



Village Council Regular Meeting Agenda
Tuesday, August 11, 2020 7:00 PM – Teleconference Meeting
To Participate in Meeting: Call-in access number (701) 802-5176
Meeting Code: 1531799

22 W Burdick Street, Oxford, MI Tel: 248-628-2543

This meeting is being held remotely per Governor Whitmer's Executive Order 2020-75

Public Input will be allowed during Item 6: Public Hearings; Item 7, Call to Public; Item 12, Public Comments. Public may voluntarily state their name and address. This time is for council to hear from the public and not to engage in discussion with the public on comments made by the public, in adherence to the Open Meetings Act. Each person will be allowed an opportunity to speak for no more than 3 minutes. All comments will be addressed to the Council President.

1. Call to Order
2. Pledge of Allegiance & Moment of Silence
3. Roll Call: Bailey, Cooke, Frost, Helmuth, Kemp
4. Approval of Agenda
5. Presentations:
6. Public Hearing: None
7. Call to Public:
8. Consent Agenda:
 - a. Receive and File items:
 - b. Correspondence:
 - i. Letters, Reports and Minutes
 - c. Approval items: (roll call vote with bill amount)
 - i. Approval of Minutes: July 14, 2020
 - ii. Bills \$ \$264,363.19
 - iii. Monthly Budget Report, Treasurers Report, Budget Amendments
9. Unfinished/Old Business: None
10. New Business
 - a. Oakland County 2020 Local Road Improvement Program (LRIP) agreement
 - b. Pleasant St. on-street parking issues. Memo Chief Solwold.
 - c. Oakland County COVID interlocal agreement – resolution 20-11
 - d. Resolution 20-12 Set Comm./Ind. Irrigation capital fee
 - e. Water customer late charge moratorium extension consideration/OHLSA water assistance relief program
 - f. Exhaust brake ordinance consideration. R. Davis.
 - g. P.U.D. agreement between Dave Weckle and the Village deadline extension
 - h. MML Conference appointee consideration
 - i. Fireworks permit request
 - j. Discussion about conducting remote meetings
11. Items removed from consent agenda (from item 8)
12. Public Comment
13. Committee Reports
 - a. NOTA-D. Bailey
 - b. Planning Commission- M. Helmuth
 - c. Cable Commission- M. Helmuth
 - d. Communications Committee-
 - e. DDA – Joe Frost
 - f. Polly Ann Trail – Allison Kemp
 - g. Manager, Staff & Attorney report
14. Council Comments
15. Adjournment

Office address:
Oxford Middle School
1420 Lakeville Road
Oxford, MI 48371



86.
Phone: 248-969-5187
email:
renee.lazoen@oxfordschools.org

P.O. Box 372, Oxford, MI 48371

July 23, 2020

Dear Caring Community Member,

Unfortunately, Oxford-Addison Youth Assistance was unable to host our Annual Breakfast Meeting this past Spring. Enclosed is our 2019 Annual Report to inform our community, sponsors and supporters of the programs and services Oxford-Addison Youth Assistance offered during the 2019-2020 year.

Currently, our caseworker is working remotely with caseload families and we were able to send a number of children to a local day camp. Volunteers and our caseworker are working together planning virtual Family Education programs for this Fall through our website (oxfordaddisonya.org).

We are hopeful and looking forward to seeing you next Spring.

Thank you,

Judy Verge
Chairperson
Oxford-Addison Youth Assistance



Oxford-Addison

Strengthening Families
Through Community Involvement

Annual Report - 2019

CHAIRMAN'S MESSAGE

Judy Verse

Welcome to everyone that has come to support Oxford Addison Youth Assistance, and have a great breakfast prepared by Char's Catering. Food is always good. Food always brings people together. Great food that is free will bring even more people together.

I like to think of our organization as free food for the community. Not only is it free information and education but it is an excellent resource to get help with everyday life stresses and anxiety. It is amazing how the stress of everyday life has compounded for the children and parents in today's technical world. So much information and communication is right there at their fingertips, and not always the information we want them to access. How do you deal with what life throws at you as a young person? How do you deal with your fears, your anxiety, and your anger?

For those in need, there is a counselor available to discuss your concerns. Many educational programs are offered to the community to help with these issues also. Most are free or of little cost. We are always ready to listen to suggestions on what the community feels they need education on.

So like great food that is free, Oxford Addison Youth Assistance is "Strengthening Families through Community Involvement". Thank you for your support. I also would like to thank Renee Lazoen, our secretary who helps us with our everyday necessities.

Also our caseworker Karen Wonsowicz who offers the guidance necessary for our clients.

And to you our supporters and sponsors that help keep this much needed program going.

CASEWORKER'S REPORT

Karen Wonsowicz

This year the dedicated and caring volunteers that make up the Oxford-Addison Youth Assistance Board and committees continued their work with the challenge of increasing program awareness and identity, while offering programs that address needs within the community. Volunteers were present at a number of Concerts in the Park and the Lakeville Spring Fair offering information and answering questions about the program. I appreciate their passion and commitment to the youth, their families and the Youth Assistance mission statement. They are a joy to work with!

I am also extremely grateful for the assistance of Renee Lazoen the Oxford-Addison Youth Assistance Administrative Assistant, who handles the day to day challenges and tasks of her job with the highest level of professionalism. Renee's welcoming manner, smile, business experience and organizational skills are instrumental in keeping the Oxford-Addison Youth Assistance programs and office functioning.

Working to help children and families is challenging yet rewarding and is not completed alone. I want to thank the professionals who refer their clients for services and the continued relationship in attempts to meet family's needs. Our local sponsors' financial support and commitment is greatly appreciated, they have paved the way for prevention programs for at-risk children and families for over 40 years.

Mission Statement

To strengthen youth and families and to reduce the incidence of delinquency, abuse and neglect through community involvement.

2019 Sponsors, Volunteers and Contributors

We would like to thank the Township of Oxford, the Village of Oxford, the Village of Leonard, Addison Township, and the Oxford School District for their continued financial support and commitment to the children in our community. We would also like to extend our sincere appreciation to the many volunteers and contributors who graciously donated their time, money and efforts to help us reach out to the families and children we serve.

FAMILY EDUCATION

Through education we all learn. OAYA offers programs to students and parents to help deal with life situations.

This year has all second graders involved in a "Mindfulness and Movement" class. These classes help students manage their stress and anger in a controlled way. It is useful both in the classroom and at home.

Five other classes were offered to students and parents.

- "The Nine Signs of Internet Addiction" raises awareness of the growing problem of Internet and cell phone addiction and ways to address and reverse the course.

- "Technology Management" gave tools and products available to help manage technology usage.

- "Vaping – What's Up with E-Cigarettes" discussed the exploding usage of E-Cigarettes by school students. Teen users and experts addressed the potential dangers.

- "Angst Movie" is a film created to open up the conversation about anxiety and provide tools and resources and hope.

- "Managing Anxiety and Stress" is a class for families with activities they can do to help manage their daily stress.

Watch our website for more upcoming classes.



CAMP

Chair: Missy Coulter

Oxford Addison Youth Assistance (OAYA) sponsored eight (8) students to attend day camp this past summer at a total cost of \$1,056. Campers are selected from current caseload clients with additional openings filled from school referrals. We were able to collect a \$25 registration fee from six (6) of the families to secure their camp slots. We ask for this fee as a way to confirm their child's participation, however, it is not required. Participating camps included: **Camp Skyline:** Skyline's mission is to encourage in their campers a sense of compassion, a respect for creation, and an embrace of creativity. Values of fairness, kindness, beauty, diversity and generosity are modeled, expected and celebrated. **Activities** include catch and release fishing, boating, free play in the woods, archery, campfire cooking, makerspace, singing camp songs, and farm and garden exploration. The daily goal is to send campers home a little tired, a little dirty, and full of joy. Camp Skyline is Accredited by the American Camp Association. **Echo Grove Salvation Army Camp:** For nearly 100 years, thousands of children from low-income families have enjoyed fresh air, exercise and the chance to make new friendships during the annual summer camp program at Echo Grove. Campers learn new skills and self-reliance; trained counselors who understand their emotional needs and problems help them to mature. A week at Echo Grove can mean a lifetime of impact for a kid who needs to be lifted up and encouraged. Campers participate in a wide range of activities, including swimming instruction, Adventure Corps and Scouting, arts and crafts, music instruction, Christian education and much more.

OAYA is grateful for the community's generous support towards this most worthwhile program. Donations enable students to have enriching experiences that will last a lifetime! Our youth and OAYA thank you for your commitment and continued generosity!

Camp descriptions taken from:

<https://www.campskyline.org/>; <http://www.echogrove.org/>.

SKILL BUILDING AND SPECIAL PROJECTS

Chair: Pauline Bennett

Skill Building is an essential tool for our youth. Skill Building offers opportunities to our youth that otherwise may not be available. Typical requests are for extracurricular activities that increase their skill set, or educational pursuits. Some of the requests are basic activities that we may take for granted. OAYA promotes skill building activities for our local qualifying youth. Skill Building funds are available; please contact the OAYA office with inquiries.

Special Projects funding is available thru OAYA. Typically, Special Projects involves the family for special events or a family may seek assistance due to circumstances beyond their control.

SHOP WITH A HERO

Once again Shop with a Hero was a huge success. The Oxford community nominated children and families in need as well as the Oxford School District and surrounding communities. Between the Oxford Police Department and Oxford-Addison Youth Assistance approximately 20 children participated.

Children and their families met at the Oxford Police Department for cookies and to greet each other. There the kids were assigned a police officer and pictures were taken.

Upon arrival to Meijer the kids were excited to venture out with their hero for a bite and conversation. After eating, the kids were eager to hit the isles for presents. Kids bought for themselves and their family members. Heroes were seen sword fighting and football tossing with the kids while exchanging loud laughter. Parents were witnessed shedding joy and tears. This event is looked forward to by the officers as well as the kids.

This event was started by Meijer many years ago. Since then the community and local businesses have pitched in to make this a big event each year. The Oxford Police Department, Oxford-Addison Youth Assistance, Oakland County Sheriff's Office, the Oxford Fire Department and Addison Township are the heroes in attendance for the event and they also contribute above and beyond to help as many families as possible.

We can't say thank you enough to everyone involved. We look forward to another successful year in 2020.

CHRISTMAS PARTY

The Youth Assistance Christmas party was a big hit this year. Board members participated with the kids by helping them wrap gifts for their families. When we weren't wrapping gifts we were making cookies with different kinds of decorations.

Immediately an investigation was launched to find missing cookies, case is still pending.

This year it was great to see the excitement and pride in the kids' faces while watching them wrap presents. Several kids were talking about the present they got for a loved one and why. The stories and the smiles on the kids' faces is what it's all about. The kids felt like they were doing their part to help their family with their needs as well as things they like.

We look forward to the next holiday season. New stories and new adventures await and we will be at their side along the way.

YOUTH RECOGNITION

On May 9, 2019 we celebrated and recognized 37 students for work they had done above and beyond in the past year. They were recognized by their communities, peers, family and friends.

A spaghetti and salad dinner complete with cake was enjoyed by everyone. There were about 181 in attendance.

All students are eligible to be nominated by teachers, family and friends for outstanding contributions to their community.

It is a joyous event to see so many of our young adults caring about the people and world around them.



MENTOR PLUS

The Mentors Plus program was created in 1953 and is still going strong today. This program matches caring adults with young people in our community who need a positive adult figure in their lives. Mentors can help guide a young person with minor court involvement back onto the right track, or help stabilize someone who is suffering from some family difficulty.

Please consider becoming a mentor for a chance to make a difference in a child's life.

WE NEED VOLUNTEERS!

More than ever, Oxford-Addison Youth Assistance is in need of new volunteers to help us with new ideas, administer programs, and serve as mentors. Contact our office at 248-969-5187.

WEBSITE

In 2019, OAYA created a new website that is user friendly and informative. There is a calendar of events, a gallery of photographs, a list of forms that may be required for services and events, and information about our program and volunteer opportunities. The website address is the same, www.oxfordaddisonya.org, and it will continue to be a marketing and educational tool to draw awareness to Oxford-Addison Youth Assistance.

ABOUT OAKLAND COUNTY YOUTH ASSISTANCE

Building on a Strong History of Volunteerism

Oakland County Youth Assistance (OCYA) is dedicated to the prevention of juvenile delinquency, child neglect and child abuse within the 26 communities of Oakland County. OCYA is administered under the auspices of the Oakland County Circuit Court-Family Division. Youth Assistance programs are community based and developed by volunteers. Oxford-Addison Youth Assistance operates with the sponsorship of the Oakland County Circuit Court-Family Division, Oxford Community Schools, the Village of Oxford, the Charter Township of Oxford, Addison Township, and the Village of Leonard with principal funding through the Oakland County Board of Commissioners.

OAKLAND COUNTY CIRCUIT COURT- FAMILY DIVISION

Honorable Mary Ellen Brennan, Presiding Judge, Family Division
Honorable Kameshia D. Gant
Honorable Lisa Gorcyca
Honorable Jacob James Cunningham
Honorable Lisa Langton
Honorable Victoria A. Valentine
Honorable Julie A. McDonald

Kevin Oeffner, Circuit Court Administrator
Pamela J. Monville, Deputy Court Administrator
Mary Schusterbauer, Chief, Oakland County Youth Assistance

2019 Oxford-Addison Youth Assistance Board of Directors

Judy Verse, Chair
Chief Michael Solwold, Vice Chair
Missy Coulter, Treasurer
Patti Durr, Secretary
Pauline Bennett
Lori Collier
Denise Sweat
Reg Coulter

Budget provided upon request

Oakland County does not discriminate on the basis of disability in admission or access to its programs, activities or services as required by Title II of the Americans with Disabilities Act of 1990.

Oakland County is an Equal Employment Opportunity Employer

CODE ENFORCEMENT ACTIVITY REPORT

#1

Location / Address	Description	Date Opened	Date Revisited	Date Closed	Comments / Action Taken
57 Broadway	grass	7/6/20			notice sent ASAP performance (older resident)
60 Glaspie	complaint received regarding long grass and fence collapsing to south	7/6/20			notice sent 72 hours on grass, two weeks on fence and unlicensed car
118 East	long term abandoned	7/6/20			have been working with Mgt. company. Grass down this date unknown who took it down
9 Glaspie	long term abandoned	7/6/20			have been working with Mgt. company. Grass down this date unknown who took it down
57 Broadway	report of fridge in driveway	7/6/20		7/6/20	unfounded. Already made safe by door removal
4 Dayton	grass	7/6/20			notice sent 72 hrs. after delivery
129 S. Wash.	grass	7/6/20			notice sent 72 hrs. after delivery
99 S. Wash.	grass	7/6/20			notice sent 72 hrs. after delivery
52 N. Wash.	grass	7/6/20			notice sent 72 hrs. after delivery
62 N. Wash.	grass	7/6/20			notice sent 72 hrs. after delivery
76 N. Wash.	grass	7/6/20			notice sent 72 hrs. after delivery
4 Dayton	grass	7/6/20			notice sent 72 hrs. after delivery
19 Stanton	grass	7/6/20			notice sent 72 hrs. after delivery
E. Burdick at John Burt	removed 1 sign	7/7/20		7/7/20	notice sent 96 hrs.
13 Jersey	junk pile of wood on Park St. side, grass to rear, trash at curb too early	7/13/20			notice sent
51 Pontiac	grass	7/13/20			notice sent
47 Park	grass	7/13/20			notice sent
32 Park	complaint of compost out to early	7/13/20			will speak to Mgr.
22 E. Burdick	grass	7/14/20			tagged 72 hours
42 Broadway	grass again	7/14/20			last written warning, further violations will result in penalty under IPMC
50 Broadway	grass R.O.W.	7/14/20			notice sent

9b(i)

841 Woodleigh	complaint received regarding pile of dirt left in street from pool install	7/15/20				upon close inspection noted a spread of near dust where something had been placed in street then removed. Doubt it could be picked up except possibly be street sweeper. See no reason to do so as the first rain should disperse it
77 N. Wash.	spillover from dumpster	7/20/20				notice sent 72 hrs.
68 Pleasant	grass	7/20/20				notice sent 72 hrs.
82 Dennison	grass	7/20/20				notice sent 72 hrs.
94 Dennison	grass	7/20/20				notice sent 72 hrs.
49 Dennison	bag dumpster at curb for extended period citizen complaint	7/20/20				notice sent: Removal by August 3
14 Davison	Rental Grass	7/20/20				notice sent 72 hrs.
5 Center	grass	7/20/20				notice sent 72 hrs.
95 N. Wash.	grass	7/21/20				notice sent 72 hrs.
470 Lakes Edge Dr.	follow up on dog bite referred by Police	7/21/20	7/22/20			P.D. responded to a dog bite and wrote a report 7/20. I went by scene today and will watch for dogs off leash. Reportedly they run through underground fence
Pontiac at Burdick	removed 2 signs from R.O.W.	7/21/20			7/21/20	
27 Lincoln	grass	7/21/20				notice sent 72 hours
50 Broadway	grass	7/21/20				notice sent 72 hours
52 Broadway	grass	7/21/20				notice sent 72 hours
27 Lincoln	grass	7/22/20				notice sent 72 hours
57 Broadway	grass	7/22/20				notice sent 72 hours
78 Dayton	unlicensed vehicle	7/22/20				14 day performance
706 Woodleigh	grass	7/22/20				notice sent 72 hours
52 W Burdick	grass	7/22/20				notice sent 72 hours
56 W Burdick	grass	7/22/20				notice sent 72 hours
9 Glaspie	grass					notice sent regarding weeds in vacant lot under same ownership
vacant lot N. Wash.	weeds	7/27/20				notice sent 72 hours
76 Glaspie	grass	7/28/20				vacant notice left at house
77 Glaspie	weeds	7/28/20				notice sent 72 hours
42 Broadway	grass	7/28/20				notice sent 72 hours

[illegible]

OXFORD VILLAGE POLICE DEPT.

POLICE CHIEFS REPORT

2020-July

Michael D. Solwold-Chief

MONTH						YEAR TO DATE		
	July 2020	July 2019	CHG	2020	2019			DIFF
CALLS FOR SERVICE	625	545	80	3442	3505			-63
CITATION/WARNING	416	456	-40	2661	3000			-339
ACCIDENTS	6	3	3	39	47			-8
	POSITION	#						
	CHIEF	1						
	OFFICERS/FT	4						
	OFFICERS/PT	4						
	Service Aid	2						
	Cmv enf	1						
	Parking Enf	2						
	Reserves	14						
	TOTAL	26						

8 b. (u)

**OXFORD VILLAGE COUNCIL
TELECONFERENCE REGULAR MEETING MINUTES**

Call-In Access Number (701) 802-5176 Meeting Code: 1531799

Village Council Members: David Bailey, Maureen Helmuth, Joe Frost, Allison Kemp, Kelsey Cooke

**22 West Burdick Street
Oxford, MI 48371**

July 14, 2020

7:00 pm

- 1.) **CALL TO ORDER:** President Joe Frost called the meeting to order at 7:00 p.m. This is a teleconference meeting per Governor Whitmer's Executive Order No. 2020-75.
- 2.) **PLEDGE OF ALLEGIANCE:** With Moment of Silence.
- 3.) **ROLL CALL** Attendance Members Present: Bailey, Cooke, Frost, Kemp, Helmuth. Absent: 0. Staff Present: Village Manager Joseph Madore, Attorney Robert Davis, Police Chief Mike Solwold, Recording Secretary Clerk/Treasurer, Tere Onica.
- 4.) **APPROVAL OF AGENDA:** July 14, 2020.
MOTION: by Helmuth/Kemp to approve the July 14, 2020 telecommunication meeting agenda.
Roll Call Vote: Ayes: 5. Frost, Bailey, Kemp, Helmuth, Cooke. Nays: 0. Absent: 0. Motion carried.
- 5.) **PRESENTATIONS:** Dave Weckle gave update on the PUD project. Progress has been slow due to COVID-19 and the M-24 MDOT project. Weckle will be cutting in the approach starting Monday. Current extension deadline is the end of August. Council President Frost recommended adjusting the August deadline at the next regular meeting.
- 6.) **PUBLIC COMMENTS:**
Connie Ogg, no comment.
Kevin Kadrach, 724 Woodleigh Way- Correspondence from Oxford Lake.
Larry Albrecht- Illegally parked vehicles in Oxford Lakes subdivision. Association has chosen not to follow up on the issue.
Dave & Marianne Baxter-support the idea that residents have access to their livelihood.
Lori Bourgeau-thanked the council for the moratorium on commercial vehicles. Definition
Andy Murdock- vehicle is a Silverado and can take his signs off his truck.
Manager Madore- Commented that Mr. Murdock's truck did not qualify as a "commercial vehicle."
Kelly Arkles- Supports the moratorium and review of ordinance.
Ben Bourgeau-Goyette van. Serves Oakland County and Detroit hospitals. Essential worker that needs vehicle at his residence. Has been a resident since 2013 before the ordinance came in affect.
Maureen Helmuth- Some of the vehicles in the correspondence photographs are not in violation. Village does not enforce HOA rules, only ordinances.
Cathy Hafeli- was told the Village Ordinance was the same as the HOA. Respects the moratorium. Nothing has been done over the years and violations have escalated. Been threatened by neighbors.
Cindy Stoll- husband had to put up with this ordinance and she hopes the ordinance will be amended.
Joe Frost asked for the ordinance to be reviewed at next meeting commenting on the reason for the moratorium and importance of people working from home to maintain their livelihood.
- 7.) **CONSENT AGENDA:** Correspondence from Dennis Moser and Cathy Hafeli on commercial

vehicle parking.

MOTION: by Helmuth/Kemp to receive and file Consent Agenda items under 8(a), Correspondence, Letters, Reports and Minutes as presented.

Roll Call Vote: Ayes: 5. Cooke, Frost, Helmuth, Kemp, Bailey. Nays: 0. Absent: 0. Motion carried.

MOTION: by Helmuth /Kemp to approve items 8(c)(i), (ii) and (iii) with bills in the amount of \$317,792.38 as presented.

Roll Call Vote: Ayes: 5. Frost, Bailey, Kemp, Helmuth, Cooke. Nays: 0. Absent: 0. Motion carried.

8.) UNFINISHED BUSINESS: None.

9.) NEW BUSINESS:

a. Oakland-Macomb Interceptor Drain Extension and Improvement Project Series 2020A Bonds- Resolution 20-09

MOTION: by Cooke/Helmuth to prepay Bond Series 2020A in in the amount of \$492,748.06 from the Sewer Fund at a savings of \$129,195.05 in interest and finance charges leaving a remaining balance in the Sewer Fund of \$573,987.94 as presented in Resolution 20-09.

Roll Call Vote: Ayes: 5. Bailey, Kemp, Helmuth, Cooke, Frost. Nays: 0. Absent: 0. Motion carried.

b. Semi-Truck Exhaust Brake Prohibition Consideration

Memo from September 4, 2014 on “Jake Brakes” was reviewed. This is a form of exhaust braking. No reason for that in the village. There is a State Law that needs to be reviewed to see what we are authorized to do about it. Can present options on next agenda. The problem may remedy itself once the M-24 construction is done.

MOTION: by Kemp/Bailey to have Attorney Davis update the research memo and review State Law to determine if the village can pursue an ordinance.

Roll Call Vote: Ayes, 5. Kemp, Helmuth, Cooke, Frost, Bailey. Nays: 0. Absent:0. Motion carried.

c. GFL Residential Contract Extension: GFL price comparison for Village of Oxford extension was presented. Service and rates are favorable. A five-year extension was discussed. The possibility of changing the pick-up date to earlier in the week was suggested for consideration.

MOTION: by Frost/Helmuth to allow the Village Manager to work with Village Attorney Davis to work out a five year contract for weekly garbage, recycling and seasonal yard waste services with Green For Life with a beginning price of \$14.50 per month with a 2.875 increase annually as noted in the GFL extension offer.

Roll Call Vote: Ayes: 5. Helmuth, Cooke, Frost, Bailey, Kemp. Nays: 0. Absent: 0. Motion carried.

d. DDA By-Laws, Recommendation for Appointment: Oxford Township would like to have a voting member from the Township Board of Trustees on the DDA. That changes the composition from 9 members to 12. Trustee Nold submitted resume. By-law changes and

recommendation for appointment were made by Oxford Township.

MOTION: by Frost/Helmuth to adopt the amended DDA by-laws as presented.

Roll Call Vote: Ayes: 5. Cooke, Frost, Bailey, Kemp, Helmuth. Nays: 0

Absent: 0. Motion carried.

MOTION: by Frost/ Cooke to appoint Jonathan Nold, Oxford Township Trustee as recommended by Oxford Township to fill the Elgin Nichols vacancy expiring in November 2020.

Roll Call Vote: Ayes: 5. Cooke, Frost, Bailey, Kemp, Helmuth. Nays: 0

Absent: 0. Motion carried.

It was pointed out by the Village Manager that Elgin Nichols vacancy was filled. This appointment would be for one of the new seats. He could hold the seat until elected and then would have to be reappointed. The three new seats would have to be staggered. The Village Manager will assign offsetting terms of office for the three newly established seats.

9.) ITEMS REMOVED FROM CONSENT AGENDA: None.

10.) PUBLIC COMMENT:

Lori Bourgeau- Commented on a neighborhood call to action.

11.) COMMITTEE REPORTS: Communication Committee- directory and word on the street. Committee purpose has come to an end. Polly Ann Trail- bottle/can return truck has been emptied. Banners will be permitted downtown through completion of construction. DDA update provided.

12.) MANAGER, STAFF, & ATTORNEY REPORTS:

Banner proof sent to MDOT for approval today. Work in the water line area-learning about lead and copper rules, taking advantage of the road construction to replace water lines. Union negotiations ongoing.

13.) COUNCIL COMMENTS

14.) ADJOURNMENT:

MOTION: by Helmuth /Kemp to adjourn at 8:40 p.m. All in favor by voice vote. Motion Carried.

Respectfully Submitted,
Teresa L. Onica, Recording Secretary

Joe Frost, President

08/05/2020 08:31 AM
User: TONICA
DB: Oxford

CHECK REGISTER FOR VILLAGE OF OXFORD
CHECK DATE FROM 07/01/2020 - 07/30/2020

Page: 1/2

8 C (line)

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank CKG01 GENERAL CHECKING					
07/07/2020	CKG01	512(E)	BANK OF NY	THE BANK OF NEW YORK MELLON TRUST C	104,118.75
07/09/2020	CKG01	60375	ACE	ACE HARDWARE STONES	728.04
07/09/2020	CKG01	60376	ACE	VOID	0.00 V
07/09/2020	CKG01	60377	ADVANCED	ADVANCED MARKETING PARTNERS, INC.	446.00
07/09/2020	CKG01	60378	AFSCME	AFSCME COUNCIL 25	166.00
07/09/2020	CKG01	60379	ALADDIN	ALADDIN HEATING & COOLING	409.75
07/09/2020	CKG01	60380	MISC	AMCOMM TELECOMMUNICATIONS	1,000.00
07/09/2020	CKG01	60381	AT&T	ATT 19	1,088.26
07/09/2020	CKG01	60382	BURDICK ST	BURDICK ST LANDSCAPE SUPPLY	23.79
07/09/2020	CKG01	60383	CALS	CAL'S AUTO WASH	88.00
07/09/2020	CKG01	60384	DAVIS	DAVIS LISTMAN PLLC	4,110.40
07/09/2020	CKG01	60385	MC NEESE/D	DONALD T MC NEESE	56.00
07/09/2020	CKG01	60386	DRUG SCREE	DRUG SCREENS PLUS	75.00
07/09/2020	CKG01	60387	ERC	ENERGY REDUCTION COALITION	583.60
07/09/2020	CKG01	60388	ENLOW	ENLOW ENVIRO, LLC	224.34
07/09/2020	CKG01	60389	EQUIVEST L	EQUIVEST LOCKBOX	150.00
07/09/2020	CKG01	60390	EXTREME	EXTREME GREEN TURF MANAGEMENT	150.00 V
07/09/2020	CKG01	60391	GFL	GFL ENVIRONMENT	13,705.59
07/09/2020	CKG01	60392	GLWA	GREAT LAKES WATER AUTHORITY	1,196.52
07/09/2020	CKG01	60393	GRIMCO	GRIMCO INC	358.16
07/09/2020	CKG01	60394	HOME DEPOT	HOME DEPOT CREDIT SERVICES	470.48
07/09/2020	CKG01	60395	LAKEPRO	LAKE PRO INC	1,000.00
07/09/2020	CKG01	60396	MC KENNA A	MC KENNA ASSOCIATES INC	3,491.40
07/09/2020	CKG01	60397	MIKE MODDE	MICHAEL MODDERS	56.00
07/09/2020	CKG01	60398	MORTON SAL	MORTON SALT	1,754.90
07/09/2020	CKG01	60399	MOTOR CITY	MOTOR CITY INDUSTRIAL	33.00
07/09/2020	CKG01	60400	MULTITECH	MULTI-TECH SOLUTIONS LLC	400.00
07/09/2020	CKG01	60401	NEWMAN SIG	NEWMAN SIGNS INC	391.55
07/09/2020	CKG01	60402	NICKELANDS	NICKEL & SAPH, INC.	480.00
07/09/2020	CKG01	60403	OAKTREASUR	OAKLAND COUNTY TREASURERS	35,020.71
07/09/2020	CKG01	60404	OFFICE DEP	OFFICE DEPOT	96.81
07/09/2020	CKG01	60405	OXF C OF C	OXFORD CHAMBER OF COMMERCE	260.00 V
07/09/2020	CKG01	60406	OX OVR HD	OXFORD OVERHEAD DOOR	119.00
07/09/2020	CKG01	60407	OXFORD TWP	OXFORD TOWNSHIP	3,419.71
07/09/2020	CKG01	60408	PERFECT	PERFECT PLUMBING	1,200.00
07/09/2020	CKG01	60409	PETTY CASH	PETTY CASH	199.86
07/09/2020	CKG01	60410	PLANTE	PLANTE MORAN, PLLC	835.00
07/09/2020	CKG01	60411	POLICE OFF	POLICE OFFICERS LABOR COUNCIL	201.00
07/09/2020	CKG01	60412	PREMIER	PREMIER BUSINESS PRODUCTS	832.69
07/09/2020	CKG01	60413	PROVISION	PRO-VISION VIDEO SYSTEMS	11,763.44
07/09/2020	CKG01	60414	QUILL CORP	QUILL CORPORATION	429.13
07/09/2020	CKG01	60415	REPUBLIC	REPUBLIC SERVICES #253	2,500.54
07/09/2020	CKG01	60416	SANDS/RICH	RICHARD SANDS	56.00
07/09/2020	CKG01	60417	ROAD COMMI	ROAD COMMISSION FOR OAKLAND CT	617.78
07/09/2020	CKG01	60418	MAR	ROBERT MARSHALL	600.00
07/09/2020	CKG01	60419	BRABO	RON BRABO	2,250.00 V
07/09/2020	CKG01	60420	REYES/RUDY	RUDY REYES	56.00
07/09/2020	CKG01	60421	SHERMAN PU	SHERMAN PUBLICATIONS INC	517.50
07/09/2020	CKG01	60422	SLC METER	SLC METER, LLC	1,820.91
07/09/2020	CKG01	60423	STEVES OX	STEVE'S OXFORD AUTOMOTIVE	86.25
07/09/2020	CKG01	60424	SUPERIOR	SUPERIOR PLUS	32.65
07/09/2020	CKG01	60425	SUPPLY	SUPPLY DEN	241.16
07/09/2020	CKG01	60426	UHANS DEP	UHAN'S DEPARTMENT STORE	295.25
07/09/2020	CKG01	60427	UNIFIRST C	UNIFIRST CORPORATION	37.60
07/09/2020	CKG01	60428	VANTAGEPOI	VANTAGEPOINT TRANSFER AGENT -	160.00
07/09/2020	CKG01	60429	VERI	VERIZON	209.12
07/09/2020	CKG01	60430	VILLAGE	VILLAGE OF OXFORD	425.27
07/09/2020	CKG01	60431	WASTE	WASTE MANAGEMENT	741.55
07/09/2020	CKG01	60432	WELLS	WELLS FARGO VENDOR FIN SERVICE	122.00
07/09/2020	CKG01	60433	FLEET SERV	WRIGHT EXPRESS FSC	1,205.21
07/09/2020	CKG01	60434	FLEET SERV	WRIGHT EXPRESS FSC	724.53
07/09/2020	CKG01	60435	FLEET SERV	WRIGHT EXPRESS FSC	17.27
07/16/2020	CKG01	513(E)	DTE	DTE ENERGY	3,442.21
07/16/2020	CKG01	514(E)	BIRCH	LINGO COMMUNICATION	222.07
07/21/2020	CKG01	515(E)	AT&T U-VER	AT&T U-VERSE	51.38
07/21/2020	CKG01	516(E)	VISA	CARDMEMBER SERVICE	1,128.45
07/21/2020	CKG01	517(E)	CON ENERGY	CONSUMERS ENERGY	146.39
07/21/2020	CKG01	518(E)	DTE EN-ST	DTE ENERGY - STREET LIGHTING	2,966.15
07/21/2020	CKG01	519(E)	BIRCH	LINGO COMMUNICATION	149.77
07/23/2020	CKG01	60436	ACE	ACE HARDWARE STONES	26.11
07/23/2020	CKG01	60437	ADT SECURI	ADT SECURITY SERVICE	246.15
07/23/2020	CKG01	60438	AFLAC	AFLAC	260.74
07/23/2020	CKG01	60439	BCBS	BLUE CROSS BLUE SHIELD OF MI	13,144.94
07/23/2020	CKG01	60440	BCBS	VOID	0.00 V
07/23/2020	CKG01	60441	BURDICK ST	BURDICK ST LANDSCAPE SUPPLY	57.75
07/23/2020	CKG01	60442	CADILLAC A	CADILLAC ASPHALT LLC	461.15
07/23/2020	CKG01	60443	CHEM	CHEMPACE	197.16
07/23/2020	CKG01	60444	AVAYA	CIT	268.15

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CHECK REGISTER FOR VILLAGE OF OXFORD
CHECK DATE FROM 07/01/2020 - 07/30/2020

Page: 2/2

Check Date	Bank	Check	Vendor	Vendor Name	Amount
07/23/2020	CKG01	60445	LUDWIG	DAN LUDWIG	195.00
07/23/2020	CKG01	60446	ASCEND	DEARBORN NATIONAL	719.62
07/23/2020	CKG01	60447	ASCEND	VOID	0.00 V
07/23/2020	CKG01	60448	DORNBOS SI	DORNBOS SIGN & SAFETY INC.	172.64
07/23/2020	CKG01	60449	ELHORN ENG	ELHORN ENGINEERING COMPANY	1,280.00
07/23/2020	CKG01	60450	ETNA SUPPL	ETNA SUPPLY COMPANY	68.38
07/23/2020	CKG01	60451	EXPRESS	EXPRESS PLUMBING, HEATING & MECH	3,966.94
07/23/2020	CKG01	60452	EXTREME	EXTREME GREEN TURF MANAGEMENT	50.00
07/23/2020	CKG01	60453	GLWA	GREAT LAKES WATER AUTHORITY	1,196.52
07/23/2020	CKG01	60454	HIGHLAND T	HIGHLAND TREATMENT INC.	3,918.65
07/23/2020	CKG01	60455	HOME DEPOT	HOME DEPOT CREDIT SERVICES	25.88
07/23/2020	CKG01	60456	JACK DOHEN	JACK DOHENY COMPANIES INC	34.79
07/23/2020	CKG01	60457	LAKE ORION	LAKE ORION LUMBER COMPANY	53.00
07/23/2020	CKG01	60458	LET	LET THE SUNSHINE IN CLEANING LLC	582.00
07/23/2020	CKG01	60459	MC KENNA A	MC KENNA ASSOCIATES INC	9,145.34
07/23/2020	CKG01	60460	MC KENNA A	VOID	0.00 V
07/23/2020	CKG01	60461	MIKE MODDE	MICHAEL MODDERS	41.84
07/23/2020	CKG01	60462	MORTON SAL	MORTON SALT	3,718.42
07/23/2020	CKG01	60463	PEP	PEP BOYS #6562	827.57
07/23/2020	CKG01	60464	PITNEY BOW	PITNEY BOWES INC	372.21
07/23/2020	CKG01	60465	PLANTE	PLANTE MORAN, PLLC	1,033.00
07/23/2020	CKG01	60466	QUILL CORP	QUILL CORPORATION	101.71
07/23/2020	CKG01	60467	REVIZE	REVIZE LLC	2,400.00
07/23/2020	CKG01	60468	MISC	SCHNEIDER, CHARLES	91.79
07/23/2020	CKG01	60469	SLC METER	SLC METER, LLC	677.09
07/23/2020	CKG01	60470	CHARTER	SPECTRUM	144.98
07/23/2020	CKG01	60471	MDOT	STATE OF MICHIGAN - MDOT	8,899.71
07/23/2020	CKG01	60472	STEVES OX	STEVE'S OXFORD AUTOMOTIVE	104.67
07/23/2020	CKG01	60473	SUPPLY	SUPPLY DEN	198.65
07/23/2020	CKG01	60474	POSTMASTER	U.S. POSTMASTER	384.75

CKG01 TOTALS:

Total of 108 Checks:	267,023.19
Less 7 Void Checks:	2,660.00
Total of 101 Disbursements:	264,363.19

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REVENUE AND EXPENDITURE REPORT FOR OXFORD VILLAGE
 PERIOD ENDING 07/31/2020

Page: 1/16

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GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	AVAILABLE	% BDGT USED
		AMENDED BUDGET	07/31/2020 NORMAL (ABNORMA	BALANCE NORMAL (ABNORMA	
Fund 101 - General Fund					
Revenues					
Dept 000					
101-000-402.000	Real Property Tax	1,121,012.00	0.00	1,121,012.00	0.00
101-000-410.000	Personal Property Tax	51,433.00	0.00	51,433.00	0.00
101-000-412.000	DELINQUENT PERSONAL PROPERTY TAXES	500.00	0.00	500.00	0.00
101-000-446.000	Real Property Penalty	2,400.00	0.00	2,400.00	0.00
101-000-451.000	Building Licenses	6,000.00	885.00	5,115.00	14.75
101-000-452.000	Electrical Con Jrmm License	1,000.00	75.00	925.00	7.50
101-000-453.000	Heating and Refrig Contr Lic	600.00	30.00	570.00	5.00
101-000-454.000	Zoning/Solicitors License	6,000.00	1,175.00	4,825.00	19.58
101-000-455.000	Plumbing Master/Journ License	650.00	2,712.50	(2,062.50)	417.31
101-000-480.000	Building Permits	24,000.00	1,807.60	22,192.40	7.53
101-000-481.000	Electrical Permits	4,500.00	260.00	4,240.00	5.78
101-000-482.000	Heating Permits	5,000.00	90.00	4,910.00	1.80
101-000-483.000	Plumbing Permits	2,500.00	515.00	1,985.00	20.60
101-000-543.000	302 FUNDS	750.00	0.00	750.00	0.00
101-000-573.000	LOCAL COMMUNITY STABILIZATION	40,000.00	0.00	40,000.00	0.00
101-000-575.000	Constitutional Sales Tax	249,000.00	43,151.00	205,849.00	17.33
101-000-579.000	LIQUOR LICENSE	4,000.00	0.00	4,000.00	0.00
101-000-580.000	DOG LICENSES	150.00	21.00	129.00	14.00
101-000-608.000	Board of Appeals Fees	400.00	0.00	400.00	0.00
101-000-622.000	Planning Commission Fee	1,000.00	0.00	1,000.00	0.00
101-000-622.010	DPW Site Plan Review Fee	50.00	0.00	50.00	0.00
101-000-622.020	Lot Split Fees	150.00	0.00	150.00	0.00
101-000-628.000	PBT COPIES & FEES	200.00	0.00	200.00	0.00
101-000-629.000	Cable Franchise Fees	53,106.00	8,798.13	44,307.87	16.57
101-000-638.000	PARKING IMPOUND TICKET FINES	2,000.00	400.00	1,600.00	20.00
101-000-640.000	Rubbish Fees: Residential	167,304.00	14,569.30	152,734.70	8.71
101-000-640.010	Rubbish Fees: Commercial	37,359.00	2,756.47	34,602.53	7.38
101-000-656.000	VIOLATIONS	50,000.00	5,112.29	44,887.71	10.22
101-000-658.040	SNOW ORDINANCE FINES	500.00	0.00	500.00	0.00
101-000-665.000	Interest Earnings	10,000.00	398.98	9,601.02	3.99
101-000-670.010	Rent	3,600.00	(600.00)	4,200.00	(16.67)
101-000-671.020	COMMUNITY ROOM RENTAL	300.00	0.00	300.00	0.00
101-000-677.000	Reimbursements	9,000.00	13,406.94	(4,406.94)	148.97
101-000-677.030	Youth Assistance	7,000.00	0.00	7,000.00	0.00
101-000-679.000	DDA	75,000.00	6,263.34	68,736.66	8.35
101-000-686.000	Miscellaneous	2,000.00	0.00	2,000.00	0.00
101-000-686.200	Donations	1,000.00	0.00	1,000.00	0.00
101-000-687.000	CDBG Community Development Fu	3,000.00	0.00	3,000.00	0.00
Total Dept 000		1,942,464.00	101,827.55	1,840,636.45	5.24
TOTAL REVENUES		1,942,464.00	101,827.55	1,840,636.45	5.24
Expenditures					
Dept 101 - Council					
101-101-703.000	Council Salaries	2,800.00	0.00	2,800.00	0.00
101-101-723.000	Workers Compensation	142.00	0.00	142.00	0.00
101-101-740.000	Operating Supplies	200.00	0.00	200.00	0.00
101-101-830.000	Membership & Dues	2,908.00	0.00	2,908.00	0.00
101-101-864.000	Workshops	1,000.00	0.00	1,000.00	0.00
101-101-866.000	Mileage	200.00	0.00	200.00	0.00
101-101-867.000	Lodging	400.00	0.00	400.00	0.00
Total Dept 101 - Council		7,650.00	0.00	7,650.00	0.00
Dept 172 - Manager					
101-172-704.000	Wages	45,300.00	2,727.23	42,572.77	6.02
101-172-705.000	Clerical	674.00	35.75	638.25	5.30
101-172-715.000	FICA	3,517.00	211.29	3,305.71	6.01
101-172-716.000	Medical Insurance	3,437.00	35.58	3,401.42	1.04
101-172-718.000	Retirement	4,530.00	630.03	3,899.97	13.91
101-172-723.000	Workers Compensation	283.00	0.00	283.00	0.00
101-172-740.000	Operating Supplies	600.00	0.00	600.00	0.00
101-172-810.000	Contracted Services	688.00	40.00	648.00	5.81
101-172-830.000	Membership & Dues	100.00	0.00	100.00	0.00
101-172-864.000	Workshops	500.00	0.00	500.00	0.00
101-172-866.000	Mileage	500.00	0.00	500.00	0.00
Total Dept 172 - Manager		60,129.00	3,679.88	56,449.12	6.12
Dept 210 - Attorney					
101-210-825.000	Attorney Retainer	10,200.00	0.00	10,200.00	0.00

PERIOD ENDING 07/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	AVAILABLE	% BDGT USED
		AMENDED BUDGET	07/31/2020 NORMAL (ABNORMA	BALANCE NORMAL (ABNORMA	
Fund 101 - General Fund					
Expenditures					
101-210-826.000	Legal Fees	20,000.00	0.00	20,000.00	0.00
101-210-826.070	Legal: Litigation	5,000.00	0.00	5,000.00	0.00
Total Dept 210 - Attorney		35,200.00	0.00	35,200.00	0.00
Dept 215 - Clerk					
101-215-704.000	Wages	22,800.00	1,237.76	21,562.24	5.43
101-215-715.000	FICA	1,744.00	94.69	1,649.31	5.43
101-215-716.000	Medical Insurance	2,204.00	23.70	2,180.30	1.08
101-215-718.000	Retirement	2,280.00	459.20	1,820.80	20.14
101-215-723.000	Workers Compensation	283.00	0.00	283.00	0.00
101-215-727.000	Office Supplies	2,000.00	168.27	1,831.73	8.41
101-215-730.000	Postage	1,500.00	0.00	1,500.00	0.00
101-215-740.000	Operating Supplies	900.00	480.00	420.00	53.33
101-215-740.030	Computers	1,000.00	0.00	1,000.00	0.00
101-215-805.000	Payroll Processing	7,150.00	521.65	6,628.35	7.30
101-215-810.000	Contracted Services	7,888.00	2,273.00	5,615.00	28.82
101-215-830.000	Membership & Dues	100.00	0.00	100.00	0.00
101-215-864.000	Workshops	1,500.00	0.00	1,500.00	0.00
101-215-865.000	Meals	50.00	0.00	50.00	0.00
101-215-866.000	Mileage	125.00	0.00	125.00	0.00
101-215-905.000	Printing & Publications	800.00	0.00	800.00	0.00
101-215-956.000	Miscellaneous	500.00	0.00	500.00	0.00
Total Dept 215 - Clerk		52,824.00	5,258.27	47,565.73	9.95
Dept 253 - Treasurer					
101-253-704.000	Wages	9,690.00	587.94	9,102.06	6.07
101-253-705.000	CLERICAL	4,044.00	303.86	3,740.14	7.51
101-253-715.000	FICA	1,051.00	68.23	982.77	6.49
101-253-716.000	Medical Insurance	1,628.00	11.26	1,616.74	0.69
101-253-718.000	Retirement	969.00	0.00	969.00	0.00
101-253-723.000	Workers Compensation	283.00	0.00	283.00	0.00
101-253-810.000	Contracted Services	3,788.00	3,029.00	759.00	79.96
101-253-864.000	Workshops	1,500.00	0.00	1,500.00	0.00
101-253-905.000	Printing & Publications	0.00	446.00	(446.00)	100.00
101-253-933.000	Equipment Maintenance	1,200.00	0.00	1,200.00	0.00
101-253-956.000	Miscellaneous	100.00	0.00	100.00	0.00
Total Dept 253 - Treasurer		24,253.00	4,446.29	19,806.71	18.33
Dept 265 - Building & Utilities					
101-265-727.000	OFFICE SUPPLIES	2,000.00	0.00	2,000.00	0.00
101-265-775.000	Building Maintenance/Supplies	3,000.00	2.61	2,997.39	0.09
101-265-775.010	Civic Center Maintenance	100.00	0.00	100.00	0.00
101-265-807.000	Audit	2,400.00	0.00	2,400.00	0.00
101-265-810.000	Contracted Services	6,131.00	369.02	5,761.98	6.02
101-265-813.000	Custodial Services	3,552.00	291.00	3,261.00	8.19
101-265-856.000	Telephone	5,322.00	134.07	5,187.93	2.52
101-265-910.000	Insurance	1,874.00	0.00	1,874.00	0.00
101-265-921.000	Electric	8,702.00	233.44	8,468.56	2.68
101-265-923.000	Heat	2,945.00	47.19	2,897.81	1.60
101-265-927.000	Water	1,766.00	0.00	1,766.00	0.00
101-265-927.020	Water: DPW	1,200.00	0.00	1,200.00	0.00
101-265-929.000	Rubbish	1,100.00	0.00	1,100.00	0.00
Total Dept 265 - Building & Utilities		40,092.00	1,077.33	39,014.67	2.69
Dept 267 - Beautification Commission					
101-267-740.000	Operating Supplies	1,000.00	0.00	1,000.00	0.00
101-267-830.000	Membership & Dues	20.00	0.00	20.00	0.00
Total Dept 267 - Beautification Commission		1,020.00	0.00	1,020.00	0.00
Dept 301 - Police					
101-301-704.000	Wages	328,869.00	13,898.88	314,970.12	4.23
101-301-704.010	WAGES - ADMIN	8,520.00	576.71	7,943.29	6.77
101-301-705.000	POLICE CLERICAL	35,818.00	2,088.84	33,729.16	5.83
101-301-706.000	Part-time	37,440.00	7,388.30	30,051.70	19.73
101-301-709.000	Overtime	11,000.00	734.92	10,265.08	6.68
101-301-710.010	Leave Time Buyout	4,000.00	0.00	4,000.00	0.00
101-301-711.000	Holiday	2,400.00	0.00	2,400.00	0.00

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PERIOD ENDING 07/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	AVAILABLE	% BDGT USED
		AMENDED BUDGET	07/31/2020 NORMAL (ABNORMA	BALANCE NORMAL (ABNORMA	
Fund 101 - General Fund					
Expenditures					
101-301-715.000	FICA	32,746.00	1,713.78	31,032.22	5.23
101-301-716.000	Medical Insurance	98,620.00	5,561.48	93,058.52	5.64
101-301-718.000	Retirement	53,512.00	735.73	52,776.27	1.37
101-301-721.000	UNIFORM ALLOWANCE	3,500.00	0.00	3,500.00	0.00
101-301-721.010	UNIFORMS - PART TIME	1,000.00	0.00	1,000.00	0.00
101-301-721.020	Uniforms - Reserves	1,000.00	0.00	1,000.00	0.00
101-301-723.000	Workers Compensation	2,124.00	0.00	2,124.00	0.00
101-301-725.000	Unemployment	2,000.00	0.00	2,000.00	0.00
101-301-727.000	Office Supplies	1,200.00	0.00	1,200.00	0.00
101-301-730.000	Postage	150.00	0.00	150.00	0.00
101-301-740.000	Operating Supplies	5,200.00	0.00	5,200.00	0.00
101-301-740.030	Computers	1,000.00	0.00	1,000.00	0.00
101-301-751.000	Diesel Fuel and Gas	13,000.00	0.00	13,000.00	0.00
101-301-775.000	Building Maintenance/Supplies	2,000.00	0.00	2,000.00	0.00
101-301-781.000	Materials Car Maintenance	7,000.00	2.99	6,997.01	0.04
101-301-781.040	Car Washes	700.00	88.00	612.00	12.57
101-301-803.000	Physicals	500.00	0.00	500.00	0.00
101-301-807.000	Audit	1,600.00	0.00	1,600.00	0.00
101-301-810.000	CONTRACTED SERVICES	47,089.00	291.33	46,797.67	0.62
101-301-813.000	Custodial Services	3,552.00	291.00	3,261.00	8.19
101-301-826.080	Legal: Prosecutions	22,000.00	0.00	22,000.00	0.00
101-301-830.000	Membership & Dues	1,250.00	0.00	1,250.00	0.00
101-301-855.000	Radio Maintenance	500.00	0.00	500.00	0.00
101-301-856.000	Telephone	3,786.00	184.01	3,601.99	4.86
101-301-856.040	Cellular Phone Fees	1,300.00	0.00	1,300.00	0.00
101-301-858.000	Computer Maintenance	1,000.00	(400.00)	1,400.00	(40.00)
101-301-866.000	Mileage	200.00	0.00	200.00	0.00
101-301-867.000	Lodging	750.00	0.00	750.00	0.00
101-301-880.000	Community Promotion	8,000.00	0.00	8,000.00	0.00
101-301-910.000	Insurance	12,496.00	0.00	12,496.00	0.00
101-301-910.010	Insurance - Reserves	2,030.00	0.00	2,030.00	0.00
101-301-921.000	Electric	8,352.00	204.26	8,147.74	2.45
101-301-923.000	Heat	2,945.00	47.19	2,897.81	1.60
101-301-924.000	Sewer	650.00	0.00	650.00	0.00
101-301-927.000	Water	1,766.00	0.00	1,766.00	0.00
101-301-957.000	Contingency: Year End	1,000.00	0.00	1,000.00	0.00
101-301-960.000	Education/Safety Management	5,000.00	0.00	5,000.00	0.00
101-301-960.020	302 Training	850.00	0.00	850.00	0.00
Total Dept 301 - Police		779,415.00	33,407.42	746,007.58	4.29
Dept 372 - Code Enforcement					
101-372-704.000	Wages	11,856.00	532.00	11,324.00	4.49
101-372-704.010	WAGES - ADMIN	4,160.00	297.00	3,863.00	7.14
101-372-705.000	Clerical	1,011.00	71.58	939.42	7.08
101-372-715.000	FICA	984.00	68.90	915.10	7.00
101-372-716.000	Medical Insurance	533.00	4.25	528.75	0.80
101-372-718.000	Retirement	416.00	0.00	416.00	0.00
101-372-723.000	Workers Compensation	283.00	0.00	283.00	0.00
101-372-740.000	Operating Supplies	500.00	(239.05)	739.05	(47.81)
101-372-810.000	Contracted Services	1,000.00	(150.00)	1,150.00	(15.00)
101-372-866.000	Mileage	350.00	0.00	350.00	0.00
101-372-905.000	Printing & Publications	250.00	0.00	250.00	0.00
Total Dept 372 - Code Enforcement		21,343.00	584.68	20,758.32	2.74
Dept 376 - Building Department					
101-376-703.050	Building Inspector Fee	29,000.00	0.00	29,000.00	0.00
101-376-703.060	Electrical Inspector Fees	4,410.00	0.00	4,410.00	0.00
101-376-703.070	Plumbing Inspector Fees	1,805.00	0.00	1,805.00	0.00
101-376-703.080	Heating Inspector Fees	3,900.00	0.00	3,900.00	0.00
101-376-704.000	Wages	5,870.00	0.00	5,870.00	0.00
101-376-704.010	BLDG DEPT ADMIN WAGES	0.00	389.83	(389.83)	100.00
101-376-705.000	Clerical	32,685.00	1,897.62	30,787.38	5.81
101-376-715.000	FICA	2,949.00	174.99	2,774.01	5.93
101-376-716.000	Medical Insurance	7,927.00	6.03	7,920.97	0.08
101-376-723.000	Workers Compensation	283.00	0.00	283.00	0.00
101-376-727.000	Office Supplies	200.00	0.00	200.00	0.00
101-376-740.000	Operating Supplies	600.00	0.00	600.00	0.00
101-376-810.000	Contracted Services	4,634.00	80.00	4,554.00	1.73
101-376-905.000	Printing & Publications	200.00	0.00	200.00	0.00
Total Dept 376 - Building Department		94,463.00	2,548.47	91,914.53	2.70

PERIOD ENDING 07/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	AVAILABLE	% BDGT USED
		AMENDED BUDGET	07/31/2020 NORMAL (ABNORMA	BALANCE NORMAL (ABNORMA	
Fund 101 - General Fund					
Expenditures					
Dept 401 - Planning					
101-401-704.000	Wages	2,650.00	0.00	2,650.00	0.00
101-401-704.010	PLANNING ADMIN WAGES	0.00	155.93	(155.93)	100.00
101-401-705.000	Clerical	1,011.00	53.71	957.29	5.31
101-401-715.000	PC FICA	280.00	16.04	263.96	5.73
101-401-716.000	Medical Insurance	451.00	2.41	448.59	0.53
101-401-817.000	Planning Consultant	8,500.00	0.00	8,500.00	0.00
101-401-817.100	Zoning Ordinance Revision	100.00	0.00	100.00	0.00
101-401-817.200	Planning Consultant Contract	10,200.00	0.00	10,200.00	0.00
101-401-821.000	Engineering	1,000.00	0.00	1,000.00	0.00
101-401-905.000	Printing & Publications	838.00	0.00	838.00	0.00
Total Dept 401 - Planning		25,030.00	228.09	24,801.91	0.91
Dept 402 - Board of Appeals					
101-402-703.020	Board of Appeals Wages	200.00	0.00	200.00	0.00
101-402-704.010	ZBA ADMIN WAGES	1,325.00	47.02	1,277.98	3.55
101-402-715.000	ZBA FICA	117.00	3.60	113.40	3.08
101-402-716.000	Medical Insurance	110.00	0.61	109.39	0.55
101-402-718.000	Retirement	133.00	0.00	133.00	0.00
101-402-864.000	WORKSHOPS	375.00	0.00	375.00	0.00
101-402-905.000	Printing & Publications	436.00	0.00	436.00	0.00
Total Dept 402 - Board of Appeals		2,696.00	51.23	2,644.77	1.90
Dept 441 - DPW					
101-441-704.000	Wages	40,516.00	2,843.61	37,672.39	7.02
101-441-704.010	WAGES - ADMIN	9,275.00	607.65	8,667.35	6.55
101-441-705.000	Clerical	4,717.00	322.19	4,394.81	6.83
101-441-709.000	Overtime	1,000.00	0.00	1,000.00	0.00
101-441-715.000	FICA	4,246.00	317.28	3,928.72	7.47
101-441-716.000	Medical Insurance	16,734.00	1,082.03	15,651.97	6.47
101-441-718.000	Retirement	12,855.00	0.00	12,855.00	0.00
101-441-721.000	Uniform Allowance	900.00	0.00	900.00	0.00
101-441-723.000	Workers Compensation	2,124.00	0.00	2,124.00	0.00
101-441-740.000	Operating Supplies	2,400.00	136.04	2,263.96	5.67
101-441-787.000	Materials	400.00	0.00	400.00	0.00
101-441-803.000	Physicals	200.00	0.00	200.00	0.00
101-441-807.000	Audit	1,600.00	0.00	1,600.00	0.00
101-441-810.000	Contracted Services	7,148.00	243.98	6,904.02	3.41
101-441-856.000	Telephone	1,755.00	105.44	1,649.56	6.01
101-441-856.040	Cellular Phone Fees	956.00	224.00	732.00	23.43
101-441-866.000	Mileage	100.00	0.00	100.00	0.00
101-441-905.000	Printing & Publications	150.00	0.00	150.00	0.00
101-441-910.000	Insurance	12,496.00	0.00	12,496.00	0.00
101-441-921.000	ELECTRIC - EDISON	1,751.00	145.90	1,605.10	8.33
101-441-923.000	Heat	5,595.00	38.01	5,556.99	0.68
101-441-943.000	Equipment Rental	3,000.00	576.01	2,423.99	19.20
101-441-960.000	Education/Safety Management	185.00	0.00	185.00	0.00
Total Dept 441 - DPW		130,103.00	6,642.14	123,460.86	5.11
Dept 442 - Tree Replacement Program					
101-442-704.000	Wages	500.00	0.00	500.00	0.00
101-442-715.000	FICA	38.00	0.00	38.00	0.00
101-442-740.000	Operating Supplies	50.00	0.00	50.00	0.00
101-442-787.000	Materials	500.00	0.00	500.00	0.00
101-442-943.000	Equipment Rental	100.00	0.00	100.00	0.00
Total Dept 442 - Tree Replacement Program		1,188.00	0.00	1,188.00	0.00
Dept 443 - Downtown Maintenance					
101-443-704.000	Wages	27,021.00	1,533.49	25,487.51	5.68
101-443-709.000	Overtime	4,000.00	0.00	4,000.00	0.00
101-443-715.000	FICA	2,373.00	111.36	2,261.64	4.69
101-443-716.000	Medical Insurance	8,745.00	668.53	8,076.47	7.64
101-443-718.000	Retirement	8,459.00	0.00	8,459.00	0.00
101-443-723.000	Workers Compensation	425.00	0.00	425.00	0.00
101-443-787.000	Materials	1,500.00	0.00	1,500.00	0.00
101-443-943.000	Equipment Rental	8,000.00	1,182.34	6,817.66	14.78
Total Dept 443 - Downtown Maintenance		60,523.00	3,495.72	57,027.28	5.78

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PERIOD ENDING 07/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	AVAILABLE	% BDGT USED
		AMENDED BUDGET	07/31/2020 NORMAL (ABNORMA	BALANCE NORMAL (ABNORMA	
Fund 101 - General Fund					
Expenditures					
Dept 444 - Parking Lot Maint/Const.					
101-444-704.000	Wages	9,746.00	710.50	9,035.50	7.29
101-444-709.000	Overtime	2,200.00	0.00	2,200.00	0.00
101-444-715.000	FICA	914.00	51.65	862.35	5.65
101-444-716.000	Medical Insurance	2,815.00	260.21	2,554.79	9.24
101-444-718.000	Retirement	2,490.00	0.00	2,490.00	0.00
101-444-723.000	Workers Compensation	425.00	0.00	425.00	0.00
101-444-787.000	Materials	1,500.00	0.00	1,500.00	0.00
101-444-943.000	Equipment Rental	15,000.00	512.46	14,487.54	3.42
Total Dept 444 - Parking Lot Maint/Const.		35,090.00	1,534.82	33,555.18	4.37
Dept 448 - Street Lighting					
101-448-767.030	Lighting Pole Replacement	2,000.00	0.00	2,000.00	0.00
101-448-787.000	Materials	1,000.00	0.00	1,000.00	0.00
101-448-810.000	Contracted Services	5,000.00	0.00	5,000.00	0.00
101-448-921.000	Electric	33,392.00	0.00	33,392.00	0.00
Total Dept 448 - Street Lighting		41,392.00	0.00	41,392.00	0.00
Dept 528 - Rubbish Contracts					
101-528-704.000	Wages	2,650.00	0.00	2,650.00	0.00
101-528-704.010	RUBBISH ADMIN WAGES	0.00	155.93	(155.93)	100.00
101-528-705.000	Clerical	1,972.00	99.59	1,872.41	5.05
101-528-715.000	RUBBISH FICA	354.00	19.55	334.45	5.52
101-528-716.000	Medical Insurance	509.00	2.41	506.59	0.47
101-528-718.000	Retirement	265.00	0.00	265.00	0.00
101-528-808.000	Rubbish Collection Contract	167,304.00	13,705.59	153,598.41	8.19
101-528-808.010	Commercial Rubbish Contract	35,580.00	2,500.54	33,079.46	7.03
Total Dept 528 - Rubbish Contracts		208,634.00	16,483.61	192,150.39	7.90
Dept 751 - Parks					
101-751-704.000	Wages	11,645.00	618.22	11,026.78	5.31
101-751-704.010	WAGES - ADMIN	2,080.00	202.95	1,877.05	9.76
101-751-705.000	Clerical	1,011.00	53.67	957.33	5.31
101-751-707.010	Beach Wages	7,600.00	1,432.50	6,167.50	18.85
101-751-709.000	Overtime	400.00	0.00	400.00	0.00
101-751-715.000	FICA	1,739.00	174.88	1,564.12	10.06
101-751-716.000	Medical Insurance	4,710.00	285.21	4,424.79	6.06
101-751-718.000	Retirement	3,935.00	0.00	3,935.00	0.00
101-751-723.000	Workers Compensation	425.00	0.00	425.00	0.00
101-751-725.000	Unemployment	100.00	0.00	100.00	0.00
101-751-740.000	Operating Supplies	1,000.00	8.98	991.02	0.90
101-751-787.000	Materials	1,000.00	0.00	1,000.00	0.00
101-751-803.000	Physicals	300.00	0.00	300.00	0.00
101-751-810.000	Contracted Services	2,000.00	1,000.00	1,000.00	50.00
101-751-905.000	Printing & Publications	150.00	0.00	150.00	0.00
101-751-910.000	Insurance	3,749.00	0.00	3,749.00	0.00
101-751-943.000	Equipment Rental	5,000.00	842.24	4,157.76	16.84
Total Dept 751 - Parks		46,844.00	4,618.65	42,225.35	9.86
Dept 852 - Interlocal Gov't. Contracts					
101-852-704.002	Wages - Civic Center Maintena	4,577.00	419.63	4,157.37	9.17
101-852-709.002	Overtime - Civic Center	800.00	0.00	800.00	0.00
101-852-715.000	FICA	411.00	30.61	380.39	7.45
101-852-716.000	Medical Insurance	1,940.00	158.29	1,781.71	8.16
101-852-718.000	Retirement	1,528.00	0.00	1,528.00	0.00
101-852-723.000	Workers Compensation	425.00	0.00	425.00	0.00
101-852-740.000	Operating Supplies	500.00	0.00	500.00	0.00
101-852-787.002	Material - Civic Center	1,000.00	4.99	995.01	0.50
101-852-810.000	Contracted Services	9,000.00	0.00	9,000.00	0.00
101-852-943.000	Equipment Rental	3,000.00	379.08	2,620.92	12.64
Total Dept 852 - Interlocal Gov't. Contracts		23,181.00	992.60	22,188.40	4.28
Dept 960 - Public Relations					
101-960-704.000	WAGES-PART TIME STAFF	21,000.00	1,058.40	19,941.60	5.04
101-960-715.000	FICA-COMMUNITY PROMOTIONS	1,607.00	80.96	1,526.04	5.04
101-960-856.040	Cellular Phone Fees	600.00	0.00	600.00	0.00

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REVENUE AND EXPENDITURE REPORT FOR OXFORD VILLAGE
 PERIOD ENDING 07/31/2020

Page: 6/16

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 07/31/2020 NORMAL (ABNORMA	AVAILABLE BALANCE NORMAL (ABNORMA	% BDGT USED
Fund 101 - General Fund					
Expenditures					
101-960-880.000	Community Promotion	4,000.00	0.00	4,000.00	0.00
101-960-880.010	Downtown Christmas Decoration	1,000.00	0.00	1,000.00	0.00
101-960-880.020	Cable Commission	26,553.00	0.00	26,553.00	0.00
Total Dept 960 - Public Relations		54,760.00	1,139.36	53,620.64	2.08
Dept 999 - Miscellaneous					
101-999-704.050	Youth Assistantce Wages	11,000.00	0.00	11,000.00	0.00
101-999-715.000	FICA	550.00	0.00	550.00	0.00
101-999-999.401	Transfser out to Vill. Const.	200,000.00	0.00	200,000.00	0.00
Total Dept 999 - Miscellaneous		211,550.00	0.00	211,550.00	0.00
TOTAL EXPENDITURES		1,957,380.00	86,188.56	1,871,191.44	4.40
Fund 101 - General Fund:					
TOTAL REVENUES		1,942,464.00	101,827.55	1,840,636.45	5.24
TOTAL EXPENDITURES		1,957,380.00	86,188.56	1,871,191.44	4.40
NET OF REVENUES & EXPENDITURES		(14,916.00)	15,638.99	(30,554.99)	104.85

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PERIOD ENDING 07/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	AVAILABLE	% BDGT USED
		AMENDED BUDGET	07/31/2020 NORMAL (ABNORMA	BALANCE NORMAL (ABNORMA	
Fund 202 - Major Street Fund					
Revenues					
Dept 000					
202-000-547.000	Gas and Weight Tax	201,000.00	16,012.82	184,987.18	7.97
202-000-665.000	Interest Earnings	500.00	342.43	157.57	68.49
Total Dept 000		201,500.00	16,355.25	185,144.75	8.12
TOTAL REVENUES		201,500.00	16,355.25	185,144.75	8.12
Expenditures					
Dept 455 - Construction					
202-455-810.000	Contracted Services	79,433.00	0.00	79,433.00	0.00
202-455-821.000	Engineering	2,000.00	0.00	2,000.00	0.00
Total Dept 455 - Construction		81,433.00	0.00	81,433.00	0.00
Dept 463 - Surface					
202-463-704.000	Wages	17,831.00	1,237.20	16,593.80	6.94
202-463-709.000	Overtime	300.00	0.00	300.00	0.00
202-463-710.010	Leave Time Buyout	2,000.00	0.00	2,000.00	0.00
202-463-715.000	FICA	1,540.00	90.80	1,449.20	5.90
202-463-716.000	Medical Insurance	7,375.00	478.84	6,896.16	6.49
202-463-718.000	Retirement	5,703.00	0.00	5,703.00	0.00
202-463-721.000	Uniform Allowance	900.00	0.00	900.00	0.00
202-463-723.000	Workers Compensation	566.00	0.00	566.00	0.00
202-463-787.000	Materials	3,000.00	0.00	3,000.00	0.00
202-463-810.000	Contracted Services	3,988.00	40.00	3,948.00	1.00
202-463-810.100	Sidewalks	3,000.00	0.00	3,000.00	0.00
202-463-943.000	Equipment Rental	13,000.00	1,286.02	11,713.98	9.89
Total Dept 463 - Surface		59,203.00	3,132.86	56,070.14	5.29
Dept 464 - Non-motorized					
202-464-810.000	Contracted Services	3,500.00	0.00	3,500.00	0.00
Total Dept 464 - Non-motorized		3,500.00	0.00	3,500.00	0.00
Dept 474 - Traffic					
202-474-704.000	Wages	1,866.00	137.00	1,729.00	7.34
202-474-709.000	Overtime	200.00	0.00	200.00	0.00
202-474-715.000	FICA	158.00	9.87	148.13	6.25
202-474-716.000	Medical Insurance	695.00	44.55	650.45	6.41
202-474-718.000	Retirement	522.00	0.00	522.00	0.00
202-474-787.000	Materials	1,500.00	122.64	1,377.36	8.18
202-474-810.000	Contracted Services	6,500.00	0.00	6,500.00	0.00
202-474-810.090	Signal Maintenance	7,500.00	0.00	7,500.00	0.00
202-474-943.000	Equipment Rental	1,000.00	310.23	689.77	31.02
Total Dept 474 - Traffic		19,941.00	624.29	19,316.71	3.13
Dept 478 - Snow & Ice					
202-478-704.000	Wages	8,459.00	0.00	8,459.00	0.00
202-478-709.000	Overtime	3,000.00	0.00	3,000.00	0.00
202-478-715.000	FICA	877.00	0.00	877.00	0.00
202-478-716.000	Medical Insurance	3,574.00	225.13	3,348.87	6.30
202-478-718.000	Retirement	2,684.00	0.00	2,684.00	0.00
202-478-787.000	Materials	20,000.00	0.00	20,000.00	0.00
202-478-910.000	Insurance	1,250.00	0.00	1,250.00	0.00
202-478-943.000	Equipment Rental	5,500.00	0.00	5,500.00	0.00
Total Dept 478 - Snow & Ice		45,344.00	225.13	45,118.87	0.50
Dept 484 - Wages Administration					
202-484-807.000	Audit	800.00	0.00	800.00	0.00
202-484-910.000	Insurance	1,250.00	0.00	1,250.00	0.00
Total Dept 484 - Wages Administration		2,050.00	0.00	2,050.00	0.00
TOTAL EXPENDITURES		211,471.00	3,982.28	207,488.72	1.88

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE		AVAILABLE		% BDGT
		AMENDED BUDGET	NORMAL	(ABNORMA	NORMAL	(ABNORMA	
Fund 202 - Major Street Fund							
Fund 202 - Major Street Fund:							
TOTAL REVENUES		201,500.00	16,355.25		185,144.75		8.12
TOTAL EXPENDITURES		211,471.00	3,982.28		207,488.72		1.88
NET OF REVENUES & EXPENDITURES		(9,971.00)	12,372.97		(22,343.97)		124.09

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PERIOD ENDING 07/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	AVAILABLE	% BDGT USED
		AMENDED BUDGET	07/31/2020 NORMAL (ABNORMA	BALANCE NORMAL (ABNORMA	
Fund 203 - Local Street Fund					
Revenues					
Dept 000					
203-000-547.000	Gas and Weight Tax	75,500.00	5,652.59	69,847.41	7.49
203-000-630.000	METRO FEES	11,000.00	0.00	11,000.00	0.00
203-000-665.000	Interest Earnings	0.00	65.82	(65.82)	100.00
Total Dept 000		86,500.00	5,718.41	80,781.59	6.61
TOTAL REVENUES		86,500.00	5,718.41	80,781.59	6.61
Expenditures					
Dept 455 - Construction					
203-455-810.000	Contracted Services	34,043.00	0.00	34,043.00	0.00
Total Dept 455 - Construction		34,043.00	0.00	34,043.00	0.00
Dept 463 - Surface					
203-463-704.000	Wages	11,502.00	1,046.70	10,455.30	9.10
203-463-709.000	Overtime	500.00	0.00	500.00	0.00
203-463-715.000	FICA	918.00	76.10	841.90	8.29
203-463-716.000	Medical Insurance	4,835.00	504.64	4,330.36	10.44
203-463-718.000	Retirement	3,466.00	0.00	3,466.00	0.00
203-463-723.000	Workers Compensation	566.00	0.00	566.00	0.00
203-463-787.000	Materials	2,500.00	0.00	2,500.00	0.00
203-463-810.000	Contracted Services	3,938.00	40.00	3,898.00	1.02
203-463-810.100	Sidewalks	1,500.00	0.00	1,500.00	0.00
203-463-943.000	Equipment Rental	10,000.00	853.08	9,146.92	8.53
Total Dept 463 - Surface		39,725.00	2,520.52	37,204.48	6.34
Dept 474 - Traffic					
203-474-704.000	Wages	1,990.00	89.66	1,900.34	4.51
203-474-709.000	Overtime	150.00	0.00	150.00	0.00
203-474-715.000	FICA	164.00	6.57	157.43	4.01
203-474-716.000	Medical Insurance	721.00	52.32	668.68	7.26
203-474-718.000	Retirement	546.00	0.00	546.00	0.00
203-474-787.000	Materials	1,000.00	50.00	950.00	5.00
203-474-810.000	Contracted Services	200.00	0.00	200.00	0.00
203-474-943.000	Equipment Rental	1,000.00	65.54	934.46	6.55
Total Dept 474 - Traffic		5,771.00	264.09	5,506.91	4.58
Dept 478 - Snow & Ice					
203-478-704.000	Wages	5,766.00	0.00	5,766.00	0.00
203-478-709.000	Overtime	4,000.00	0.00	4,000.00	0.00
203-478-715.000	FICA	747.00	0.00	747.00	0.00
203-478-716.000	Medical Insurance	2,405.00	156.01	2,248.99	6.49
203-478-718.000	Retirement	1,864.00	0.00	1,864.00	0.00
203-478-787.000	Materials	18,000.00	0.00	18,000.00	0.00
203-478-943.000	Equipment Rental	6,000.00	0.00	6,000.00	0.00
Total Dept 478 - Snow & Ice		38,782.00	156.01	38,625.99	0.40
Dept 484 - Wages Administration					
203-484-807.000	Audit	800.00	0.00	800.00	0.00
203-484-910.000	Insurance	1,250.00	0.00	1,250.00	0.00
Total Dept 484 - Wages Administration		2,050.00	0.00	2,050.00	0.00
TOTAL EXPENDITURES		120,371.00	2,940.62	117,430.38	2.44
Fund 203 - Local Street Fund:					
TOTAL REVENUES		86,500.00	5,718.41	80,781.59	6.61
TOTAL EXPENDITURES		120,371.00	2,940.62	117,430.38	2.44
NET OF REVENUES & EXPENDITURES		(33,871.00)	2,777.79	(36,648.79)	8.20

08/05/2020 08:44 AM
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REVENUE AND EXPENDITURE REPORT FOR OXFORD VILLAGE
PERIOD ENDING 07/31/2020

Page: 10/16

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 07/31/2020 NORMAL (ABNORMA	AVAILABLE BALANCE NORMAL (ABNORMA	% BDGT USED
Fund 204 - Municipal Street Fund					
Revenues					
Dept 000					
204-000-699.101	Transfer In - General Fund	113,476.00	0.00	113,476.00	0.00
Total Dept 000		113,476.00	0.00	113,476.00	0.00
TOTAL REVENUES		113,476.00	0.00	113,476.00	0.00
Expenditures					
Dept 485 - Debt Service					
204-485-991.000	Principal	106,738.00	0.00	106,738.00	0.00
204-485-995.000	Interest	6,738.00	0.00	6,738.00	0.00
Total Dept 485 - Debt Service		113,476.00	0.00	113,476.00	0.00
TOTAL EXPENDITURES		113,476.00	0.00	113,476.00	0.00
Fund 204 - Municipal Street Fund:					
TOTAL REVENUES		113,476.00	0.00	113,476.00	0.00
TOTAL EXPENDITURES		113,476.00	0.00	113,476.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00

PERIOD ENDING 07/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	AVAILABLE	% BDGT USED
		AMENDED BUDGET	07/31/2020 NORMAL (ABNORMA	BALANCE NORMAL (ABNORMA	
Fund 296 - DDA Operating					
Revenues					
Dept 000					
296-000-401.000	Township Operating	210,000.00	0.00	210,000.00	0.00
296-000-401.010	Village Revenue	183,000.00	0.00	183,000.00	0.00
296-000-401.020	STATE PERSONAL PROPERTY TAX	30,000.00	0.00	30,000.00	0.00
296-000-412.000	Delinquent Property Taxes	2,000.00	68.40	1,931.60	3.42
296-000-665.000	Interest Earnings	500.00	24.73	475.27	4.95
296-000-671.040	Scarecrow Festival	1,000.00	0.00	1,000.00	0.00
296-000-671.080	Concerts in the Park	2,000.00	0.00	2,000.00	0.00
296-000-677.000	Reimbursements	4,500.00	0.00	4,500.00	0.00
Total Dept 000		433,000.00	93.13	432,906.87	0.02
TOTAL REVENUES		433,000.00	93.13	432,906.87	0.02
Expenditures					
Dept 729 - Organization/Administration					
296-729-704.000	Wages	60,000.00	2,979.28	57,020.72	4.97
296-729-705.000	CLERICAL COMMUNICATIONS	8,000.00	352.80	7,647.20	4.41
296-729-715.000	FICA	4,600.00	227.91	4,372.09	4.95
296-729-715.001	FICA COMMUNICATIONS	0.00	27.01	(27.01)	100.00
296-729-716.000	Medical Insurance	18,094.00	1,520.38	16,573.62	8.40
296-729-716.001	LIFE, ST/LT DISABILITY	688.00	57.30	630.70	8.33
296-729-718.000	Retirement	6,000.00	423.04	5,576.96	7.05
296-729-723.000	Workers Compensation	566.00	0.00	566.00	0.00
296-729-727.000	Office Supplies	500.00	0.00	500.00	0.00
296-729-730.000	Postage	200.00	0.00	200.00	0.00
296-729-807.000	Audit	800.00	0.00	800.00	0.00
296-729-810.000	Contracted Services	688.00	1,240.00	(552.00)	180.23
296-729-810.011	Downtown Cleaning	50,000.00	0.00	50,000.00	0.00
296-729-810.111	Enforcement Transfer	25,000.00	0.00	25,000.00	0.00
296-729-810.140	Contracted Services - Website	1,200.00	0.00	1,200.00	0.00
296-729-830.000	Membership & Dues	1,000.00	0.00	1,000.00	0.00
296-729-856.040	Cellular Phone Fees	777.00	0.00	777.00	0.00
296-729-864.000	Workshops	200.00	0.00	200.00	0.00
296-729-864.010	Director - Conference	1,500.00	0.00	1,500.00	0.00
296-729-866.000	Mileage	100.00	0.00	100.00	0.00
296-729-867.000	Lodging	250.00	0.00	250.00	0.00
296-729-868.000	Meals	250.00	0.00	250.00	0.00
296-729-910.000	Insurance	3,474.00	0.00	3,474.00	0.00
296-729-920.000	Utilities	590.00	0.00	590.00	0.00
296-729-999.394	Transfer to Debt Service	62,017.00	0.00	62,017.00	0.00
Total Dept 729 - Organization/Administration		246,494.00	6,827.72	239,666.28	2.77
Dept 730 - Design					
296-730-740.230	Operating Supplies - Flowers	2,500.00	(2,250.00)	4,750.00	(90.00)
296-730-810.000	Contracted Services	20,000.00	53.00	19,947.00	0.27
296-730-970.000	Capital Improvements	100,000.00	0.00	100,000.00	0.00
296-730-996.050	Grant - Sign	20,000.00	0.00	20,000.00	0.00
296-730-996.060	Grant - Facade	20,000.00	0.00	20,000.00	0.00
Total Dept 730 - Design		162,500.00	(2,197.00)	164,697.00	(1.35)
Dept 731 - Economic Restructuring					
296-731-810.000	Contracted Services	4,000.00	0.00	4,000.00	0.00
Total Dept 731 - Economic Restructuring		4,000.00	0.00	4,000.00	0.00
Dept 961 - Promotions					
296-961-740.310	Operating Supplies - Holiday	9,700.00	0.00	9,700.00	0.00
296-961-740.360	Operating Supplies - Scarecro	4,000.00	0.00	4,000.00	0.00
296-961-810.310	Contracted Services - Holiday	4,000.00	0.00	4,000.00	0.00
296-961-810.350	Contracted Services - Concert	0.00	600.00	(600.00)	100.00
Total Dept 961 - Promotions		17,700.00	600.00	17,100.00	3.39
TOTAL EXPENDITURES		430,694.00	5,230.72	425,463.28	1.21

08/05/2020 08:44 AM
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REVENUE AND EXPENDITURE REPORT FOR OXFORD VILLAGE
PERIOD ENDING 07/31/2020

Page: 12/16

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE		AVAILABLE		% BDGT
		AMENDED BUDGET	NORMAL	(ABNORMA	NORMAL	(ABNORMA	
Fund 296 - DDA Operating							
Fund 296 - DDA Operating:							
TOTAL REVENUES		433,000.00	93.13		432,906.87		0.02
TOTAL EXPENDITURES		430,694.00	5,230.72		425,463.28		1.21
NET OF REVENUES & EXPENDITURES		2,306.00	(5,137.59)		7,443.59		222.79

08/05/2020 08:44 AM
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REVENUE AND EXPENDITURE REPORT FOR OXFORD VILLAGE

Page: 13/16

PERIOD ENDING 07/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	AVAILABLE	% BDGT		
		AMENDED BUDGET	07/31/2020 NORMAL (ABNORMA	BALANCE NORMAL (ABNORMA			
Fund 494 - DDA Construction Fund							
Expenditures							
Dept 455 - Construction							
494-455-970.000	Capital Improvements	0.00	8,899.71	(8,899.71)	100.00		
Total Dept 455 - Construction		0.00	8,899.71	(8,899.71)	100.00		
TOTAL EXPENDITURES		0.00	8,899.71	(8,899.71)	100.00		
Fund 494 - DDA Construction Fund:							
TOTAL REVENUES		0.00	0.00	0.00	0.00		
TOTAL EXPENDITURES		0.00	8,899.71	(8,899.71)	100.00		
NET OF REVENUES & EXPENDITURES		0.00	(8,899.71)	8,899.71	100.00		

PERIOD ENDING 07/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	AVAILABLE	% BDGT USED
		AMENDED BUDGET	07/31/2020 NORMAL (ABNORMA	BALANCE NORMAL (ABNORMA	
Fund 590 - Sewer Fund					
Revenues					
Dept 000					
590-000-642.000	Collections	760,000.00	68,115.76	691,884.24	8.96
590-000-642.010	Penalties on Usage	8,000.00	0.00	8,000.00	0.00
590-000-665.000	Interest Earnings	4,000.00	745.43	3,254.57	18.64
590-000-672.050	New Connection	6,000.00	3,300.00	2,700.00	55.00
590-000-677.000	Reimbursements	0.00	101.65	(101.65)	100.00
Total Dept 000		778,000.00	72,262.84	705,737.16	9.29
TOTAL REVENUES		778,000.00	72,262.84	705,737.16	9.29
Expenditures					
Dept 521 - Sewer					
590-521-704.000	Wages	53,496.00	1,719.79	51,776.21	3.21
590-521-704.010	WAGES - ADMIN	9,090.00	342.81	8,747.19	3.77
590-521-705.000	Clerical	7,413.00	286.26	7,126.74	3.86
590-521-715.000	FICA	5,355.00	178.62	5,176.38	3.34
590-521-716.000	Medical Insurance	21,636.00	900.80	20,735.20	4.16
590-521-718.000	Retirement	17,145.00	0.00	17,145.00	0.00
590-521-721.000	Uniform Allowance	900.00	0.00	900.00	0.00
590-521-723.000	Workers Compensation	1,416.00	0.00	1,416.00	0.00
590-521-727.000	Office Supplies	500.00	0.00	500.00	0.00
590-521-730.000	Postage	2,000.00	0.00	2,000.00	0.00
590-521-740.000	Operating Supplies	1,500.00	197.16	1,302.84	13.14
590-521-787.000	Materials	1,000.00	0.00	1,000.00	0.00
590-521-807.000	Audit	3,200.00	0.00	3,200.00	0.00
590-521-810.000	Contracted Services	13,480.00	1,564.42	11,915.58	11.61
590-521-815.000	Oakland County Usage Fees	437,820.00	0.00	437,820.00	0.00
590-521-826.000	Legal Fees	1,000.00	0.00	1,000.00	0.00
590-521-830.000	Membership & Dues	134.00	0.00	134.00	0.00
590-521-905.000	Printing & Publications	100.00	0.00	100.00	0.00
590-521-910.000	Insurance	3,124.00	0.00	3,124.00	0.00
590-521-943.000	Equipment Rental	3,709.00	262.86	3,446.14	7.09
590-521-957.000	Contingency: Year End	5,000.00	0.00	5,000.00	0.00
590-521-991.020	Bond - Interceptor	110,192.00	0.00	110,192.00	0.00
590-521-995.030	Interest Interceptor	16,493.00	0.00	16,493.00	0.00
Total Dept 521 - Sewer		715,703.00	5,452.72	710,250.28	0.76
Dept 622 - Environmental					
590-622-810.000	Contracted Services	5,000.00	0.00	5,000.00	0.00
Total Dept 622 - Environmental		5,000.00	0.00	5,000.00	0.00
TOTAL EXPENDITURES		720,703.00	5,452.72	715,250.28	0.76
Fund 590 - Sewer Fund:					
TOTAL REVENUES		778,000.00	72,262.84	705,737.16	9.29
TOTAL EXPENDITURES		720,703.00	5,452.72	715,250.28	0.76
NET OF REVENUES & EXPENDITURES		57,297.00	66,810.12	(9,513.12)	116.60

PERIOD ENDING 07/31/2020

GL NUMBER	DESCRIPTION	YTD BALANCE		AVAILABLE		% BDGT USED
		2020-21 AMENDED BUDGET	07/31/2020 NORMAL (ABNORMA	BALANCE NORMAL (ABNORMA		
Fund 591 - Water Fund						
Revenues						
Dept 000						
591-000-642.000	Collections	760,000.00	64,521.54	695,478.46		8.49
591-000-642.010	Penalties on Usage	8,000.00	0.00	8,000.00		0.00
591-000-642.030	Collections - Fixed	0.00	27,680.56	(27,680.56)		100.00
591-000-665.000	Interest Earnings	4,500.00	359.86	4,140.14		8.00
591-000-672.060	Capital Charges	5,000.00	4,857.00	143.00		97.14
591-000-677.000	Reimbursements	0.00	232.00	(232.00)		100.00
591-000-686.000	Miscellaneous	0.00	2,070.00	(2,070.00)		100.00
Total Dept 000		777,500.00	99,720.96	677,779.04		12.83
TOTAL REVENUES		777,500.00	99,720.96	677,779.04		12.83
Expenditures						
Dept 556 - Water Maintenance						
591-556-704.000	Wages	87,118.00	4,210.10	82,907.90		4.83
591-556-704.010	WAGES - ADMIN	9,090.00	467.79	8,622.21		5.15
591-556-705.000	Clerical	10,109.00	286.26	9,822.74		2.83
591-556-709.000	Overtime	500.00	933.15	(433.15)		186.63
591-556-715.000	FICA	8,172.00	435.90	7,736.10		5.33
591-556-716.000	Medical Insurance	34,847.00	1,897.50	32,949.50		5.45
591-556-718.000	Retirement	28,886.00	0.00	28,886.00		0.00
591-556-721.000	Uniform Allowance	600.00	0.00	600.00		0.00
591-556-723.000	Workers Compensation	2,124.00	0.00	2,124.00		0.00
591-556-727.000	Office Supplies	100.00	0.00	100.00		0.00
591-556-730.000	Postage	5,520.00	384.75	5,135.25		6.97
591-556-740.000	Operating Supplies	1,800.00	103.83	1,696.17		5.77
591-556-754.000	Tools	6,000.00	0.00	6,000.00		0.00
591-556-787.000	Materials	3,200.00	707.06	2,492.94		22.10
591-556-807.000	Audit	3,200.00	0.00	3,200.00		0.00
591-556-810.000	Contracted Services	21,769.00	169.42	21,599.58		0.78
591-556-821.000	Engineering	24,000.00	0.00	24,000.00		0.00
591-556-826.000	Legal Fees	1,500.00	0.00	1,500.00		0.00
591-556-856.020	Telephone - DPW	134.00	0.00	134.00		0.00
591-556-943.000	Equipment Rental	24,000.00	2,393.25	21,606.75		9.97
591-556-960.000	Education/Safety Management	1,200.00	0.00	1,200.00		0.00
591-556-999.101	Contribution to General Fund	125,000.00	0.00	125,000.00		0.00
Total Dept 556 - Water Maintenance		398,869.00	11,989.01	386,879.99		3.01
Dept 557 - Water Plant						
591-557-730.000	Postage	1,150.00	0.00	1,150.00		0.00
591-557-740.000	Operating Supplies	1,200.00	0.00	1,200.00		0.00
591-557-743.000	Chemicals	52,000.00	3,034.90	48,965.10		5.84
591-557-751.000	Diesel Fuel and Gas	1,000.00	0.00	1,000.00		0.00
591-557-787.000	Materials	5,500.00	0.00	5,500.00		0.00
591-557-810.000	Contracted Services	53,965.00	4,164.80	49,800.20		7.72
591-557-856.000	Telephone	2,925.00	216.47	2,708.53		7.40
591-557-921.000	Electric	32,427.00	0.00	32,427.00		0.00
591-557-923.000	Heat	1,044.00	14.00	1,030.00		1.34
591-557-924.000	Sewer	374.00	0.00	374.00		0.00
591-557-927.000	Water	217.00	0.00	217.00		0.00
591-557-933.010	Equipment Maintenance Contrac	500.00	0.00	500.00		0.00
591-557-936.000	Grounds Maintenance	2,500.00	0.00	2,500.00		0.00
591-557-958.000	Membership & Dues	500.00	0.00	500.00		0.00
591-557-991.000	Principal	237,688.00	0.00	237,688.00		0.00
591-557-992.000	Fees	0.00	20.00	(20.00)		100.00
591-557-995.000	Interest	20,284.00	0.00	20,284.00		0.00
Total Dept 557 - Water Plant		413,274.00	7,450.17	405,823.83		1.80
TOTAL EXPENDITURES		812,143.00	19,439.18	792,703.82		2.39
Fund 591 - Water Fund:						
TOTAL REVENUES		777,500.00	99,720.96	677,779.04		12.83
TOTAL EXPENDITURES		812,143.00	19,439.18	792,703.82		2.39
NET OF REVENUES & EXPENDITURES		(34,643.00)	80,281.78	(114,924.78)		231.74

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PERIOD ENDING 07/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	AVAILABLE	% BDGT USED
		AMENDED BUDGET	07/31/2020 NORMAL (ABNORMA	BALANCE NORMAL (ABNORMA	
Fund 661 - Motor Equipment - DPW					
Revenues					
Dept 000					
661-000-665.000	Interest Earnings	2,000.00	252.67	1,747.33	12.63
661-000-676.202	Major Streets Equipment Renta	18,000.00	1,596.25	16,403.75	8.87
661-000-676.203	Local Streets Equipment Renta	14,000.00	918.62	13,081.38	6.56
661-000-676.441	DPW Equipment Rental	35,000.00	3,492.13	31,507.87	9.98
661-000-676.590	Sewer Equipment Rental	10,000.00	262.86	9,737.14	2.63
661-000-676.591	Water Equipment Rental	20,000.00	2,393.25	17,606.75	11.97
Total Dept 000		99,000.00	8,915.78	90,084.22	9.01
TOTAL REVENUES		99,000.00	8,915.78	90,084.22	9.01
Expenditures					
Dept 958 - Motor Equipment					
661-958-704.000	Wages	13,939.00	1,284.93	12,654.07	9.22
661-958-709.000	Overtime	300.00	0.00	300.00	0.00
661-958-710.010	Leave Time Buyout	1,800.00	0.00	1,800.00	0.00
661-958-715.000	FICA	1,227.00	92.93	1,134.07	7.57
661-958-716.000	Medical Insurance	5,445.00	355.80	5,089.20	6.53
661-958-718.000	Retirement	4,230.00	0.00	4,230.00	0.00
661-958-721.000	Uniform Allowance	900.00	0.00	900.00	0.00
661-958-723.000	Workers Compensation	1,416.00	0.00	1,416.00	0.00
661-958-751.000	Diesel Fuel and Gas	12,000.00	0.00	12,000.00	0.00
661-958-752.000	Oil and Grease	1,000.00	0.00	1,000.00	0.00
661-958-753.000	Anti-Freeze	150.00	0.00	150.00	0.00
661-958-754.000	Tools	500.00	0.00	500.00	0.00
661-958-776.000	DPW Building Maint and Suppli	800.00	0.00	800.00	0.00
661-958-781.030	DPW Repair Parts	10,000.00	206.09	9,793.91	2.06
661-958-807.000	Audit	1,600.00	0.00	1,600.00	0.00
661-958-810.000	Contracted Services	10,184.00	40.00	10,144.00	0.39
661-958-910.000	Insurance	9,372.00	0.00	9,372.00	0.00
661-958-960.000	Education/Safety Management	200.00	0.00	200.00	0.00
661-958-979.000	DPW Equipment	90,400.00	0.00	90,400.00	0.00
Total Dept 958 - Motor Equipment		165,463.00	1,979.75	163,483.25	1.20
TOTAL EXPENDITURES		165,463.00	1,979.75	163,483.25	1.20
Fund 661 - Motor Equipment - DPW:					
TOTAL REVENUES		99,000.00	8,915.78	90,084.22	9.01
TOTAL EXPENDITURES		165,463.00	1,979.75	163,483.25	1.20
NET OF REVENUES & EXPENDITURES		(66,463.00)	6,936.03	(73,399.03)	10.44
TOTAL REVENUES - ALL FUNDS					
TOTAL REVENUES - ALL FUNDS		4,431,440.00	304,893.92	4,126,546.08	6.88
TOTAL EXPENDITURES - ALL FUNDS		4,531,701.00	134,113.54	4,397,587.46	2.96
NET OF REVENUES & EXPENDITURES		(100,261.00)	170,780.38	(271,041.38)	170.34

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08/05/2020 CASH SUMMARY BY BANK FOR OXFORD VILLAGE
FROM 07/01/2020 TO 07/31/2020

Bank Code GL Number	Description	Beginning Balance 07/01/2020	Total Debits	Total Credits	Ending Balance 07/31/2020
CKG01 GENERAL CHECKING 100-000-001.100	OXFORD BANK GENERAL CHECKING GENERAL CHECKING	718,398.26 718,398.26	757,461.46 757,461.46	479,632.76 479,632.76	996,226.96 996,226.96
INDBK INDEPENDENT BANK 100-000-001.400	INDEPENDENT BANK INDEPENDENT BANK	54,516.62 54,516.62	0.00 0.00	50,000.00 50,000.00	4,516.62 4,516.62
LGIP LOCAL GOVERNMENT INV. POOL 100-000-003.000	LGIP LOCAL GOVERNMENT INV. POOL	2,733,214.43 2,733,214.43	2,234.31 2,234.31	0.00 0.00	2,735,448.74 2,735,448.74
LRG01 LONE RANGER 701-000-001.080	Savings: Lone Ranger LONE RANGER	7,457.31 7,457.31	0.00 0.00	0.00 0.00	7,457.31 7,457.31
SGT01 SPECIAL GIFTS 701-000-001.090	Savings: Special Gifts SPECIAL GIFTS	517.96 517.96	0.00 0.00	0.00 0.00	517.96 517.96
WBD01 WATER BOND DEBT 591-000-001.010	Water Bond Debt WATER BOND DEBT	29,999.90 29,999.90	0.00 0.00	0.00 0.00	29,999.90 29,999.90
WBI01 WATER BOND INTEREST 591-000-001.020	Water Bond & Interest WATER BOND INTEREST	18,813.52 18,813.52	0.00 0.00	0.00 0.00	18,813.52 18,813.52
TOTAL - ALL FUNDS		3,562,918.00	759,695.77	529,632.76	3,792,981.01

SEWER FUND 590
WORKING CAPITAL

GL NUMBER	DESCRIPTION	6/30/2017	6/30/2018	6/30/2019	6/30/2020
<u>Assets</u>					
590-000-001.000	CASH AND INVESTMENTS	271,587.38	537,744.44	934,599.17	1,065,803.44
590-000-002.000	Savings	0.00	0.00	0.00	0.00
590-000-002.080	Savings: Leave Time	0.00	0.00	0.00	0.00
590-000-002.100	CASH HELD AT COUNTY 2015 OMIDD BOND	147,382.00	0.00	0.00	0.00
590-000-003.000	Certificate of Deposit	182,738.61	185,181.56	0.00	0.00
590-000-004.010	Petty Cash	100.00	100.00	100.00	100.00
590-000-024.000	Prepaid Rent	0.00	0.00	0.00	0.00
590-000-037.000	Accounts Receivable Invoices	0.00	0.00	0.00	3,893.70
590-000-037.060	A/R BUILDING DEPARTMENT	0.00	0.00	0.00	0.00
590-000-040.000	Accounts Receivable-NSF	0.00	0.00	0.00	-
590-000-040.010	A/R Delinquent Spec Assessmen	2,972.99	2,972.99	2,391.26	449.30
590-000-040.020	Usage Collection	37,096.10	41,288.62	87,737.01	24,343.16
590-000-040.030	Usage Penalty	1,590.72	1,797.38	2,693.33	403.17
590-000-040.050	Unbilled Utility Receivable	69,007.85	68,927.67	28,038.64	-
590-000-056.000	Interest Receivable		323.26	808.33	745.43
	Current Assets	712,475.65	838,335.92	1,056,367.74	1,095,738.20
<u>Liabilities</u>					
590-000-202.000	ACCOUNTS PAYABLE	40,894.68	37,948.40	35,238.04	39,083.50
590-000-249.000	Bonds Payable - Current	78,595.00	81,508.94	92,421.60	92,421.60
590-000-251.000	Interest Payable	9,186.56	9,402.25	9,981.90	9,891.90
590-000-257.000	Accrued Payroll	41.92	133.40	261.39	2,548.83
	Current Liabilities	128,718.16	128,992.99	137,902.93	143,945.83
	Working Capital	583,757.49	709,342.93	918,464.81	951,792.37
	Change from prior year		125,585.44	209,121.88	33,327.56
	Budget			726,143.00	
				1.26	

80 (iii)

Memorandum



To: Honorable President, Joe Frost
Council Members

From: Joseph M. Madore, Village Manager

Date: August 2nd, 2020

Re: Budget amendment 2020/2021 budget

This year's budgeted amount for bond debt payments for the Sewer fund was \$110,192.00. A resolution was passed by Council at the July 14th meeting approving the additional \$492,748.06 one-time payment to cover the Villages share of the new Oakland-Macomb Interceptor Drain Assessment Roll No. 1 which will save the Village bond issuance cost and bond interest cost.

The budget amendment needed to cover this additional expenditure is as follows:

Amend account #590-521-991.020 from \$110,192.00 to \$602,940.06

Please contact me with any questions.


Joseph M. Madore
Village Manager

Memorandum



To: Honorable President, Joe Frost
Council Members

From: Joseph M. Madore, Village Manager

Date: August 4, 2020

10 a.

Re: Oakland County Local Road Improvement Program (LRIP)

Background: In the past the Village has participated in the Oakland County LRIP. In 2019 we used the funds from the program to help fund the resurfacing of W. Burdick. This year I applied to use the \$12,211 in funds allocated to the Village to help pay for certain aspects of the M-24 project. Even though MDOT controls M-24, certain aspects of the work the Village is having done will fit the goals and objectives of the LRIP program. The Streetscape and traffic calming measures such as narrowed lanes to slow traffic, additional street crossings, additional seating along the sidewalk area to enhance the atmosphere for pedestrians as well as new plantings to make the area more attractive and welcoming are part of the overall project. These improvements are designed to make the business district more welcoming and hopefully entice visitors to stay in the business district longer.

Recommendation: Approve the Village Manager to sign the 2020 Local Road Improvement Matching Fund Program agreement as prepared by Oakland County Board of Commissioners.

Please contact me with any questions

Joseph M. Madore
Village Manager

10 a.



May 21, 2020

To Whom it May Concern:

The Oakland County Board of Commissioners will be accepting applications for projects to be included in the 2020 Local Road Improvement Program. The fifth year of this program is continuing as a partnership by the Board with County Executive Dave Coulter to assist local cities and villages with maintenance and improvements on local roads and streets under their jurisdiction.

Enclosed you will find:

- 2020 Project Application Form
- Program Policies and Guidelines
- 2020 Approved Distribution Formula and Available Allocations Amounts
- Schedule for Project Consideration by the Board of Commissioners

The Board of Commissioners has set aside \$2 million for the 2020 program. With unused funds in the amount of \$27,439 from FY 2019, a total of \$2,027,439 is available for 2020 projects. Funds are allocated to communities using an allocation formula modeled on the Tri-Party formula. Participating local cities and villages will be responsible to match any county investment at a minimum of 50% of the cost of the project budget.

A Local Road Improvement Program Special Committee has been established to take the lead in reviewing and make recommendations to the Board regarding project applications. Following review by the Special Committee, the County Commissioner or Commissioners representing the project community will introduce a resolution authorizing the project for consideration by the Board.

Please note that, in order to meet statutory requirements, projects authorized under this program must contribute to the purpose of encouraging and assisting businesses to locate and expand within the County.

It is the goal of the Board of Commissioners to have a streamlined process, without excessive paperwork and unnecessary delays, to put the funds to work quickly, improving road conditions. Please note that the **final deadline to submit applications is June 30, 2020.** Projects received prior to the deadline may be moved forward on an expedited schedule.

If you have any questions regarding the program, the application process, or policies, please feel to contact Amy Aubry, Board of Commissioners Analyst at 248-425-7056 or aubrya@oakgov.com. You can also contact your local County Commissioner for assistance.

Sincerely,

Handwritten signature of Penny Luebs in blue ink.

Penny Luebs
Oakland County Commissioner
Special Committee Chair

Handwritten signature of Gary McGillivray in blue ink.

Gary McGillivray
Oakland County Commissioner
Special Committee Vice-Chair

Handwritten signature of Adam Kochenderfer in blue ink.

Adam Kochenderfer
Oakland County Commissioner
Special Committee Member

LOCAL ROAD IMPROVEMENT MATCHING FUND PROGRAM

COST PARTICIPATION AGREEMENT

Downtown Streetscape and Traffic Calming Improvements

Village of Oxford

Board Project No. 2020-24

This Agreement, made and entered into this 23rd day of July, 2020, by and between the Board of Commissioners of the County of Oakland, Michigan, hereinafter referred to as the BOARD, and the Village of Oxford, hereinafter referred to as the COMMUNITY, provides as follows:

WHEREAS, the BOARD has established the Local Road Improvement Matching Fund Program, hereinafter the PROGRAM, for the purposes of improving economic development in Oakland County cities and villages. The terms and policies of the PROGRAM are contained in Attachment A. The BOARD intends the PROGRAM to assist its municipalities by offering limited funds, from state statutory revenue sharing funds, for specific, targeted road maintenance and/or improvement projects on roadways under the jurisdiction of cities and villages; and

WHEREAS, the BOARD shall participate in a city or village road project in an amount not exceeding 50% of the cost of the road improvement, hereinafter referred to as the PROJECT, and also not exceeding the Preliminary Distribution Formula as it relates to the COMMUNITY, (Attachment B); and

WHEREAS, the COMMUNITY has identified the PROJECT as the downtown streetscape and traffic calming improvements, as more fully described in Attachment C, attached hereto, and made a part hereof, which improvements involve roads under the jurisdiction of and within the COMMUNITY and are not under the jurisdiction of the Road Commission for Oakland County or state trunk lines; and

WHEREAS, the COMMUNITY has acknowledged and agreed to the BOARD's policies regarding the PROGRAM, Attachment A, and further acknowledge and agree that the PROJECT's purpose is to encourage and assist businesses to locate and expand within Oakland County and shall submit a report to the BOARD identifying the effect of the PROJECT on businesses in the COMMUNITY at the completion of the PROJECT. In addition, the COMMUNITY acknowledges that the program is meant to supplement and not replace funding for existing road programs or projects; and

WHEREAS, the COMMUNITY has acknowledged and agreed that the PROGRAM is expressly established as an annual program and there is no guarantee that the PROGRAM will be continued from year to year. The BOARD anticipates that most PROJECTS funded under the PROGRAM will be completed by the end of calendar year 2021. There is no obligation on behalf of the BOARD to fund either the PROJECT or the PROGRAM in the future; and

WHEREAS the COMMUNITY has acknowledged and agreed that the COMMUNITY shall assume any and all responsibilities and liabilities arising out of the administration of the PROJECT

and that Oakland County shares no such responsibilities in administering the PROJECT; and

WHEREAS, the estimated total cost of the PROJECT is \$933,211; and

WHEREAS, said PROJECT involves certain designated and approved Local Road Improvement Matching Funds in an amount not to exceed \$12,211, which amount shall be paid to the COMMUNITY by the BOARD; and

WHEREAS, the BOARD and the COMMUNITY have reached a mutual understanding regarding the cost sharing of the PROJECT and wish to commit that understanding to writing in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants set forth herein and in conformity with applicable law and BOARD resolution(s), it is hereby agreed between the COMMUNITY and the BOARD that:

1. The BOARD approves of the PROJECT, and in reliance upon the acknowledgements of the COMMUNITY, finds that the PROJECT meets the purpose of the PROGRAM.

2. The BOARD approves of a total funding amount under the PROGRAM for the PROJECT in an amount not to exceed \$12,211. The COMMUNITY shall submit an invoice to the COUNTY in an amount not to exceed \$12,211.

a. The Invoice shall be sent to:

Lynn Sonkiss, Manager of Fiscal Services
Executive Office Building
2100 Pontiac Lake Road, Building 41 West
Waterford, MI 48328

3. Upon receipt of said invoice and upon execution of this Agreement, the BOARD shall pay the COMMUNITY in an amount not to exceed \$12,211 from funds available in the PROGRAM.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and date first written above.

OAKLAND COUNTY BOARD OF COMMISSIONERS

By: _____
David T. Woodward

Its: Chairman _____

COMMUNITY

By: _____

Its: _____

LOCAL ROAD IMPROVEMENT MATCHING FUND PROGRAM

STATEMENT OF PURPOSE

Oakland County Government recognizes that Michigan law places the primary responsibility for road funding on the State and non-county local units of government. However, the County also recognizes that the law does permit a limited, discretionary role for the County in assisting a road commission and local units within a county by supporting some road maintenance and improvement efforts.

Accordingly, for many years Oakland County has voluntarily provided limited assistance to its cities, villages and townships (CVT's) and to the Road Commission of Oakland County (RCOC) by investing in a discretionary Tri-Party Road Program. Authorized under Michigan law, the County's tri-party funding contributions primarily facilitate safety improvement projects on CVT roads under the jurisdiction of the RCOC. By law, tri-party funds cannot be used to fund projects on roads solely under the jurisdiction of CVT's.

Recognizing a continuing need to better maintain local CVT streets and roads, yet being ever mindful of the County's limited responsibility for and jurisdiction over non-County roads and streets, Oakland County Government is continuing the success of the pilot program launched in 2016 that was more flexible than the current Tri-Party Road Program; one that allowed Oakland County to assist its cities and villages with maintenance and safety projects on non-County roads.

Not being the funding responsibility of County government, local CVT roads generally cannot be maintained or improved using County funds because doing so would be considered to be the "gifting" of County resources. However laudable the purpose, Michigan law generally forbids the gifting of government resources. To avoid application of the constitutionally-based gifting restriction, the state legislature must, and in this arena has, determined that a public benefit results from a taxpayer investment, one that provides a *quid pro quo* sufficient to avoid application of the gifting prohibition. Here, the legislature has determined that the economic development benefit presumed to accrue to a county as a result of local street and road investments can provide a sufficient *quid pro quo* to county taxpayers justifying a discretionary county investment in a non-county road, a benefit that constitutes a fair exchange for value and not a gift.

This legislative determination is set forth in 1985 P.A. 9, which amended 1913 P.A. 380, by adding a new section 2, which in pertinent part provides:

"(1) ...A county may grant or loan funds to a township, village or city located within that county for the purpose of encouraging and assisting businesses to locate and expand within the county...

(2) A loan or grant made under subsection (1) may be used for local public improvements or to encourage and assist businesses in locating or expanding in this state, to preserve jobs in this state, to encourage investment in the communities in this state, or for other public purposes."

Communities that wish to attract, retain and grow business, retain jobs and encourage community investment, needs a safely maintained road infrastructure. This road infrastructure must include both residential and commercial roads as workers and consumers need to get to and from work, shopping, schools and recreation. In a fiscally prudent and limited manner, the County wishes to

help its cities and villages accomplish this through its Local Road Improvement Matching Fund Program, commonly known as the Local Road Improvement Program (LRIP).

Any such program must be mindful of the limits imposed under Public Act 9. One important restriction Public Act 9 imposed on grants or loans made pursuant to Subsection 2 of the Act is the mandate that, "A grant or loan under this Subsection shall not be derived from ad valorem taxes except for ad valorem taxes approved by a vote of the people for economic development." This means that funding for an expanded local road assistance program cannot utilize proceeds from any of Oakland County's ad valorem tax levies since no levy has been approved by voters specifically for economic development.

Given this limitation, it appears that the state statutory revenue sharing appropriated to the County can provide a non-ad valorem source of funds that legally can be used to support the program. Competition for those funds, which are limited in amount, is fierce and their yearly availability is subject to the state legislative process. In the recent past, the State stripped all of those funds away from Michigan counties. Understanding that reality, it shall be the policy of the Oakland County Board of Commissioners that the Board shall not appropriate any County funds for a local road improvement matching fund program for non-County roads in any year where the State of Michigan fails to appropriate statutory revenue sharing funds to Oakland County in an amount sufficient to allow the County to first prudently address its core functions.

Act 9 imposes additional conditions on grants and loans. These include requirements that the loan or grant shall be administered within an established application process for proposals; that any grant or loan shall be made at a public hearing of the county board of commissioners and that the Board shall require a report to the county board of commissioners regarding the activities of the recipient and a report as to the degree to which the recipient has met the stated public purpose of the funding.

Understanding all of the above, the Oakland County Board of Commissioners hereby establishes the following Local Road Improvement Matching Fund Program:

PROGRAM SUMMARY

The Board of Commissioners established a Pilot Local Road Improvement Matching Fund Program through Miscellaneous Resolution #16103 for the purposes of improving economic development in Oakland County cities and villages. The County intends to continue this Program to assist its municipalities by offering limited matching funds for specific, targeted road maintenance and/or improvement projects on roadways under the jurisdiction of cities and villages.

A city or village participating in the Local Road Improvement Matching Fund Program shall match any fund authorized by the Board of Commissioners in an amount equal to a minimum of 50% of the cost of the total project award. County participation shall be limited to a maximum of 50% of the cost of the total project budget. Funding shall be utilized to supplement and enhance local road maintenance and improvement programs. Funding is not intended to replace existing budgeted local road programs or to replace funding already committed to road improvements.

PROJECT GUIDELINES

Program funding shall be utilized solely for the purposes of road improvements to roads under the jurisdiction of local cities and villages. Road improvements may include, but not be limited to, paving, resurfacing, lane additions or lengthening, bridges, or drainage as such improvements relate to road safety, structure or relieving congestion.

Program funding:

- **May** be utilized to supplement a local government's matched funding for the purposes of receiving additional federal transportation funding;
- **May not** be utilized to fulfill a local government's responsibility to fund improvements to state trunklines;
- **Shall be limited to** real capital improvements to roadways and shall not be utilized for other purposes, such as administrative expenses, personnel, consultants or other similar purposes;
- **Shall not be** utilized for non-motorized improvements, unless these improvements are included in a project plan for major improvements to a motorized roadway;
- **Shall be** utilized for projects that will result in a measurable improvement in the development of the local economy and contribute to business growth. Recipients shall be responsible for providing an outline of the economic benefits of the project prior to approval and for reporting to the Board of Commissioners after the completion of the project on the benefits achieved as a result of the projects.

ADMINISTRATION

Local Road Improvement Matching Fund Program projects may be appropriated by the Board of Commissioners in compliance with the County budget process. The amount of funds to be dedicated for the Program shall be determined by the Board of Commissioners on an annual basis. Program funding may be reduced or eliminated based upon the ability of the County government to meet primary constitutional and statutory duties. The Board of Commissioners expressly reserves the right to adjust the County matching funds share at any time based upon County budget needs.

In accordance with MCL 123.872, funds dedicated to the Local Road Improvement Matching Fund Program shall not be derived from ad valorem tax revenues. Program funding shall be limited to funds derived from the County's distribution from the Michigan General Revenue Sharing Act. Reduction or elimination of the County's distribution of revenue sharing funds may result in the elimination or suspension of the program.

Funding availability shall be distributed based upon a formula updated annually. The formula will consist of:

1. A percentage derived from the number of certified local major street miles in each city and village divided by aggregate total of certified local major street miles of all cities and villages in the County.
2. A percentage derived from the population of each city and village as determined by the last decennial census conducted by the U.S. Census Bureau divided by the aggregate total population of cities and villages in the County.

3. A percentage derived from the three-year rolling total of the number of crashes on city and village major local streets divided by the aggregate three-year rolling crash numbers for all city and village major local streets, using the most recent data available. The crash data will be supplied by the South East Michigan Council of Governments (SEMCOG).

Each city and village's percentage allocation shall be determined by adding each factor percentage and dividing that total by three. The amount of funds available for match shall be determined by the total amount of funds allocated by the Board of Commissioners added to an equal amount representing the match provided by local cities and villages.

The Chairman of the Board of Commissioners shall establish a Special Committee on the Local Road Improvement Program. This Special Committee shall consist of three members, with two members representing the majority caucus and one member representing the minority caucus. It shall be the responsibility of the Special Committee to direct the administration of this program, receive applications for program funding, and make recommendations of acceptance to the Board of Commissioners. The Special Committee may consult with County departments, staff, the South East Michigan Council of Governments (SEMCOG), and the Road Commission for Oakland County in the conduct of its business.

DISBURSEMENT

The Special Committee shall forward recommendations for approval of Local Road Improvement Matching Fund Program projects to the Chairman of the Board of Commissioners. This recommendation shall include a cost participation agreement between the County and participating municipality. Minimally, cost participation agreements shall include: responsibility for administering the project, the project location, purpose, scope, estimated costs including supporting detail, provisions ensuring compliance with project guidelines, as well as disbursement eligibility requirements. The cost participation agreement shall also require the maintenance of supporting documentation to ensure compliance with the following provisions:

1. Any and all supporting documentation for project expenditures reimbursed with appropriated funding shall be maintained a minimum of seven years from the date of final reimbursement for actual expenditures incurred.
2. The Oakland County Auditing Division reserves the right to audit any and all project expenditures reimbursed through the program.

Upon receipt of recommendation of project approval from the Special Committee, the County Commissioner or Commissioners, representing the area included in the proposed project, may introduce a resolution authorizing approval of the project and the release of funds. Resolutions shall be forwarded to the Economic Growth and Infrastructure Committee of the Board of Commissioners, who shall review and issue a recommendation to the Board on the adoption of the resolution. The Chairperson of the Economic Growth and Infrastructure Committee shall schedule a public hearing before the Board of Commissioners prior to consideration of final approval of the resolution.

The deadline for projects to be submitted for consideration shall be established by the Special Committee. The Special Committee may work with participating municipalities to develop a plan for projects that exceed that municipality's annual allocation amount. This may include a limited plan to rollover that municipality's allocation for a period of years until enough funding availability has accrued to complete the project, subject to funding availability.

Upon completion of project plans and execution of the cost participation agreement by the County and governing authority of the local municipality, the participating municipality shall submit an invoice in accordance with the terms and conditions included in the agreement. The Oakland County Department of Management and Budget Fiscal Services Division shall process payments in accordance with policies and procedures as set forth by the Department of Management and Budget and the Oakland County Treasurer.

In the event an eligible local unit of government chooses not to participate in the Local Road Improvement Matching Fund Program, any previously undistributed allocated funding may be reallocated to all participating local units of government at the discretion of the Local Road Improvement Program Special Committee.

At the completion of each project, the participating local government shall provide a report to the Board of Commissioners regarding the activities of the recipient and the degree to which the recipient has met the stated public purpose of the funding as required by MCL 123.872.

LRIP DISTRIBUTION FORMULA

2020

Attachment "B"

City/Village	Cert Major Local Road Miles	Miles %	Population	Pop %	Crash Data	Crash %	Miles+Pop+Crash	Max County Match	Minimum Project Cost
Auburn Hills	32.33	4.82%	21,412	2.80%	1420	5.54%	4.39%	88,994	\$ 177,987
Berkley	15.63	2.33%	14,970	1.9%	318	1.24%	1.84%	37,386	\$ 74,772
Beverly Hills	10.99	1.64%	10,267	1.34%	242	0.94%	1.31%	26,544	\$ 53,088
Bingham Farms	1.02	0.15%	1,111	0.15%	6	0.02%	0.11%	2,169	\$ 4,338
Birmingham	21.87	3.26%	20,103	2.63%	1250	4.88%	3.59%	72,805	\$ 145,610
Bloomfield Hills	8.83	1.32%	3,869	0.51%	170	0.66%	0.83%	16,809	\$ 33,618
Clarkston	1.48	0.22%	882	0.12%	36	0.14%	0.16%	3,222	\$ 6,444
Clawson	9.62	1.44%	11,825	1.55%	306	1.19%	1.39%	28,229	\$ 56,458
Farmington	7.36	1.10%	10,372	1.36%	172	0.67%	1.04%	21,130	\$ 42,260
Farmington Hills	58.36	8.71%	79,740	10.43%	2827	11.04%	10.06%	203,937	\$ 407,873
Ferdale	20.99	3.13%	19,900	2.60%	515	2.01%	2.58%	52,347	\$ 104,694
Franklin	4.34	0.65%	3,150	0.41%	36	0.14%	0.40%	8,111	\$ 16,222
Hazel Park	17.12	2.55%	16,422	2.15%	597	2.33%	2.34%	47,533	\$ 95,066
Holly	7	1.04%	6,086	0.80%	105	0.41%	0.75%	15,210	\$ 30,419
Huntington Woods	6.95	1.04%	6,238	0.82%	60	0.23%	0.70%	14,106	\$ 28,213
Keego Harbor	1.93	0.29%	2,970	0.39%	30	0.12%	0.26%	5,364	\$ 10,727
Lake Angelus	0	0.00%	290	0.04%	0	0.00%	0.01%	256	\$ 513
Lake Orion	2.74	0.41%	2,973	0.39%	133	0.52%	0.44%	8,900	\$ 17,801
Lathrup Village	7.36	1.10%	4,075	0.53%	318	1.24%	0.96%	19,414	\$ 38,827
Leonard	2.34	0.35%	403	0.05%	12	0.05%	0.15%	3,032	\$ 6,064
Madison Heights	21.5	3.21%	29,694	3.89%	1272	4.97%	4.02%	81,493	\$ 162,987
Milford	7.3	1.09%	6,175	0.81%	325	1.27%	1.06%	21,395	\$ 42,790
Northville	0.8	0.12%	5,970	0.78%	61	0.24%	0.38%	7,695	\$ 15,390
Novi	39.52	5.90%	55,224	7.23%	1414	5.52%	6.21%	125,984	\$ 251,968
Oak Park	18.35	2.74%	29,319	3.84%	872	3.40%	3.33%	67,433	\$ 134,866
Orchard Lake Village	1.8	0.27%	2,375	0.31%	29	0.11%	0.23%	4,680	\$ 9,360
Ortonville	3.21	0.48%	1,442	0.19%	35	0.14%	0.27%	5,435	\$ 10,870
Oxford	6.01	0.90%	3,436	0.45%	118	0.46%	0.60%	12,211	\$ 24,422
Pleasant Ridge	3.59	0.54%	2,526	0.33%	145	0.57%	0.48%	9,679	\$ 19,357
Pontiac	70.21	10.47%	59,515	7.79%	2879	11.24%	9.83%	199,372	\$ 398,743
Rochester	8.59	1.28%	12,711	1.66%	339	1.32%	1.42%	28,845	\$ 57,689
Rochester Hills	38.61	5.76%	70,995	9.29%	891	3.48%	6.18%	125,214	\$ 250,429
Royal Oak	63.96	9.54%	57,236	7.49%	2596	10.13%	9.06%	183,589	\$ 367,177
South Lyon	4.43	0.66%	11,327	1.48%	105	0.41%	0.85%	17,253	\$ 34,506
Southfield	64.71	9.65%	71,739	9.39%	2429	9.48%	9.51%	192,764	\$ 385,527
Sylvan Lake	2.58	0.38%	1,720	0.23%	21	0.08%	0.23%	4,676	\$ 9,353
Troy	57.34	8.55%	80,980	10.60%	2760	10.77%	9.98%	202,237	\$ 404,474
Walled Lake	5.34	0.80%	6,999	0.92%	198	0.77%	0.83%	16,797	\$ 33,594
Wixom	10.49	1.56%	13,498	1.77%	530	2.07%	1.80%	36,495	\$ 72,990
Wolverine	3.69	0.55%	4,312	0.56%	44	0.17%	0.43%	8,694	\$ 17,389
TOTAL	670.29	100.00%	764,251	100.00%	25,616	100.00%	100.00%	2,027,439	\$ 4,054,878

ATTACHMENT C

Local Road Improvement Program

Downtown Streetscape and Traffic Calming Improvements

Village of Oxford

Board Project No.2020-24

Description: Downtown streetscape and traffic calming improvements

ESTIMATED PROJECT COST

Construction Costs	\$933,211
Total Estimated Project Costs	<u>\$933,211</u>

COST PARTICIPATION BREAKDOWN:

	COMMUNITY	COUNTY	TOTAL
FY2020 LRIP Program	\$12,211	\$12,211	\$24,422
Additional Contribution	\$908,789	\$0	\$908,789
TOTAL SHARES	\$921,000	\$12,211	\$933,211



Memorandum

To: Honorable President, Joe Frost
Council Members

From: Joseph M. Madore, Village Manager

10 b.

Date: August 4th, 2020

Re: Pleasant Street on-street parking issue

Background: Chief Solwold has discussed his concerns with me regarding the parking along Pleasant Street and has prepared a memo to share with Council on the matter. Code Enforcement officer Dan Durham has also had some concerns with the narrow street and how the parking limits the accessibility in the area north of Dayton at times. Dan Durham has also provided a memo regarding his concerns of the area.

Analysis: I do agree that the area is congested and at times only has a narrow area for vehicles to travel. I also agree that the DPW would find it easier to do any plowing in the area if there were no cars allowed there from 2:00 a.m. to 6:00 a.m.

Recommendation: Accept the recommendation of the Police Chief and eliminate on-street parking on the fire hydrant side (west side) and prohibit parking on the east side between the hours of 2:00 a.m. and 6:00 a.m.

Please contact me or Chief Solwold if you have any questions.

Joseph M. Madore
Village Manager

10 b.

**Oxford Village
Department of Police
22 West Burdick Street * P.O. Box 94
Oxford, MI 48371**

**Site Phone: 248-628-2838
Fax Phone: 248-628-7030**



**Micheal D. Solwold
Chief of Police**

Date: July 24, 2020
To: Village Manager/Council
From: Chief Solwold
Subject: No parking/No parking 2:00 A.M. – 6:00 P.M.

Pleasant Street is and has become a main parallel street to M-24. Residents have been asked to not park in the street on numerous occasions. One issue is with vehicles parked on the side of the road, said vehicles are usually entirely in the roadway. The other issue is that if vehicles are parked on both sides of the road then it is difficult to pass, let alone allow emergency vehicle access.

It is recommended that no parking signs be installed on the West side of the road, which is also the fire hydrant side. Further, that on the East side of the road, no parking from 2:00 A.M. – 6:00 A.M., to deter residents from leaving vehicles in the roadway overnight. DPW will also find it easier to plow during the winter months due to the frequent use of this road.

The cost of nine (9) signs would be \$320.00. Five (5) signs on one side of the road and four (4) on the other. The cost of labor for DPW to install would be \$250.00. Total cost for signs and installation is therefore estimated at \$570.00.

Thank you,

A handwritten signature in dark ink, appearing to read "Micheal Solwold".

Chief Micheal Solwold #119

10 b.

THE VILLAGE OF



Joe Madore

Village Manager

Village of Oxford

July 30, 2020

Mr. Madore

When we recently spoke you indicated that there might be some discussion regarding parking changes to Pleasant street in the Village

From my years of spending a fair amount of time in that area I offer the following. Pleasant is more narrow than most residential streets. It also has no curbs which under current conditions give parkers no guidance as to where the edge of the road is, causing some people to leave their vehicles literally in the road. Another issue is that there have always been more cars than drivers which causes vehicles to have to be maneuvered around on the residential parcels.

The primary problem is on the east side of the street between Dayton and 1st. There are about six houses to the east where the houses sit much higher than the street and the lots are narrow, and the driveways are short. When I have spoken with people regarding street parking, they tell me that if their cars are all pulled into the drive, the car they want is buried behind others. It may be possible for them to shuffle their cars behind the house on the property.

Recently with the moratorium on commercial vehicles in residential areas, a flat bed wrecker has been seen on Pleasant near 1st most days. We do not have an ordinance that I am aware of that matches the number of drivers and the number of cars. They must all be kept licensed, and mechanically sound.

Working days, I imagine that I see Pleasant at it is best. When people come home from work, I can only imagine the issues. As mentioned, when there are cars parked on the street it is essentially converted to one lane with any car approaching from the rear being required to move fully into the oncoming lane. This is dangerous on it's face and when you factor in emergency vehicles it gets worse.

In closing, restricting parking on Pleasant would make what is a higher traffic residential street, as it feeds Lafayette, Davison, Dayton and its associated streets, and the back end of the old Farm and Garden more safe for the citizens and children, of which there are many. It would improve the look of the street and improve traffic flow.

Dan Durham

Ordinance Enforcement Officer

10 c.



Memorandum

To: Honorable President, Joe Frost
Council Members

From: Joseph M. Madore, Village Manager

Date: August 4th, 2020

Re: Oakland County COVID CARES grant program agreement

Background: Oakland County has funds to distribute from the CARES ACT to cover certain expenditures caused by meeting the needs of the COVID-19 pandemic

Analysis: To apply for these funds, we need to enter into the Oakland Together CARES ACT CVT fund – Interlocal Agreement. Adoption of a resolution by Village Council authorizing the Village Manager to sign the Interlocal agreement is required and resolution 20-11 is in your Council packet for your consideration.

Recommendation: Approval of resolution 20-11 as presented.

Please contact me if you have any questions.

Joseph M. Madore
Village Manager

**VILLAGE OF OXFORD
COUNTY OF OAKLAND
STATE OF MICHIGAN**

10 c.

**RESOLUTION 20-11
RESOLUTION TO APPROVE AGREEMENT FOR CARES ACT
DISTRIBUTION BETWEEN OAKLAND COUNTY AND THE VILLAGE**

At a regular meeting of the Village of Oxford called to order by President Joseph Frost on August 11th, 2020 at 7:00 p.m. the following resolution was offered:

WHEREAS, the Village of Oxford Village Manager has presented an agreement prepared by Oakland County for the distributions of CARES ACT funds for certain expenditure caused by meeting the needs of the COVID-199 pandemic; and

WHEREAS, Oakland County requires the approval of the Village of Oxford Council to enter into the proposed agreement;

NOW, THEREFORE, BE IT RESOLVED that the Village of Oxford, Oakland County, MI, approves the Village Manager to sign the proposed agreement as prepared by Oakland County for Distribution of CARES ACT funds for the reimbursement of certain approved expenditures caused by meeting the needs of the COVID-10 pandemic.

Motion: by

Second: by

Yeas:

Nays:

Absent:

Resolution 20-11 is declared adopted.

I hereby certify that the foregoing is a true and complete copy of a resolution offered and adopted by the Village of Oxford Council at a Special Meeting held on August 11th, 2020.

SIGNED: _____

Teresa L. Onica, Village of Oxford Clerk/Treasurer
22 W. Burdick St., Oxford, MI. 48371

16 C.

**AGREEMENT FOR CARES ACT DISTRIBUTION BETWEEN
OAKLAND COUNTY AND
Village of Oxford**

This Agreement (the "Agreement") is made between Oakland County, a Municipal and Constitutional Corporation, 1200 North Telegraph Road, Pontiac, Michigan 48341 ("County"), and the Village of Oxford ("Public Body") 22 W. Burdick St. Oxford, MI 48371. County and Public Body may be referred to individually as a "Party" and jointly as "Parties".

PURPOSE OF AGREEMENT. County and Public Body enter into this Agreement pursuant to the Urban Cooperation Act of 1967, 1967 Public Act 7, MCL 124.501 *et seq.*, for the purpose of County distributing a portion of its CARES Act funds to Public Body. County has allocated a portion of its CARES Act funds to be distributed to CVTs within Oakland County, which will be used to assist CVTs in meeting certain areas of need caused by the COVID-19 pandemic.

In consideration of the mutual promises, obligations, representations, and assurances in this Agreement, the Parties agree to the following:

1. **DEFINITIONS.** The following words and expressions used throughout this Agreement, whether used in the singular or plural, shall be defined, read, and interpreted as follows:
 - 1.1. **Agreement** means the terms and conditions of this Agreement and any other mutually agreed to written and executed modification, amendment, Exhibit and attachment.
 - 1.2. **Claims** mean any alleged losses, claims, complaints, demands for relief or damages, lawsuits, causes of action, proceedings, judgments, deficiencies, liabilities, penalties, litigation, costs, and expenses, including, but not limited to, reimbursement for reasonable attorney fees, witness fees, court costs, investigation expenses, litigation expenses, amounts paid in settlement, and/or other amounts or liabilities of any kind which are incurred by or asserted against County or Public Body, or for which County or Public Body may become legally and/or contractually obligated to pay or defend against, whether direct, indirect or consequential, whether based upon any alleged violation of the federal or the state constitution, any federal or state statute, rule, regulation, or any alleged violation of federal or state common law, whether any such claims are brought in law or equity, tort, contract, or otherwise, and/or whether commenced or threatened.
 - 1.3. **Confidential Information** means all information and data that County is required or permitted by law to keep confidential, including records of County's security measures, including security plans, security codes and combinations, passwords, keys, and security procedures, to the extent that the records relate to ongoing security of County as well as records or information to protect the security or safety of persons or property, whether public or private, including, but not limited to, building, public works, and public water supply designs relating to ongoing security measures, capabilities and plans for responding to violations of the Michigan Anti-terrorism Act, emergency response plans, risk planning documents, threat assessments and domestic preparedness strategies.
 - 1.4. **County** means Oakland County, a Municipal and Constitutional Corporation, including, but not limited to, all of its departments, divisions, the County Board of Commissioners, elected and appointed officials, directors, board members, council members, commissioners, authorities, committees, employees, agents, volunteers, and/or any such persons' successors.
 - 1.5. **Day** means any calendar day beginning at 12:00 a.m. and ending at 11:59 p.m.

- 1.6. **Public Body** means the Village of Oxford including, but not limited to, its council, its Board, its departments, its divisions, elected and appointed officials, directors, board members, council members, commissioners, authorities, committees, employees, agents, subcontractors, attorneys, volunteers, and/or any such persons' successors.
- 1.7. **Public Body Employee** means any employees, officers, directors, members, managers, trustees, volunteers, attorneys, representatives of Public Body, licensees, concessionaires, contractors, subcontractors, independent contractors, agents, and/or any such persons' successors or predecessors (whether such persons act or acted in their personal, representative or official capacities), and/or any persons acting by, through, under, or in concert with any of the above who use or have access to the Oakland Together CVT funds provided under this Agreement. "Public Body Employee" shall also include any person who was a Public Body Employee at any time during the term of this Agreement but, for any reason, is no longer employed, appointed, or elected in that capacity. "Public Body Employee" does not include an individual resident of Public Body who receives an authorized distribution of Oakland Together CVT funds.
- 1.8. **CARES Act funds** means the money distributed to the County by the United States Department of Treasury pursuant to section 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act.
- 1.9. **CVTs** means Cities, Villages, and Townships.
- 1.10. **Oakland Together CVT funds** means that portion of the CARES Act funds which the County has allocated to CVTs within Oakland County.
- 1.11. **Expenditure Submission Form** means the form which Public Body must complete and submit to the Office of the County Executive (OCE) prior to any disbursement of Oakland Together CVT funds to Public Body.
- 1.12. **OCE** means the Office of the Oakland County Executive, which includes the Chief Deputy and other Deputy County Executives.
- 1.13. **Oversight Committee** means the committee established by the Oakland County Board of Commissioners in the resolution allocating the Oakland Together CVT funds.
2. **COUNTY RESPONSIBILITIES.**
 - 2.1. OCE will review Public Body's Expenditure Submission Form(s) to determine whether Public Body is eligible to receive a distribution of Oakland Together CVT funds. This determination will be in the OCE's discretion pursuant to the "Coronavirus Relief Fund Guidance for State, Territorial, Local and Tribal Government" or other guidance issued by the Federal Government. OCE may request any supporting documentation it deems necessary to fully evaluate Public Body's eligibility.
 - 2.2. If OCE determines that Public Body is eligible to receive a distribution, County will distribute the eligible amount to Public Body.
 - 2.3. County is not obligated or required to distribute any Oakland Together CVT funds to Public Body if OCE determines that Public Body is not eligible to receive the funds, or if the amount of Oakland Together CVT funds available are not sufficient to fulfill Public Body's Expenditure Submission Form.
 - 2.4. After November 30, 2020, County will not accept any further Expenditure Submission Forms from Public Body, and County will retain the balance of any Oakland Together CVT funds for which Public Body was originally eligible, but which are not covered by an approved Expenditure Submission Form.

- 2.5. If County retains the balance of Oakland Together CVT funds not covered by an approved Expenditure Submission Form under Section 2.4, County may redistribute any or all of that amount to other eligible CVTs or as otherwise deemed appropriate by OCE.
- 2.6. OCE will work in collaboration with the Oversight Committee in determining Public Body's eligibility for Oakland Together CVT funds, and the amount of said funds to be distributed to Public Body.

3. **PUBLIC BODY RESPONSIBILITIES.**

- 3.1. Public Body may be eligible to receive a portion of Oakland Together CVT funds. Public Body shall complete and submit an Expenditure Submission Form to OCE and receive OCE approval prior to the receipt of any Oakland Together CVT funds.
- 3.2. In its first Expenditure Submission Form, Public Body shall only apply for Oakland Together CVT funds to pay for expenditures or programs already made by Public Body, or for funds to pay Public Body's required 25% "cost share" or "local match" required to obtain a FEMA grant.
- 3.3. Public Body shall follow all guidance established by the United States Treasury Department, and the County, when expending Oakland Together CVT funds, including, but not limited to, Section 601(d) of the Social Security Act and the "Coronavirus Relief Fund Guidance for State, Territorial, Local and Tribal Governments."¹
- 3.4. Public Body shall not submit an Expenditure Submission Form for any expense which is eligible to be covered by a FEMA (Federal Emergency Management Agency) Public Assistance Reimbursement. Public Body may use Oakland Together CVT funds to pay the required 25% "cost share" or "local match" required to obtain a FEMA grant.
- 3.5. Public Body shall only expend Oakland Together CVT funds to pay for expenses incurred due to the COVID-19 public health emergency, and which expenses were not accounted for in Public Body's most recently approved budget as of March 27, 2020.
- 3.6. Public Body shall only expend Oakland Together CVT funds for expenses incurred during the period that begins on March 1, 2020 and ends on December 30, 2020.
- 3.7. Public Body shall not use Oakland Together CVT funds as revenue replacement.
- 3.8. Public body shall not redistribute Oakland Together CVT funds, except Public Body shall be allowed to provide direct assistance to individual residents of Public Body, and pay vendors and service providers, as permitted by the CARES Act.
- 3.9. Public Body shall not expend Oakland Together CVT funds in any manner that Public Body did not include in a submitted and approved Expenditure Submission Form.
- 3.10. If Public Body receives an amount of funding from the federal or state government to cover expenses for which Public Body received Oakland Together CVT funds, Public Body shall return that amount of Oakland Together CVT funds to County.
- 3.11. Public Body shall keep records of all expenditures of Oakland Together CVT funds sufficient to demonstrate that said expenditures were in accordance with the guidance documents included in Section 3.3 for a period of 10 (ten) years, at a minimum.
- 3.12. Public Body shall produce said records of expenditures upon request by County or OCE, or as required by any future audit of the CARES Act program.

¹ This document is available at <https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Guidance-for-State-Territorial-Local-and-Tribal-Governments.pdf>

- 3.13. Public Body shall submit records to OCE within 30 (thirty) days after expenditure of Oakland Together CVT funds with a detailed description of how the funds were expended and how the expenditure of funds complied with the CARES Act guidance unless Public Body has already submitted said records with its Expenditure Submission Form.
- 3.14. In the event it is determined by OCE, or any other audit under the CARES Act program, that Public Body expended an amount of Oakland Together CVT funds in violation of the CARES Act requirements or this Agreement, Public Body shall be required to return that amount of money to County.
- 3.15. In any case where Public Body is required to return an amount of money to County under this Agreement, Public Body agrees that unless expressly prohibited by law, County or the Oakland County Treasurer, at their sole option, shall be entitled to set off from any other Public Body funds that are in County's possession for any reason, including but not limited to, the Oakland County Delinquent Tax Revolving Fund ("DTRF"), if applicable. Any setoff or retention of funds by County shall be deemed a voluntary assignment of the amount by Public Body to County. Public Body waives any Claims against County or its Officials for any acts related specifically to County's offsetting or retaining of such amounts. This paragraph shall not limit Public Body's legal right to dispute whether the underlying amount retained by County was actually due and owing under this Agreement.
- 3.16. Nothing in this Section shall operate to limit County's right to pursue or exercise any other legal rights or remedies under this Agreement or at law against Public Body to secure payment of amounts due to County under this Agreement. The remedies in this Section shall be available to County on an ongoing and successive basis if Public Body becomes delinquent in its payment. Notwithstanding any other term and condition in this Agreement, if County pursues any legal action in any court to secure its payment under this Agreement, Public Body agrees to pay all costs and expenses, including attorney fees and court costs, incurred by County in the collection of any amount owed by Public Body.
- 3.17. Public Body shall respond to and be responsible for Freedom of Information Act requests relating to Public Body's records, data, or other information.

4. **DURATION OF INTERLOCAL AGREEMENT.**

- 4.1. This Agreement shall be effective when executed by both Parties with resolutions passed by the governing bodies of each Party. The approval and terms of this Agreement shall be entered in the official minutes of the governing bodies of each Party. An executed copy of this Agreement and any amendments shall be filed by the County Clerk with the Secretary of State.
- 4.2. This Agreement shall remain in effect until January 31, 2021, or until cancelled or terminated by any of the Parties pursuant to the terms of the Agreement. Public Body shall comply with the record keeping, reporting, audit response, and fund return requirements of Section 3 after the termination of this Agreement if necessary.

5. **ASSURANCES.**

- 5.1. **Responsibility for Claims.** Each Party shall be responsible for any Claims made against that Party by a third party, and for the acts of its employees arising under or related to this Agreement.
- 5.2. **Responsibility for Attorney Fees and Costs.** Except as provided for in Section 3.16, in any Claim that may arise from the performance of this Agreement, each Party shall seek its own

legal representation and bear the costs associated with such representation, including judgments and attorney fees.

- 5.3. **No Indemnification.** Except as otherwise provided for in this Agreement, neither Party shall have any right under this Agreement or under any other legal principle to be indemnified or reimbursed by the other Party or any of its agents in connection with any Claim.
- 5.4. **Costs, Fines, and Fees for Noncompliance.** Public Body shall be solely responsible for all costs, fines and fees associated with any misuse of the Oakland Together CVT funds and/or for noncompliance with this Agreement by Public Body Employees.
- 5.5. **Reservation of Rights.** This Agreement does not, and is not intended to, impair, divest, delegate or contravene any constitutional, statutory, and/or other legal right, privilege, power, obligation, duty, or immunity of the Parties. Nothing in this Agreement shall be construed as a waiver of governmental immunity for either Party.
- 5.6. **Authorization and Completion of Agreement.** The Parties have taken all actions and secured all approvals necessary to authorize and complete this Agreement. The persons signing this Agreement on behalf of each Party have legal authority to sign this Agreement and bind the Parties to the terms and conditions contained herein.
- 5.7. **Compliance with Laws.** Each Party shall comply with all federal, state, and local ordinances, regulations, administrative rules, and requirements applicable to its activities performed under this Agreement.

6. TERMINATION OR CANCELLATION OF AGREEMENT.

- 6.1. County may terminate or cancel this Agreement at any time if it determines that Public Body has expended Oakland Together CVT funds in violation of CARES Act requirements or this Agreement. Either OCE or the Board of Commissioners is authorized to terminate this Agreement under this provision. If County terminates or cancels this Agreement, Public Body shall be liable to repay County the amount of money expended in violation of CARES Act requirements or this Agreement. County may utilize the provisions in Sections 3.15 – 3.16 to recoup the amount of money owed to County by Public Body.
 - 6.2. Public Body may terminate or cancel this Agreement at any time if it determines that it does not wish to receive any Oakland Together CVT funds. If Public Body terminates or cancels this Agreement, it shall immediately return to County any and all Oakland Together CVT funds it has already received.
 - 6.3. If either Party terminates or cancels this agreement they shall provide written notice to the other Party in the manner described in Section 13.
7. **DELEGATION OR ASSIGNMENT.** Neither Party shall delegate or assign any obligations or rights under this Agreement without the prior written consent of the other Party.
 8. **NO THIRD-PARTY BENEFICIARIES.** Except as provided for the benefit of the Parties, this Agreement does not and is not intended to create any obligation, duty, promise, contractual right or benefit, right to indemnification, right to subrogation, and/or any other right in favor of any other person or entity.
 9. **NO IMPLIED WAIVER.** Absent a written waiver, no act, failure, or delay by a Party to pursue or enforce any rights or remedies under this Agreement shall constitute a waiver of those rights with regard to any existing or subsequent breach of this Agreement. No waiver of any term, condition, or provision of this Agreement, whether by conduct or otherwise, in one or more instances shall be deemed or construed as a continuing waiver of any term, condition, or provision of this Agreement.

No waiver by either Party shall subsequently affect its right to require strict performance of this Agreement.

10. **SEVERABILITY**. If a court of competent jurisdiction finds a term or condition of this Agreement to be illegal or invalid, then the term or condition shall be deemed severed from this Agreement. All other terms, conditions, and provisions of this Agreement shall remain in full force.
11. **PRECEDENCE OF DOCUMENTS**. In the event of a conflict between the terms and conditions of any of the documents that comprise this Agreement, the terms in the Agreement shall prevail and take precedence over any allegedly conflicting terms and conditions.
12. **CAPTIONS**. The section and subsection numbers, captions, and any index to such sections and subsections contained in this Agreement are intended for the convenience of the reader and are not intended to have any substantive meaning. The numbers, captions, and indexes shall not be interpreted or be considered as part of this Agreement. Any use of the singular or plural, any reference to gender, and any use of the nominative, objective or possessive case in this Agreement shall be deemed the appropriate plurality, gender or possession as the context requires.
13. **NOTICES**. Notices given under this Agreement shall be in writing and shall be personally delivered, sent by express delivery service, certified mail, or first class U.S. mail postage prepaid, and addressed to the person listed below. Notice will be deemed given on the date when one of the following first occur: (i) the date of actual receipt; (ii) the next business day when notice is sent express delivery service or personal delivery; or (iii) three days after mailing first class or certified U.S. mail.
 - 13.1. If Notice is sent to County, it shall be addressed and sent to: Oakland County Executive, 2100 Pontiac Lake Rd., Waterford, MI, 48328, and the Chairperson of the Oakland County Board of Commissioners, 1200 North Telegraph Road, Pontiac, MI, 48341.
 - 13.2. If Notice is sent to Public Body, it shall be addressed to: Village Manager 22 W. Burdick St. Oxford, MI 48371.
14. **GOVERNING LAW/CONSENT TO JURISDICTION AND VENUE**. This Agreement shall be governed, interpreted, and enforced by the laws of the State of Michigan. Except as otherwise required by law or court rule, any action brought to enforce, interpret, or decide any Claim arising under or related to this Agreement shall be brought in the 6th Judicial Circuit Court of the State of Michigan, the 50th District Court of the State of Michigan, or the United States District Court for the Eastern District of Michigan, Southern Division, as dictated by the applicable jurisdiction of the court. Except as otherwise required by law or court rule, venue is proper in the courts set forth above.
15. **SURVIVAL OF TERMS**. The following terms and conditions shall survive and continue in full force beyond the termination or cancellation of this Contract (or any part thereof) until the terms and conditions are fully satisfied or expire by their nature: Definitions (Section 1); Assurances (Section 5); No Third-Party Beneficiaries (Section 8); No Implied Waiver (Section 9); Severability (Section 10); Precedence of Documents (Section 11); Governing Law/Consent to Jurisdiction and Venue (Section 14); Survival of Terms (Section 15); Entire Agreement (Section 16), and the record keeping, reporting, audit compliance, and fund return provisions of Section 3.
16. **ENTIRE AGREEMENT**.
 - 16.1. This Agreement represents the entire agreement and understanding between the Parties regarding the Oakland Together CVT funds. With regard to the Oakland Together CVT funds, this Agreement supersedes all other oral or written agreements between the Parties.

16.2. The language of this Agreement shall be construed as a whole according to its fair meaning, and not construed strictly for or against any Party.

IN WITNESS WHEREOF, Joseph M. Madore, Village Manager hereby acknowledges that he/she has been authorized by a resolution of the Oxford Village Council, a certified copy of which is attached, to execute this Agreement on behalf of Public Body and hereby accepts and binds Public Body to the terms and conditions of this Agreement.

EXECUTED: _____ DATE: _____
Joseph M. Madore/Village Manager

WITNESSED: _____ DATE: _____
Tere Onica, Village Clerk/Treasurer

IN WITNESS WHEREOF, David Woodward, Chairperson, Oakland County Board of Commissioners, hereby acknowledges that he has been authorized by a resolution of the Oakland County Board of Commissioners to execute this Agreement on behalf of Oakland County, and hereby accepts and binds Oakland County to the terms and conditions of this Agreement.

EXECUTED: _____ DATE: _____
David Woodward, Chairperson
Oakland County Board of Commissioners

WITNESSED: _____ DATE: _____
Oakland County Board of Commissioners
County of Oakland



Memorandum

To: Honorable President, Joe Frost
Council Members

From: Joseph M. Madore, Village Manager

Date: August 4, 2020

Re: Irrigation Capital fee for connecting to Village Water supply

10 D.

Background: The Village ordinance section 70-74 section C spells out certain *Capital charges* for connection to the Village water supply. The charges in section C begin as follows:

1. Residential $\frac{3}{4}$ " service for units under 1400 square feet, \$1,800.00.
2. Residential 1" service, \$2,200.00.
3. Other uses shall be according to the following rates. In no case shall a capital charge for these uses be less than \$2,400.00...

The next three-plus pages show various Capital costs for various types of businesses. Section C 4 states: For other uses not listed under subsection (c) (3) of this section, including special connections such as schools, apartment complexes, multiple user connections, etc., and for unusual conditions, charges shall be set by resolution of the Village Council.

Analysis: We are providing costs and other information to Village Manor Apartments for them to compare as they weigh those cost vs the cost of rebuilding the irrigation pump that uses water from their retention pond. Many Capital cost are based on a flat, per S.F. basis like an Office Building at \$0.76 per sq. ft. Others include a flat rate plus a sq. ft. amount like racquet club at \$245/court plus \$61.00 per spectator seat and \$61.00 per employee. Landscape nursery is to be reviewed separately by the water and sewer department and Village Council. I think when it comes to providing a Capital charge for any new commercial irrigation purpose the proposed use of the water system only during the watering season should be a considerable factor.

Recommendation: Commercial irrigation systems work in zones and a large system can have many zones. Each zone can contain 8-10 sprinkler heads. The Oxford Square Apartment complex has 72 zones. The ordinance already mandates a minimum Capital charge of \$2,400.00. I would recommend the following Capital connection fee for new commercial irrigation systems:

\$2,400.00 for the first 20 zones, and \$10.00 per zone over 20 as noted in resolution 20-12

Please contact me with any questions.

Joseph M. Madore
Village Manager

10 D.

**VILLAGE OF OXFORD
COUNTY OF OAKLAND
STATE OF MICHIGAN**

**RESOLUTION 20-12
RESOLUTION TO ESTABLISH THE WATER CAPITAL CHARGE FOR
COMMERCIAL IRRIGATION USE ONLY**

At a regular meeting of the Village of Oxford called to order by President Joseph Frost on August 11th, 2020 at 7:00 p.m. the following resolution was offered:

WHEREAS, the Village of Oxford Village Manager has presented memo describing the need to establish a water Capital charge for irrigation use only, at commercial properties.

AND WHEREAS, the memo recommends the Capital fee for new commercial irrigation connections to the Village water system be \$2,400.00 for the first 20 zones and \$10.00 per zone over 20.

NOW, THEREFORE, BE IT RESOLVED that the Village of Oxford, Oakland County, MI, approves the Capital charge as describe in this resolution for new commercial irrigation connections to the water system.

Motion: by

Second: by

Yeas:

Nays:

Absent:

Resolution 20-12 is declared adopted.

I hereby certify that the foregoing is a true and complete copy of a resolution offered and adopted by the Village of Oxford Council at a regular Meeting held on August 11th, 2020.

SIGNED: _____

Teresa L. Onica, Village of Oxford Clerk/Treasurer
22 W. Burdick St., Oxford, MI. 48371

Sec. 70-74. - Water service connections; permit; fees.

- (a) *Application for connection permit.* Before any connection is made to any water main, application for a permit must be made in writing by the owner, or his authorized agent, of the premises to be served, at the office of the village clerk. Such application shall be made on forms of the village, and shall contain such information and/or agreement as the village manager may require.
- (b) *Permit fees and deposits.* No connection shall be made until the applicant has paid to the village the following permit fees and deposits for tapping the main, the installation of the service pipe to the curb and the furnishing of a meter (which shall remain the property of the village):
- (1) Residential three-fourths-inch service, \$1,900.00
 - (2) Residential one-inch service, \$1,950.00
 - (3) All nonresidential services one-inch and larger shall be installed by the village on a time and materials basis, plus 20 percent, with a minimum fee of \$2,000.00. A deposit of \$1,000.00 must accompany all applications for services one-inch or larger. In addition, the applicant must pay, at the time of application, the cost of the meter plus 20 percent.
 - (4) On paved or hard surfaced streets, there may be an additional charge for restoration of pavements or surfaces as determined by the village manager.
 - (5) Water main tap fees for connections outside the village corporate limits shall be set by resolution of the village council.
 - (6) Residential properties existing prior to December 10, 1996 which are not connected to the village water system shall be required to pay the permit fees and deposits as stated herein but may make such payment by paying 25 percent of the total amount due prior to the tap in and the remaining payments pro rata on a quarterly basis, interest free, within one year of the initial payment or tap in, whichever occurs first; if any payment is late by 15 days, interest shall be assessed at seven percent on the entire remaining balance and due forthwith. In the event payment is not received in a timely manner, the balance due shall be placed as a lien against the property and placed on the tax rolls to be collected in a like manner as taxes. Nothing herein, however, shall prevent the village from having the right to pursue equitable and legal remedies with respect to collection of permit fees and deposits.
- (c) *Capital charges.* No connection shall be made until the applicant has paid to the village the following capital charges:
- (1) Residential three-fourths-inch service, for units under 1,400 square feet, \$1,800.00
 - (2) Residential one-inch service, \$2,200.00
 - (3) Other uses shall be according to the following rates. In no case shall a capital charge for these uses be less than \$2,400.00. All uses and fees are available in full at the

village offices.

Animal boarding kennels, \$0.67 per sq. ft.

Auto dealers (new or used under roof), \$0.43 per sq. ft.

Bakery, \$0.98 per sq. ft.

Bank, \$0.76 per sq. ft.

Banquet hall, food only, \$0.58 per sq. ft.

Banquet hall, food and alcoholic beverage, \$0.95 per sq. ft.

Barber shop, \$0.76 per sq. ft.

Bar, \$1.75 per sq. ft.

Beauty shop and men's hair styling, \$1.10 per sq. ft.

Boardinghouse (with meals), \$765.00, plus \$168.00 per boarder.

Boarding school, \$865.00, plus \$168.00 per boarder.

Bowling alley, \$245.00 per lane;

Plus, bars and restaurants, to be computed at their respective unit factor.

Bicycle, motorcycle, sales and service, \$0.43 per sq. ft.

Car wash:

- a. Manual, do-it-yourself, \$1,829.00 per stall.
- b. Semiautomatic (mechanical, without conveyor), \$10,248.00 per stall.
- c. Automatic (with conveyor), \$27,253.00 per stall.
- d. Automatic, with conveyor conserving and recycling water, \$6,977.00 per stall.

Catalog store, renovation shops, \$0.43 per sq. ft.

Church, \$0.12 per sq. ft.

Cleaners, pickup only, \$0.43 per sq. ft.

Cleaners, with pressing facilities, \$918.00 per press.

Clinic, \$1.10 per sq. ft.

College, to be reviewed separately by the village council.

Convalescent home, \$168.00 per bed.

Restaurant/kitchen, \$0.92 per sq. ft.

Convents, \$1.23 per sq. ft.

Country club, \$61.00 per member;

Plus, restaurants, etc., to be computed at their respective unit factors.

Day care center, \$1.10 per sq. ft.

Dime store, without fountain service, \$0.43 per sq. ft.

Dime store, with fountain service, \$0.76 per sq. ft.

Dormitory, \$765.00, plus \$168.00 per bed.

Drugstore, without fountain service, \$0.43 per sq. ft.

Drugstore, with fountain service, \$0.76 per sq. ft.

Factory:

- a. Office and production, exclusive of excessive industrial use, \$0.22 per sq. ft.
- b. Industrial wastes will be assigned such sanitary use factors as shall be appropriate in each individual instance upon petition to the village council and approval of the county department of public works, \$0.43 per sq. ft.

Florist (retail section), \$0.76 per sq. ft.

Fraternal organization, \$765.00 per hall;

Plus, bars, restaurants, pools, etc., to be computed at their respective unit factors.

Funeral home (mortuary), \$1.10 per sq. ft.;

Plus, living quarters, to be computed at residential unit base.

Garage, \$0.43 per sq. ft.

Game shop (excluding pool table), \$0.43 per sq. ft.

General retail store (local and chain), \$0.55 per sq. ft.

General grocery store (local and chain), \$0.55 per sq. ft.

Golf:

- a. Driving range, \$0.43 per sq. ft.
- b. Putt-putt, \$0.43 per sq. ft.

Health clubs:

- a. With shower and/or pool, \$1.08 per sq. ft.
- b. Without shower or pool, \$0.51 per sq. ft.

Hospital, \$599.00 per bed;

Plus, restaurant, facilities, etc., to be computed at their respective unit factors.

Hotel, motel, tourist courts, \$392.00 per bedroom;

Plus, bars, restaurants, pools, etc., to be computed at their respective unit factors.

Ice rinks, \$61.00 per seat;

Plus, snack bars, etc., to be computed at their respective unit factors.

Landscape nursery, to be reviewed separately by the water and sewer department and village council.

Laundry, \$192.00 per washer.

Lumberyard (retail section), \$0.55 per sq. ft.;

Plus, storage under room, \$0.12 per sq. ft.

Office building (usable office space), general use, \$0.76 per sq. ft.

Office building (usable office space), medical, dental, veterinarian, etc., \$1.10 per sq. ft.

Party store, \$0.43 per sq. ft.

Pool halls, \$245.00 per table.

Public institution other than hospital, \$0.65 per sq. ft.

Racquet club, \$245.00 per court;

Plus \$61.00 per spectator seat;

Plus \$61.00 per employee.

Restaurants:

- a. Conventional type restaurants, servicing food and/or beverage, \$3.28 per

sq. ft.

- b. Fast food franchises utilizing disposable serving utensils, containing inside seating and public restroom facilities, \$4,622.00 per restaurant.
- c. All other restaurants, such as drive-ins, snack bars, carryouts, etc., \$1,485.00 per restaurant.

Roller rink, \$61.00 per seat;

Plus, snack bars, etc., to be computed at their respective unit factors.

Roominghouse (no meals), \$765.00 plus \$110.00 per roomer.

School (gyms are considered classrooms), \$765.00 per classroom;

Plus, swimming pools, to be computed at their respective unit factors.

Service station, \$115.00 per gas hose.

Summer camp, \$765.00 per housing unit.

Swimming pool (commercial use), \$2.18 per sq. ft.

Telephone switching stations, \$0.22 per sq. ft.

Theatre, drive-in, \$15.30 per car space.

Theater, indoor, \$9.81 per seat.

Utility substation, \$0.22 per sq. ft.

Warehouse, \$0.13 per sq. ft.

Store or group of stores (categories unknown), \$0.76 per sq. ft., to be adjusted upon determination of type of occupants.

- (4) For other uses not listed under subsection (c)(3) of this section, including special connections such as schools, apartment complexes, multiple user connections, etc., and for unusual conditions, charges shall be set by resolution of the village council.
- (5) Square footage shall be computed by using the gross area of a building (outside measurements), unless otherwise indicated. Indoor walking area of shopping malls shall be excluded from the square footage computations.
- (6) Capital charges for connections outside the village corporate limits shall be set by resolution of the village council.

(d) *Unmetered premises.* The village shall not furnish water to any unmetered premises.

(e) *Underground pipes.* Property owners having to replace underground pipes must obtain a permit

from the village office. Fees for such piping shall be as follows:

- (1) Residential fees: \$40.00
- (2) Commercial and all other fees: To be set by village manager with village council approval.

(Ord. No. 269, §§ 4.1, 4.4, 3-27-1979; Ord. No. 269.05, §§ 3—5, 3-7-1990; Ord. of 1-28-97; Ord. No. 401, 11-10-15)



Memorandum

To: Honorable President, Joe Frost
Council Members

From: Joseph M. Madore, Village Manager

Date: August 5, 2020

Re: Water bill late fees and OHLSA grant program.

10 E.

Background: A waiver of any late fees on water bills for the April, May & June bills was approved at the April 14th, 2020 Council meeting. Going forward Council needs to decide if they wish to extend that waiver starting with the July water bills which will go out later this month.

Analysis: We currently have about 100 accounts that are delinquent at least 30 days. There is no real way for Administration to know if a water customer is delinquent due to COVID-19, which was the main reason for the waiver of late fees back in April. Council needs to decide whether they want to approve the late fee waiver, and if so, through what date.

The second part of this memo is the new program created by Michigan Senate Bill 690 that created a Water Assistance Relief Program grant program through OHLSA in our area. This grant program will provide direct payment from OHLSA for water and wastewater utility arrearages for eligible customers. Another aspect of the program is to forgive 25% of the amount of bills between the end of the State of Emergency and 12/1/20. I have reviewed the information after attending an online webinar on the 30th. I have sent the information to Bob Davis for review regarding the sharing of customer data which is part of the grant and bill

Recommendation: Councils pleasure on whether to extend the waiver of late fees for water bills and for how long, as discussed at budget meetings in the past. For the year ending 6-30-20 we had budgeted \$9,000 in penalties revenue and ended at \$6,722.00.

I would recommend opting into the Water Assistance Relief Program proving Mr. Davis sees no issues with the data sharing component of the program. We have reached out to OHLSA to see if we can get a number of residences that might already be qualified for the program and have not heard back at this time.

Please contact me with any questions.

Joseph M. Madore
Village Manager



STATE OF MICHIGAN

GRETCHEN WHITMER
GOVERNOR

DEPARTMENT OF HEALTH AND HUMAN SERVICES
LANSING

ROBERT GORDON
DIRECTOR

July 8, 2020

Dear Community Water Supplier,

On July 1, 2020, Governor Whitmer signed the State COVID-19 Relief [Senate Bill 690](#) (SB 690) which provides direct relief across Michigan to help families, keep workers safe, and support small businesses. Within SB 690, a Residential Emergency Water Assistance Relief Program totaling \$25 million was established to be coordinated and implemented by the Michigan Department of Health and Human Services (MDHHS), Water Utility Providers, and the Community Action Agency (CAA) Network.

The MDHHS will provide up to \$25 million in payment assistance for water and wastewater utilities designed to help eligible households retain water service as an essential public health method to mitigate the spread of COVID-19. To be eligible, a residential water service customer must be eligible for the food assistance program and must have accumulated new arrearages or fees after March 1, 2020 and during the COVID-19 state of emergency order.

The MDHHS - Bureau of Community Action and Economic Opportunity (BCAEO), will implement the water assistance program through grant agreements with local Community Action Agencies (CAAs). CAAs will work locally with participating water utility providers to make arrearage reimbursement payments to providers for eligible residential water customers. Water utility providers can identify their local CAA by using the locator map on <https://mcac.memberclicks.net/agency-map>.

Data sharing agreements with all partners will be needed to successfully administer this opportunity. As we prepare to develop a streamlined approach to administer the water assistance program, we need your assistance in completing a survey to:

- Identify your participation
- Ensure residential customer data can be transferred in a common format to be evaluated with State Records
- Estimate a reasonable timeframe to accomplish goals in SB 690
- Coordinate and enhance relationships with your local Community Action Agency
- Share comments, concerns, and reservations on participating in the program (include local regulations, time constraints, and barriers in program participation)

Please complete [this survey](#) by **July 17, 2020**.

A webinar will be scheduled on July 30, 2020 for participating water suppliers and CAAs to discuss the of this program, data agreement templates, data collection methods, and program timeline.

If you have any questions, please contact MDHHS-BCAEO@michigan.gov.

Sincerely,

Kris Schoenow, Executive Director
Bureau of Community Action and Economic Opportunity
Michigan Department of Health and Human Services

AGENDA

- Summary of the Water Assistance Program
 - Purpose, Funding, Term, Guiding Principles and Expectations, Summary
- Program Details
 - Eligibility Process
 - Opting In or Opting Out
 - Residential Water Customers that are active food assistance recipients
 - Connecting the Dots – Data Match Process
 - Pilot Data Match Workgroup
 - Data Share Agreements
 - FAQs
- Timeline

FUNDING INFORMATION

- **Senate Bill 690**
 - Funding Award: \$25,000,000
 - Grant Term: 8/1/20 to 12/31/20
 - Leadership: EGLE and MDHHS
 - Grantor: MDHHS – Bureau of Community Action and Economic Opportunity
 - Subrecipient: Community Action Agencies
 - Partner: Water Providers

GUIDING PRINCIPLES AND EXPECTATIONS

- Reduce administrative burden for all partners; ELGE, MDHHS, Water Providers, and CAAs
- Ensure an equitable process is used to reimburse arrearages for all participants
- Identify a streamlined approach to identify food assistance residential water customers with new arrearages starting March 1, 2020 and during the State of Emergency Order
- Reduce or limit documentation burden of food assistance water customers eligible for the water program
- Ensure low-income food assistance water customers benefit from the program
- Assist water provider with payments for the arrearages on their books
- Encourage strong local collaboration between partners to conduct the water program

PROGRAM SUMMARY

Water utility providers opting into the program will be reimbursed by their local CAA

- for forgiving food assistance residential water customer's arrearages up to \$700 for water and/or waster water and
- fees incurred and for providing a 25% discount on the total water bill for eligible customers, as funds allow.

If the total arrearage payments exceed the program funding award, arrearage payments will be prorated

ELIGIBILITY PROCESS

Eligibility components:

- Food Assistance Residential Water Customer Eligibility
 - Customer Eligibility: Active Food Assistance Recipients with new arrearages starting March 1, 2020 through the State of Emergency
- Water Provider Eligibility
 - Water Provider Eligibility: Opting into the water program by agreeing to the water assistance terms and conditions
- Community Action Agency Eligibility
 - CAA Eligibility: Approving and complying with the MDHHS-BCAEO grant agreement, terms and conditions, and Water Assistance Policy

WATER PROVIDERS



Opt In

if you can agree to the following:

- Not to shut off the water for a minimum of 90 days of assistance
- Forgive 25% of water bill sent to customer after the state declared emergency ends and before December 1, 2020, reimbursed as funds allow
- Take no action that will harm the customer's credit score
- Do not pursue any type of collections
- Notify customer of the discount provided and bill forgiveness
- Provide benefits to the customer from this water assistance program in addition to other assistance as provided by the water provider
- Sign a data sharing agreement with the local CAA
- Participate in a data match process

ROBERT CHARLES DAVIS
Attorney

Memo

PRIVILEGED AND CONFIDENTIAL

TO: Joseph M. Madore, Village Manager *via electronic mail only*
FROM: Robert Charles Davis
RE: "Engine Braking" Ordinance
DATE: July 24, 2020

I. INTRODUCTION

On or about September 4, 2014, I submitted a Memo to the Village regarding "Jake Brakes" ("September 2014 Memo"). I stated that Jake Brakes are a type of braking mechanism on diesel engines. When activated, the brake opens exhaust valves in the cylinders thereby releasing the compressed air trapped in the cylinders and slowing down the truck. This process causes loud noises. The noise is an issue in local communities.

A. House Bill No. 5730.

I also stated that a house bill was introduced to amend the Michigan Vehicle Code to allow local authorities and county road commissions to use ordinances to prohibit Jake braking on certain roads within 200 yards of an area where the posted speed limit is 35 miles per hour. According to the Michigan Legislatures website, House Bill No. 5730 ("House Bill 5730") was introduced on August 27, 2014 and referred to the Committee on Local Government on the same day. The last entry notes that House Bill No. 5730 was filed on September 9, 2014. No further action was taken on House Bill 5730. As a result, House Bill 5730 never became a law in Michigan.

In a Document put out by the Michigan Department of Transportation ("MDOT") entitled "Top Ten Questions Asked of Traffic and Safety dated August 27, 2014", MDOT states that, although engine brake use is not in violation of state law, a local noise ordinance may be enforceable by a local jurisdiction.

“Police cannot enforce engine brake use because it is not in violation of state law. . . . A **local noise ordinance may be enforceable.**” (MDOT Article Dated August 17, 2014) (Emphasis Added)

Other local governments have enacted ordinances related to engine braking.

III. RECOMMENDATION

I recommend that the Village of Oxford consider an engine braking ordinance similar to the one attached to this Memo at **Exhibit #1**.

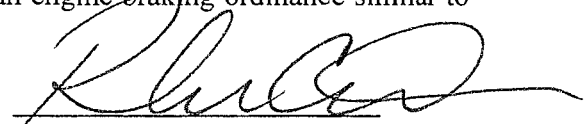

Robert Charles Davis

EXHIBIT #1

VILLAGE OF OXFORD
ORDINANCE NO. 414

Use Of Engine Brakes and Exhaust Devices Ordinance

AN ORDINANCE OF THE VILLAGE OF OXFORD, OAKLAND COUNTY, MICHIGAN, TO PROHIBIT AND RESTRICT THE USE OF CERTAIN ENGINE BRAKES AND CERTAIN EXHAUST DEVICES ON MOTOR VEHICLES WITHIN THE VILLAGE OF OXFORD LIMITS.

THE VILLAGE OF OXFORD ORDAINS:

The Village of Oxford hereby adopts Ordinance No. 414 to read as follows:

TITLE.

This Ordinance shall be known as the "Use of Engine Brakes and Exhaust Devices Ordinance".

OPERATION OF ENGINE BRAKES DECLARED A NUISANCE.

The Village of Oxford, Oakland County, Michigan, finds that the operation of an engine, compression brake or a mechanical exhaust device on a gasoline powered or diesel powered motor vehicle not equipped with exhaust mufflers, or equipped with defective or modified exhaust mufflers, so as to create excessive noise through the use of said engine, brake or exhaust device, adversely affects the public health, safety and welfare of the residents of the Village of Oxford, and is a nuisance in fact.

PROHIBITION.

No gasoline powered or diesel powered motor vehicle shall be operated on the streets, roads, alleys or highways within the Village of Oxford utilizing, in said operation, an engine, compression brake or a mechanical exhaust device designed to aid in the braking or deceleration of any motor vehicle by altering the normal compression of the engine and subsequently releasing that compression that causes, in the process, excessive noise to be created by said motor vehicle.

SIGNAGE.

Signs stating "ENGINE BRAKE ORDINANCE ENFORCED" may be installed at locations deemed appropriate by the Village of Oxford Council to advise motorists of the prohibitions contained in this Ordinance. All signs so installed, if any, shall be with permission of the Oakland County Road Commission.

USE PERMITTED IN EMERGENCY SITUATIONS.

1 This Ordinance shall not apply to emergency driving situations requiring the utilization of an engine, brake or mechanical exhaust device as set forth above to protect the safety and property of the residents of the Village of Oxford, other motor vehicle operators, pedestrians, and the operator and passengers of the motor vehicle involved in said emergency situation.

2 This Ordinance shall not apply to emergency vehicles, including, but not limited to fire engines, ambulances, and other emergency responders.

PENALTY.

Any violation of this Ordinance or any part thereof shall be deemed a Municipal Civil Infraction. Any driver and/or the firm or corporation by whom the driver is employed and who shall violate any provision of this Ordinance shall be responsible for the payment of a fine not to exceed \$100.00. Each day that a violation exists or continues to exist shall constitute a separate offense. The Village of Oxford may seek or employ any and all other remedies and sanctions which may be available to the Village of Oxford under the state law for municipal civil infractions.

SAVINGS CLAUSE.

This Ordinance does not affect or impair any act done, offense committed, or right accruing, accrued, or acquired, or liability, penalty, forfeiture, or punishment pending or incurred prior to the time of this Ordinance.

SEVERABILITY.

The various parts, sections and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a Court of competent jurisdiction, the remainder of the Ordinance shall not be affected thereby.

EFFECTIVE DATE.

This ordinance shall take effect 30 days after publication.

ORDINANCE DECLARED ADOPTED.

Village of Oxford, Michigan

CERTIFICATION

I, _____ the duly elected and acting Clerk of the Village of Oxford, hereby certify that the foregoing ordinance was adopted by the Village of Oxford Council by a roll call vote at a regular meeting of the Village of Oxford held on the _____ day of _____, 2020, at which meeting a quorum was present; and that the ordinance was ordered to take effect 30 days after publication.

_____ ,

Village of Oxford Clerk

Adopted:

Published:

Effective Date:

Memorandum



To: Honorable President, Joe Frost
Council Members

From: Joseph M. Madore, Village Manager

Date: August 5, 2020

Re: P.U.D. agreement extension

10 G.

Background: At the June 23rd, 2020 special meeting the P.U.D. agreement between the Village, DDA and Dave Weckle was extended to August 15th 2020, along with a request to have Mr. Weckle give an update on the project at either the July or August Council meeting.

Analysis: At the June 23rd meeting Mr. Weckle explained the work recently done and that which was planned in the coming weeks. I can tell you that the project has seen significant progress in the last few weeks. All the underground drainage for the parking lot is done. The water main extension from Stanton north and across E. Burdick is complete, the water service for 32 E. Burdick has been extended and connected to the water main on the north side of E. Burdick. As I type this update the curb and gutter work is poured and more being formed up and is planned to be poured today. I spoke to Mr. Weckle today and he believes an extension of the P.U.D. agreement until July 1, 2021 would be sufficient.

Recommendation: Approve an extension of the P.U.D. agreement between the Village, The DDA and Dave Weckle to July 1, 2021.

Please contact me with any questions.

Joseph M. Madore
Village Manager

Memorandum



To: Honorable President, Joseph Frost
Council Members

From: Tere Onica, Village Clerk/Treasurer

Date: August 04, 2020

Re: MML Annual Meeting

10 H.

Background: On November 25, 2019, council made the following committee appointments:

Polly Ann Trail: Kemp/Helmuth

NOTA: Logan/Bailey

Cable Communications: Helmuth/Frost

MML: Frost/Logan

SEMOG: Logan/Frost

(Logan resigned from Council February 11, 2020)

In the letter received from the Michigan Municipal League dated July 28, 2020 attached for reference, the Annual Meeting this year will be held on-line as part of a virtual conference scheduled for September 29-October 2, 2020. The Annual Meeting will take place on Tuesday, September 29th at 3:00 p.m.

Analysis: It was always the intention of council to reappoint a council member to the committee positions vacated by Logan's resignation. COVID-19 has delayed this with many committees not meeting at all during extended periods of quarantine. Pursuant to the provisions of the MML Bylaws, the village council must designate by action one official who will be in attendance at the virtual Convention as our official representative to cast the vote of the municipality at the Annual Meeting and, if possible, to designate one other official to serve as alternate. Voting delegates must have access to a computer with reliable internet connection and a smart phone.

Recommendation: Motion to appoint a representative for the Village of Oxford to the MML Annual Meeting and consider appointing an alternate.

Tere Onica
Village Clerk/Treasurer

July 28, 2020

Michigan Municipal League Annual Meeting Notice

(Please present at the next Council, Commission or Board Meeting)

Dear Official:

The Michigan Municipal League Annual Convention will be held as an online virtual conference September 29 - October 2, 2020. The League's "Annual Meeting" is scheduled for 3:00 pm on Tuesday, September 29. The meeting will be held for the following purposes:

1. Election of Trustees. To elect six members of the Board of Trustees for terms of three years each (see #1 on page 2).
2. Policy. A) To vote on the Core Legislative Principles document.

In regard to the proposed League Core Legislative Principles, the document is available on the League website at <http://www.mml.org/delegate>. If you would like to receive a copy of the proposed principles by fax, please call Monica Druks at the League at 800-653-2483.

B) If the League Board of Trustees has presented any resolutions to the membership, they also will be voted on. (See #2 on page 2.)

In regard to resolutions, member municipalities planning on submitting resolutions for consideration by the League Trustees are reminded that under the Bylaws, they must be submitted to the Trustees for their review by August 28, 2020.

3. Other Business. To transact such other business as may properly come before the meeting.

Designation of Voting Delegates

Pursuant to the provisions of the League Bylaws, you are requested to designate by action of your governing body one of your officials who will be in attendance at the Convention as your official representative to cast the vote of the municipality at the Annual Meeting, and, if possible, to designate one other official to serve as alternate. Please submit this information through the League website by visiting <http://www.mml.org/delegate> no later than August 28, 2020.

Voting Delegates must have access to a computer with reliable internet connection and a smartphone. Delegates will be sent login information and instructions the week of Convention.

We love where you live.



Regarding the designation of an official representative of the member to the annual meeting, please note the following section of the League Bylaws:

“Section 4.4 - Votes of Members. Each member shall be equally privileged with all other members in its voice and vote in the election of officers and upon any proposition presented for discussion or decision at any meeting of the members. Honorary members shall be entitled to participate in the discussion of any question, but such members shall not be entitled to vote. The vote of each member shall be cast by its official representative attending the meeting at which an election of officers or a decision on any proposition shall take place. Each member shall, by action of its governing body prior to the annual meeting or any special meeting, appoint one official of such member as its principal official representative to cast the vote of the member at such meeting, and may appoint one official as its alternate official representative to serve in the absence or inability to act of the principal representative.”

1. Election of Trustees

Regarding election of Trustees, under Section 5.3 of the League Bylaws, six members of the Board of Trustees will be elected at the annual meeting for a term of three years. The regulations of the Board of Trustees require the Nominations Committee to complete its recommendations and post the names of the nominees for the Board of Trustees at least four hours before the hour of the business meeting.

2. Statements of Policy and Resolutions

Regarding consideration of resolutions and statements of policy, under Section 4.5 of the League Bylaws, the Board of Trustees acts as the Resolutions Committee, and “no resolution or motion, except procedural and incidental matters having to do with business properly before the annual meeting or pertaining to the conduct of the meeting, shall be considered at the annual meeting unless it is either (1) submitted to the meeting by the Board of Trustees, or (2) submitted in writing to the Board of Trustees by resolution of the governing body of a member at least thirty (30) days preceding the date of the annual meeting.” Thus the deadline this year for the League to receive resolutions is **August 28, 2020**. Please submit resolutions to the attention of Daniel P. Gilmartin, Executive Director/CEO at 1675 Green Rd., Ann Arbor, MI 48105. Any resolution submitted by a member municipality will go to the League Board of Trustees, serving as the resolutions committee under the Bylaws, which may present it to the membership at the Annual Meeting or refer it to the appropriate policy committee for additional action.

Further, “Every proposed resolution submitted by a member shall be stated in clear and concise language and shall be accompanied by a statement setting forth the reasons for recommending the proposed resolution. The Board shall consider the proposal at a Board meeting prior to the next annual meeting and, after consideration, shall make a recommendation as to the advisability of adopting each such resolution or modification thereof.”

We love where you live.



3. Posting of Proposed Resolutions and Core Legislative Principles

The proposed Michigan Municipal League Core Legislative Principles and any new proposed Resolutions recommended by the Board of Trustees for adoption by the membership will be available on the League website to permit governing bodies of member communities to have an opportunity to review such proposals and delegate to their voting representative the responsibility for expressing the official point of view of the member at the Annual Meeting.

The Board of Trustees will meet on Tuesday, September 29 for the purpose of considering such other matters as may be requested by the membership, in addition to other agenda items.

Sincerely,



Brenda F. Moore
President
Mayor Pro Tem, City of Saginaw



Daniel P. Gilmartin
Executive Director & CEO



We love where you live.

Memorandum



To: Honorable President, Joe Frost
Council Members

From: Joseph M. Madore, Village Manager

Date: August 10, 2020

Re: Fireworks permit request from Drew Espenshade, Pyrotechnic Operator

Background: Fireworks permits, and licenses are required for commercial grade fireworks. The Fire Chief needs to review the portion of the permit regarding the launch and fallout locations to ensure proper distance and safety measures.

Analysis: Drew Espenshade just received his paperwork back for a Fireworks display on September 6, 2020 on a floating platform anchored in Oxford Lake. All the required documents including the map of the launch and fallout area, certificate of insurance and permit have been provided. There is not another meeting scheduled before September 6th.

Recommendation: Due to the fact that Drew Espenshade has satisfied all the required permit and licensing documents, I recommend approval of fireworks display permit for Drew Espenshade, Pyrotechnic Operator for 9-6-2020 with an alternate rain date of 9-7-2020 pending final review and approval from the Fire Chief.

Joseph M. Madore
Village Manager

2020 Permit for Fireworks Other than Consumer or Low Impact

Authority: 2011 PA 256	The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD will not discriminate against any individual or group because of race, sex, religion, age, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board.
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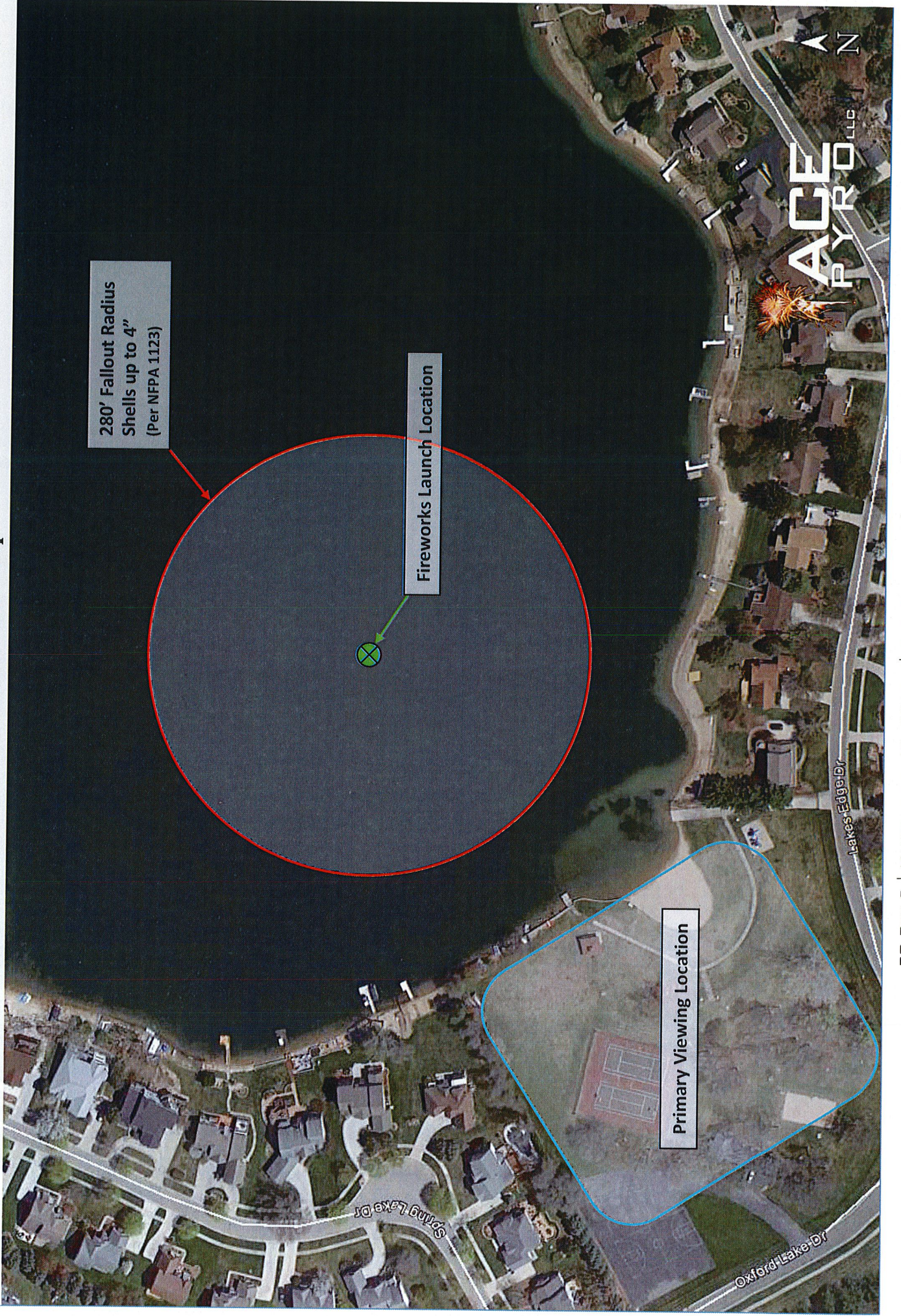
This permit is not transferable. Possession of this permit authorizes the herein named person to possess, transport and display fireworks in the amounts, for the purpose of and at the place listed below only through permit expiration date.

TYPE OF PERMIT(S) (Select all applicable boxes) <input type="checkbox"/> Agricultural or Wildlife Fireworks <input type="checkbox"/> Articles Pyrotechnic <input checked="" type="checkbox"/> Display Fireworks <input checked="" type="checkbox"/> Public Display <input type="checkbox"/> Private Display <input type="checkbox"/> Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes		FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY. PERMIT(S) EXPIRATION DATE (ENTER DATE OF EXPIRATION)
NAME OF PERSON PERMIT ISSUED TO Drew Espenshade		AGE (18 YEARS OR OLDER) <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
ADDRESS OF PERSON PERMIT ISSUED TO 9700 Burmeister Rd, Saline, MI 48176		
NAME OF ORGANIZATION, GROUP, FIRM OR CORPORATION ACE Pyro, LLC		
ADDRESS 9700 Burmeister Rd, Saline, MI 48176		
NUMBER AND TYPES OF FIREWORKS (Please attach additional pages if necessary) Approximately 300 1" - 4" Multi-Shot Display Cakes & Aerial Display Shells		
EXACT LOCATION OF DISPLAY OR USE Floating platform anchored in Oxford Lake		
CITY, VILLAGE, TOWNSHIP Oxford	DATE 9/6/2020 (RD: 9/7/2020)	TIME Approx. 9:00PM
BOND OR INSURANCE FILED <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		AMOUNT \$10,000,000

Issued by action of the Legislative Body of a <input type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Township of _____ on the _____ day of _____ <div style="text-align: center; font-size: small;">(Signature and Title of Legislative Body Representative)</div>	
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THIS FORM IS VALID UNTIL THE DATE OF EXPIRATION OF PERMIT

Oxford Lake Fireworks Site Map





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/10/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER The Partners Group Ltd 11225 SE 6th St., Suite 110 Bellevue WA 98004		CONTACT NAME: Janet Nau PHONE (A/C No, Ext): 425-455-5640 E-MAIL ADDRESS: jnau@tpgrp.com FAX (A/C No): 425-455-6727		
INSURED Ace Pyro, LLC 13001 E. Austin Rd Manchester MI 48158 14372		INSURER(S) AFFORDING COVERAGE		NAIC #
		INSURER A: T.H.E. Insurance Company		12866
		INSURER B: Accident Fund Ins. Co.		10166
		INSURER C:		
		INSURER D:		
		INSURER E:		
INSURER F:				

COVERAGES

CERTIFICATE NUMBER: 1779912987

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	Y		CPP010442905	11/1/2019	11/1/2020	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
							MED EXP (Any one person)	\$ Excluded
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 10,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			CPP010442905	11/1/2019	11/1/2020	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
A	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$			ELP001174705	11/1/2019	11/1/2020	EACH OCCURRENCE	\$ 9,000,000
							AGGREGATE	\$ 9,000,000
								\$ GL Only
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y / N <input type="checkbox"/> N / A		N / A	ARP12001356000	11/1/2019	11/1/2020	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER	
							E.L. EACH ACCIDENT	\$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
A	Auto Excess Liability - Per Occurrence			ELP001292201	11/1/2019	11/1/2020	Each Occurrence	4,000,000
							Aggregate	4,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

The following are included as Additional Insured on General Liability as their interest may appear as respects operations performed by or on behalf of the Named Insured, as required by written contract:

Additional Insured: Village of Oxford
Event Location: Floating platform anchored in Oxford Lake
Event Date: 9/6/2020, Rain Date: 9/7/2020

CERTIFICATE HOLDER**CANCELLATION**

Village of Oxford
22 West Burdick
P.O. Box 94
Oxford MI 48371

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE