feel it's an appropriate infill project. It's not a new development site. It's redevelopment."

Jack Frank, Costco vice president for real estate development who attended the meeting, said the store is expected to have between 200 and 250 employees, half of them full-time with the other half part-time. He would not comment on the project cost. The township won't know the project cost until Costco submits its building permit application, Montagno said.

Final approval hinges on several conditions:

- The township Planning Commission and ultimately the township board must approve a revised master plan that would allow for mixed-use development, including a large commercial project such as Costco along with residential and office use for the area. That approval is underway and is expected to be wrapped up by July or August, Montagno said. Costco could begin construction soon after, he said.
- Costco's design plans must include a small pedestrian park or plaza near the corner of Ellsworth and Airport Boulevard. This aligns with the concept of making the development more pedestrian friendly.
- The landscaping along the Ellsworth side of the project must be more clustered to give it a better design, Montagno said.

Costco will pick up the tab for intersection improvements at Airport and Ellsworth, Airport and State and Lohr and Ellsworth, work that will be completed by the time the store opens, Montagno said.

There will eventually be road improvements at the State and Ellsworth intersection — with the possible addition of a traffic rotary or roundabout, though that wouldn't occur until after the store opens and possibly not until 2018. Costco has committed \$500,000 to that project.

Costco is the largest membership warehouse chain in the United States with headquarters in Issaquah, Wash. The closest Costco is in Brighton, with two others in Livonia and one in Commerce Township.

Here's what's next:

- Pittsfield Township board must hold two meetings regarding the development before approval.
- Planning Commission must hold a public hearing for its revised master plan, expected in June, and then recommend the plan before it heads to the township board for approval. That is expected to be wrapped up by late July or August.
- Costco must submit a final site plan to the Planning Commission, which must ultimately be approved by the township board.

Janet Miller is a freelance reporter for AnnArbor.com.



pittsfield, MI
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An artist's rendering shows the proposed Costco store in Pittsfield Township.



By Lisa Allmendinger

Costco update: Road improvements tied to proposed store in Pittsfield Township

Posted: Wed Apr 20 6:46 p.m. Topics: News, Business Review, Government

Several road improvements are on the horizon on State Street, Airport Boulevard, Lohr Road and Ellsworth Road if the Costco warehouse store and gas station is approved by Pittsfield Township officials.

At Wednesday's Washtenaw County Road Commission meeting, Matt MacDonell, a professional engineer for the Road Commission, said Costco representatives and staff are finalizing a road improvement agreement for changes near the planned store, as well as a contribution of \$500,000 for a future agreement between the Road Commission and the City of Ann Arbor for the State Street and Ellsworth Road intersection. The Costco warehouse and gas station is planned for a site in Pittsfield Township on Ellsworth Road west of State Street.

Planners from the township are expected to discuss a request for rezoning of the site on Thursday night as it deliberates on master plan revisions.

[Meijer 4 Day Easter Sale, [hop in now!](#)]

Among the proposed road improvements at State Street, Airport Boulevard and Research Park intersection are:

- Eliminating the direct left turns onto State Street from both Airport Boulevard and Research Park Drive.
- Modifying the existing traffic signal and constructing two-lane boulevard crossovers on both Airport Boulevard and Research Park Drive.
- The westernmost southbound through lane on State Street will be turned into a right-turn lane at the Airport Boulevard intersection for traffic turning westbound.
- The easternmost southbound lane will be widened to provide two through southbound lanes and one right-turn lane at the Airport Boulevard intersection.
- Pedestrian crossings will be added at all legs of the intersection.

On Airport Boulevard, where there are a number of driveways:

- Airport Boulevard between Ellsworth Road and State Street will be reconfigured as a three-lane road with new road striping.
- A 10-foot-wide shared-use pathway on the east/south side of Airport Boulevard along the Costco street frontages will be constructed. Planned at the Airport Boulevard and Ellsworth Road intersection.

- A new traffic signal at the intersection with pedestrian push buttons and American Disabilities Act compliant sidewalk/pathway ramps for all four corners of the intersection.
- The existing auxiliary westbound right-turn lane and paved shoulder will be extended on Ellsworth Road for motorists turning northbound at the Airport Boulevard intersection.
- Restriping of the road on the south approach of the Airport Boulevard intersection to include room for a left-turning car.

At the Lohr and Ellsworth roads intersection:

- A northbound auxiliary right-turn lane will be constructed on Lohr Road at the Ellsworth Road intersection for traffic turning eastbound.
- The existing Lohr Road left-turn lane will be extended.
- At the I-94-State Street interchange, the existing signal at the exit ramp will be widened and modified.

Lisa Allmendinger is a regional reporter for AnnArbor.com and can be reached at lisaallmendinger@annarbor.com.

Tags: cat-playing-feline, Costco



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STAFF

By: **Paula Gardner**
News Director

Costco update: Pittsfield Township to vote Thursday on rezoning; master plan review process under way

Posted: Apr 19, 2011 at 1:23 PM [Today]

Costco's effort to build a warehouse store near **Ann Arbor** could take a major step forward Thursday when the Pittsfield Township Planning Commission votes on the development request.

[**DAILY HEADLINES:** The news delivered to you every morning at 6am. [Sign up](#)]

The Planning Commission vote follows actions earlier this month that resulted in approvals of the new master plan revisions, which as of Monday are in a 63-day public review process before they're finalized.

While Costco has been talking with the township staff and officials about their request and submitted necessary documents and plans to build the store near the northwest corner of South State and Ellsworth, township officials said the master plan must be finalized before any decision could be made.

That caused some concern among the Costco development team, including **Jackie Frank**, who spoke at a planning meeting in March about the delays associated with the master plan process - which started in 2009 - and he urged the township to act.

Since then, Supervisor **Mandy Grewal** said, the township has been pursuing final rezoning plans with Costco so that the property can be "shovel ready" when the master plan changes are adopted.

The Costco plans took shape in early 2010, with officials providing details on the chain's intent to build locally by late April.

Meanwhile, an update on the Costco road improvements for the South State/Airport Boulevard area of Ann Arbor - just south of the I-94 interchange - will be presented at the Washtenaw County Road Commission on Wednesday.

Township to host 'Passport-2-Pittsfield,' services and activities set

"The doors to Pittsfield Township's seven buildings will be open for visitors from 1 to 3 p.m. on April 17," announced Supervisor Mandy Grewal.

"There will be something for everyone to discover, explore and create and best of all it is free."

"Pittsfield Township employees will be serving as volunteer greeters and tour guides at each our facilities. By popular demand, free secure on-site shredding will be available at the Township Hall. Up to three banker size boxes or 100 pounds

per resident or business will be shredded for free in appreciation of our resident's commitment to conserving resources and protecting the environment," noted Grewal.

Visitors will receive a Passport-2-Pittsfield to chart the afternoon's free activities. Offerings planned include pictures with Sparky the Fire Dog and McGruff the Crime Dog. The fire trucks and police cars will be on display at all three fire stations, visitors can pick up a free state tree seedling. they can help build a "Box City" choosing from hundreds of recyclable items, receive a junior police badge, firefighter

hat and badge, and a free Eco-Kit bag with energy saving items for home.

"Visitors are invited to have fun by participating in these activities along with learning more about how their local government has been working to improve the quality of life in our community," Grewal explained. "We look forward to having folks tour our buildings, share their ideas and learn more about the services that Pittsfield Township has to offer."

For a map to the seven Township buildings and more information please visit www.pittsfield-mi.gov.

PITTSFIELD

SPUR Studios opens second space in Pittsfield Twp

CONCENTRATE, 2/16/2011

In a monument to visual artists, last weekend SPUR Studios opened a sister location to its successful Ypsilanti set of private workspaces for creatives. SPUR Studios - Number Two occupies the front of the building housing the Color Express print shop at 625 State Circle in Pittsfield Township.

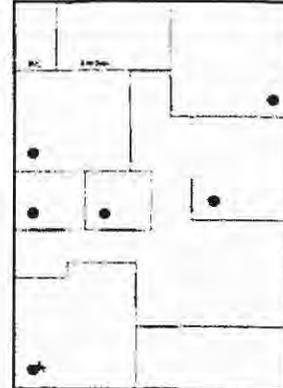
The 1,500-square-foot space is currently leasing six studios ranging from 150-350 square feet aplece, with room to build out for a seventh. There is a one-year minimum lease requirement. Space constraints mean the new locale is for visual artists only, whereas the Ypsilanti location is split between artists and musicians, says James Marks, founder of SPUR Studios and custom screen printing venture VG Kids.

About 20 artists, mostly photographers and graphic designers, attended an open house held on February 12. FLY Children's Art Center will be moving its commissary in and there is interest in several other units, according to Marks.

While the current number of locations can still be counted on one hand, Marks would like to add more over time. "It's definitely on my mind to open something larger in Ann Arbor if this works. We've considered other locations in Michigan and ultimately other locations outside of Michigan. But..." he qualifies, "one step at a time."

"There's a new change of habits as the creative economy is becoming a larger piece of the overall economy, and different people are reacting to that in different ways," Marks feels. While there are membership situations where artists can rent space in an open room, as of yet there are no similar options, he says. With this set-up, "you would come in, you would remodel it, you would make it your own. You could bring clients in there, but in an overall building that's made of like-minded people."

Source: James Marks, founder of SPUR Studios and VG Kids



Writer: Tanya Muzumdar



Spur Studios is a collection of private work spaces for artists, musicians and other creative people who need a place to get things done. We feel that artists play an integral role in a community worth living in and facilitate their efforts in any way we are able.

Spur Studios is made possible by VGKids, Inc

LEASING INFORMATION

Space is currently extremely limited, please get in touch to be added to our waiting list.

Musicians: steve@vgkids.com

Visual Artists: chris@vgkids.com

PROPERTY MANAGEMENT

vgkids@vgkids.com



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STAFF

By **Nathan Bomey**
AnnArbor.com Staff

Hundreds stream into local McDonald's stores seeking jobs

Posted: Apr 19, 2011 at 1:50 PM (Today)

Hundreds of people are streaming into McDonald's restaurants in the Ann Arbor area today looking for jobs as part of the fast-food chain's national hiring day.

[**DAILY HEADLINES:** The news delivered to you every morning at 6am. [Sign up](#)]

Owners of six of Washtenaw County's 16 McDonald's stores said at 1:30 p.m. that they had already fielded about 250 applications so far today.

Monique Vann-Brown, who owns the stores on Washtenaw Avenue in Pittsfield Township and Ecorse Road in Ypsilanti, said she had gotten 100 applications at the Ecorse Road store alone this morning.

"A nice, healthy response," she said. "I will definitely be pulling some candidates for second-round interviews and possibly employment opportunities because I definitely am hiring."

Toni Rodgers — who owns the stores on Plymouth Road in Ann Arbor, Carpenter Road in Pittsfield Township, North Huron River Drive in Ypsilanti and Washtenaw Avenue in Ann Arbor — estimated that she got between 110 and 120 applications this morning.

"It went very well. I'm excited," she said. "We've got several good candidates."

McDonald's launched a national campaign to publicize its plan to add 50,000 jobs in a bid to improve the image of working there and to highlight its contributions to the economy. Washtenaw County locations are expected to add several dozen jobs ranging from entry-level positions to management.

"I've been quite pleased with the quality of applicants," Vann-Brown said. "I've gotten a variety of students as well as people who are looking to do something new or start a second or third career."

Owners acknowledge that many McDonald's jobs start at minimum wage but say that talented employees have the chance to move into management, corporate positions or even ownership.

Washtenaw County's "food services and drinking places" sector is expected to add 784 jobs from 2010 to 2013, according to economic forecast recently conducted by the University of Michigan.

Part of that sector is "limited service eating places," such as fast-food restaurants, which are expected to add 221 jobs during that period.

McDonald's says it employs 32,300 people in 544 restaurants in Michigan. The average store brings in annual sales of about \$2 million and spends about \$559,000 on wages and benefits.

Contact AnnArbor.com's Nathan Bomey at (734) 623-2587 or nathanbomey@annarbor.com. You can also follow him on Twitter or subscribe to AnnArbor.com's newsletters.



i'm lovin' it

McDonald's is hiring 50,000 people nationwide.

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Saline-MilanPatch 50°

Editor [Tran Longmoore](#) Heard some news you want us to check out? Let me know Tran.Longmoore@patch.com

Police & Fire

Pittsfield Firefighters Rescue Person Injured In Rollover Crash

Firefighters used the jaws of life to extricate a victim from the vehicle.

April 15, 2011

1 of 1



Pittsfield Firefighters used the jaws of life to free a person pinned in a vehicle after a roll over crash at State and Textile Road Friday afternoonCredit Pittsfield Township Department of Public Safety

Pittsfield firefighters used the jaws of life to free a person pinned in a vehicle after a roll over crash at State and Textile Road Friday afternoon.

Firefighters were called to the scene at 3:45 p.m. and found a person trapped inside the vehicle. Firefighters used the jaws of life to extricate the victim, who was then transported to the hospital in critical condition.

Information about the victim's identity or cause of the crash was unavailable late Friday night.

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Date: 04/05/2011
 Time: 1:32 pm
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PITTSFIELD TOWNSHIP

BANK: COMERICA ACCOUNTS PAYABLE

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
COMERICA ACCOUNTS PAYABLE Checks							
73242	04/08/2011	Printed		0161	ALLIED, INC.	SUPPLIES	40.45
73243	04/08/2011	Printed		0024	ANN ARBOR CLEANING SUPPLY CO.	SUPPLIES	28.22
73244	04/08/2011	Printed		2257	ANN ARBOR SPARK	QUARTERLY CONTRIBUTION	3,297.00
73245	04/08/2011	Printed		2302	ARROW UNIFORM	SERVICES	741.02
73246	04/08/2011	Printed		5914	RICHARD AUSTIN	PARK N REC REFUND	80.00
73247	04/08/2011	Printed		0018	BRIARWOOD FORD	SERVICES	806.65
73248	04/08/2011	Printed		0240	CARQUEST AUTO PARTS OF SALINE	SUPPLIES	508.25
73249	04/08/2011	Printed		0785	CARQUEST AUTO SUPPLY	SUPPLIES	4.30
73250	04/08/2011	Printed		0029	CHANNING BETE COMPANY, INC.	SUPPLIES	408.75
73251	04/08/2011	Printed		2805	CMP DISTRIBUTORS, INC.	SUPPLIES	223.93
73252	04/08/2011	Printed		3083	COMERICA COMMERCIAL CARD SRVC	SUPPLIES	3,128.46
73253	04/08/2011	Printed		7889	DELL MARKETING LP	SUPPLIES	1,815.02
73254	04/08/2011	Printed		0090	DTE ENERGY	4305 ELLSWORTH RD	4,701.41
73255	04/08/2011	Printed		3051	FLEET SERVICES	SERVICES	14,300.70
73256	04/08/2011	Printed		3004	BARBARA FULLER	OPTICAL REIMBURSEMENT	162.20
73257	04/08/2011	Printed		5913	GEM THEATRE	SENIOR TRIP	862.50
73258	04/08/2011	Printed		3824	GOVERNMENT FINANCE OFFICERS	DUES	250.00
73259	04/08/2011	Printed		0129	GRAINGER	SUPPLIES	24.66
73260	04/08/2011	Printed		7729	HALT FIRE, INC.	SUPPLIES	1,746.17
73261	04/08/2011	Printed		1783	HOBBS & BLACK ASSOICATES, INC.	SERVICES	7,763.80
73262	04/08/2011	Printed		2990	IAFC - MEMBERSHIP	DUES	204.00
73263	04/08/2011	Printed		0520	IAFF - LOCAL 3008	DUES	460.00
73264	04/08/2011	Printed		0736	BRIAN KABAT	OPTICAL REIMBURSEMENT	125.00
73265	04/08/2011	Printed		0755	KETTUNEN CENTER	TRAINING - HADDOW	600.00
73266	04/08/2011	Printed		0755	KETTUNEN CENTER	TRAINING - SPERLE	600.00
73267	04/08/2011	Printed		0890	LOWE'S COMPANIES INC	SUPPLIES	1,497.19
73268	04/08/2011	Printed		4030	CATHERINE MADISON	PARK N REC REFUND	40.00
73269	04/08/2011	Printed		5822	JOSEPH MEDRANO	PARK N REC REFUND	40.00
73270	04/08/2011	Printed		4013	MICHIGAN METER, INC.	SUPPLIES	2,304.64
73271	04/08/2011	Printed		0986	MRPA	2011 WALK MICHIGAN	81.00
73272	04/08/2011	Printed		0969	NFPA INTERNATIONAL	SUPPLIES	151.15
73273	04/08/2011	Printed		5915	JESSICA NOWLING	PARK N REC REFUND	50.00
73274	04/08/2011	Printed		0093	PAYCHEX	SERVICES	556.29
73275	04/08/2011	Printed		7893	PIONEER CLEANING	SERVICES	1,265.00
73276	04/08/2011	Printed		0722	PRE-PAID LEGAL SERVICES, INC.	PAYROLL DEDUCTION	74.80
73277	04/08/2011	Printed		0816	PRINTING SYSTEMS, INC.	SUPPLIES	604.30
73278	04/08/2011	Printed		1327	PRIORITY ONE EMERGENCY	SUPPLIES	85.32
73279	04/08/2011	Printed		0263	READING, ETTER & LILICH	SERVICES	4,873.42
73280	04/08/2011	Printed		3189	RICKS AUTO DETAILING	SUPPLIES	110.00
73281	04/08/2011	Printed		2649	ROBERTSON MORRISON	SERVICES	450.25
73282	04/08/2011	Printed		0274	ROSE PEST SOLUTIONS	SERVICES	113.00
73283	04/08/2011	Printed		2872	PATRICIA SCRIBNER	REIMBURSEMENT	72.70
73284	04/08/2011	Printed		1355	SHRADER TIRE & OIL	SERVICES	115.95
73285	04/08/2011	Printed		0604	SIGNS BY TOMORROW	SUPPLIES	25.00
73286	04/08/2011	Printed		0975	STADIUM HARDWARE	SUPPLIES	18.56
73287	04/08/2011	Printed		3419	SURE-FIT LAUNDRY CO.	SERVICES	44.62
73288	04/08/2011	Printed		0132	T.E.A.M.	SERVICES	1,336.65
73289	04/08/2011	Printed		0322	U.S. POSTMASTER	POSTAGE	43.09
73290	04/08/2011	Printed		1062	UNIVERSITY LITHOPRINTERS	SERVICES	9,927.50
73291	04/08/2011	Printed		3157	UNIVERSITY OF MICHIGAN	SUPPLIES	90.00
73292	04/08/2011	Printed		0324	UNIVERSITY OFFICE TECHNOLOGIES	SERVICES	125.00
73293	04/08/2011	Printed		2432	WASHTENAW UNITED WAY	PAYROLL DEDUCTION	135.00
73294	04/08/2011	Printed		2510	JESSICA WEST	OPTICAL REIMBURSEMENT	168.85

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Date: 04/05/2011
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PITTSFIELD TOWNSHIP

BANK: COMERICA ACCOUNTS PAYABLE

Check Number	Check Date	Status	Vold/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
COMERICA ACCOUNTS PAYABLE Checks							
73295	04/08/2011	Printed		0369	ZEP MANUFACTURING COMPANY	SUPPLIES	2,877.45
				Total Checks: 54		Checks Total (excluding void checks):	70,159.22
				Total Payments: 54		Bank Total (excluding void checks):	70,159.22
				Total Payments: 54		Grand Total (excluding void checks):	70,159.22

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Date: 04/14/2011
 Time: 10:13 am
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PITTSFIELD TOWNSHIP

BANK: COMERICA ACCOUNTS PAYABLE

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
COMERICA ACCOUNTS PAYABLE Checks							
73296	04/15/2011	Printed		1487	21ST CENTURY NEWSPAPERS INC.	ADS	12.80
73297	04/15/2011	Printed		5561	A1 LAWN CARE	SERVICES	2,381.25
73298	04/15/2011	Printed		0006	ACCIDENT FUND	INSURANCE	10,141.61
73299	04/15/2011	Printed		5918	ALL-IN-ONE SERVICES	SERVICES	600.00
73300	04/15/2011	Printed		0714	ALLIED WASTE SERVICES #241	SERVICES	88,793.71
73301	04/15/2011	Printed		0024	ANN ARBOR CLEANING SUPPLY CO.	SUPPLIES	162.18
73302	04/15/2011	Printed		0033	APOLLO FIRE EQUIPMENT	SERVICES	2,669.00
73303	04/15/2011	Printed		2107	AT&T	PHONE	74.64
73304	04/15/2011	Printed		0970	BASIC	SERVICES	339.90
73305	04/15/2011	Printed		0018	BRIARWOOD FORD	SERVICES	42.70
73306	04/15/2011	Printed		3387	COMCAST	SERVICES	109.90
73307	04/15/2011	Printed		0090	DTE ENERGY	4345 ELLSWORTH RD	399.55
73308	04/15/2011	Printed		0390	ENVIRONMENTAL CONSULTING WP 04-10 &		3,975.00
73309	04/15/2011	Printed		0586	FASTENAL COMPANY	SUPPLIES	51.75
73310	04/15/2011	Printed		0512	FINK & VALVO, PLLC	SERVICES	6,342.00
73311	04/15/2011	Printed		0335	FRONTIER	PHONE	797.83
73312	04/15/2011	Printed		2111	WILLIAM GRAHAM	OPTICAL REIMBURSEMENT	140.00
73313	04/15/2011	Printed		7729	HALT FIRE, INC.	SERVICES	268.71
73314	04/15/2011	Printed		5919	HR SPECIALIST EMPLOYMENT LAW	SUBSCRIPTION	212.00
73315	04/15/2011	Printed		0945	HUTZEL PLUMBING & HEATING	PERMIT OVERPYMT	5.00
73316	04/15/2011	Printed		1425	IRON MOUNTAIN	SERVICES	191.71
73317	04/15/2011	Printed		5920	JOHNSON CONTROLS	PERMIT REFUND	75.00
73318	04/15/2011	Printed		5921	JOYCE JULIUS & ASSOCIATES INC	TAX OVERPYMT	31.10
73319	04/15/2011	Printed		1274	KONICA MINOLTA BUSINESS	SERVICES	854.50
73320	04/15/2011	Printed		7752	R. BRUCE LAIDLAW	SERVICES	1,216.00
73321	04/15/2011	Printed		0820	JAMES MAUDLIN	REIMBURSEMENT	122.00
73322	04/15/2011	Printed		0909	SEAN MCCORMICK	REIMBURSEMENT	130.20
73323	04/15/2011	Printed		4003	MUNICIPAL ANALYTICS, LLC	SERVICES	5,000.00
73324	04/15/2011	Printed		1859	NORTH EASTERN UNIFORMS & SUPPLIES		73.98
73325	04/15/2011	Printed		2147	OCCUPATIONAL HEALTH CENTERS	SERVICES	48.00
73326	04/15/2011	Printed		2347	OFFICEMAX INCORPORATED	SUPPLIES	581.55
73327	04/15/2011	Printed		9756	POPULIST CLEANING CO.	SERVICES	1,195.00
73328	04/15/2011	Printed		9328	PSYCHOLOGICAL CONSULTANTS TO PURCHASE POWER	SERVICES	800.00
73329	04/15/2011	Printed		2609	R&R FIRE TRUCK REPAIR, INC.	POSTAGE	2,250.00
73330	04/15/2011	Printed		0065	RHONDA RYAN	SERVICES	919.05
73331	04/15/2011	Printed		0276	SHRADER TIRE & OIL	REIMBURSEMENT	100.00
73332	04/15/2011	Printed		1355	TURNER'S GARDEN CENTER	SERVICES	1,415.75
73333	04/15/2011	Printed		1654	TYLER TECHNOLOGIES, INC.	SERVICES	2,145.00
73334	04/15/2011	Printed		1856	U.S. POSTMASTER	SERVICES	3,248.00
73335	04/15/2011	Printed		0322	UNITED STATES TREASURY	POSTAGE	885.00
73336	04/15/2011	Printed		1091	VOGEL'S LOCK & SAFE REPAIRS	TAX LEVY	474.62
73337	04/15/2011	Printed		0446	WASHTENAW AREA MUTUAL AID ASSO	SUPPLIES	83.00
73338	04/15/2011	Printed		1114	WASHTENAW COUNTY TREASURER	TRAINING - CHEVRETTE	200.00
73339	04/15/2011	Printed		0339	WEST METRO ACME GARAGE DOOR	TAX OVERPYMT	171.12
73340	04/15/2011	Printed		4048	YIRU XU	SERVICES	682.50
73341	04/15/2011	Printed		10383	ZIPPY AUTO WASH LLC	REIMBURSEMENT - SEWER BACK UP	1,638.75
73342	04/15/2011	Printed		2995	PAT ZUREICH	SERVICES	465.75
73343	04/15/2011	Printed		0551		SERVICES	730.00

Total Checks: 48

Checks Total (excluding void checks):

143,247.11

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PITTSFIELD TOWNSHIP

BANK: COMERICA ACCOUNTS PAYABLE

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
				Total Payments: 48		Bank Total (excluding void checks):	143,247.11
				Total Payments: 48		Grand Total (excluding void checks):	143,247.11

REVENUE/EXPENDITURE REPORT
MARCH 2011

Pittsfield Charter Township

For the Period: 1/1/2011 to 3/31/2011	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Revenues							
Function:							
Dept: 000.000							
402.000	6,692,926.00	6,692,926.00	3,799,622.34	-78.17	0.00	2,893,303.66	56.8
405.000	23,000.00	23,000.00	0.00	0.00	0.00	23,000.00	0.0
420.000	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	0.0
425.000	3,500.00	3,500.00	0.00	0.00	0.00	3,500.00	0.0
445.000	100,000.00	100,000.00	1,059.70	38.11	0.00	98,940.30	1.1
447.000	735,000.00	735,000.00	-8.28	-8.28	0.00	735,008.28	0.0
452.000	4,000.00	4,000.00	1,306.50	663.50	0.00	2,693.50	32.7
475.000	450,000.00	450,000.00	0.00	0.00	0.00	450,000.00	0.0
480.000	2,800.00	2,800.00	600.00	300.00	0.00	2,200.00	21.4
481.000	85,000.00	85,000.00	47,595.00	17,235.00	0.00	37,405.00	56.0
574.000	1,856,000.00	1,856,000.00	350,713.00	350,713.00	0.00	1,505,287.00	18.9
575.000	13,300.00	13,300.00	0.00	0.00	0.00	13,300.00	0.0
576.000	7,000.00	7,000.00	11,344.40	0.00	0.00	-4,344.40	162.1
577.000	16,500.00	16,500.00	100.00	100.00	0.00	16,400.00	0.6
580.000	300,000.00	300,000.00	0.00	0.00	0.00	300,000.00	0.0
608.000	500.00	500.00	0.00	0.00	0.00	500.00	0.0
609.000	40,000.00	40,000.00	3,548.20	3,548.00	0.00	36,451.80	8.9
610.000	500.00	500.00	30.00	15.00	0.00	470.00	6.0
611.000	8,000.00	8,000.00	2,321.48	734.64	0.00	5,678.52	29.0
612.000	200.00	200.00	104.00	11.00	0.00	96.00	52.0
622.000	20,000.00	20,000.00	3,105.00	575.00	0.00	16,895.00	15.5
643.000	2,000.00	2,000.00	323.17	124.94	0.00	1,676.83	16.2
651.001	25,000.00	25,000.00	6,195.50	1,459.50	0.00	18,804.50	24.8
651.002	22,000.00	22,000.00	6,777.00	1,457.00	0.00	15,223.00	30.8
651.003	35,000.00	35,000.00	8,099.00	3,952.00	0.00	26,901.00	23.1
651.004	5,000.00	5,000.00	8,232.00	7,600.00	0.00	-3,232.00	164.6
651.005	10,000.00	10,000.00	981.50	981.50	0.00	9,018.50	9.8
651.006	19,000.00	19,000.00	5,225.00	4,820.00	0.00	13,775.00	27.5
651.007	35,000.00	35,000.00	150.00	150.00	0.00	34,850.00	0.4
651.008	25.00	25.00	0.00	0.00	0.00	25.00	0.0
651.009	1,000.00	1,000.00	1,164.42	414.42	0.00	-164.42	116.4
651.010	12,000.00	12,000.00	3,578.00	2,918.00	0.00	8,422.00	29.8
651.011	50,000.00	50,000.00	25,163.00	6,034.00	0.00	24,837.00	50.3
656.000	100,000.00	100,000.00	10,363.51	10,238.51	0.00	89,636.49	10.4
665.000	10,000.00	10,000.00	2,158.50	795.61	0.00	7,841.50	21.6
667.000	17,000.00	17,000.00	3,300.00	1,100.00	0.00	13,700.00	19.4
672.000	325,000.00	325,000.00	0.00	0.00	0.00	325,000.00	0.0
677.000	50,000.00	50,000.00	8,731.87	4,530.34	0.00	41,268.13	17.5
677.001	80,000.00	80,000.00	37.152	0.00	0.00	79,962.848	0.5
678.000	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
679.000	165,000.00	165,000.00	0.00	0.00	0.00	165,000.00	0.0
680.000	100,000.00	100,000.00	1,000.00	0.00	0.00	99,000.00	1.0
682.000	50,000.00	50,000.00	19,888.59	-2,519.68	0.00	30,111.41	39.8
682.001	35,000.00	35,000.00	1,000.00	0.00	0.00	34,000.00	2.9
682.003	200.00	200.00	0.00	0.00	0.00	200.00	0.0
684.000	500.00	500.00	0.00	0.00	0.00	500.00	0.0
685.000	8,000.00	8,000.00	0.00	0.00	0.00	8,000.00	0.0
694.001	437,414.00	461,530.00	0.00	0.00	0.00	461,530.00	0.0
Dept: 000.000	11,987,365.00	12,011,481.00	4,334,143.92	417,902.94	0.00	7,677,337.08	36.1
Function:	11,987,365.00	12,011,481.00	4,334,143.92	417,902.94	0.00	7,677,337.08	36.1
Revenues	11,987,365.00	12,011,481.00	4,334,143.92	417,902.94	0.00	7,677,337.08	36.1
Expenditures							
Function:							
Dept: 100.000 LEGISLATIVE BOARD							
707.000	10,000.00	10,000.00	1,900.00	1,200.00	0.00	8,100.00	19.0

REVENUE/EXPENDITURE REPORT
MARCH 2011

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1:12 pm

Pittsfield Charter Township

For the Period: 1/1/2011 to 3/31/2011	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Function:							
Dept: 100.000 LEGISLATIVE BOARD							
860.000 MEETINGS/TRANSPORTATION	400.00	400.00	579.04	0.00	0.00	-179.04	144.8
955.000 MISCELLANEOUS EXPENSES	500.00	500.00	29.00	0.00	0.00	471.00	5.8
957.000 MEMBERSHIP & DUES	35,000.00	35,000.00	9,031.42	4,647.00	0.00	25,968.58	25.8
960.000 SCHOOLING/SEMINARS/CONFERENCES	0.00	0.00	265.00	265.00	0.00	-265.00	0.0
LEGISLATIVE BOARD	45,900.00	45,900.00	11,804.46	6,112.00	0.00	34,095.54	25.7
Dept: 171.000 SUPERVISOR'S DEPARTMENT							
701.000 ELECTED OFFICIAL SALARY	80,867.00	80,867.00	21,771.89	9,330.81	0.00	59,095.11	26.9
704.000 DEPUTY SALARY	60,000.00	60,000.00	16,153.83	6,923.07	0.00	43,846.17	26.9
740.000 OPERATING SUPPLIES	2,000.00	2,000.00	334.83	12.60	0.00	1,665.17	16.7
818.000 CONTRACTUAL SERVICES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
860.000 MEETINGS/TRANSPORTATION	1,000.00	1,000.00	25.00	0.00	0.00	975.00	2.5
955.000 MISCELLANEOUS EXPENSES	500.00	500.00	52.97	0.00	0.00	447.03	10.6
960.000 SCHOOLING/SEMINARS/CONFERENCES	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
970.000 CAPITAL EXPENDITURES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
SUPERVISOR'S DEPARTMENT	149,367.00	149,367.00	38,338.52	16,266.48	0.00	111,028.48	25.7
Dept: 191.000 ELECTIONS DEPARTMENT							
702.000 SALARIES	24,452.00	24,452.00	7,445.27	3,190.83	0.00	17,006.73	30.4
706.000 WAGES	37,435.00	37,435.00	7,934.40	4,176.00	0.00	29,500.60	21.2
708.000 CONTRACTUAL; ELECTION WORKERS	60,000.00	60,000.00	3,024.26	0.00	0.00	56,975.74	5.0
712.000 OVERTIME WAGES	3,000.00	3,000.00	810.38	732.08	0.00	2,189.62	27.0
728.000 POSTAGE	3,000.00	3,000.00	229.02	229.02	0.00	2,770.98	7.6
740.000 OPERATING SUPPLIES	8,500.00	8,500.00	2,321.67	863.90	0.00	6,178.33	27.3
818.000 CONTRACTUAL SERVICES	10,000.00	10,000.00	771.50	0.00	0.00	9,228.50	7.7
860.000 MEETINGS/TRANSPORTATION	200.00	200.00	0.00	0.00	0.00	200.00	0.0
901.000 ADVERTISING	500.00	500.00	0.00	0.00	0.00	500.00	0.0
934.000 OFFICE EQUIPMENT MAINT.	500.00	500.00	0.00	0.00	0.00	500.00	0.0
946.000 OFFICE EQUIPMENT LEASE	250.00	250.00	0.00	0.00	0.00	250.00	0.0
955.000 MISCELLANEOUS EXPENSES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
970.000 CAPITAL EXPENDITURES	12,000.00	12,000.00	0.00	0.00	0.00	12,000.00	0.0
ELECTIONS DEPARTMENT	160,337.00	160,337.00	22,536.50	9,191.83	0.00	137,800.50	14.1
Dept: 201.000 ACCOUNTING DEPARTMENT							
702.000 SALARIES	125,000.00	125,000.00	29,191.56	13,602.00	0.00	95,808.44	23.4
706.000 WAGES	0.00	285.00	285.00	0.00	0.00	0.00	100.0
712.000 OVERTIME WAGES	200.00	0.00	0.00	0.00	0.00	0.00	0.0
740.000 OPERATING SUPPLIES	2,500.00	2,500.00	243.97	0.00	0.00	2,256.03	9.8
823.000 ACCOUNTING SERVICES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
824.000 PAYROLL/PERSONNEL SERVICES	17,000.00	17,000.00	4,576.62	1,159.03	0.00	12,423.38	26.9
860.000 MEETINGS/TRANSPORTATION	150.00	150.00	0.00	0.00	0.00	150.00	0.0
955.000 MISCELLANEOUS EXPENSES	250.00	250.00	37.50	0.00	0.00	212.50	15.0
957.000 MEMBERSHIP & DUES	500.00	500.00	325.00	295.00	0.00	175.00	65.0
960.000 SCHOOLING/SEMINARS/CONFERENCES	500.00	415.00	0.00	0.00	0.00	415.00	0.0
ACCOUNTING DEPARTMENT	147,100.00	147,100.00	34,659.65	15,056.03	0.00	112,440.35	23.6
Dept: 209.000 ASSESSING DEPARTMENT							
702.000 SALARIES	261,500.00	261,500.00	69,087.34	30,070.46	0.00	192,412.66	26.4
706.000 WAGES	31,800.00	31,800.00	7,504.42	3,523.20	0.00	24,295.58	23.6
712.000 OVERTIME WAGES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
728.000 POSTAGE	4,500.00	4,500.00	-4,444.44	-470.36	0.00	55.56	98.8
740.000 OPERATING SUPPLIES	2,200.00	2,200.00	318.99	0.00	0.00	1,881.01	14.5
818.000 CONTRACTUAL SERVICES	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
826.000 LEGAL SERVICES	12,000.00	12,000.00	9,147.70	5,541.60	0.00	2,852.30	76.2
833.000 ASSESSMENT PREPARATION	4,000.00	4,000.00	1,523.25	15.00	0.00	2,476.75	38.1
860.000 MEETINGS/TRANSPORTATION	400.00	400.00	189.80	189.80	0.00	210.20	47.5
901.000 ADVERTISING	500.00	500.00	0.00	0.00	0.00	500.00	0.0
955.000 MISCELLANEOUS EXPENSES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
957.000 MEMBERSHIP & DUES	1,270.00	1,270.00	575.00	0.00	0.00	695.00	45.3

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For the Period: 1/1/2011 to 3/31/2011

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Function:							
Dept: 209.000 ASSESSING DEPARTMENT							
960.000 SCHOOLING/SEMINARS/CONFERENCES	2,000.00	2,000.00	184.94	0.00	0.00	1,815.06	9.2
ASSESSING DEPARTMENT	323,170.00	323,170.00	92,975.88	38,869.70	0.00	230,194.12	28.8
Dept: 215.000 CLERK'S DEPARTMENT							
701.000 ELECTED OFFICIAL SALARY	76,823.00	76,823.00	20,683.11	8,864.19	0.00	56,139.89	26.9
702.000 SALARIES	23,045.00	23,045.00	4,963.56	2,127.24	0.00	18,081.44	21.5
704.000 DEPUTY SALARY	58,300.00	58,300.00	15,005.83	6,431.07	0.00	43,294.17	25.7
706.000 WAGES	61,018.00	61,018.00	16,598.61	8,207.25	0.00	44,419.39	27.2
707.000 PER DIEM PAY	1,000.00	1,000.00	360.00	240.00	0.00	640.00	36.0
712.000 OVERTIME WAGES	1,000.00	1,000.00	123.30	102.75	0.00	876.70	12.3
740.000 OPERATING SUPPLIES	3,000.00	3,000.00	1,691.82	538.45	0.00	1,308.18	56.4
860.000 MEETINGS/TRANSPORTATION	1,000.00	1,000.00	618.21	0.00	0.00	381.79	61.8
901.000 ADVERTISING	5,000.00	5,000.00	1,191.56	458.80	0.00	3,808.44	23.8
955.000 MISCELLANEOUS EXPENSES	1,000.00	1,000.00	90.40	31.00	0.00	909.60	9.0
955.005 MISCELLANEOUS-FOIA	500.00	500.00	0.00	0.00	0.00	500.00	0.0
957.000 MEMBERSHIP & DUES	1,500.00	1,500.00	60.00	0.00	0.00	1,440.00	4.0
960.000 SCHOOLING/SEMINARS/CONFERENCES	2,500.00	2,500.00	1,283.65	0.00	0.00	1,216.35	51.3
CLERK'S DEPARTMENT	235,686.00	235,686.00	62,670.05	27,000.75	0.00	173,015.95	26.6
Dept: 226.000 ADMINISTRATIVE SERVICES							
702.000 SALARIES	90,000.00	90,000.00	20,192.34	8,653.86	0.00	69,807.66	22.4
706.000 WAGES	70,000.00	70,000.00	9,611.56	4,119.24	0.00	60,388.44	13.7
740.000 OPERATING SUPPLIES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
818.000 CONTRACTUAL SERVICES	40,000.00	40,000.00	2,352.20	0.00	0.00	37,647.80	5.9
824.000 PAYROLL/PERSONNEL SERVICES	5,000.00	5,000.00	980.51	281.76	0.00	4,019.49	19.6
826.000 LEGAL SERVICES	15,000.00	15,000.00	2,320.00	2,320.00	0.00	12,680.00	15.5
832.000 EMPLOYMENT EXPENSE	2,000.00	2,000.00	10.00	10.00	0.00	1,990.00	0.5
860.000 MEETINGS/TRANSPORTATION	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
901.000 ADVERTISING	25,000.00	25,000.00	230.00	230.00	0.00	24,770.00	0.9
903.000 PUBLISHING/NEWSLETTER	500.00	500.00	0.00	0.00	0.00	500.00	0.0
955.000 MISCELLANEOUS EXPENSES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
957.000 MEMBERSHIP & DUES	350.00	350.00	100.00	0.00	0.00	250.00	28.6
960.000 SCHOOLING/SEMINARS/CONFERENCES	2,000.00	2,000.00	326.00	326.00	0.00	1,674.00	16.3
ADMINISTRATIVE SERVICES	253,350.00	253,350.00	36,122.61	15,940.86	0.00	217,227.39	14.3
Dept: 233.000 PURCHASING DEPARTMENT							
706.000 WAGES	32,300.00	32,300.00	8,024.48	3,523.20	0.00	24,275.52	24.8
PURCHASING DEPARTMENT	32,300.00	32,300.00	8,024.48	3,523.20	0.00	24,275.52	24.8
Dept: 247.000 BOARD OF REVIEW							
707.000 PER DIEM PAY	5,000.00	5,000.00	4,560.00	4,560.00	0.00	440.00	91.2
BOARD OF REVIEW	5,000.00	5,000.00	4,560.00	4,560.00	0.00	440.00	91.2
Dept: 250.000 GENERAL SERVICES ADM.							
728.000 POSTAGE	30,000.00	30,000.00	6,000.00	2,250.00	0.00	24,000.00	20.0
740.000 OPERATING SUPPLIES	10,000.00	10,000.00	2,428.11	125.00	0.00	7,571.89	24.3
863.000 VEHICLE MAINTENANCE/REPAIRS	5,000.00	5,000.00	44.74	15.00	0.00	4,955.26	0.9
867.000 GAS & OIL	5,000.00	5,000.00	483.69	176.80	0.00	4,516.31	9.7
902.000 PRINTING	12,000.00	12,000.00	0.00	0.00	0.00	12,000.00	0.0
946.000 OFFICE EQUIPMENT LEASE	10,000.00	10,000.00	2,321.28	773.76	0.00	7,678.72	23.2
955.000 MISCELLANEOUS EXPENSES	500.00	500.00	2,780.33	2,780.33	0.00	-2,280.33	556.1
GENERAL SERVICES ADM.	72,500.00	72,500.00	14,058.15	6,120.89	0.00	58,441.85	19.4
Dept: 252.000 PROFESSIONAL SERVICES							
818.000 CONTRACTUAL SERVICES	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
819.000 AUDIT SERVICES	20,625.00	20,625.00	13,600.00	13,600.00	0.00	7,025.00	65.9
821.000 ENGINEERING SERVICES	20,000.00	20,000.00	833.44	0.00	0.00	19,166.56	4.2
823.000 ACCOUNTING SERVICES	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0

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For the Period: 1/1/2011 to 3/31/2011	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Function:							
Dept: 252.000 PROFESSIONAL SERVICES							
826.000 LEGAL SERVICES	150,000.00	150,000.00	18,827.97	9,188.22	0.00	131,172.03	12.6
PROFESSIONAL SERVICES	197,625.00	197,625.00	33,261.41	22,788.22	0.00	164,363.59	16.8
Dept: 253.000 TREASURER'S DEPARTMENT							
701.000 ELECTED OFFICIAL SALARY	76,823.00	76,823.00	20,683.11	8,864.19	0.00	56,139.89	26.9
702.000 SALARIES	108,177.00	57,677.00	12,500.67	5,357.43	0.00	45,176.33	21.7
704.000 DEPUTY SALARY	2,500.00	53,000.00	14,269.29	6,115.41	0.00	38,730.71	26.9
712.000 OVERTIME WAGES	200.00	200.00	0.00	0.00	0.00	200.00	0.0
740.000 OPERATING SUPPLIES	1,700.00	1,700.00	825.80	0.00	0.00	874.20	48.6
831.000 TAX PREPARATION	12,000.00	12,000.00	92.90	0.00	0.00	11,907.10	0.8
860.000 MEETINGS/TRANSPORTATION	600.00	600.00	72.70	72.70	0.00	527.30	12.1
955.000 MISCELLANEOUS EXPENSES	400.00	400.00	0.00	0.00	0.00	400.00	0.0
957.000 MEMBERSHIP & DUES	200.00	200.00	50.00	0.00	0.00	150.00	25.0
960.000 SCHOOLING/SEMINARS/CONFERENCES	3,000.00	3,000.00	678.04	99.00	0.00	2,321.96	22.6
TREASURER'S DEPARTMENT	205,600.00	205,600.00	49,172.51	20,508.73	0.00	156,427.49	23.9
Dept: 259.000 INFORMATION TECHNOLOGY							
702.000 SALARIES	65,000.00	65,000.00	17,500.00	7,500.00	0.00	47,500.00	26.9
740.000 OPERATING SUPPLIES	700.00	700.00	0.00	0.00	0.00	700.00	0.0
742.000 Computer/Software Supplies	5,000.00	5,000.00	2,817.54	973.99	0.00	2,182.46	56.4
818.000 CONTRACTUAL SERVICES	40,000.00	40,000.00	0.00	0.00	0.00	40,000.00	0.0
828.000 NETWORK SERVICES	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
829.000 SOFTWARE PROGRAMS	5,000.00	29,116.00	20,617.50	581.55	0.00	8,498.50	70.8
852.000 COMMUNICATIONS	12,000.00	12,000.00	2,944.68	109.90	0.00	9,055.32	24.5
853.000 TELEPHONE	40,000.00	40,000.00	6,799.40	2,907.25	0.00	33,200.60	17.0
860.000 MEETINGS/TRANSPORTATION	500.00	500.00	0.00	0.00	0.00	500.00	0.0
927.000 COMPUTER UPGRADES	10,000.00	10,000.00	1,887.82	978.28	0.00	8,112.18	18.9
928.000 HARD/SOFT MAINTENANCE CONTRACT	35,000.00	35,000.00	7,170.80	2,061.00	0.00	27,829.20	20.5
934.000 OFFICE EQUIPMENT MAINT.	8,000.00	8,000.00	2,325.40	1,033.02	0.00	5,674.60	29.1
955.000 MISCELLANEOUS EXPENSES	250.00	250.00	0.00	0.00	0.00	250.00	0.0
957.000 MEMBERSHIP & DUES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
960.000 SCHOOLING/SEMINARS/CONFERENCES	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
970.000 CAPITAL EXPENDITURES	61,000.00	61,000.00	10,493.41	10,493.41	0.00	50,506.59	17.2
INFORMATION TECHNOLOGY	292,950.00	317,066.00	72,556.55	26,638.40	0.00	244,509.45	22.9
Dept: 265.000 BUILDING & GROUNDS DEPARTMENT							
706.000 WAGES	13,500.00	13,500.00	10,758.70	4,394.91	0.00	2,741.30	79.7
776.000 SUPPLIES & MATERIALS	8,000.00	8,000.00	811.27	165.91	0.00	7,188.73	10.1
778.000 BUILDING MAINTENANCE/SUPPLIES	25,000.00	25,000.00	11,465.70	1,396.30	0.00	13,534.30	45.9
818.000 CONTRACTUAL SERVICES	20,000.00	20,000.00	4,120.44	1,373.48	0.00	15,879.56	20.6
920.000 UTILITIES	40,000.00	40,000.00	26,116.34	7,709.57	0.00	13,883.66	65.3
931.000 GROUNDS MAINTENANCE	32,000.00	32,000.00	9,127.90	4,378.75	0.00	22,872.10	28.5
955.000 MISCELLANEOUS EXPENSES	500.00	500.00	500.00	0.00	0.00	0.00	100.0
970.000 CAPITAL EXPENDITURES	55,000.00	55,000.00	0.00	0.00	0.00	55,000.00	0.0
BUILDING & GROUNDS DEPARTMENT	194,000.00	194,000.00	62,900.35	19,418.92	0.00	131,099.65	32.4
Dept: 265.001 BUILD-GROUND-701 W ELLSWORTH							
776.000 SUPPLIES & MATERIALS	500.00	300.00	0.00	0.00	0.00	300.00	0.0
778.000 BUILDING MAINTENANCE/SUPPLIES	6,000.00	6,000.00	4,173.74	284.55	0.00	1,826.26	69.6
818.000 CONTRACTUAL SERVICES	18,500.00	18,500.00	4,185.00	1,395.00	0.00	14,315.00	22.6
920.000 UTILITIES	40,000.00	40,000.00	9,457.12	2,782.49	0.00	30,542.88	23.6
931.000 GROUNDS MAINTENANCE	10,500.00	10,500.00	7,865.67	4,192.50	0.00	2,634.33	74.9
955.000 MISCELLANEOUS EXPENSES	0.00	200.00	103.32	0.00	0.00	96.68	51.7
BUILD-GROUND-701 W ELLSWORTH	75,500.00	75,500.00	25,784.85	8,654.54	0.00	49,715.15	34.2
Dept: 265.002 BUILD-GROUND-797 W TEXTILE							
778.000 BUILDING MAINTENANCE/SUPPLIES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
910.000 INSURANCE	1,500.00	1,500.00	318.65	0.00	0.00	1,181.35	21.2

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Fund: 101 - GENERAL FUND							
Expenditures							
Function:							
Dept: 265.002 BUILD-GROUND-797 W TEXTILE							
920.000 UTILITIES	2,500.00	2,500.00	424.48	0.00	0.00	2,075.52	17.0
931.000 GROUNDS MAINTENANCE	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
970.000 CAPITAL EXPENDITURES	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
BUILD-GROUND-797 W TEXTILE	12,000.00	12,000.00	743.13	0.00	0.00	11,256.87	6.2
Dept: 265.003 BUILD-GROUND-OTHER							
776.000 SUPPLIES & MATERIALS	100.00	100.00	0.00	0.00	0.00	100.00	0.0
931.000 GROUNDS MAINTENANCE	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0
BUILD-GROUND-OTHER	1,600.00	1,600.00	0.00	0.00	0.00	1,600.00	0.0
Dept: 286.000 PHASEII EPA-DEQ COMPLIANCE							
707.000 PER DIEM PAY	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.0
740.000 OPERATING SUPPLIES	200.00	200.00	0.00	0.00	0.00	200.00	0.0
902.000 PRINTING	250.00	250.00	0.00	0.00	0.00	250.00	0.0
PHASEII EPA-DEQ COMPLIANCE	2,950.00	2,950.00	0.00	0.00	0.00	2,950.00	0.0
Dept: 301.000 POLICE DEPARTMENT							
702.000 SALARIES	1,704,387.00	1,704,387.00	386,347.17	184,399.52	0.00	1,318,039.83	22.7
710.000 OFFICER OVERTIME	85,000.00	85,000.00	19,590.84	9,801.42	0.00	65,409.16	23.0
713.000 OTHER WAGES	27,901.00	27,901.00	6,942.10	3,173.56	0.00	20,958.90	24.9
719.000 FRINGE BENEFITS	956,650.00	956,650.00	218,831.59	73,210.09	0.00	737,818.41	22.9
725.000 UNIFORM EXPENSE	16,000.00	16,000.00	1,618.88	1,618.88	0.00	14,381.12	10.1
741.000 LAW ENFORCEMENT SUPPLIES	47,595.00	47,595.00	11,532.24	1,603.63	0.00	36,062.76	24.2
826.000 LEGAL SERVICES	56,250.00	56,250.00	14,257.00	6,051.00	0.00	41,993.00	25.3
860.001 PA 302 TRAINING	5,000.00	5,000.00	860.00	375.00	0.00	4,140.00	17.2
861.000 CONFERENCES/INVESTIGATIONS	2,500.00	2,500.00	1,556.27	252.20	0.00	943.73	62.3
863.000 VEHICLE MAINTENANCE/REPAIRS	48,250.00	48,250.00	8,608.45	1,846.98	0.00	39,641.55	17.8
867.000 GAS & OIL	60,000.00	60,000.00	15,455.61	5,171.95	0.00	44,544.39	25.8
910.000 INSURANCE	60,000.00	60,000.00	18,573.47	0.00	0.00	41,426.53	31.0
955.000 MISCELLANEOUS EXPENSES	1,000.00	1,000.00	382.50	0.00	0.00	617.50	38.3
955.004 MISC.-WEIGHTMASTER	1,000.00	1,000.00	145.00	145.00	0.00	855.00	14.5
957.000 MEMBERSHIP & DUES	1,200.00	1,200.00	240.00	0.00	0.00	960.00	20.0
960.000 SCHOOLING/SEMINARS/CONFERENCES	7,500.00	7,500.00	4,093.36	471.68	0.00	3,406.64	54.6
962.000 CRIME PREVENTION	8,665.00	8,665.00	1,937.60	1,427.15	0.00	6,727.40	22.4
963.000 RESERVE OFFICER EXPENSE	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.0
970.000 CAPITAL EXPENDITURES	5,650.00	5,650.00	0.00	0.00	0.00	5,650.00	0.0
POLICE DEPARTMENT	3,097,048.00	3,097,048.00	710,972.08	289,548.06	0.00	2,386,075.92	23.0
Dept: 325.000 Public Safety Support Services							
705.000 DISPATCHER/SECRETARY WAGES	144,194.00	144,194.00	31,009.83	14,560.24	0.00	113,184.17	21.5
711.000 DISPATCH/SECY OVERTIME	2,500.00	2,500.00	540.74	540.74	0.00	1,959.26	21.6
719.000 FRINGE BENEFITS	78,743.00	78,743.00	14,487.49	4,573.40	0.00	64,255.51	18.4
725.000 UNIFORM EXPENSE	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.0
727.000 OFFICE SUPPLIES	14,000.00	14,000.00	1,205.66	0.00	0.00	12,794.34	8.6
851.000 RADIO MAINTENANCE	12,000.00	12,000.00	135.00	135.00	0.00	11,865.00	1.1
853.000 TELEPHONE	37,684.00	37,684.00	8,632.49	1,792.33	0.00	29,051.51	22.9
860.002 PA 32 TRAINING	2,800.00	2,800.00	0.00	0.00	0.00	2,800.00	0.0
934.000 OFFICE EQUIPMENT MAINT.	13,825.00	13,825.00	975.00	0.00	0.00	12,850.00	7.1
946.000 OFFICE EQUIPMENT LEASE	4,000.00	4,000.00	948.14	948.14	0.00	3,051.86	23.7
947.000 L.E.I.N.	13,295.00	13,295.00	0.00	0.00	0.00	13,295.00	0.0
Public Safety Support Services	325,541.00	325,541.00	57,934.35	22,549.85	0.00	267,606.65	17.8
Dept: 336.000 FIRE DEPARTMENT							
702.000 SALARIES	659,113.00	659,113.00	139,534.61	64,945.99	0.00	519,578.39	21.2
712.000 OVERTIME WAGES	53,802.00	53,802.00	17,151.58	6,798.56	0.00	36,650.42	31.9
714.000 VOLUNTEER FIRE WAGES	45,000.00	45,000.00	3,634.01	1,736.51	0.00	41,365.99	8.1
719.000 FRINGE BENEFITS	310,134.00	310,134.00	65,419.93	23,403.75	0.00	244,714.07	21.1
725.000 UNIFORM EXPENSE	36,255.00	36,255.00	975.14	378.26	0.00	35,279.86	2.7

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For the Period: 1/1/2011 to 3/31/2011	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Function:							
Dept: 336.000 FIRE DEPARTMENT							
777.000 FIRE EQUIPMENT SUPPLIES	37,500.00	37,500.00	2,652.35	185.65	0.00	34,847.65	7.1
778.000 BUILDING MAINTENANCE/SUPPLIES	60,000.00	60,000.00	13,367.76	5,976.79	0.00	46,632.24	22.3
860.000 MEETINGS/TRANSPORTATION	250.00	250.00	0.00	0.00	0.00	250.00	0.0
863.000 VEHICLE MAINTENANCE/REPAIRS	90,000.00	90,000.00	26,214.46	12,925.26	0.00	63,785.54	29.1
867.000 GAS & OIL	35,000.00	35,000.00	10,865.00	3,306.37	0.00	24,135.00	31.0
910.000 INSURANCE	60,000.00	60,000.00	16,034.09	0.00	0.00	43,965.91	26.7
920.000 UTILITIES	75,000.00	75,000.00	21,623.69	5,873.03	0.00	53,376.31	28.8
931.000 GROUNDS MAINTENANCE	23,800.00	23,800.00	9,622.00	5,175.25	0.00	14,178.00	40.4
955.000 MISCELLANEOUS EXPENSES	5,300.00	5,300.00	382.50	0.00	0.00	4,917.50	7.2
956.000 TRAINING	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0
957.000 MEMBERSHIP & DUES	4,774.00	4,774.00	1,611.92	204.00	0.00	3,162.08	33.8
958.000 FIRE PREVENTION	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
960.000 SCHOOLING/SEMINARS/CONFERENCES	20,000.00	20,000.00	739.00	60.00	0.00	19,261.00	3.7
970.000 CAPITAL EXPENDITURES	42,877.00	42,877.00	4,995.00	0.00	0.00	37,882.00	11.6
FIRE DEPARTMENT	1,561,305.00	1,561,305.00	334,823.04	130,969.42	0.00	1,226,481.96	21.4
Dept: 372.000 PROPERTY MAINT. INSPECTIONS							
702.000 SALARIES	90,000.00	90,000.00	25,251.99	10,550.61	0.00	64,748.01	28.1
740.000 OPERATING SUPPLIES	250.00	250.00	0.00	0.00	0.00	250.00	0.0
826.000 LEGAL SERVICES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
852.000 COMMUNICATIONS	250.00	250.00	0.00	0.00	0.00	250.00	0.0
957.000 MEMBERSHIP & DUES	150.00	150.00	0.00	0.00	0.00	150.00	0.0
960.000 SCHOOLING/SEMINARS/CONFERENCES	150.00	150.00	0.00	0.00	0.00	150.00	0.0
PROPERTY MAINT. INSPECTIONS	91,300.00	91,300.00	25,251.99	10,550.61	0.00	66,048.01	27.7
Dept: 400.000 PLANNING & ZONING							
702.000 SALARIES	105,000.00	105,000.00	27,021.47	11,580.63	0.00	77,978.53	25.7
706.000 WAGES	70,000.00	70,000.00	15,008.84	7,046.40	0.00	54,991.16	21.4
707.000 PER DIEM PAY	15,000.00	15,000.00	2,791.21	2,108.64	0.00	12,208.79	18.6
712.000 OVERTIME WAGES	1,500.00	1,500.00	379.85	379.85	0.00	1,120.15	25.3
740.000 OPERATING SUPPLIES	4,000.00	4,000.00	485.16	0.00	0.00	3,514.84	12.1
818.000 CONTRACTUAL SERVICES	55,000.00	55,000.00	0.00	0.00	0.00	55,000.00	0.0
820.000 PLANNING CONSULTANT	9,000.00	9,000.00	1,150.00	0.00	0.00	7,850.00	12.8
821.000 ENGINEERING SERVICES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
826.000 LEGAL SERVICES	30,000.00	30,000.00	3,398.44	1,055.00	0.00	26,601.56	11.3
852.000 COMMUNICATIONS	0.00	0.00	155.82	51.94	0.00	-155.82	0.0
860.000 MEETINGS/TRANSPORTATION	300.00	300.00	0.00	0.00	0.00	300.00	0.0
901.000 ADVERTISING	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
955.000 MISCELLANEOUS EXPENSES	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0
957.000 MEMBERSHIP & DUES	2,500.00	2,500.00	245.00	245.00	0.00	2,255.00	9.8
960.000 SCHOOLING/SEMINARS/CONFERENCES	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.0
970.000 CAPITAL EXPENDITURES	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
PLANNING & ZONING	305,800.00	305,800.00	50,635.79	22,467.46	0.00	255,164.21	16.6
Dept: 420.000 METRO AUTHORITY							
970.000 CAPITAL EXPENDITURES	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.0
METRO AUTHORITY	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.0
Dept: 425.000 CODE ENFORCEMENT DEPARTMENT							
702.000 SALARIES	42,500.00	42,500.00	11,204.55	4,801.95	0.00	31,295.45	26.4
740.000 OPERATING SUPPLIES	100.00	100.00	0.00	0.00	0.00	100.00	0.0
826.000 LEGAL SERVICES	30,000.00	30,000.00	368.00	180.00	0.00	29,632.00	1.2
852.000 COMMUNICATIONS	1,100.00	1,100.00	155.82	51.94	0.00	944.18	14.2
897.000 CEMETARY/WEED CONTRACTS	500.00	500.00	0.00	0.00	0.00	500.00	0.0
955.000 MISCELLANEOUS EXPENSES	100.00	100.00	0.00	0.00	0.00	100.00	0.0
957.000 MEMBERSHIP & DUES	45.00	45.00	40.00	0.00	0.00	5.00	88.9
960.000 SCHOOLING/SEMINARS/CONFERENCES	400.00	400.00	0.00	0.00	0.00	400.00	0.0

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Pittsfield Charter Township

For the Period: 1/1/2011 to 3/31/2011	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Function:							
CODE ENFORCEMENT DEPARTMENT	74,745.00	74,745.00	11,768.37	5,033.89	0.00	62,976.63	15.7
Dept: 445.000 DRAINS AT LARGE							
818.001 DRAINS AT LARGE	120,000.00	120,000.00	153,385.86	0.00	0.00	-33,385.86	127.8
DRAINS AT LARGE	120,000.00	120,000.00	153,385.86	0.00	0.00	-33,385.86	127.8
Dept: 446.000 HIGHWAYS & STREETS							
818.006 DUST CONTROL	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00	0.0
818.007 LIMESTONE PROGRAM	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
818.008 PERMANENT ROAD IMPROVEMENTS	150,000.00	150,000.00	0.00	0.00	0.00	150,000.00	0.0
HIGHWAYS & STREETS	190,000.00	190,000.00	0.00	0.00	0.00	190,000.00	0.0
Dept: 448.000 STREET LIGHTING							
920.000 UTILITIES	6,000.00	6,000.00	1,068.11	0.00	0.00	4,931.89	17.8
921.000 STREET LIGHTING; S/A	290,000.00	290,000.00	52,456.29	0.00	0.00	237,543.71	18.1
STREET LIGHTING	296,000.00	296,000.00	53,524.40	0.00	0.00	242,475.60	18.1
Dept: 751.000 PARKS & RECREATION DEPARTMENT							
702.000 SALARIES	226,076.00	226,076.00	61,977.68	25,586.07	0.00	164,098.32	27.4
706.000 WAGES	223,380.00	223,380.00	52,802.29	24,808.50	0.00	170,577.71	23.6
707.000 PER DIEM PAY	4,000.00	4,000.00	980.00	580.00	0.00	3,020.00	24.5
709.000 SEASONAL WAGES	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00	0.0
712.000 OVERTIME WAGES	1,600.00	1,600.00	0.00	0.00	0.00	1,600.00	0.0
718.000 INSTRUCTOR WAGES	30,000.00	30,000.00	3,629.75	1,877.75	0.00	26,370.25	12.1
719.000 FRINGE BENEFITS	215,000.00	215,000.00	56,129.74	16,995.98	0.00	158,870.26	26.1
725.000 UNIFORM EXPENSE	4,800.00	4,800.00	1,012.36	390.20	0.00	3,787.64	21.1
727.000 OFFICE SUPPLIES	5,000.00	5,000.00	1,346.64	0.00	0.00	3,653.36	26.9
728.000 POSTAGE	8,200.00	8,200.00	2,700.00	2,700.00	0.00	5,500.00	32.9
735.000 SENIOR PROGRAM EXPENSES	50,000.00	50,000.00	17,628.29	7,296.18	0.00	32,371.71	35.3
739.000 P&R PROGRAM EXPENSES	26,000.00	26,000.00	1,531.81	1,296.68	0.00	24,468.19	5.9
779.000 DIAMONDS/COURTS/FENCING	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.0
780.000 GROUNDS & LANDSCAPING	14,000.00	14,000.00	1,880.25	914.48	0.00	12,119.75	13.4
781.000 EQUIPMENT MAINTENANCE	6,000.00	6,000.00	2,115.52	922.71	0.00	3,884.48	35.3
801.000 CONTRACTED SERVICES	23,000.00	23,000.00	2,302.01	1,318.91	0.00	20,697.99	10.0
852.000 COMMUNICATIONS	3,600.00	3,600.00	938.06	325.18	0.00	2,661.94	26.1
860.000 MEETINGS/TRANSPORTATION	300.00	300.00	599.75	0.00	0.00	-299.75	199.9
867.000 GAS & OIL	8,000.00	8,000.00	1,843.96	612.97	0.00	6,156.04	23.0
901.000 ADVERTISING	6,000.00	6,000.00	1,233.00	0.00	0.00	4,767.00	20.6
902.000 PRINTING	30,000.00	30,000.00	9,927.50	9,927.50	0.00	20,072.50	33.1
910.000 INSURANCE	9,400.00	9,400.00	3,623.39	0.00	0.00	5,776.61	38.5
920.000 UTILITIES	4,800.00	4,800.00	421.31	70.72	0.00	4,378.69	8.8
933.000 MOWING CHARGES	33,000.00	33,000.00	0.00	0.00	0.00	33,000.00	0.0
942.000 FACILITY RENTAL	550.00	550.00	0.00	0.00	0.00	550.00	0.0
955.000 MISCELLANEOUS EXPENSES	300.00	300.00	0.00	0.00	0.00	300.00	0.0
957.000 MEMBERSHIP & DUES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
960.000 SCHOOLING/SEMINARS/CONFERENCES	5,000.00	5,000.00	1,617.91	0.00	0.00	3,382.09	32.4
970.000 CAPITAL EXPENDITURES	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
PARKS & RECREATION DEPARTMENT	961,506.00	961,506.00	226,241.22	95,623.83	0.00	735,264.78	23.5
Dept: 803.000 HISTORICAL COMMISSION							
740.000 OPERATING SUPPLIES	150.00	150.00	0.00	0.00	0.00	150.00	0.0
818.000 CONTRACTUAL SERVICES	400.00	400.00	0.00	0.00	0.00	400.00	0.0
860.000 MEETINGS/TRANSPORTATION	300.00	300.00	0.00	0.00	0.00	300.00	0.0
957.000 MEMBERSHIP & DUES	200.00	200.00	0.00	0.00	0.00	200.00	0.0
HISTORICAL COMMISSION	1,050.00	1,050.00	0.00	0.00	0.00	1,050.00	0.0
Dept: 851.000 DEPARTMENT FRINGES							
719.000 FRINGE BENEFITS	996,500.00	996,500.00	206,290.52	60,445.56	0.00	790,209.48	20.7

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For the Period: 1/1/2011 to 3/31/2011	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Expenditures							
Function:							
DEPARTMENT FRINGES	996,500.00	996,500.00	206,290.52	60,445.56	0.00	790,209.48	20.7
Dept: 865.000 INSURANCES							
910.000 INSURANCE	80,000.00	80,000.00	24,016.31	0.00	0.00	55,983.69	30.0
911.000 INSURANCE; REIMBURSABLE	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
INSURANCES	90,000.00	90,000.00	24,016.31	0.00	0.00	65,983.69	26.7
Dept: 872.000 OTHER ACTIVITY CHARGES							
716.000 UNEMPLOYMENT COMPENSATION	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
893.000 AATA FIXED ROUTE SERVICE	150,000.00	150,000.00	37,004.25	12,334.75	0.00	112,995.75	24.7
899.000 TAX TRIBUNAL REFUND	360,000.00	360,000.00	417.03	0.00	0.00	359,582.97	0.1
955.000 MISCELLANEOUS EXPENSES	30,000.00	30,000.00	4,408.34	0.00	0.00	25,591.66	14.7
986.001 TRANSFER OUT-BUILDING FUND	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	0.0
986.004 TRANSFER OUT-PARKS & REC MILLA	400,000.00	400,000.00	0.00	0.00	0.00	400,000.00	0.0
986.005 TRANSFER OUT-CAPENTER DRAIN DS	15,195.00	15,195.00	14,891.00	14,891.00	0.00	304.00	98.0
986.006 TRANSFER OUT-EAST MI DRAIN	59,440.00	59,440.00	59,439.38	59,439.38	0.00	0.62	100.0
986.007 TRANSFER OUT- LOHR-TEXTILE GRE	300,000.00	300,000.00	0.00	0.00	0.00	300,000.00	0.0
OTHER ACTIVITY CHARGES	1,349,635.00	1,349,635.00	116,160.00	86,665.13	0.00	1,233,475.00	8.6
Dept: 900.000 CAPITAL OUTLAY							
971.000 EEDBG-ENERGY PROJECT	0.00	0.00	91,594.54	1,587.50	0.00	-91,594.54	0.0
972.000 CDBG SIDEWALK IMPROVEMENT PROG	0.00	0.00	1,750.76	487.69	0.00	-1,750.76	0.0
CAPITAL OUTLAY	0.00	0.00	93,345.30	2,075.19	0.00	-93,345.30	0.0
Dept: 990.000 CONTINGENCIES & RESERVED							
988.000 CONTINGENCES	100,000.00	100,000.00	40,000.00	0.00	0.00	60,000.00	40.0
CONTINGENCIES & RESERVED	100,000.00	100,000.00	40,000.00	0.00	0.00	60,000.00	40.0
Function:	11,987,365.00	12,011,481.00	2,674,518.33	966,579.55	0.00	9,336,962.67	22.3
Expenditures	11,987,365.00	12,011,481.00	2,674,518.33	966,579.55	0.00	9,336,962.67	22.3
Grand Total Net Effect:	0.00	0.00	1,659,625.59	-548,676.61	0.00	-1,659,625.59	

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For the Period: 1/1/2011 to 3/31/2011	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 205 - PUBLIC SAFETY FUND							
Revenues							
Function:							
Dept: 000.000							
402.000 CURRENT PROPERTY TAXES	1,716,662.00	1,716,662.00	974,328.49	-20.68	0.00	742,333.51	56.8
665.000 INTEREST EARNINGS	2,500.00	2,500.00	2,335.65	814.95	0.00	164.35	93.4
Dept: 000.000	1,719,162.00	1,719,162.00	976,664.14	794.27	0.00	742,497.86	56.8
Function:	1,719,162.00	1,719,162.00	976,664.14	794.27	0.00	742,497.86	56.8
Revenues	1,719,162.00	1,719,162.00	976,664.14	794.27	0.00	742,497.86	56.8
Expenditures							
Function:							
Dept: 000.000							
702.001 SALARIES-POLICE	815,049.00	815,049.00	167,200.39	82,046.33	0.00	647,848.61	20.5
702.002 SALARIES-FIRE	831,893.00	831,893.00	188,508.07	91,191.90	0.00	643,384.93	22.7
703.000 LIAISON WAGES	67,832.00	67,832.00	18,529.59	7,458.45	0.00	49,302.41	27.3
705.000 DISPATCHER/SECRETARY WAGES	140,271.00	140,271.00	19,849.13	9,613.14	0.00	120,421.87	14.2
710.000 OFFICER OVERTIME	43,628.00	43,628.00	8,065.17	4,154.95	0.00	35,562.83	18.5
711.000 DISPATCH/SECY OVERTIME	3,000.00	3,000.00	510.69	390.53	0.00	2,489.31	17.0
712.000 OVERTIME WAGES	66,900.00	66,900.00	27,631.99	10,698.25	0.00	39,268.01	41.3
719.001 FRINGE BENEFITS-POLICE	458,194.00	458,194.00	84,613.52	28,230.11	0.00	373,580.48	18.5
719.002 FRINGE BENEFITS-FIRE	400,943.00	400,943.00	103,818.70	32,652.03	0.00	297,124.30	25.9
719.003 FRINGE BENEFITS-SUPPORT	55,762.00	55,762.00	8,320.41	2,668.11	0.00	47,441.59	14.9
723.000 OFFICER EQUIPMENT	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
725.000 UNIFORM EXPENSE	7,150.00	7,150.00	0.00	0.00	0.00	7,150.00	0.0
816.000 PROFESSIONAL SERVICES	150,000.00	150,000.00	7,763.80	7,763.80	0.00	142,236.20	5.2
818.000 CONTRACTUAL SERVICES	41,500.00	41,500.00	8,385.00	0.00	0.00	33,115.00	20.2
867.000 GAS & OIL	12,175.00	12,175.00	8,963.61	3,029.61	0.00	3,211.39	73.6
899.000 TAX TRIBUNAL REFUND	95,000.00	95,000.00	4.07	0.00	0.00	94,995.93	0.0
934.000 OFFICE EQUIPMENT MAINT.	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
956.000 TRAINING	7,380.00	7,380.00	0.00	0.00	0.00	7,380.00	0.0
970.000 CAPITAL EXPENDITURES	116,000.00	116,000.00	0.00	0.00	0.00	116,000.00	0.0
Dept: 000.000	3,319,677.00	3,319,677.00	652,164.14	279,897.21	0.00	2,667,512.86	19.6
Function:	3,319,677.00	3,319,677.00	652,164.14	279,897.21	0.00	2,667,512.86	19.6
Expenditures	3,319,677.00	3,319,677.00	652,164.14	279,897.21	0.00	2,667,512.86	19.6
Grand Total Net Effect:	-1,600,515.00	-1,600,515.00	324,500.00	-279,102.94	0.00	-1,925,015.00	

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Pittsfield Charter Township

For the Period: 1/1/2011 to 3/31/2011	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 208 - PARKS AND RECREATION MILLAGE							
Revenues							
Function:							
Dept: 000.000							
402.000 CURRENT PROPERTY TAXES	827,245.00	827,245.00	475,843.96	-10.10	0.00	351,401.04	57.5
539.000 STATE GRANT REVENUE	300,000.00	300,000.00	0.00	0.00	0.00	300,000.00	0.0
665.000 INTEREST EARNINGS	250.00	250.00	220.12	114.08	0.00	29.88	88.0
682.000 MISCELLANEOUS INCOME	0.00	0.00	3,245.91	3,245.91	0.00	-3,245.91	0.0
690.000 OTHER GRANT MONEY	0.00	0.00	2,992.93	2,992.93	0.00	-2,992.93	0.0
699.000 TRANSFER IN	400,000.00	400,000.00	0.00	0.00	0.00	400,000.00	0.0
Dept: 000.000	1,527,495.00	1,527,495.00	482,302.92	6,342.82	0.00	1,045,192.08	31.6
Function:	1,527,495.00	1,527,495.00	482,302.92	6,342.82	0.00	1,045,192.08	31.6
Revenues	1,527,495.00	1,527,495.00	482,302.92	6,342.82	0.00	1,045,192.08	31.6
Expenditures							
Function:							
Dept: 000.000							
781.000 EQUIPMENT MAINTENANCE	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.0
801.000 CONTRACTED SERVICES	4,500.00	4,500.00	0.00	0.00	0.00	4,500.00	0.0
816.000 PROFESSIONAL SERVICES	55,000.00	55,000.00	10,749.02	757.50	0.00	44,250.98	19.5
821.000 ENGINEERING SERVICES	10,000.00	10,000.00	1,050.85	304.05	0.00	8,949.15	10.5
826.000 LEGAL SERVICES	1,000.00	1,000.00	487.00	0.00	0.00	513.00	48.7
899.000 TAX TRIBUNAL REFUND	45,000.00	45,000.00	1.99	0.00	0.00	44,998.01	0.0
901.000 ADVERTISING	1,000.00	1,000.00	349.39	0.00	0.00	650.61	34.9
955.000 MISCELLANEOUS EXPENSES	1,700.00	1,700.00	0.00	0.00	0.00	1,700.00	0.0
970.000 CAPITAL EXPENDITURES	28,586.00	28,586.00	0.00	0.00	0.00	28,586.00	0.0
977.000 CONSTRUCTION	925,800.00	925,800.00	0.00	0.00	0.00	925,800.00	0.0
988.000 CONTINGENCES	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
991.000 DEBT SERVICE; PRINCIPAL	325,000.00	325,000.00	0.00	0.00	0.00	325,000.00	0.0
995.000 DEBT SERVICE; INTEREST	71,502.00	71,502.00	0.00	0.00	0.00	71,502.00	0.0
Dept: 000.000	1,473,588.00	1,473,588.00	12,638.25	1,061.55	0.00	1,460,949.75	0.9
Function:	1,473,588.00	1,473,588.00	12,638.25	1,061.55	0.00	1,460,949.75	0.9
Expenditures	1,473,588.00	1,473,588.00	12,638.25	1,061.55	0.00	1,460,949.75	0.9
Grand Total Net Effect:	53,907.00	53,907.00	469,664.67	5,281.27	0.00	-415,757.67	

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Pittsfield Charter Township

For the Period: 1/1/2011 to 3/31/2011	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 249 - BUILDING SAFETY DEPARTMENT							
Revenues							
Function:							
Dept: 000.000							
476.000 BUILDING PERMIT FEES	170,000.00	170,000.00	50,098.00	10,773.00	0.00	119,902.00	29.5
477.000 ELECTRICAL PERMIT FEES	25,000.00	25,000.00	13,985.00	4,673.00	0.00	11,015.00	55.9
478.000 HEATING/COOLING PERMIT FEES	50,000.00	50,000.00	14,295.00	4,824.00	0.00	35,705.00	28.6
479.000 PLUMBING/REFRIG.PERMIT FEES	30,000.00	30,000.00	8,946.00	3,490.00	0.00	21,054.00	29.8
665.000 INTEREST EARNINGS	1,000.00	1,000.00	187.37	62.35	0.00	812.63	18.7
682.000 MISCELLANEOUS INCOME	60,000.00	60,000.00	17,254.16	6,901.66	0.00	42,745.84	28.8
699.000 TRANSFER IN	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	0.0
699.003 OPERATING TRANSFER IN-BUILDING	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	0.0
Dept: 000.000	386,000.00	386,000.00	104,765.53	30,724.01	0.00	281,234.47	27.1
Function:	386,000.00	386,000.00	104,765.53	30,724.01	0.00	281,234.47	27.1
Revenues	386,000.00	386,000.00	104,765.53	30,724.01	0.00	281,234.47	27.1
Expenditures							
Function:							
Dept: 000.000							
702.000 SALARIES	146,268.00	146,268.00	41,579.21	17,170.50	0.00	104,688.79	28.4
719.000 FRINGE BENEFITS	66,925.00	66,925.00	18,045.59	5,652.51	0.00	48,879.41	27.0
740.000 OPERATING SUPPLIES	4,000.00	4,000.00	833.77	456.95	0.00	3,166.23	20.8
801.000 CONTRACTED SERVICES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
818.000 CONTRACTUAL SERVICES	27,500.00	27,500.00	6,463.15	780.00	0.00	21,036.85	23.5
823.000 ACCOUNTING SERVICES	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0
826.000 LEGAL SERVICES	1,500.00	1,500.00	80.00	0.00	0.00	1,420.00	5.3
863.000 VEHICLE MAINTENANCE/REPAIRS	2,500.00	2,500.00	1,718.50	11.25	0.00	781.50	68.7
867.000 GAS & OIL	5,000.00	5,000.00	1,374.55	494.26	0.00	3,625.45	27.5
910.000 INSURANCE	12,000.00	12,000.00	2,926.17	0.00	0.00	9,073.83	24.4
955.000 MISCELLANEOUS EXPENSES	500.00	500.00	72.00	24.00	0.00	428.00	14.4
957.000 MEMBERSHIP & DUES	1,500.00	1,500.00	120.00	0.00	0.00	1,380.00	8.0
966.000 ADMINISTRATION CHARGES	80,000.00	80,000.00	0.00	0.00	0.00	80,000.00	0.0
970.000 CAPITAL EXPENDITURES	1,000.00	1,000.00	3,165.35	0.00	0.00	-2,165.35	316.5
Dept: 000.000	350,693.00	350,693.00	76,378.29	24,589.47	0.00	274,314.71	21.8
Function:	350,693.00	350,693.00	76,378.29	24,589.47	0.00	274,314.71	21.8
Expenditures	350,693.00	350,693.00	76,378.29	24,589.47	0.00	274,314.71	21.8
Grand Total Net Effect:	35,307.00	35,307.00	28,387.24	6,134.54	0.00	6,919.76	

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Pittsfield Charter Township

For the Period: 1/1/2011 to 3/31/2011

Fund: 261 - 911 SERVICE FUND

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Revenues							
Function:							
Dept: 000.000							
665.000 INTEREST EARNINGS	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
688.000 E-911 SURCHARGE REVENUE	250,000.00	250,000.00	0.00	0.00	0.00	250,000.00	0.0
Dept 000.000	251,000.00	251,000.00	0.00	0.00	0.00	251,000.00	0.0
Function:	251,000.00	251,000.00	0.00	0.00	0.00	251,000.00	0.0
Revenues	251,000.00	251,000.00	0.00	0.00	0.00	251,000.00	0.0
Expenditures							
Function:							
Dept: 000.000							
705.000 DISPATCHER/SECRETARY WAGES	254,448.00	254,448.00	54,889.20	25,629.90	0.00	199,558.80	21.6
711.000 DISPATCH/SECY OVERTIME	5,000.00	5,000.00	80.11	0.00	0.00	4,919.89	1.6
719.000 FRINGE BENEFITS	109,469.00	109,469.00	26,254.00	8,159.42	0.00	83,215.00	24.0
724.000 DISPATCH UNIFORM EXPENSE	2,000.00	2,000.00	58.50	0.00	0.00	1,941.50	2.9
851.000 RADIO MAINTENANCE	6,000.00	6,000.00	115.00	0.00	0.00	5,885.00	1.9
864.000 EQUIPMENT MAINTENANCE	23,305.00	23,305.00	7,495.73	6,118.44	0.00	15,809.27	32.2
934.000 OFFICE EQUIPMENT MAINT.	2,900.00	2,900.00	0.00	0.00	0.00	2,900.00	0.0
970.000 CAPITAL EXPENDITURES	6,200.00	6,200.00	0.00	0.00	0.00	6,200.00	0.0
Dept 000.000	409,322.00	409,322.00	88,892.54	39,907.76	0.00	320,429.46	21.7
Function:	409,322.00	409,322.00	88,892.54	39,907.76	0.00	320,429.46	21.7
Expenditures	409,322.00	409,322.00	88,892.54	39,907.76	0.00	320,429.46	21.7
Grand Total Net Effect:	-158,322.00	-158,322.00	-88,892.54	-39,907.76	0.00	-69,429.46	

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Pittsfield Charter Township

For the Period: 1/1/2011 to 3/31/2011	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 592 - WATER/SEWER FUND							
Revenues							
Function:							
Dept: 000.000							
640.000 TURN ON/OFF CHARGES	2,500.00	2,500.00	150.00	75.00	0.00	2,350.00	6.0
642.000 METER CHARGES	150,000.00	150,000.00	63,032.59	23,951.68	0.00	86,967.41	42.0
643.000 OTHER CHARGES FOR SERVICES	10,000.00	10,000.00	675.00	225.00	0.00	9,325.00	6.8
644.000 WATER SALES	4,758,034.00	4,758,034.00	635,590.40	342,256.10	0.00	4,122,443.60	13.4
645.000 SEWER SALES	4,655,375.00	4,655,375.00	1,086,511.48	396,328.74	0.00	3,568,863.52	23.3
646.000 METERS & SUPPLIES SALES	50,000.00	50,000.00	7,385.00	2,190.00	0.00	42,615.00	14.8
647.000 MISCELLANEOUS INCOME	0.00	0.00	4,060.00	2,820.00	0.00	-4,060.00	0.0
655.000 FORFEITED DISCOUNTS	100,000.00	100,000.00	28,720.18	6,576.38	0.00	71,279.82	28.7
665.000 INTEREST EARNINGS	10,000.00	10,000.00	2,452.86	795.73	0.00	7,547.14	24.5
677.000 REIMBURSE; GENERAL	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
680.000 REIMBURSE;ADMIN.CHARGES	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
Dept 000.000	9,750,909.00	9,750,909.00	1,828,577.51	775,218.63	0.00	7,922,331.49	18.8
Function:	9,750,909.00	9,750,909.00	1,828,577.51	775,218.63	0.00	7,922,331.49	18.8
Revenues	9,750,909.00	9,750,909.00	1,828,577.51	775,218.63	0.00	7,922,331.49	18.8
Expenditures							
Function:							
Dept: 000.000							
702.000 SALARIES	187,268.00	187,268.00	53,642.27	22,989.69	0.00	133,625.73	28.6
706.000 WAGES	275,572.00	275,572.00	52,603.21	27,127.87	0.00	222,968.79	19.1
712.000 OVERTIME WAGES	30,000.00	30,000.00	5,097.67	1,911.16	0.00	24,902.33	17.0
719.000 FRINGE BENEFITS	271,311.00	271,311.00	73,817.49	24,969.77	0.00	197,493.51	27.2
728.000 POSTAGE	10,000.00	10,000.00	2,100.00	700.00	0.00	7,900.00	21.0
740.000 OPERATING SUPPLIES	30,000.00	30,000.00	13,838.91	3,268.69	0.00	16,161.09	46.1
758.000 UNIFORM EXPENSES	9,000.00	9,000.00	533.42	0.00	0.00	8,466.58	5.9
778.000 BUILDING MAINTENANCE/SUPPLIES	9,000.00	9,000.00	1,673.27	1,401.31	0.00	7,326.73	18.6
801.000 CONTRACTED SERVICES	65,000.00	65,000.00	11,986.37	10,899.21	0.00	53,013.63	18.4
819.000 AUDIT SERVICES	9,500.00	9,500.00	8,400.00	8,400.00	0.00	1,100.00	88.4
821.000 ENGINEERING SERVICES	75,000.00	75,000.00	17,121.93	3,194.95	0.00	57,878.07	22.8
823.000 ACCOUNTING SERVICES	8,000.00	8,000.00	0.00	0.00	0.00	8,000.00	0.0
826.000 LEGAL SERVICES	10,000.00	10,000.00	2,044.00	1,212.00	0.00	7,956.00	20.4
852.000 COMMUNICATIONS	7,500.00	7,500.00	1,148.76	478.57	0.00	6,351.24	15.3
860.000 MEETINGS/TRANSPORTATION	1,000.00	1,000.00	5.00	0.00	0.00	995.00	0.5
863.000 VEHICLE MAINTENANCE/REPAIRS	20,000.00	20,000.00	4,374.70	114.90	0.00	15,625.30	21.9
867.000 GAS & OIL	30,000.00	30,000.00	4,856.07	1,631.34	0.00	25,143.93	16.2
901.000 ADVERTISING	1,000.00	1,000.00	198.80	138.80	0.00	801.20	19.9
910.000 INSURANCE	82,000.00	82,000.00	8,597.71	0.00	0.00	73,402.29	10.5
920.000 UTILITIES	135,000.00	135,000.00	30,342.11	9,099.73	0.00	104,657.89	22.5
924.000 WATER PURCHASES	3,326,818.00	3,326,818.00	457,628.56	0.00	0.00	2,869,189.44	13.8
925.000 SEWER TREATMENT PURCHASED	3,426,141.00	3,426,141.00	659,650.10	193,598.64	0.00	2,766,490.90	19.3
926.000 WATER SAMPLE TESTING	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
929.000 INVENTORY ADJUSTMENT	90,000.00	90,000.00	4,875.44	0.00	0.00	85,124.56	5.4
931.000 GROUNDS MAINTENANCE	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
934.000 OFFICE EQUIPMENT MAINT.	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.0
935.000 UNDERGROUND REPAIRS	23,000.00	23,000.00	16,804.84	0.00	0.00	6,195.16	73.1
936.000 ABOVEGROUND REPAIRS	23,000.00	23,000.00	4,080.00	0.00	0.00	18,920.00	17.7
937.000 STATION MAINTENANCE	30,000.00	30,000.00	8,941.93	200.61	0.00	21,058.07	29.8
938.000 REPAIRS & MAINTENANCE	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	0.0
945.000 ADMINISTRATION CHARGE	165,000.00	165,000.00	800.00	800.00	0.00	164,200.00	0.5
955.000 MISCELLANEOUS EXPENSES	7,500.00	7,500.00	692.17	619.15	0.00	6,807.83	9.2
957.000 MEMBERSHIP & DUES	5,000.00	5,000.00	652.00	59.00	0.00	4,348.00	13.0
960.000 SCHOOLING/SEMINARS/CONFERENCES	9,000.00	9,000.00	1,457.00	462.00	0.00	7,543.00	16.2
970.000 CAPITAL EXPENDITURES	75,000.00	75,000.00	2,717.28	1,217.28	0.00	72,282.72	3.6
987.000 DEPRECIATION EXPENSE	1,079,962.00	1,079,962.00	0.00	0.00	0.00	1,079,962.00	0.0
988.000 CONTINGENCES	100,000.00	100,000.00	0.00	0.00	0.00	100,000.00	0.0
998.000 DEBT SERVICE; PAY AGENT FEE	500.00	500.00	0.00	0.00	0.00	500.00	0.0

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Fund: 592 - WATER/SEWER FUND							
Expenditures							
Function:							
Dept: 000.000	9,664,072.00	9,664,072.00	1,450,681.01	314,494.67	0.00	8,213,390.99	15.0
Function:	9,664,072.00	9,664,072.00	1,450,681.01	314,494.67	0.00	8,213,390.99	15.0
Expenditures	9,664,072.00	9,664,072.00	1,450,681.01	314,494.67	0.00	8,213,390.99	15.0
Grand Total Net Effect:	86,837.00	86,837.00	377,896.50	460,723.96	0.00	-291,059.50	



Pittsfield Charter Township

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Phone: (734) 822-3120 • Fax: (734) 944-8024
Email: clerk@pittsfield-mi.gov • Website: www.pittsfield-mi.gov

Alan Israel
Township Clerk

Felicia Rutledge
Deputy Clerk

Office of the Clerk

MEMORANDUM

TO: Pittsfield Charter Township Board of Trustees
FROM: Alan Israel, Clerk
DEPT: Clerk's Office
DATE: Tuesday, April 19, 2011
SUBJECT: Approval of revised Vehicle Policy

BOARD ACTION REQUESTED

Approval of revised 2011 Vehicle Policy

BACKGROUND:

The Vehicle Policy creates guidelines for township-owned vehicles and private vehicles used on township business. A complete vehicle inventory including all cars, trucks, and special utility vehicles was conducted for 2010. In 2010, 10 vehicles were purchased, 12 were auctioned. Updated information has been communicated to the township's insurer regarding current vehicles in the township fleet. Township owned vehicles have been labeled with township markings (stickers).

The Clerk's Office is recommending revisions to the Vehicle policy to include:

Updated procedures for pickup of new vehicles (Section VII, Policy C.)

Updated Service Facility selection to include MI-DEAL vendors (Section VII, Policy F.6)

Updated post-accident procedures (Section VII, Policy J. 9, 10)

IMPACT ON TOWNSHIP'S HUMAN RESOURCES:

The Vehicle Policy adoption required updates to the Employee Policy Manual (Human Resources) to correct inconsistencies. For example, the Employee Policy Manual instructs employees to report vehicle damage immediately if damage is greater than \$1,500. Recent directives from Treasurer's office however, require reporting all damage immediately, regardless of employee's own damage appraisal. The Vehicle Policy also outlines private vehicle usage requirements for mileage reimbursement.

IMPACT ON TOWNSHIP'S BUDGET:

None.

IMPACT ON INDIRECT COSTS:

Review and revisions to the vehicle policy and use of MI-DEAL and approved vendors results in improved oversight of annual vehicle costs.

IMPACT ON OTHER TOWNSHIP DEPARTMENTS OR OUTSIDE AGENCIES:

Review and revisions to the vehicle policy provides consistent directives to all departments and improves planning for vehicle replacements.

CONFORMITY TO TOWNSHIP POLICIES:

Review and revisions to the Vehicle Policy provides instructions in the authority, procurement, replacement, administration, maintenance and financing of township-owned vehicles. The vehicle policy also improves township's risk management with updated directives that address current laws and safe driving initiatives to protect township employees, property, and the public.

ATTACHMENTS:

- Pittsfield Charter Township 2011 Vehicle Policy
- Resolution #11-25 recommending revision to Vehicle Policy.

**PITTSFIELD CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN**

RES # 11-25

2011 Vehicle Policy

April 27, 2011

Minutes of a Regular Meeting of the Township Board of Pittsfield Charter Township, Washtenaw County, Michigan, held at the Township Administration Building located at 6201 W. Michigan Avenue, in said Township, on the Wednesday the 27th day of April, 2011, at 6:30 p.m.

Members Present: _____

Members Absent: _____

The following preamble and resolution were offered by _____
and supported by _____.

WHEREAS, The Pittsfield Charter Township Board of Trustees has continued its review of existing Township Policies and Procedures; and,

WHEREAS, The Board of Trustees has determined that continued oversight regarding the usage of Township owned vehicle and private vehicles used on township business, to provide concise directives in the authority, procurement, replacement, administration, maintenance and financing of township-owned vehicles; and,

WHEREAS, It was determined that a Vehicle Policy be adopted on November 10, 2009 and that the Clerk has responsibility for the annual review of the Vehicle Policy; and,

WHEREAS, An annual vehicle inventory of township-owned vehicles including all cars, trucks, and special utility vehicles, determined that significant annual savings would be achieved by adopting recommended vendors for routine and non-routine maintenance of township vehicles; and,

WHEREAS, In implementing this comprehensive Vehicle Policy, Pittsfield Township reduces exposure to liabilities and damages; and,

WHEREAS, Continued review of the Vehicle Policy improves public safety with updated directives that address current laws and safe driving initiatives to protect township employees, property, and the public; and,

WHEREAS, The Pittsfield Charter Township Board of Trustees wishes to adopt the attached revised policy to clarify procedures for the usage of Township owned vehicle and private vehicles used on township business,

NOW THEREFORE BE IT RESOLVED, The Pittsfield Charter Township Board of Trustees approves the attached 2011 Vehicle Policy and recommendations of vendors for routine and non-routine maintenance of township vehicles and tire purchases, and becomes effective upon approval.

ROLL CALL VOTE:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

RESOLUTION DECLARED _____

Alan Israel, Clerk, Pittsfield Charter Township

DATED: April 27, 2011

CERTIFICATE

I, Alan Israel hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board of Pittsfield Charter Township, County of Washtenaw, State of Michigan, at a Regular Meeting held on April 27, 2011, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Alan Israel, Clerk

Pittsfield Charter Township

DATED: April 27, 2011

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Pittsfield Charter Township Vehicle Policy & Procedures

	Pittsfield Charter Township Vehicle Policy & Procedures	GENERAL OPERATIONS	
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I. PURPOSE

The objective of the Township Vehicle Policy is to establish administrative regulations which standardize the procedures utilized by ~~employees~~ Employees, Trustees or officials ~~Officials~~ in the use of Township-owned vehicles or privately owned vehicles in the conduct of official Township business.

This Policy is for internal use only, and is not intended to enlarge an Official's or employee's civil or criminal liability in any way. Information included in this Policy should not be interpreted as creating a higher standard for safety or care in a legal sense. With respect to third party claims, the only legal duty of care is that which is imposed by law. Noncompliance with this Policy can only be a breach of an employment or similar duty to the Township, except when such noncompliance is also a violation of the laws of the State of Michigan.

II. AUTHORITY

The Pittsfield Township Board of Trustees.

III. APPLICATION

The regulations and procedures outlined in the policy statement apply to all Township-owned vehicles and to all privately-owned vehicles used in the conduct of Township business.

IV. RESPONSIBILITY

1. The procurement of Township owned vehicles is the responsibility of the Board of Trustees.
2. The authority to assign vehicles is delegated to the Township Supervisor or his/her designee.
3. The authority to authorize reimbursement for the use of privately-owned vehicles on Township business is the responsibility of the township Clerk or his/her designee.
4. The administration of this policy is the responsibility of the Township Supervisor and, within each department, the Department Head.
5. The maintenance of the vehicles is the responsibility of the appropriate Department Head.
6. The financing of the Township-owned vehicles will be an annual decision made by the Township Supervisor and taken to the Board of Trustees for approval.

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V. DEFINITIONS

"Casualty Replacement" is defined as the replacement of a vehicle prior to reaching the end of the assigned life cycle, generally due to physical or mechanical condition.

"Employee" includes all employees, contractual workers, volunteers, or agents conducting township business.

"MI-DEAL" (Michigan Delivering Extended Agreements Locally) allows Pittsfield Charter Township to benefit from the State's negotiating and purchasing power by permitting the township to purchase from the State's contracts on the same terms, conditions, and prices as State government. Pittsfield Charter Township benefits from the reduced cost of goods and services and also from indirect savings related to writing specifications, researching industries, processing invitations to bid, recruiting a diverse pool of potential suppliers, and making awards. The MI-DEAL program is authorized by Michigan legislation and has been in existence since 1975.

"Official" - includes all persons in elective office, or those appointed to serve on commissions, committees or task groups in pursuit or support of township business or township sanctioned activities.

"Vehicle" includes any motorized vehicle in which or on which an individual rides. This includes but is not limited to cars, trucks, vans, buses, electric carts, and heavy machinery vehicles.

~~"MI-DEAL" (Michigan Delivering Extended Agreements Locally) allows Pittsfield Charter Township to benefit from the State's negotiating and purchasing power by permitting the township to purchase from the State's contracts on the same terms, conditions, and prices as State government. Pittsfield Charter Township benefits from the reduced cost of goods and services and also from indirect savings related to writing specifications, researching industries, processing invitations to bid, recruiting a diverse pool of potential suppliers, and making awards. The MI-DEAL program is authorized by Michigan legislation and has been in existence since 1975.~~

~~"Casualty Replacement" is defined as the replacement of a vehicle prior to reaching the end of the assigned life cycle, generally due to physical or mechanical condition.~~

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VI. Justification of Vehicle Purchase

Procurement of vehicles presents special problems regarding insurance, maintenance, parking, and impact to the environment. Vehicle purchases and donations will be scrutinized closely for appropriate technology, total cost to the township, parking and storage, safety, cleanliness, appearance, and functionality.

1. Requests to replace vehicles with less than 70,000 miles must include written justification to substantiate the replacement.
2. Estimates of repairs to place a vehicle in proper operating condition are required before a replacement vehicle is considered.
3. Written Justification

The Department Head that is requesting the vehicle must provide justification for vehicle purchase or lease that includes the following information:

- a. A statement of purpose for the vehicle.
 - b. A statement, including the supporting rationale, that explains that similar vehicles are not available from elsewhere in the township or surplus sources, or if available, cannot be used to meet essential work requirements.
 - c. A description of the proposed vehicle and the cost to obtain it from MI-DEAL or another Washtenaw County dealership if the cost is equal or less than the MI-DEAL cost.
 - d. The nature of the operating environment, urgent circumstances, or vehicle requirements that make it necessary to buy from a source other than MI-DEAL.
 - e. The availability of similar vehicles on a lease basis and the monthly cost of leasing the vehicle.
 - f. The date the vehicle must be available for use.
4. Mechanical Failure
 - a. Casualty replacements due to mechanical failure will be examined for cause. Possible vehicle, vehicle life cycle, or operational changes that may be necessary to avoid future casualty replacements will be reviewed. Casualty replacements due to physical damage will be examined carefully as the potential exists for liability expenses as well as workers' compensation expenses. The Department Head will review all casualty replacements and the Board of Trustees will approve.
 5. Selection of Vehicles
 - a. Selection of an appropriate vehicle type is an essential part of cost effective fleet management. It is an objective of the Township that vehicles supplied

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for ~~employee~~ Employee use are well suited to performing the work to be accomplished.

- b. Employee safety, and public safety, and environmental impact will be considered when acquiring vehicles. Manufacturer's ratings, including load carrying capacity and trailer pulling capacity, will be followed when developing vehicle specifications for acquiring vehicles. All applicable state and federal laws, rules, and regulations will be followed concerning vehicle type selection. Fifteen-passenger vans will not be purchased.

6. Life Cycle

- a. A life cycle must be established at the time of vehicle acquisition. The life cycle will include parameters for vehicle age as well as vehicle usage.
- b. Vehicle type and the work environment in which the vehicle will perform will be taken into account. The life cycle will be used in planning vehicle replacement and in monitoring vehicle usage.

Financial options including vehicle rental, vehicle leasing and vehicle ownership will be examined when acquiring vehicles. The Accounting manager will review vehicle acquisitions with Department Heads to assure the appropriate consideration is given to all available financing options.

- 7. Vehicles reaching the end of their life cycles will be reviewed for condition. Vehicles with useful life remaining will be made available for seasonal and/or temporary use when appropriate. The Township Clerk will follow all laws, rules, and regulations concerning disposal of township property when retiring vehicles from service. This may include making surplus vehicles available for use by other Departments.

A. Budget for Vehicle Purchases

The purchase of replacement and new vehicles on an annual basis shall be part of the annual budget. This budget shall be reviewed by the Treasurer and the Accounting Department. Adjustments to the budget will be applied to reduce vehicle purchase and operational costs, as directed by the Township Supervisor with the approval of the Board of Trustees.

B. Township Vehicle vs. Privately Owned Vehicle

The Township Department must justify the need for a township-owned vehicle based on whether a vehicle will be used a minimum of 10,000 miles per year. The cost-benefit of paying an ~~employee~~ Employee mileage for use of the privately owned vehicle versus use of a township-owned vehicle must be documented before a township-owned vehicle is considered for purchase. Evaluation of the ongoing need

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for township-owned vehicles assigned to a department will be made on an annual basis before bidding new township vehicles.

C. Review and Approval by Board of Trustees

When a vehicle is replaced, the vehicle type and use will be reviewed to ensure the department is selecting an appropriate vehicle, and utilization has been, and will continue to be, cost-effective. The Department Head shall submit a written request for such action as purchase, sale, disposal, or transfer of vehicle to the Clerk's Office. The Township Board of Trustees must approve all new vehicle purchases, replacements and requests for a surplus vehicle when that vehicle increases the fleet assigned to a department. Upgrading or significantly changing vehicle type or option level requires written justification. The Board of Trustees must approve all vehicle purchases, sale, disposals and transfers of vehicles.

D. Public Safety & Special Use Vehicles

Public Safety and special use vehicles required for a specific job function will be considered based on need, usage and cost-benefits over the life of the vehicle, versus mileage limitations. Department Heads shall send the Clerk's Office a written request to have a vehicle designated as a "special use". If the request is granted, the vehicle shall be recorded with this designation.

E. Removal or Recall of Vehicles

The Township Clerk may at the request of a Department Head or the Treasurer or Supervisor, remove or recall any township vehicle from a department for any of the following:

- (1) Vehicle does not meet minimum mileage requirement, excluding "special use" vehicles.
- (2) Vehicle abuse, which includes but is not limited to, inadequate care or maintenance and damage to a vehicle caused by disregard or improper use.
- (3) The termination of an ~~employee~~ Employee or position with an assigned vehicle that will not be replaced within a reasonable time period.
- (4) Department Head may submit a written request to the Township Clerk justifying the retention of a vehicle removed or recalled because of underutilization.

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VII. POLICY:

A. General Statement

Pittsfield Charter Township is committed to ensuring personal and public safety in the use of Township vehicles. All ~~employees~~ Employees or Trustees or official Officials operating Township vehicles are expected to drive responsibly in a safe, prudent and economical manner. It is the policy of the Township to require all ~~employees~~ Employees that operate or travel in a Township vehicle or are using a privately-owned vehicle while conducting Township business to comply with all Federal, State, and Local vehicle laws. These requirements include, but are not limited to:

- Michigan Motor Vehicle Code
- Michigan Uniform Traffic Code
- United States Department of Transportation Federal Motor Carrier Safety Administration (FMCSA) Drug-Free Workplace Policy; including Commercial Driver's License (CDL) requirements; and
- Michigan's Mandatory Seat Belt Law (MCL 257.710e).

B. Usage

The use of a Township vehicle by an ~~employee~~ Employee or Trustee or official Official will be only for official Township business, and in compliance with the rules and regulations detailed in this policy. The compensation for the use of a privately owned vehicle will be only for official Township business, and in compliance with the rules and regulations detailed in this policy.

Standards communicated by the Director of Public Safety for Public Safety personnel will supersede all inconsistent directives for operation of Public Safety vehicles or private vehicles used for township business by Public Safety personnel.

C. Assignment of Township-Owned Vehicles

All ~~employees~~ Employees, Trustees or official Officials who operate Township-owned vehicles must meet the criteria established below for vehicle assignment. The authority to assign vehicles rests with the Township Supervisor or his/her designee. When a new vehicle is ordered, the Department Head must have confirmation from the Treasurer's Office that the vehicle is insured prior to accepting delivery of the vehicle or picking up the vehicle from the vendor.

Vehicles will be assigned on the basis of functional requirements of the user's position and assignment and should not be construed as being a substitute for other compensation or as a fringe benefit. Vehicles are assigned and certain privileges in their use are granted only as a means of promoting effective and efficient delivery of Township services.

Assignment criteria are established as follows:

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1. Assignment with Take Home Privileges

Vehicles are assigned under this classification in order to provide an ~~employee~~ Employee or Trustee with access to a Township-owned vehicle for those Employees or Trustees whose duties and responsibilities require a vehicle be assigned which includes take-home privileges.

a) Criteria

A vehicle will be assigned to an ~~employee~~ Employee on a Take Home basis when:

- (1) The responsibilities of the ~~employee's~~ Employee's position require the routine and regular conduct of Township business before or after normal working hours.
- (2) Emergency use on a routine or regular basis will be required before or after normal working hours.
- (3) The responsibilities of the position are such that it is an overall benefit to the Township to assign a vehicle.

2. Limited Use Assignment

Vehicles assigned under this classification shall be assigned to departments with ~~employees~~ Employees whose positions require routine utilization of a vehicle during normal working hours. A Limited Use Assignment means that Take home privileges are not permitted under normal circumstances.

a) Criteria

Under this classification, Township-owned vehicles will be assigned to a department when:

- (1) The nature of the vehicle use is routine, predetermined and predictable.
- (2) The use of a private vehicle would be inappropriate.

3. On Call/Emergency Assignment

Vehicles may be assigned under this classification to those ~~employees~~ Employees who are assigned "on call" duty beyond normal working hours in order to ensure a quick response to emergency or after-hour calls for service.

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a) Criteria

Under this classification, vehicles will be provided through ~~the a~~ department to those ~~employees~~ Employees who periodically are assigned "on call" duty by ~~their~~ the Department Head when:

- (1) A demonstrated need for a Township vehicle, to ensure a quick response to an emergency or after-hour calls, has been verified by the Department Head and approved by the Township Supervisor or his/her designee.
- (2) Employee is designated to be "on call" for a specific function or purpose.
- (3) Employees meeting this criteria and "on call" will be allowed to drive the vehicle to and from work. Personal use of the vehicle is strictly prohibited, except infrequent, incidental personal use occurring during otherwise legitimate use of the vehicle.

4. Pool Assignment

Pool vehicles are for general use by Township ~~employees~~ Employees or ~~officials~~ Officials who do not have vehicles assigned to their particular positions. All Township-owned vehicles not otherwise assigned will be designated Pool Vehicles. Vehicles so designated may be assigned to a multi-department pool.

Use of pool vehicles shall be monitored by the by Township Supervisor or his/her designee. Under normal circumstances, take-home privileges are not authorized under pool vehicle use assignments. No pool vehicles are to be driven to or from work under normal circumstances.

a) Criteria

Employee or Trustees ~~Officials~~ shall be ~~designated access to~~ assigned pool vehicles when their duties and responsibilities require occasional vehicle use, the nature and timing of which are unpredictable, varied and limited.

- (1) Pool vehicle use is to be approved by the Department Head for each use in the case of an Employee; by the Clerk in the case of an Official.
- (2) All pool vehicles and keys are to be returned to the location authorized by the Department Head or Clerk or Clerk's designee.



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D. Private Vehicle Use

1. Purpose

~~The purpose of this Section shall be to provide for private vehicle use for Township business when the duties and responsibilities of a position require vehicle use and a Township owned vehicle is not available or appropriate.~~

2. Criteria

~~Township employees or Trustees, authorized by their Department Head or designee, are eligible to use their privately owned vehicle in the conduct of official Township business when the duties of that position require use of a vehicle and a Township owned vehicle is unavailable, not assigned or inappropriate.~~

3. Authorization

~~Prior approval of the immediate supervisor is required to use a privately owned vehicle to conduct Township business for which mileage reimbursement is requested. The Department Head must approve mileage reimbursement only within established budgetary limits. The Township Supervisor or his/her designee may deny reimbursement if the individual is not determined to be an authorized driver. Employees, Trustees or officials authorized to drive private vehicles shall be reimbursed at the current approved mileage rates set by the U.S. Government for that period.~~

E.D. General Assignment

Designation of vehicle assignments in accordance with the policy will be in compliance with instructions issued by Township Supervisor or his/her designee, and will be based upon a review of recommended vehicle use plans submitted by the departments.

F.E. Township Vehicle Maintenance

1. Safe Condition

All vehicles must be maintained in safe operating condition. Employee and public safety are the primary considerations in making vehicle maintenance and repair decisions.

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2. Defects

Employees ~~Vehicle operators~~ will notify Department Heads of vehicular defects. Officials will notify the Clerk of vehicular defects. Safety-related defects will be corrected prior to vehicle usage.

3. Damage

Incidents involving physical damage to township vehicles must be reported to the Department Head immediately for potential further investigation. Officials must report incidents involving physical damage to township vehicles to the Clerk. See Accident Procedures (VII. J.) for guidelines regarding reporting and repair of physical damage.

~~Employees: Trustees or officials~~ Officials assigned township-owned vehicles must take proper care of the interior and exterior appearance of the vehicles.

4. Day to Day Care

(Additionally, follow any checklists your department has established).

(1) Engine Oil Level. Add recommended oil as necessary. Do not add or instruct vendors to add oil additives.

(2) Fluid leaks. Check ground for oil or other fluid spots.

(3) Tires. Check air pressure regularly. Tire pressure other than that stated by the manufacturer will reduce the tire life, impact vehicle handling, and reduce fuel economy. Check tires for excessive wear or uneven tread. Have tires rotated according to manufacturers' Vehicle Maintenance Schedule.

(4) Interior. Vehicle should be kept clean and free of debris and litter. Remove all personal belongings.

(5) Exterior. Check vehicle for body damage incurred while parked and unattended.

~~(5)~~ (6) Employees: Report any damage promptly to your Department Head and complete an accident report. All vehicles are to be washed in compliance with Department Heads' instructions.

Officials: Report any damage promptly to the Clerk.

~~(6)~~ (7) Vehicle Wiper blades. Make sure vehicle wiper blades are operating properly.



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~~(7)(8)~~ Weather-related Safety. Make sure the Defroster is operating properly and Windshield Washer fluid is full. Impaired vision impairs driving.

5. Long-Term Care

Timely preventive maintenance is the key to driving a safe and reliable vehicle that will provide your transportation needs while conducting township business. Please refer to the Manufacturers' Maintenance schedule vehicle maintenance card in the glove compartment for recommended vehicle maintenance procedures for your assigned vehicle.

6. Service Facility Selection

Pittsfield Charter Township annually reviews and evaluates regular maintenance costs for township-owned vehicles. The Board of Trustees approves recommendations based on these comparisons of local vendors' maintenance services. If a vendor participates in the MI-Deal Program, the township may use this vendor for servicing of vehicles.

<i>Type of Maintenance</i>	<i>Vendor</i>	<i>Vendor Address</i>
<i>Tire Purchases & Repairs</i>	<u>MI-Deal Vendor</u>	See Clerks' Office
<i>All Other Vehicle Repairs and Maintenance</i>	<u>Authorized Vendor</u>	See Clerks' Office

For routine and non-routine maintenance of Pittsfield Charter Township vehicles, an Authorized Vendor will perform the scheduled repairs. These repairs include:

- Oil, Lube, and Filter changes
- Tire rotations
- Brakes
- Body, chassis, and basic electrical repairs.
- Drive train, including engines, transmissions, axle, transfer case and hybrid systems
- Processor controlled systems including brakes, engine controls, transmission/transmission controls, and stability controls.

~~Currently, Briarwood Firestone is the designated vendor for routine maintenance of township owned vehicles when Oil, Lube, and Filter changes, Tire rotations and Tire purchases are required.~~

~~If further maintenance is identified when this routine maintenance is being performed, the most cost effective solution is for Briarwood Firestone to perform the service. If warranty work is required, Briarwood Firestone will deliver the~~

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~~vehicle to an authorized local dealer. Briarwood Firestone has also agreed to develop a maintenance schedule for each vehicle.~~

~~For non-routine maintenance of Pittsfield Charter Township vehicles, the recommendation is that Briarwood Ford will perform the scheduled repairs. These repairs include:~~

- ~~• Body, chassis, and basic electrical repairs.~~
- ~~• Drive train, including engines, transmissions, axle, transfer case and hybrid systems~~
- ~~• Processor controlled systems including brakes, engine controls, transmission/transmission controls, and stability controls.~~

~~Both Briarwood Firestone and Briarwood Ford An Authorized Vendor may provide pickup and delivery services of for township vehicles.~~

The Clerk's Office will monitor costs for the department's vehicle on a bi-annual basis.

F. Fuel Purchase

Vehicles must be operated using the type and grade of fuel recommended by the vehicle's manufacturer. Purchase self service gasoline from service stations.

G. Road Service

1. Roadside assistance

Roadside assistance is provided for township vehicles by an authorized towing agency or the nearest approved facility approved by the Department head. The glove compartment of all township vehicles contains a "Towing and Accident Procedures" information card for roadside assistance. The approved contractor will provide you with the following services:

- a) Battery Service**
- b) Tire Service**
- c) Mechanical First Aid**

(1) When it is safe, minor adjustments, not requiring parts or supplies, will be attempted at the scene to render your vehicle drivable. These adjustments cannot be guaranteed and you should immediately proceed to a repair facility to consult a mechanic.



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d) Extrication and Winching Service

e) Towing Service

f) Lock-out Service

g) Fuel Delivery Service

Roadside assistance is not provided for privately owned vehicles.

H. Private Vehicle Use

1. Purpose

The purpose of this Section shall be to provide for private vehicle use for Township business when the duties and responsibilities of a position require vehicle use and a Township-owned vehicle is not available or appropriate.

2. Criteria

Township Employees, authorized by their Department Head or designee, are eligible to use their privately-owned vehicle in the conduct of official Township business when the duties of that position require use of a vehicle and a Township-owned vehicle is unavailable, not assigned or inappropriate. Township Officials are eligible to use their privately-owned vehicle in the conduct of official Township business when the duties of that position require use of a vehicle and a Township-owned vehicle is unavailable, not assigned or inappropriate.

3. Authorization

Prior approval of the Department Head is required to use a privately owned vehicle to conduct Township business for which mileage reimbursement is requested. The Department Head must approve mileage reimbursement only within established budgetary limits. The Township Supervisor or his/her designee may deny reimbursement if the individual is not determined to be an authorized driver. Employees or Officials authorized to drive private vehicles shall be reimbursed at the current approved mileage rates set by the U.S. Government for that period.

G-I. Reimbursement for Use of Private Vehicles

Upon authorization for use of a private vehicle, ~~employees~~ Employees or Trustees Officials are required to document actual miles driven and will be reimbursed at the currently established rate. Actual miles will be defined as only those miles driven which are directly related to official Township business. This definition

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does not include those miles required to transport ~~employees~~ Employees or ~~Trustees~~ Officials between home and the primary work destination point.

1. Processing the Mileage Report for Reimbursement.

The ~~employee, Trustee or~~ Employee official will complete a Mileage Reimbursement Form or Special Travel Expense Form indicating the miles traveled and the amount requested for reimbursement. Upon signing the form or report verifying the accuracy of the mileage claimed, the ~~employee~~ Employee, Trustee or official will submit the report to the Department Head for approval. The Department Head, to designate approval, will sign the form to verify its accuracy and will forward it to the Accounting Department, requesting authorization of payment.

The Official will submit reimbursement request forms to the Clerk to forward to the Accounting Department, requesting authorization of payment.

Reimbursement of mileage for the use of a private vehicle on township business will be reimbursed at optional standard mileage rates as posted by the Internal Revenue Service. Reimbursement of vehicle expenses, including mileage, vehicle maintenance, and fuel purchases are to be completed by the ~~employee~~ Employee or Official and approved by the reporting Department Head or Clerk (in the case of Officials) within the following timeframes:

Mileage	30 days (Employee Policy Manual)
Special Travel Expenses	10 days (Employee Policy Manual)
Expenses billed to Pittsfield Charter Township Credit card	3 days (Resolution)

H. Fuel Purchase

~~Vehicles must be operated on the type and grade of fuel recommended by the vehicle's manufacturer. Purchase self service gasoline from service stations offering the lowest price.~~

I. Road Service



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~~4. Roadside assistance~~

~~Roadside assistance is provided for township vehicles by authorized towing agency or the nearest approved facility approved by the Department head. The approved contractor will provide you with the following services:~~

~~a) Battery Service~~

~~b) Tire Service~~

~~c) Mechanical First Aid~~

~~(1) When it is safe, minor adjustments, not requiring parts or supplies, will be attempted at the scene to render your vehicle drivable. These adjustments cannot be guaranteed and you should immediately proceed to a repair facility to consult a mechanic.~~

~~d) Extrication and Winching Service~~

~~e) Towing Service~~

~~f) Lock-out Service~~

~~g) Fuel Delivery Service~~

~~Roadside assistance is not provided for privately owned vehicles.~~

J. Accident Procedures

If you are involved in a crash and are injured, it is important to stay calm while awaiting help to protect yourself from further injury.

a) If you are not injured:

- (1) Get help for others if they are injured.
- (2) Phone 911, Police and Emergency Services, and notify state, county or other municipal authorities, as required by law.
- (3) Take reasonable steps to protect yourself and others from further damage, which may include driving vehicle (if possible) to side of road.
- ~~(4) Ask bystanders and others to be careful with matches, lighters, and cigarettes as spilled gasoline may be at the scene.~~



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~~(5)~~(4) After all emergency actions have been completed,
Collect the following facts if police are not yet on scene:

- (a) Name and address of each witness.
- (b) Registration information for other vehicle(s), owners' name, address, license plate number, VIN, and vehicle description.
- (c) Name and address of each person involved and extent of injury.
- (d) Name and address of company insuring other vehicle(s) and insurance policy number(s).
- (e) General information: Location, time, weather, damage to vehicles, etc.

~~(6)~~(5) A police report must be filed with local law enforcement agencies.

- (a) Do not discuss the accident with anyone other than the police. unless authorized by a Department Head.
- (b) Do not sign or make statements regarding responsibility.

~~(7)~~(6) If the vehicle is unsafe to operate, call the Road Service designated Contractor/Roadside Assistance agency to arrange a vehicle tow. "Towing and Accident Procedures" information is located in vehicles' glove box.

~~(8)~~(7) Employees: Notify your reporting Department Head immediately.
Officials: Notify the Clerk immediately.

~~(9)~~(8) Bring Police Report Number and the vehicle (if drivable) to the authorized Township parking location.

~~(10)~~(9) To report the accident, Notify-notify the Assistant to the Treasurer, at the Treasurer's office (734.822.3140) to report the accident. This township employee-Employee will take photographs of the vehicle and complete appropriate insurance forms. Two (2) estimates are NOT needed by the township's insurer.

~~(11)~~(10) The Treasurer's office must authorize all repairs.

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(12)(11) Injury reports will be processed by the Human Resources Department.

K. Records Maintenance

The Township Supervisor or his/her designee will develop and maintain records sufficient to ensure proper utilization of Township vehicles. These records should include vehicle assignment, vehicle use, maintenance records, accident incidents, and, in particular, such information warranted under special use assignments to ensure accountability of vehicles used beyond normal working hours.

Adequate records of mileage reimbursement, maintenance costs, vehicle purchases, and leases, and fuel purchases will be maintained by the Accounting Department to ensure accountability of public funds.

A daily mileage log is maintained in some vehicles. Employees driving these vehicles must record their mileage on the log. Employees operating the Vector truck are required to conduct a daily pre-trip inspection and record the inspection on the log in the truck.

Each Department Head will provide a list of ~~employees~~ Employees or ~~Trustees~~ assigned to township vehicles to the Township Clerk in the following categories:

1. Take Home Privileges
2. Limited Use Assignment
3. On Call/Emergency Assignment

The list must include the Vehicle Identification Number (VIN), the Driver's Name and the Driver's license number.

The Department shall immediately notify the Clerk's Office of any driver changes to assigned vehicles. Failure to provide this information may result in revocation of an assigned vehicle.

~~Employees or Trustees~~ Officials assigned township-owned vehicles, using vehicles for commuting to and from work, will comply with Section 61a of the Internal Revenue Service Code, the commuting rule related to fringe benefits. In some cases, Public Safety Employees that are assigned a qualified vehicle may be excluded from the fringe benefits rule if the use of the vehicle conforms to IRS regulations.

The Department Head will report the total cost of commuting, per ~~employee~~ Employee, to the Accounting Department by December 15 of each year.

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L. Assignment of Expenses to Departments

Expenditure transactions for the vehicles will be made monthly from the department's account in the Department budget.

Charges for vehicle use will be assigned into the following categories:

1. Gasoline, Oil
2. Maintenance and Repairs
3. Insurance

M. General Rules and Regulations Pertaining To Vehicle Use by Township Employees or ~~Trustees~~ Officials

The following rules and regulations are established as a supplement to all rules and regulations contained in this and other administrative and personnel policies. The rules and regulations contained herein apply to all Township ~~employees~~ Employees, Trustees or official Officials who are authorized to use Township-owned vehicles or who are compensated for the use of their privately-owned vehicle in the conduct of Township business. Any ~~employee~~ Employee, Trustee or official Official in violation of these rules may be ~~disallowed~~ prohibited from using any Township owned vehicle or privately owned vehicle on Township business and ~~employees~~ Employees shall, when deemed appropriate, be disciplined ~~appropriately~~, up to and including discharge.

In the event that a breach of duties included in this manual is also a breach of duties imposed by the laws of the State of Michigan, nothing included in this manual will relieve one from liability for the breach of legal duty.

1. Personal Use of Township Vehicles

Avoid use of Township-owned vehicles for private business, personal errands, or recreation. Avoid creating any perception of misuse. Inappropriate vehicle use may result in disciplinary action.

2. Township Vehicle or a Private Vehicle Used on Township Business:

The ~~Employee or Trustee~~ Employee or official Official must . . .

- (1) Possess a current and valid motor vehicle operator's license issued by the State of Michigan appropriate for the size and type of vehicle operated.
- (2) Ensure that the vehicle carries valid Michigan Vehicle plates and Proof of Insurance and Registration.



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(3) Ensure that the vehicle is in proper operating condition at all times. Employees: Report Any malfunctions of township vehicles should be reported immediately to the Department Head.

Officials: Report any malfunctions of township vehicles immediately to the Clerk.

Malfunctions of Public Safety vehicles should be reported to the Public Safety Fleet Manager.

It is important to communicate ~~Inform the reporting Department Head of any condition which presents a safety hazard to either the the employee Employee, Trustee or official Official~~ or the general public in the operating of a vehicle.

(4) Be in satisfactory physical condition to assure safe operation of the vehicle and to prevent a hazard to the driving public.

(5) Obey all applicable laws and ordinances and use seat belts while operating Township owned vehicles or privately owned vehicles on Township business.

(6) Use care and caution at all times when operating vehicles on township business. Improper, careless, or reckless operation of vehicles may result in disciplinary action and may include forfeiture of vehicle use or assignment privileges or other usage restrictions.

(7) Lock all doors, close windows, and carry keys with you when leaving vehicle unattended.

(8) Plan driving trips to avoid unnecessary use of the vehicle.

(9) Drive slowly and with headlights on at appropriate setting in rain, snow, fog, or sleet. If vehicle is equipped, use fog lamps. Drivers are strongly encouraged to use headlights at all times to increase visibility. Adjust the distance between you and the vehicle ahead accordingly to maintain an adequate stopping distance. Wet, slick road surfaces may impair braking. If your vehicle is equipped with anti-lock brakes, (ABS), do not pump the brakes. Avoid "blind spots" of other vehicles.

(10) Familiarize yourself with the vehicle before using it. If your vehicle becomes disabled or an emergency requires you to stop on the side of the road, turn on the emergency flashers. If the vehicle requires road service, contact the nearest location of the authorized Road Service Facility as indicated on "Towing and Accident Procedures" card in vehicle's glove box.

(11) -Park vehicle in a secure facility when possible.

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(12) Report the theft of a vehicle or its contents immediately to:

- (a) Local law enforcement agency, and
- (b) Employee: Reporting Department Head, and
Official: Clerk, and
- (c) ~~Insurance employee~~ Department Head or Clerk: Report theft
to Assistant to Treasurer, Treasurers' office

3. Employee and Trustee Driving Regulations:

(1) ~~Employees, Trustees or officials~~ that use township vehicles or private vehicles for township business, shall notify their Department Heads within 1 business day of a driver's license that is restricted, suspended, revoked, or cancelled. Any ~~employee~~ Employee who is found guilty (if a misdemeanor) or responsible (if a civil infraction) of a moving violation must notify the township within 30 days of the date of adjudication of the citation or case. Officials that use township vehicles or private vehicles for township business shall notify the Clerk within 1 business day of a driver's license that is restricted, suspended, revoked, or cancelled. Any Official who is found guilty (if a misdemeanor) or responsible (if a civil infraction) of a moving violation must notify the township within 30 days of the date of adjudication of the citation or case.

(2) Violations, citations, fines, and other actions taken by any police jurisdiction against any ~~employee~~ Employee while driving a township vehicle ~~or a private vehicle while on township business~~, shall be the responsibility of the ~~employee~~ Employee and may be cause for disciplinary action by the township. An ~~employee~~ Employee receiving a citation or who is otherwise charged with a moving violation while operating a Township vehicle shall notify the Township supervisor or his/her designee within 1 business day of ~~the charge~~ the charge and its disposition.

(3) Vehicles will be operated in a manner that is consistent with intended use. Each Department will monitor its vehicle usage on an ongoing basis to ensure utilization in a cost-effective manner consistent with expectations established at vehicle acquisition.

(4) Vehicles will be operated in accordance with manufacturer's ratings and guidelines, including load-carrying capacity and trailer-towing capacity. Employee and public safety are the primary considerations when determining vehicle operating practices.

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(5) Damage caused by negligence or abuse will be cause for disciplinary action and may include forfeiture of vehicle use/assignment privileges or other usage restrictions.

4. ~~Private Vehicle Use for Township Business:~~

~~In addition to the above regulations regarding vehicle use, an Employee, Trustee or other official must:~~

~~(1) Ensure that the vehicle is currently licensed by the State of Michigan, insured pursuant to State statute and properly maintained so as to be safe for operation on public roads.~~

~~(2) Be the owner, lessor or borrower of the vehicle in order to request mileage reimbursement for vehicle use on township business.~~

~~(3) Read and sign the Township Form "Use of Private Vehicles for Township Business Insurance and Maintenance Requirements".~~

~~(4) Provide Proof of Insurance and a current drivers' license for any employee or Trustee who receives reimbursement for privately owned vehicle mileage. An employee's or Trustee's personal vehicle insurance is the primary coverage in the event an employee, Trustee or official is involved in an accident while on Township business. Township insurance policies act as the secondary coverage once the limits are met under an employee's or Trustee's policy.~~

5.4. Liability when using Private Vehicles:

Vehicle Damage or Loss. The Township may reimburse an ~~employee~~Employee or ~~Official~~ using a personal vehicle for official Township business, the lesser of the private auto insurance deductible or actual damages up to \$999.99. The ~~employee~~Employee or ~~Official~~ may submit a claim to the Board of Trustees for evaluation and consideration. The Board of Trustees may evaluate whether the ~~employee~~Employee, ~~Trustee~~ or ~~official~~Official was negligent and then make a determination regarding reimbursement of an insurance deductible or damages up to \$999.99.

6.5. Commercial Drivers' License

(1) In accordance with state and federal laws and regulations, all Utilities Department ~~employees~~Employees whose job duties require the operation of Township vehicles, must have and maintain valid commercial driver's licenses, in concurrence with any endorsements required by Pittsfield Township as a condition of employment.

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(2) Within 30 days of an adjudication of guilt or responsibility for any traffic violation, except a parking violation, an ~~employee~~Employee whose job duties require a Commercial Drivers' License must notify Pittsfield Township of the adjudication, regardless of the nature of the violation or the type of vehicle which was driven at the time.

(3) If a driver's license is suspended, revoked, canceled, or if an ~~employee~~Employee is disqualified from driving, Pittsfield Township must be notified. The notification must be made by the end of the next business day following receipt of the notice of the suspension, revocation, cancellation, lost privilege or disqualification.

(4) Pittsfield Township may not knowingly use a driver who has more than one license or whose license is suspended, revoked or canceled, or is disqualified from driving. Violation of this requirement may result in civil or criminal penalties in accordance with federal regulations.

7.6. **Specific Practices Prohibited**

(1) ~~Employees, Trustees or other official~~Officials may not operate Township vehicles or privately-owned vehicles on township business while under the influence of or impaired by alcohol or any controlled substance, as regulated by law, or with any presence of a Schedule 1 drug or cocaine in the operator's blood or urine.

(2) The use of tobacco in any form is prohibited in Township-owned vehicles.

(3) It is prohibited to violate any traffic regulation while operating a township-owned or private vehicle while in the conduct of Township business

(4) Text messaging while driving is prohibited. The use of cell phones while driving is discouraged.

(5) It is prohibited to operate a township-owned or private vehicle while in the conduct of Township business in such a manner that could result in property or bodily damage either to the Township or the public due to careless or negligent operation on the part of the ~~employee~~Employee or Trustee or officialOfficial.

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8.7. Non-Employees in a Township Vehicle.

(1) People who are not ~~employees~~Employees, ~~Trustees~~, ~~official~~Officials, contractual workers, volunteers or agents of the Township are strictly prohibited from operating any Township vehicle.

N. Random Drug Testing

The Township Supervisor or his/her designee shall indiscriminately select ~~employees~~Employees or Trustees that require driving township-owned vehicles or heavy equipment to undergo random drug testing. The ~~employee~~Employee or Trustee shall be selected on a documented random basis. When notified, the person to be tested must appear for testing within 2 business hours of notification, or be subject to termination.

~~O. Accident Reporting Requirements~~

~~All accidents involving Township vehicles or privately owned vehicles being used for Township business and for which mileage reimbursement is claimed must be reported immediately to the Department Head or his/her designee and appropriate law enforcement agency.~~

P.O. Vehicle Markings

1. Purpose

To clearly identify Township-owned vehicles at all times when in the conduct of Township Business except for security purposes.

2. Criteria for Marking

All Township vehicles, except ~~certain~~designated law enforcement vehicles and vehicles ~~identified~~excepted by the Township Supervisor as ~~appropriate for no markings~~, are to be marked with Township emblems.

3. Markings – Type

All Township marked vehicles shall have a standard marking which is visible at night. The standard marking shall be approved by the Board of Trustees.

VIII. Vehicle Life

The life expectancy of vehicles is dependent upon the type of vehicle and the usage the vehicle receives. The township has a responsibility to maximize the utilization of Township vehicles. The life expectancy of a vehicle will be determined by the Treasurer’s office at the time the vehicle is put into service.

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This determination will be made in conjunction with the Department Head but the final determination will be made by the Treasurer's Office as directed by the Accounting Manager for the maximum utilization of Township resources.

A. Disposal of Vehicle

Should a vehicle be retained past its original life expectancy, it will be disposed of by sale at auction.

B. Reassignment of Vehicle

When a vehicle is determined to be unusable by a Department prior to the end of its life expectancy, the vehicle may be reassigned to another Department, if possible.

C. Replacement Vehicle

A Department shall turn in the old vehicle before receiving a replacement vehicle to prevent unnecessary growth of the vehicle fleet. Any exception to this requires approval of the Board of Trustees.

IX. Monitoring and Auditing Responsibilities

The responsibility for monitoring the compliance of this Administrative Policy has been assigned to the Township Supervisor, or his/her designee. Random audits of the township fleet will be performed. This audit will include, but not be limited to, compliance with township policy, driver assignments, mileage, vehicle condition, maintenance records, justification requests, and compliance with the IRS regulations regarding fringe benefits.

X. Review of Vehicle Policy

The responsibility for an annual review of the Vehicle Policy is assigned to the Township Clerk, or his designee.

XI. ADMINISTRATIVE PROCEDURES:

Exceptions:

Any exceptions or unusual circumstances that are not provided for in this policy must have specific prior written approval from the Township Supervisor.

~~SUPERVISOR/LEGAL COUNSEL REVIEW:~~

~~The Supervisor has determined that this policy as submitted to the Board of Trustees contains the necessary substance in order to carry out the purpose of the policy. The Township Legal Counsel has determined that this policy as submitted complies with all applicable laws, rules and regulations.~~

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Approved as to Substance:	Approved as to Legal Content:
Date:	Date:
Mandy Grewal	James Fink
Pittsfield Charter Township Supervisor	Pittsfield Charter Township Legal Counsel



Pittsfield Charter Township

6201 West Michigan Avenue, Ann Arbor, MI 48108
Phone: (734) 822-3136 • Fax: (734) 944-6103
Email: supervisor@pittsfield-mi.gov • Website: www.pittsfield-mi.gov

Mandy Grewal
Township Supervisor

Barbara Ryan Fuller
Deputy Supervisor

Office of the Supervisor

MEMORANDUM

TO: Pittsfield Charter Township Board of Trustees

THROUGH: Mandy Grewal, Supervisor

FROM: Paul Montagno, AICP, Senior Planner
Craig Lyon, Director of Utilities and Municipal Services 

DATE: April 14, 2011

SUBJECT: Resolution of Denial RZ 10-03, Menard's, Inc.

BOARD ACTION REQUESTED:

Adopt a Resolution of Denial for the petition to amend the Pittsfield Charter Township Zoning Ordinance, RZ 10-03, Menards Inc.

BACKGROUND:

Pittsfield Township received a petition, RZ 10-03, Menard's, Inc. on December 7, 2010, from Menard's Inc., to rezone a parcel of land totaling 55.85 net acres in Section 14, known as parcel ID# L-12-14-400-008, from an I-1 (Limited Industrial) Zoning District to a C-2 (General Commercial) Zoning District

The Pittsfield Township Planning Commission held a public hearing on this petition on January 13, 2011

Planning Staff recommend denial of the petition as it is not consistent with the planning policies of the Township. The Planning Commission called for a working session to review the master plan with regards to this use in this area and determined that it was not appropriate to change the plan to accommodate this use.

IMPACT ON TOWNSHIP'S HUMAN RESOURCES:

NA

IMPACT ON TOWNSHIP'S BUDGET:

NA

IMPACT ON INDIRECT COSTS:

NA

IMPACT ON OTHER TOWNSHIP DEPARTMENTS OR OUTSIDE AGENCIES:

NA

CONFORMITY TO TOWNSHIP POLICIES:

The denial of this petition is consistent with Township Policies. An approval would be in conflict with the existing and proposed Future Land Use Plan for the Township. Please refer to the attached Land Use and Zoning Analysis dated January 6, 2011, for more detailed information on this petition.

ATTACHMENTS:

- Land Use and Zoning Analysis dated January 6, 2011
- The Planning Commission's Resolution 1, Findings of Required Standards, RZ 10-03 Menards Inc.
- The Planning Commission's Resolution 2, Recommendation of Denial, RZ 10-03 Menards Inc.



CARLISLE/WORTMAN ASSOCIATES, INC.
Community Planners /Landscape Architects

605 S. Main, Suite 1
Ann Arbor, MI 48104
734-662-2200
fax 734-662-1935

6401 Citation Drive, Suite E
Clarkston, MI 48346
248-625-8480
fax 248-625-8455

Date: January 6, 2011

Land Use and Zoning Analysis For Pittsfield Township, Michigan

Applicant:	Menards, Inc.
Project No:	RZ 10-03
Location:	West side of Carpenter Road, between I-94 and Morgan Road
Zoning:	I-1, Limited Industrial
Action Requested:	Rezoning to C-2, General Commercial
Required Information:	Provided

SITE DESCRIPTION

Applicant request rezoning of a parcel that is 57.45 gross acres (55.85 net acres) in size with nearly 1,400' of frontage on Carpenter Road. This site also has approximately 1,318' in depth. US-23 abuts the site along its westerly boundary.

NEIGHBORING ZONING AND LAND USE

The site is located in an area which is predominately zoned and used as limited industrial, general industrial, and wholesale and warehousing. A church and scattered residential are located directly across from the site on the east side of Carpenter Road. A large concentration of commercial uses in the Township is located north of I-94 extending north to Washtenaw. However, the subject site has no relationship nor is located in proximity to commercial centers to the north and the south.

	North	South	East	West
Zoning	AG	I-1	I-1, R-2B, R-1B	AG
Land Use	MDOT R.O.W.	Light Industrial	Church / residential / light industrial	US 23
Master Plan	Light Industrial, I-94	Light Industrial	Light Industrial / residential	US 23

MASTER PLAN

The Township Master Plan designates the subject site and surrounding area for industrial use extending south to Michigan Avenue. Due to the nature and character of certain light industrial uses, the Township has concentrated this pattern in this area because it is largely isolated from existing residential neighborhoods.

Commercial areas within the Township are concentrated along major corridors and major intersections. The area to the north of I-94 typifies the planned commercial concentrations within the Township. Although the subject site and the area to the north have Carpenter Road in common, the area to the north has superior east-west accessibility via Washtenaw, Packard, and Ellsworth Roads. Therefore, I-94 provides a logical boundary between the commercial concentration to the north and the industrial designation in which the subject property is located.

NATURAL RESOURCES

- Topography:** The site is relatively flat.
- Woodlands:** The northern third of the site is heavily wooded.
- Wetlands:** The Township wetlands potential map indicates that there might be significant wetland on the site, perhaps as much as 25 – 30% of the site. A previous proposal for the site confirms the presence of wetlands in the northern and central portion of the site.
- Soils:** Soils conditions are consistent with wetlands locations. The areas designated as wetland are from the Pewamo classification, typical of wet conditions. The balance of the site is from the Boyer series and have slight to moderate limitations for buildings.

DEVELOPMENT POTENTIAL

The C-2 General Commercial District permits all uses in the C-1 Local Commercial District as well as a broad variety of retail uses, which are intended to serve a market area that could extend beyond Township boundaries. A number of uses, which have outdoor sales activities, are also included in the C-2 District.

If the site were unencumbered by wetlands and other natural constraints, it would support approximately 600,000 sq. ft. of retail area, based on maximum lot coverage requirements of 25%. However, due to the presence of wetlands, the actual commercial development potential is expected to be less, perhaps reduced by as much as a third. Based on the amount of wetlands, it is likely that a more reasonable estimate of development potential is 400,000 sq. ft.

The I-1 District permits greater lot coverage at 30%, which would result in approximately 700,000 sq. ft. of industrial area. Again, the presence of wetlands would reduce this figure to approximately 500,000 sq. ft.

TRAFFIC IMPACT AND SITE ACCESS

Sole access to the site would be provided via Carpenter Road, designated in the Master Plan as a principal arterial. While Carpenter is a five-lane roadway, all traffic generated by the subject site would be concentrated on Carpenter Road, since east-west connectivity is poor in this area. According to the Institute of Transportation Engineers (ITE) trip generation tables, light industrial use is expected to generate approximately 7 total trips (a trip is in and out) per 1,000 sq. ft. of gross floor area. Based on a development potential of 500,000 sq. ft., this would result in 3,500 trips per day. Comparing this to a variety of commercial uses that could be built if the site is rezoned, significantly higher traffic volumes would be expected:

- Building materials store @ 40 trips / day / 1,000 sq. ft. of gfa = 16,000 total trips / day
- Discount Superstores @ 47 trips / day / 1,000 sq. ft. of gfa = 18,800 total trips / day
- Free-standing Discount Store @ 56 trips / day / 1,000 sq. ft. of gfa = 22,400 total trips / day

Please note that only weekday trips are indicated. Weekend trips for most light industrial uses drops significantly, while commercial uses increase significantly.

ESSENTIAL FACILITIES AND SERVICES

The site will be located in an area served by municipal sewer and water. On-site stormwater management would be required under all development scenarios.

SUMMARY OF FINDINGS

Section 59.05 of the Township Zoning Ordinance requires the Planning Commission to identify and evaluate all factors relevant to the petition, including, but not limited to, the following:

- A. Whether or not the requested zoning change is justified by a change of conditions since the original ordinance was adopted or by an error in the original ordinance.

The area has been planned and zoned for industrial use for a number of years with no significant change to this pattern. Further, providing area for a light industrial development is reasonable, especially in light of the fact it is one of the few areas in the Township designated for light industrial use and is relatively isolated from single-family neighborhoods.

- B. The precedents and the possible effects of such precedents, which might likely result from approval or denial of the petition.

Rezoning of a large parcel to commercial would establish a precedent for commercial zoning along both sides of Carpenter, contrary to the Township's Master Plan. Given the large amount of commercial land use that exists to the north of I-94 and in other areas of the Township, there is no demonstrated need for an additional 55 acres of commercial.

- C. The ability of the Township or other government agencies to provide any services, facilities, and / or programs that might be required if the petition were approved.

There appears to be no inordinate burden on public utilities if the site were zoned to C-2. However, traffic conditions would change significantly if the site developed in a commercial manner.

- D. Effect of approval of the petition on the condition and / or value of property in the Township or in adjacent civil divisions.

Commercial zoning would result in increased traffic and congestion and could present a negative impact on both property values and conditions of neighboring properties. This would be especially significant for residential properties located to the east.

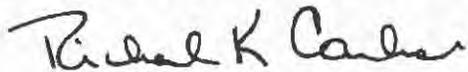
- E. Effect of approval of the petition on adopted development policies of Pittsfield Township and other government units.

Approval of the rezoning petition to C-2 would be contrary to the development policies of the Township. The Master Plan designates the subject site and most of the surrounding area between I-94 and Sam's Club as Light Industrial. Given the characteristics of light industrial uses, it is reasonable to concentrate such uses within specific areas of the Township limiting the external effect on neighboring residential areas.

Menards, Inc.
1-6-11

The Township has followed a policy of concentrating commercial uses, and specifically regional commercial uses, to areas where transportation accessibility is more convenient. The commercial concentration on Carpenter Road to the north is well served by both Carpenter Road, as well as good east-west access provided by Ellsworth and Packard Roads. While the subject site is located on Carpenter Road, east-west, accessibility is poor.

CARLISLE/WORTMAN ASSOCIATES, INC.



Richard K. Carlisle, PCP, AICP
President

#222-02-10102



Pittsfield Charter Township Planning Commission

6201 West Michigan Avenue, Ann Arbor, MI 48108
Phone: (734) 822-3130 • Fax: (734) 944-1103
Website: www.pittsfield-mi.gov

Mandy Grewal, Supervisor

RESOLUTION #1 FINDINGS OF REQUIRED STANDARDS RZ 10-03 MENARDS, INC PITTSFIELD TOWNSHIP PLANNING COMMISSION April 7, 2011

The Pittsfield Township Planning Commission hereby makes the following findings of required facts from 59.05 of the Zoning Ordinance for a zoning amendment petition submitted as RZ 10-03, received by the Township on December 7, 2010, requesting a map amendment from an I-1 (Limited Industrial) Zoning District to a C-2 (General Commercial) Zoning District for 4700 Carpenter Road also known as tax parcel ID # L-12-14-400-008:

- A. Whether or not the requested zoning change is justified by a change of conditions since the original ordinance was adopted or by an error in the original ordinance.

The area has been planned and zoned for industrial use for a number of years with no significant change to this pattern. Further, providing area for a light industrial development is reasonable, especially in light of the fact it is one of the few areas in the Township designated for light industrial use and is relatively isolated from single-family neighborhoods. Additionally, a working session was held to discuss the Future Land Use Plan for the Township with a specific discussion about this subject property at which the consensus was to maintain the existing land uses planned for this area.

- B. The precedents and the possible effects of such precedents, which might likely result from approval or denial of the petition.

Rezoning of a large parcel to commercial use would establish a precedent for commercial zoning along both ends of Carpenter, contrary to the Township's Master Plan. Given the large amount of commercial land use that exists to the north of I-94 and in other areas of the Township, there is no demonstrated need for an additional 55 acres of commercial.

- C. The ability of the Township or other government agencies to provide any services, facilities, and / or programs that might be required if the petition were approved.

There appears to be no inordinate burden on public utilities if the site were zoned to C-2. However, traffic conditions would change significantly if the site developed in a commercial manner.

- D. Effect of approval of the petition on the condition and / or value of property in the Township or in adjacent civil divisions.

Commercial zoning would result in increased traffic and congestion and could present a negative impact on both property values and conditions of neighboring properties. This would be especially significant for residential properties located to the east due to cut through traffic.

- E. Effect of approval of the petition on adopted development policies of Pittsfield Township and other government units.

Approval of the rezoning petition to C-2 would be contrary to the development policies of the Township. The Master Plan designates the subject site and most of the surrounding area between I-94 and Sam's Club as Light Industrial. Given the characteristics of light industrial uses, it is reasonable to concentrate such uses within specific areas of the Township limiting the external effect on neighboring residential areas.



Pittsfield Charter Township Planning Commission

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Website: www.pittsfield-mi.gov

Mandy Grewal, Supervisor

RESOLUTION #2 RECOMMENDATION OF DENIAL RZ 10-03 MENARDS, INC PITTSFIELD TOWNSHIP PLANNING COMMISSION April 7, 2011

WHEREAS Pittsfield Township received petition RZ 10-03, Menard's, Inc. on December 7, 2010, from Menard's Inc., to rezone a parcel of land totaling 55.85 net acres in Section 14, known as parcel ID# L-12-14-400-008, from an I-1 (Limited Industrial) Zoning District to a C-2 (General Commercial) Zoning District; and

WHEREAS The Pittsfield Township Planning Commission held a public hearing on this petition on January 13, 2011, and received comments on the petition; and

WHEREAS The Pittsfield Township Planning Commission reviewed the petition; and

WHEREAS The Pittsfield Township Planning Commission determined by separate resolution that the petition does not meet the standards for a zoning amendment as provided in Section 59.05 of the Zoning Ordinance; and

NOW THEREFORE BE IT RESOLVED That the Pittsfield Township Planning Commission recommends that the Pittsfield Township Board deny petition RZ 10-03 Menard's, Inc; and

BE IT FURTHER RESOLVED That the Pittsfield Township Planning Commission transmits the Land Use and Zoning Analysis dated January 6, 2011, as the Planning Commission's report on the petition.

**PITTSFIELD CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN
RES #11-28
RESOLUTION FOR DENIAL OF AN ORDINANCE TO AMEND THE
PITTSFIELD TOWNSHIP ZONING ORDINANCE
RZ 10-03 MENARDS, INC**

Minutes of a Regular Meeting of the Township Board of Pittsfield Charter Township, Washtenaw County, Michigan, held at the Township Administration Building located at 6201 W. Michigan Avenue, in said Township, on April 27, 2011, at 6:30 p.m.

Members Present: _____

Members Absent: _____

The following preamble and resolution were offered by Member _____ and supported by Member _____.

WHEREAS Pittsfield Township received petition RZ 10-03, Menard's, Inc. on December 7, 2010, from Menard's Inc., to rezone a parcel of land totaling 55.85 net acres in Section 14, known as parcel ID# L-12-14-400-008, from an I-1 (Limited Industrial) Zoning District to a C-2 (General Commercial) Zoning District; and

WHEREAS The Pittsfield Township Planning Commission held a public hearing on this petition on January 13, 2011, and received comments on the petition; and

WHEREAS The Pittsfield Township Planning Commission reviewed the petition; and

WHEREAS The Pittsfield Township Planning Commission determined by resolution that the petition does not meet the standards for a zoning amendment as provided in Section 59.05 of the Zoning Ordinance; and

WHEREAS The Pittsfield Township Planning Commission recommended that the Pittsfield Township Board deny petition RZ 10-03 Menard's, Inc; and

WHEREAS The Pittsfield Township Planning Commission transmitted the Land Use and Zoning Analysis dated January 6, 2011, as the Planning Commission's report on the petition.

NOW THEREFORE BE IT RESOLVED That the Pittsfield Township Board of Trustees denies petition RZ 10-03 Menard's, Inc;

ROLL CALL VOTE:

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED

Mandy Grewal, Supervisor
Pittsfield Charter Township

DATED:

CERTIFICATE

I, Alan Israel, hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board of Pittsfield Charter Township, County of Washtenaw, State of Michigan, at a Regular Meeting held on April 27, 2011, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Alan Israel, Clerk
Pittsfield Charter Township

**PITTSFIELD CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN
RES #11-29**

Resolution to Amend the 2011 General Fund Budget

Minutes of a Regular Meeting of the Township Board for Pittsfield Charter Township, Washtenaw County, Michigan, held at the Pittsfield Township Administration Building, located at 6201 W. Michigan Avenue, in said Township on Wednesday the 27th day of April, 2011 at 6:30 pm

Present:

Absent:

The following preamble and resolution were offered by Member _____ and supported by Member _____.

WHEREAS, the Uniform Budgeting and Accounting Act, Act 2 of 1968, Budget Sections as amended through Act 493 of 2000, 141.437 Section 17 (1) states that any deviation from the original general appropriations act shall not be made without amending the general appropriations act,

WHEREAS, the legislative body of the local unit shall amend the general appropriations act as soon as it becomes apparent that a deviation from the original general appropriations act is necessary and the amount of the deviation can be determined,

WHEREAS, an amendment shall indicate each intended alteration in the purpose of each appropriation item affected by the amendment,

WHEREAS, if during a fiscal year it appears that the actual and probable revenues from taxes and other sources in a fund are less than estimated revenues, amendments to the revenue appropriations shall be recommended to meet sufficient balance in the general appropriations act,

NOW THEREFORE BE IT RESOLVED, by the Board of Trustees for Pittsfield Charter Township, the following amendments to the 2011 General Fund.

1. Increase Senior Day Trips Expenses (751) line item 101-751-735 in the amount of \$50,000 and Increase Recreation Fees-Senior 101-651-009 in the amount of \$50,000. (Senior Day Trips).
2. Increase Federal Grants Revenue line item 101-000-501 in the amount of \$98,000 and Increase Capital Improvement Budget (900) EECBG-Energy Project line item 101-900-971 in the amount of \$98,000.(Energy Grant Project).

ROLL CALL VOTE:

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED

Mandy Grewal, Supervisor
Pittsfield Charter Township

Alan Israel, Clerk
Pittsfield Charter Township

DATED: April 27, 2011

CERTIFICATE

I, Alan Israel, hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board of Pittsfield Charter Township, County of Washtenaw, State of Michigan, at a Regular Meeting held on, April 27, 2011 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Alan Israel, Clerk
Pittsfield Charter Township

DATED: April 27, 2011