



**CHARTER TOWNSHIP OF ROYAL OAK  
BOARD OF TRUSTEES REGULAR BOARD MEETING  
FERNDALE, MI 48220  
21131 GARDENLANE, GYMNASIUM, FERNDALE, MI 48220**

## **AGENDA**

**THURSDAY, JANUARY 12, 2023 @ 6:30 P.M.**

- 1. MEETING CALLED TO ORDER**
- 2. INVOCATION**
- 3. ROLL CALL**
- 4. AUTHORIZATION TO EXCUSE MEMBERS FROM THE MEETING**
- 5. AGENDA**
  - a. Approve/Disapprove/Deletions/Additions
- 6. MINUTES**
  - a. Approve/Disapprove Special Meeting Minutes of September 20, 2022
  - b. Approve/Disapprove Regular Meeting Minutes of October 13, 2022
  - c. Approve/Disapprove Public Hearing Minutes of October 26, 2022 @ 4:30 p.m.
  - d. Approve/Disapprove Budget Public Hearing Minutes of October 26, 2022 @ 5:15 p.m. for 2023 Budget Hearing
  - e. Approve/Disapprove Special Meeting Minutes of October 26, 2022 @ 6:00 p.m.
  - f. Approve/Disapprove Special Meeting Minutes of November 11, 2022 @ 4:00 p.m.
  - g. Approve/Disapprove Public Hearing Minutes of 11/22/2022 at 4:30 for Fire Assessment/Garbage Assessment
  - h. Approve/Disapprove Special Meeting Minutes of 11/22/2022
  - i. Approve/Disapprove Regular Meeting Minutes of December 8, 2022
  - j. Approve/Disapprove Special Meeting Minutes of December 20, 2022
- 7. SUPERVISOR**
  - A. Approve/Disapprove a 24-Month Option to Acquire 38 Single Family Lots
  - B. Introduction to Establish Payment in Lieu of Taxes Ordinance for Royal Oak Township I Limited Dividend Housing Association LLC and Royal Oak Township II Limited Dividend Housing Association LLC
  - C. Approve/Disapprove Account Payable dated 1-9-2023 in the amount of \$48,912.09

**CLERK**

- a. Approve/Disapprove the adoption of the Point of Inspection Ordinance and publish accordingly.

**8. TREASURER**

- a. Bank Balances

**9. TRUSTEE**

- a. NONE

**10. ATTORNEY** None

**11. NEW BUSINESS – NONE**

**12. UNFINISHED BUSINESS – NONE**

**13. CITIZEN COMMENTS (3 MINUTES)**

**14. ADJOURNMENT**

CHARTER TOWNSHIP OF ROYAL OAK  
BOARD OF TRUSTEES - SPECIAL MEETING  
8721 NORTHEND (TRAILER)-Temporary location  
Ferndale, MI 48220

**SPECIAL MEETING MINUTES  
TUESDAY, SEPTEMBER 20, 2022 @ 4:30 P.M.**

1. **MEETING CALLED TO ORDER** by Supervisor at 4:32 p.m.
2. **ROLL CALL** Clerk Gwendolyn Turner, Trustees, Jeff Cushingberry, Wanda Allen, Treasurer Genean Joshua, and Supervisor Donna Squalls

**OTHERS PRESENT:** Attorney Mike Bosnic and Elke Doom

**ABSENT:** Trustees Deja Vasquez and Karen Ballard

**3. AGENDA**

**Approve/Disapprove**

Motioned by Turner supported by Cushingberry that we approve the agenda under purpose of meeting as is.

**YEAS** ALL

**NAYS** NONE

**ABSENT** Vasquez, Ballard

**MOTION CARRIED**

**Purpose of Meeting:**

1. Approve/Disapprove L-4029 for Operating, Library and Parks & Recreation  
Motioned by Cushingberry supported by Turner that we approve L-4029 for Operating, Library and Parks and Recreation at maximum amount without a hearing.

**YEAS** Cushingberry, Allen, Squalls

**NAYS** Joshua, Turner

**ABSENT** Vasquez, Ballard

**MOTION CARRIED**

2. Approve/Disapprove Elke Doom as Project Manager for Special Assessment Disbursement Refunds  
Motioned by Cushingberry supported by Turner that we approve Elke Doom as Project Manager for Special Assessment Disbursement Refunds.

**YEAS** Turner, Cushingberry, Allen, Squalls

**NAYS** Joshua

**ABSENT** Vasquez, Ballard

**MOTION CARRIED**

3. Approve/Disapprove Elke Doom as Project Manager for the 2022 General Election  
Motioned by Cushingberry supported by Turner that we approve Elke Doom as Project Manager for the 2022 General Election.

**YEAS** Turner, Cushingberry, Allen, Squalls

**NAYS** Joshua

**ABSENT** Vasquez, Ballard

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**MOTION CARRIED**

4. Approve/Disapprove Elke Doom as Project Manager for the MEDC grant for Parks and Recreation to work with Recreation Director, Donovan Jackson  
Motioned by Turner supported by Cushingberry that we approve Elke Doom as Project Manager for the MEDC Grant for Parks and Recreation to work with Director, Donovan Jackson. Treasurer stated half the grant was received electronically.

**YEAS** Allen, Cushingberry, Turner, Squalls

**NAYS** Joshua

**ABSENT** Vasquez, Ballard

**MOTION CARRIED**

5. Approve/Disapprove Accounts Payables dated September 18, 2022, in the amount of \$41,812.15  
Motioned by Turner supported by Cushingberry that we approve the Accounts Payables dated September 18, 2022, in the amount of \$41,812.15.

**YEAS** ALL

**NAYS** NONE

**ABSENT** Vasquez, Ballard

**MOTION CARRIED**

**6. PUBLIC COMMENT**

**Herbert Welch** asked if we will be reimbursed for refund by September 30, 2022, because we are not timely across the board?

**7. ADJOURNMENT**

Motioned by Cushingberry supported by Turner that we adjourn this special meeting at 4:58 p.m.

**YEAS**

**NAYS**

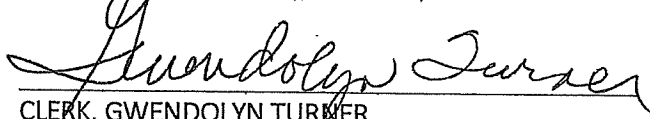
**ABSENT**

**MOTION CARRIED**

**MEETING ADJOURNED**

**CERTIFICATION**

I, Gwendolyn Turner, a duly elected Clerk of the Charter Township of Royal Oak do affirm the forgoing to be true and correct and represents the proceedings of a Special Meeting held on Tuesday, September 20, 2022, at 4:30 p.m. located at 8721 Northend (Trailer), Ferndale, MI 48220 where a quorum was present.

  
CLERK, GWENDOLYN TURNER

CHARTER TOWNSHIP OF ROYAL OAK  
BOARD OF TRUSTEES REGULAR BOARD MEETING  
FERNDALE, MI 48220  
21131 GARDENLANE, GYMNASIUM, FERNDALE, MI 48220

**MINUTES**  
**THURSDAY, October 13, 2022 @ 6:30 P.M.**

1. **MEETING CALLED TO ORDER** by Supervisor at 6:30 p.m.
2. **INVOCATION** Moment of silent prayer and meditation
3. **ROLL CALL** Treasurer Genean Joshua, Clerk Gwendolyn Turner, Trustee Wanda Allen, and Supervisor Donna Squalls
4. **AUTHORIZATION TO EXCUSE MEMBERS FROM THE MEETING – Quorum present**

**ABSENT:** Trustees Deja Vasquez, Karen Ballard, Jeffrey Cushingberry

**OTHERS PRESENT:** Finance Manager, Bill Cunningham  
Attorney, Michael Bosnic

**5. AGENDA**

- a. Approve/Disapprove/Deletions/Additions

**Additions**

9. b. Approve/Disapprove Accounts Payables dated 9 26 2022 – 10-10-2022 in the amount of \$60,853.65
- c. Approve/Disapprove Resolution Exercising the Second Right of Refusal
- d. Information regarding the Housing Commission

**Deletions**

7. B Approve/Disapprove to accept the 2021 Audit as presented  
Approve/Disapprove to accept the Corrective Action Plan as a result to improve deficiencies found in the 2021 Audit

**B. MINUTES**

- a. Approve/Disapprove Special Meeting Minutes of September 20, 2022  
Motion not made by board members
- b. Approve/Disapprove Special Meeting Minutes of September 23, 2022  
Motioned by Allen supported by Turner (per legal counsel) to approve the Special Meeting minutes dated September 23, 2022

YEAS ALL

NAYS NONE

ABSENT Vasquez, Ballard, Cushingberry

MOTION CARRIED

- c. Approve/Disapprove Special Meeting Minutes of September 29, 2022  
Motioned by Allen supported by Turner that we approve the Special Meeting Minutes of September 29, 2022.

YEAS ALL

NAYS NONE

ABSENT Vasquez, Ballard, Cushingberry

MOTION CARRIED

**9. SUPERVISOR**

- A. Progress Report from Brad Shepler of Hubble, Roth, and Clark  
Brad Shepler of Hubble, Roth and Clark gave a detailed up-dated report regarding the lead pipe evaluation and replacement program. Initially a random selection of 150 plus letters went out

**YEAS** Turner, Joshua, Allen, Squalls  
**NAYS** NONE  
**ABSENT** Vasquez, Ballard, Allen  
**MOTION CARRIED**

Motioned by Turner supported by Allen that we approve the October 18, 2022, at 5:30 p.m. for the Charter Township of Royal Oak 2023 Budget Workshop.

**YEAS** ALL  
**NAYS** NONE  
**ABSENT** Vasquez, Ballard, Cushingberry  
**MOTION CARRIED**

- H. Approve/Disapprove October 26, 2022, at 5:15 p.m. for the Charter Township of Royal Oak 2023 Budget public hearing  
Motioned by Turner supported by Allen that we amend the agenda to change the time from 5:15 p.m. to 5:30 p.m. for the Charter Township of Royal Oak Budget Public Hearing on October 26, 2022.

**YEAS** ALL  
**NAYS** NONE  
**ABSENT** Vasquez, Ballard, Cushingberry  
**MOTION CARRIED**

Motioned by Turner supported by Allen that we approve the October 26, 2022, at 5:30 p.m. for the Charter Township of Royal Oak 2023 Public Hearing.

**YEAS** ALL  
**NAYS** NONE  
**ABSENT** Vasquez, Ballard, Cushingberry  
**MOTION CARRIED**

**10. CLERK**

- a. No items

**11. TREASURER**

- a. Bank Balances were provided  
b. Approve/Disapprove Resolution to Exercise Second Right of Refusal to Purchase Parcel After supervisor read an email with other information regarding the land is being assessed at \$50,000, the resolution will not be executed.  
c. Information was verbally provided by Treasurer that we will no longer be receiving Pilot Tax (revenues) for Housing Commission. MISHDA declared in August 2021 they are no longer tax exempt. Thirty-seven parcels \$9,866.27 Pilot tax is what we receive. Treasurer will investigate further and provide information in writing.

**12. TRUSTEE**

NO ITEMS

**13. ATTORNEY** None

**14. NEW BUSINESS – NONE**

**15. UNFINISHED BUSINESS – NONE**

**16. CITIZEN COMMENTS (3 MINUTES)**

Herbert Welch

Up-date on Tax Refund. Bill Cunningham was asked to respond to conversation. Have a problem with the Absence of so many board members. Are they getting

CHARTER TOWNSHIP OF ROYAL OAK  
BOARD OF TRUSTEES - **PUBLIC HEARING**  
21131 GARDENLANE, FERNDALE, MI 48220  
MOVED TO ROOM 210/GYMNASIUM UNDER CONSTRUCTION

**PUBLIC HEARING MINUTES/FIRE ASSESSMENT DISTRICT  
WEDNESDAY, OCTOBER 26, 2022 @ 4:30 p.m.**

1. **MEETING CALLED TO ORDER:** Meeting called to order by Supervisor at 4:36 p.m.
2. **ROLL CALL:** Clerk Gwendolyn Turner, Trustees Wanda Allen, Jeff Cushingberry, Supervisor Donna Squalls **QUOROM PRESENT**  
**ABSENT:** Trustees, Karen Ballard, Deja Vasquez, Treasurer Genean Joshua
3. **INVOCATION:** Silent prayer, meditation, and bereavement for families of Rita Davis, Fannie Cottingham and Eva Wilson

**OTHERS PRESENT:** Attorneys, Mike Bosnic, and Robert Thall  
Finance Manager, Bill Cunningham  
Township Manager, Ann Capela

**Supervisor** began the meeting by reminding everyone that in August of this year the Township voters authorized the Township to raise money by special assessment for Township-wide fire protection pursuant to Public Act 33. We are here today for a public hearing to move this process forward. The Supervisor introduced Attorney Robert Thall as special counsel to the Township. Attorney Thall is going to take us through this process.

**Attorney Thall** spoke as follows: Today's public hearing is the first of two that are required before the special assessment process is complete for Township-wide fire protection for 2023". As noted, the Township voters approved authorization for the Township to raise money by special assessment for Township-wide fire protection. The proposed special assessment district for fire protection is the entire township and will be perpetual. The estimated amount to be assessed for providing fire protection for next year is \$287,761.50. All lands and premises will be assessed unless exempt from taxation under the General Property Tax Act. The assessment for the first year will be billed on the winter 2022 tax bill. If the Township-wide fire District is approved and the cost and expenses are approved by resolution at another meeting later today, then a special assessment roll will be prepared regarding the amount to be spread on each property. The amount will be spread to the taxable value of the property. Essentially, the approved amount for next year is converted to a millage rate and spread on the taxable value on the winter tax bill for each taxable property.

A second public hearing will be held next month on the special assessment roll for next year's cost and expenses. It is a hearing on how much each property will be assessed. Notice will be mailed and published as required by law. Each year thereafter the Township will hold a noticed public hearing on the cost and estimates for Township-wide fire protection for the next year and the spreading of such amount on the special assessment roll.

Today's public hearing is not a question-and-answer session but rather is the time to hear objections from the public to the estimate of cost and expenses and the creation of the special assessment district. The Township asks that any person speaking at the public hearing give his or her name so there will be an accurate record of the public hearing. Each speaker will be given the opportunity one time to address the Board and such time will be limited to three minutes per person. Do not expect an answer back at this meeting and any questions can also be later directed to Township administration. The Board is hearing your comments and objections.

At this point it was moved by the Supervisor to open the public hearing and seconded by Cushingberry.

YEAS ALL  
NAYS NONE  
ABSENT: Ballard, Vasquez, Joshua  
MOTION CARRIED

The Supervisor asked for any comments or objections from the public to the proposed township wide fire protection, the creation of the proposed special assessment district and the estimate of cot and expenses for fire protection in 2023.

**Public Comments – 3 minutes each and only one at a time**  
Beverly Callier

Where does the figure \$287,761.00 coming from?  
Attorney Thall stated the contract with the City of Ferndale is going to charge the Township next year for services with administrative cost.

Each property is spread out individually. Each property has a Taxable Value and assesses value. Each property pays on the taxable value.

Not SEV (State Equalized Value) but Taxable Value. Residents will know when the winter taxes go out in December 2022. The Township will be getting the information over to the county.

This public hearing is general information. How are we doing the individual statement? Will everyone get to see it?

Denise Smith

Are property taxes higher this time – winter taxes would be lower?  
Supervisor - No increase just reversing the amounts. In the newsletter it stated the school districts are on the winter taxes this time and moving forward, the school districts will be on the summer taxes. With Special Assessments, will the amounts creep back up?  
Supervisor – Taxes will be lower than normal. Fire assessment was not as high as school districts Ferndale and Oak Park. Does this apply to homeowners only? Attorney Thall stated all taxable properties.

The Clerk was asked if she received any written comments. She stated no comments were received.

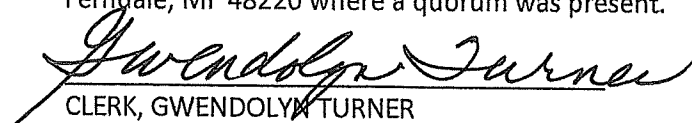
There were no more comments.

The Supervisor moved to close the public hearing and supported by Cushingberry at 5:06 p.m.

YEAS ALL  
NAYS NONE  
ABSENT Ballard, Vasquez, Joshua  
MOTION CARRIED

**CERTIFICATION**

I, Gwendolyn Turner, a duly elected Clerk of the Charter Township of Royal Oak do affirm the foregoing to be true and correct and represents the proceedings of a Public Hearing held on Wednesday, October 26, 2022, at 4:30 p.m. located at 21131 Gardenlane-moved to Room 210 (Gymnasium under construction), Ferndale, MI 48220 where a quorum was present.

  
CLERK, GWENDOLYN TURNER

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CHARTER TOWNSHIP OF ROYAL OAK  
BOARD OF TRUSTEES - PUBLIC HEARING  
21131 GARDENLANE, FERNDALE, MI 48220  
MOVED TO ROOM 210/GYMNASIUM UNDER CONSTRUCTION

**PUBLIC HEARING MINUTES  
2023 BUDGET HEARING  
WEDNESDAY, OCTOBER 26, 2022 @ 5:15 p.m.**

1. **MEETING CALLED TO ORDER:** Meeting called to order by Supervisor at 4:36 p.m.
2. **ROLL CALL:** Clerk Gwendolyn Turner, Trustees Wanda Allen, Jeff Cushingberry, Supervisor Donna Squalls **QUORUM PRESENT**

**ABSENT:** Trustees, Karen Ballard, Deja Vasquez, Treasurer Genean Joshua

**OTHERS PRESENT:** Attorneys, Milke Bosnic, and Robert Thall  
Finance Manager, Bill Cunningham  
Project Manager, Elke Doom  
Township Manager, Ann Capela

**PURPOSE OF MEETING:**

Public viewing of the 2023 Proposed Budget and hearing objections to the 2023 proposed budget which was properly posted.

At this point it was moved by the Supervisor to open the public hearing for the 2023 Proposed Budget and seconded by Cushingberry.

**YEAS ALL**

**NAYS NONE**

**ABSENT Ballard, Vasquez, Joshua**

**MOTION CARRIED**

Residents were given a copy of the Charter Township of Royal Oak 2023 Original Budget General Appropriations Act by the Finance Manager, Bill Cunningham. He stated this budget was a result of a Budget Workshop that was held which amendments were discussed. A resident stated they did not know about the Budget Workshop: It was scheduled on Tuesday, October 18, 2022, at 4:30 p.m.

The Supervisor asked if there were any comments or questions.

Mr. Davis stated we were in violation of Opens Meeting Act with no agendas provided, commented regarding posting on website for hearing and suggested meeting be closed to avoid his lawsuit. He reminded Atty. Bosnic they had been to court before and that Ms. Mayson was supposed to be in the hospital. He stated the Clerk openly stated she transferred tax funds and asked her who gave her the authority to do so. There was no response to him. The supervisor thanked him for his comments and concerns.

Therefore, since there were no other comments or questions, it was motioned by Cushingberry supported by Allen that the Public Hearing is now closed at 5:27 p.m.

**YEAS ALL**

**NAYS NONE**

**ABSENT: Ballard, Vasquez, Joshua**

**MOTION CARRIED**

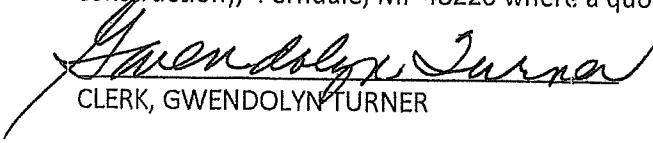
**MEETING ADJOURNED**

Supervisor stated the meeting, Special Meeting is scheduled at 6:00 p.m. and we will resume at that time.

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### CERTIFICATION

I, Gwendolyn Turner, a duly elected Clerk of the Charter Township of Royal Oak do affirm the forgoing to be true and correct and represents the proceedings of a Budget Public Hearing held on Wednesday, October 26, 2022, at 5:15 p.m. located at 21131 Gardenlane-moved to Room 210 (Gymnasium under construction), Ferndale, MI 48220 where a quorum was present.

  
CLERK, GWENDOLYN TURNER

CHARTER TOWNSHIP OF ROYAL OAK  
BOARD OF TRUSTEES - **SPECIAL MEETING**  
21131 GARDENLANE, FERNDALE, MI 48220  
MOVED TO ROOM 210/GYMNASIUM UNDER CONSTRUCTION

**SPECIAL MEETING MINUTES**  
**WEDNESDAY, OCTOBER 26, 2022 @ 6:00 p.m.**

1. **MEETING CALLED TO ORDER:** Supervisor called the meeting to order at 6:00 p.m.
2. **ROLL CALL:** Clerk Gwendolyn Turner, Trustees Jeff Cushingberry, Wanda Allen, and Supervisor Donna Squalls (**QUORUM PRESENT**)  
**ABSENT:** Trustees, Karen Ballard, Deja Vasquez, Treasurer Genean Joshua  
**OTHERS PRESENT:** Attorneys, Mike Bosnic, and Robert Thall  
Finance Manager, Bill Cunningham  
Township Manager, Ann Capela

**PURPOSE OF MEETING**

Supervisor stated there were five (5) items on the Special Meeting Agenda which are as follows:

1. Discussion and actions/resolutions by the Township Board to create a fire protection special assessment district, determine the boundaries, determine the amount of the special assessment levy for 2023 cost and expenses, and direct the supervisor or supervisors to spread the assessment levy on the taxable value of all of the lands and premises in the district that are to be especially benefited by fire protection, according to benefits received, except, lands and premises exempt from the collection of taxes under the general property tax act, 1893 PA 206, MCL 211.1 to 211.155, to defray the cost and expenses for fire protection.
2. Approve/Disapprove the Charter Township of Royal Oak 2023 Original Budget General Appropriations
3. Approve/Disapprove the resolution to accept \$125,000 Michigan Enhancement Grant from MEDC
4. Approve/Disapprove a Resolution to amend the 2022 Budget and utilize the funds from the Michigan Enhancement Grant for the appropriate repairs to the Recreation Center
5. Approve/Disapprove the resolution to accept \$100.00 donation for Parks and Recreation Halloween Event from Oakdale Co-operative

Motioned by Cushingberry supported by Allen that we approve the agenda as it stands with public comments at the end.

YEAS ALL  
NAYS NONE  
ABSENT  
MOTION CARRIED

1. Attorney Thall stated approving the Resolution would establish Township wide Fire Protection Special Assessment District to defray the cost and expenses of Fire Protection. An annual Public Hearing would have to be completed for the Special Assessment roll to distribute the taxes for the following year. This year is \$280,761.00. The second and last public hearing is scheduled for November 22, 2022, at 4:30 p.m. If approved, the cost would be placed on the winter tax bill for cost services of 2023.

Therefore, it was motioned by Cushingberry supported by Turner that the Township Board

approve Resolution #22-028 to allow the Township Board to create a fire protection special assessment district, determine the boundaries, determine the amount of the special assessment levy for 2023 cost and expenses, and direct the supervisor or supervisors to spread the assessment levy on the taxable value of all the lands and premises in the district that are to be especially benefited by fire protection, according to benefits received, except, lands and premises exempt from the collection of taxes under the general property tax act, 1893 PA 206, MCL 211.1 to 211.155, to defray the cost and expenses for fire protection.

YEAS Turner, Cushingberry, Allen, Squalls  
NAYS NONE  
ABSENT Ballard, Vasquez, Joshua  
MOTION CARRIED

2. Approve/Disapprove the Charter Township of Royal Oak 2023 Original Budget General Appropriations,  
Motioned by Cushingberry supported by Allen that we approve the Charter Township of Royal Oak 2023 Original Budget General Appropriations.

YEAS Allen, Cushingberry, Turner, Squalls  
NAYS NONE  
ABSENT Ballard, Vasquez, Joshua  
MOTION CARRIED

3. Approve/Disapprove a Resolution to accept \$125,000 Michigan Enhancement Grant from MEDC  
Motioned by Cushingberry supported by Allen that we approve Resolution #22-026 to accept \$125,000 Michigan Enhancement Grant.

YEAS Cushingberry, Turner, Allen, Squalls  
NAYS NONE  
ABSENT Ballard, Vasquez, Joshua  
MOTION CARRIED

4. Approve/Disapprove a Resolution to amend the 2022 Budget and utilize the funds from the Michigan Enhancement Grant for the appropriate repairs to the Recreation Center.  
Motioned by Cushingberry supported by Allen that we approve Resolution #22-029 to amend the 2022 Budget and utilize the funds from the Michigan Enhancement Grant for the appropriate repairs to the Recreation Center

YEAS Turner, Cushingberry, Allen, Squalls  
NAYS NONE  
ABSENT Ballard, Vasquez, Joshua  
MOTION CARRIED

5. Approve/Disapprove the Resolution to accept \$100 donation for Parks and Recreation Halloween Event from Oakdale Co-operative.  
Motioned by Cushingberry supported by Allen that we approve Resolution #22-030 to accept \$100 donation for Parks and Recreation Halloween Event from Oakdale Co-operative.

YEAS Allen, Turner, Cushingberry, Squalls  
NAYS NONE  
ABSENT Ballard, Vasquez, Joshua  
MOTION CARRIED

6. CITIZEN COMMENT

Irene Willis commented about redoing parts in the recreation building and that heating is the main part. Heat and air are needed.

There were no more comments

7. ADJOURNMENT

Motioned by Cushingberry supported by Allen that the meeting be adjourned at 6:26 p.m.

YEAS ALL

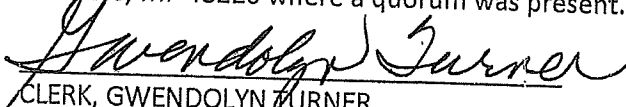
NAYS NONE

ABSENT Ballard, Vasquez, Joshua

MOTION CARRIED

CERTIFICATION

I, Gwendolyn Turner, a duly elected Clerk of the Charter Township of Royal Oak do affirm the forgoing to be true and correct and represents the proceedings of a Special Meeting held on Wednesday, October 26, 2022, at 6:00 p.m. located at 21131 Gardenlane-moved to Room 210 (Gymnasium under construction), Ferndale, MI 48220 where a quorum was present.

  
CLERK, GWENDOLYN TURNER

CHARTER TOWNSHIP OF ROYAL OAK  
BOARD OF TRUSTEES – **SPECIAL MEETING**  
21131 GARDENLANE, FERNDALE, MI 48220  
ROOM 210

**SPECIAL MEETING MINUTES**

**FRIDAY, NOVEMBER 11, 2022 @ 4:00 P.M.**

1. **MEETING CALLED TO ORDER** by Supervisor at 4:01 p.m.
2. **ROLL CALL** Clerk, Gwendolyn Turner, Trustees Jeff Cushingberry, Wanda Allen and Supervisor Donna Squalls (**Quorum present**)

**OTHERS PRESENT:** Township Manager, Ann Capela

**Absent:** Trustees Karen Ballard, Deja Vasquez, and Treasurer Genean Joshua

**3. APPROVE/DISAPPROVE AGENDA**

After Supervisor reviewed the items for the purpose of the meeting, it was motioned by Turner supported by Cushingberry to approve the agenda as is.

**YEAS** ALL  
**NAYS** NONE  
**ABSENT** Ballard, Vasquez, Joshua  
**MOTION CARRIED**

**Purpose of Meeting:**

1. Approve/Disapprove Accounts Payable dated October 27, 2022, in the amount of \$71,453.63  
Motioned by Cushingberry supported by Turner that we approve the Accounts Payables dated October 27, 2022, in the amount of \$71,453.63.

**YEAS** ALL  
**NAYS** NONE  
**ABSENT** Ballard, Vasquez, Joshua  
**MOTION CARRIED**

2. Approve/Disapprove Accounts Payable dated November 10, 2022, in the amount of \$83,995.40  
Motioned by Allen supported by Cushingberry that we approve the Accounts Payable dated November 10, 2022, in the amount of \$83,995.40.

**YEAS** ALL  
**NAYS** NONE  
**ABSENT** Ballard, Vasquez, Joshua  
**MOTION CARRIED**

3. Approve/Disapprove to extend the contract of the Seasonal DPW Worker until March 31, 2023,

for no more than 30 hours weekly at \$12.00 hourly retroactively effective from October 31, 2022

It was discussed and decided if the seasonal worker uses his own equipment, he will need to provide his own insurance Ryder from his business so that it could be reported to our insurance company. Therefore, it was moved by Turner supported by Cushingberry to extend the contract of the Seasonal Department of Public Worker until March 31, 2023.

**YEAS** ALL  
**NAYS** NONE  
**ABSENT** Ballard, Vasquez, Joshua  
**MOTION CARRIED**

4. **CITIZEN COMMENTS**

Clerk Turner gave an up-date of Deputy Clerk, Ms. Beatrice Mayson.

The supervisor gave an up-date on the Park Commissioners receiving three bids regarding the boiler. They provided her with three bids to first clean out the boiler and then the furnace could be installed. Bids were as follows:

1. Omni Cleaning Services (\$4,000)
2. Junk King (\$3,499)
3. Absolute Repair and maintenance (\$4,800)

Resident Patrick Rochelleau on Reimanville commented about the accessibility of Supervisor and not responding to emails. Information was explained to residents about how it works and was given another way of contact by paper, Citizen Complaint Form. The Supervisor acknowledged that she was very much aware of the resident.

5. **ADJOURNMENT**

Motioned by Turner supported by Cushingberry that the meeting be adjourned at 4:22 p.m.

**YEAS** ALL  
**NAYS** NONE  
**ABSENT** Ballard, Vasquez, Joshua  
**MOTION CARRIED**

**CERTIFICATION**

I, Gwendolyn Turner, a duly elected Clerk of the Charter Township of Royal Oak do affirm the forgoing to be true and correct and represents the proceedings of a Special Meeting held on Friday, November 11, 2022, at 4:00 p.m. located at 21131 Gardenlane, Ferndale, MI 48220 where a quorum was present.

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CLERK, GWENDOLYN TURNER

13

CHARTER TOWNSHIP OF ROYAL OAK  
BOARD OF TRUSTEES - PUBLIC HEARING  
21131 GARDENLANE, FERNDALE, MI 48220  
ROOM 210/GYMNASIUM

**PUBLIC HEARING MINUTES  
FIRE PROTECTION/GARGAGE DISPOSAL  
TUESDAY, NOVEMBER 22, 2022 @ 4:30 p.m.**

1. **MEETING CALLED TO ORDER:** Meeting called to order by Supervisor at 4:31p.m.
2. **ROLL CALL:** Clerk Gwendolyn Turner, Trustees Wanda Allen, Jeff Cushingberry, Treasurer, JoeAnn Brown and Supervisor Donna Squalls **QUOROM PRESENT**  
**Supervisor introduced the new Treasurer, JoeAnn Brown.**  
**ABSENT:** Trustees, Karen Ballard, and Deja Vasquez

**OTHERS PRESENT:** Attorney Robert Thall  
Township Manager, Ann Capela

Supervisor began the Public Hearing by stating the purpose of the Public Hearing:

1. Was to review and hear any objections to the Special Assessment Roll for Fire Protection for 2023 cost and expenses, as noticed for public hearing, and;
2. A Public Hearing to review and hear any objections to the Special Assessment roll for Garbage Collection and disposal for 2023 and the proposed amount to defray the 2023 cost and expenses, as notice 2023 and the proposed amount to defray the 2023 cost and expenses, as noticed for public hearing by the Township.

**FIRE PROTECTION**

Supervisor turned the meeting over to Special Counsel, Attorney Robert Thall  
**Attorney Thall** spoke as follows: This first public hearing we will have is on the fire protection special assessment roll. The Township Voters approved authorization for the Township to raise money by special assessment for township-wide fire protection. In October, the Township held a public hearing, and they approved the estimated expense for fire protection for next year in the amount of \$287,761. A special assessment roll was then prepared to spread the costs on all lands and premises within the Township unless exempt from taxation under the General Property Tax Act. The special assessment roll is to be billed on the winter 2022 property tax bill that you will receive. Pursuant to the special assessment roll, the special assessment is computed on the basis of 9.3793 mills which is \$9.3793 dollars per \$1,000 of taxable value on the taxable value property. The special assessment is to cover the costs for fire protection for 2023. A millage rate is required for use to spread on the taxable value of property. The more expensive a property, the higher their special assessment is for fire protection. Each year hereafter, the Township will hold a noticed public hearing on the cost and estimates for township-wide fire protection for the next year and the spreading of such amount on the special assessment roll.

Residents were asked in speaking at the public hearing to give their name so there will be an accurate record of the public hearing and each speaker will be given the opportunity to address the board and such time will be limited to three minutes per person. The Board is hearing your comments and objections and may direct that I respond to questions raised.

At this point, a motion is needed to open the scheduled fire protection public hearing.

Motioned by Cushingberry supported by Brown that we open the Public Hearing.

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YEAS ALL  
NAYS NONE  
ABSENT Ballard, Vasquez  
MOTION CARRIED

1. **Dwight Carter** – Assessment is on value of your house? How many fires per year in the Township? How do we compare Oak Park.
2. **Carol McCollough** – Millage part homeowner – part town houses? (homeowners and & businesses)
3. **Dwight Carter** – Looking at handouts another house is higher than his home.
4. **Irene Willis** – Looking at taxable value \$13,880 but at Garbage rate. (This will be on the winter tax bill.)

Attorney Thall asked Clerk if we received any written correspondence from anyone. The clerk stated no.

5. **Beverly Callier** Yearly assessment
6. **Herbert Welch** – How did you reach figure, taxable rate? Final amount for refund?  
Can you assume if value goes up will taxes go up.  
School taxes moved to the summer taxes.
7. **Oliver Anderson** – Fund Balance clarifications, clerk having a deputy, seniors operating in the black, etc. ? The supervisor told the resident she would speak with her after the meeting to answer her questions and the resident was okay with this.  
Ferndale bought a new Fire Truck because of our support. (No name given just comment)
8. **Danny Taylor** never gets emails.
9. **Karen Haskell** - Funds for COVID? Have they been used?

The supervisor asked if there were any other questions and or concerns. Since there were none, it was motioned by Cushingberry supported by Turner that we close the Public Hearing at 5:15 p.m.

YEAS ALL  
NAYS NONE  
ABSENT Trustees Ballard and Vasquez  
MOTION CARRIED

Motioned by Cushingberry supported by Brown that we open the Public Hearing for the Garbage Collection and Disposal Special Assessment for 2023.

YEAS ALL  
NAYS NONE  
ABSENT Trustees Ballard and Vasquez  
MOTION CARRIED

#### GARBAGE COLLECTION/DISPOSAL

Attorney Thall stated this next public hearing is an annual public hearing to determine the amount to defray the cost and expenses of garbage collection and disposal services provided to all residentially improved lots and parcels located within the Township by special assessment against such properties. The amount to defray the cost and expenses for 2023 is estimated to be \$120,684.60. Then this amount is spread on a special assessment tax roll which consists of 540 residentially improved real properties the amount per parcel for 2023 garbage collection and disposal services will be \$223.49. This special assessment is a flat rate assessed for providing your property with garbage services for 2023. This amount will appear on your winter 2022 tax bill. Today is your opportunity to comment on the amount of the cost and expense for next year's provisions of garbage collection and disposal services and the special assessment roll

levying the \$223.49 per residentially improved parcel. Commercial and industrial parcels do not receive garbage service from the Township. We again ask that you state your name and address so that there will be an accurate public record and each speaker will be given three (3) minutes.

The Clerk was asked if she received any written correspondence regarding the garbage collection and disposal special assessment. The Clerk stated no.

1. **Dwight Carter** stated the special assessment on these two items is above and beyond property taxes and more.

The supervisor asked if there were any more questions and or concerns. Since there were none, it was motioned by Cushingberry supported by Brown that we close the Public Hearing for Garbage Special Assessment at 5:20 p.m.

YEAS ALL  
NAYS NONE  
ABSENT Trustees Ballard and Vasquez  
MOTION CARRIED

#### CERTIFICATION

I, Gwendolyn Turner, a duly elected Clerk of the Charter Township of Royal Oak do affirm the forgoing to be true and correct and represents the proceedings of a Public Hearing held on Tuesday, November 22, 2022, at 4:30 p.m. located at 21131 Gardenlane-moved to Room 210 Ferndale, MI 48220 where a quorum was present.

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CLERK, GWENDOLYN TURNER

CHARTER TOWNSHIP OF ROYAL OAK  
BOARD OF TRUSTEES - **SPECIAL MEETING**  
21131 GARDENLANE, FERNDALE, MI 48220  
ROOM 210/GYMNASIUM

**SPECIAL MEETING MINUTES**  
**FIRE PROTECTION/GARGAGE DISPOSAL**  
**TUESDAY, NOVEMBER 22, 2022 @ 5:00 p.m.**

1. **MEETING CALLED TO ORDER:** Meeting called to order by Supervisor at 5:21p.m.
2. **ROLL CALL:** Clerk Gwendolyn Turner, Trustees Wanda Allen, Jeff Cushingberry, Treasurer, JoeAnn Brown and Supervisor Donna Squalls **QUOROM PRESENT**

**ABSENT:** Trustees, Karen Ballard, and Deja Vasquez

**OTHERS PRESENT:** Attorney Robert Thall  
Township Manager, Ann Capela

**3 Agenda**

**Additions/Deletions**

Motioned by Cushingberry supported by Turner that we remove items 3 and 4 to be scheduled at a later date and to approve the remainder of the agenda as it is.

**YEAS** ALL

**NAYS** NONE

**ABSENT** Trustees Ballard and Vasquez

**MOTION CARRIED**

Supervisor stated the purpose of the meeting

**Purpose of Meeting:**

1. Discussion and actions/resolutions by the Township Board to approve a special assessment roll for fire protection for 2023.

**Motioned by Cushingberry supported by Brown that we approve a Resolution for a Special Assessment Roll for Fire Protection for 2023.**

**YEAS** Allen, Cushingberry, Brown, Turner, Squalls

**NAYS** NONE

**ABSENT** Trustees Ballard and Vasquez

**MOTION CARRIED**

The following Resolution was read by Attorney Thall:

**RESOLUTION # 22 -37 APPROVING SPECIAL ASSESSMENT**  
**FOR FIRE PROTECTION FOR CALENDAR YEAR 2023**  
November 22, 2022

**WHEREAS**, in accordance with Michigan Public Act 33 of 1951 as amended, the Royal Oak Charter Township Board approved the cost and expenses of \$287,761.00 for 2023 fire protection to be defrayed by special assessment within the Royal Oak Charter Township Fire Special Assessment District on October 26, 2022; and

**WHEREAS**, to spread the fire protection cost and expenses for 2023 the township supervisor has caused to be prepared a special assessment roll having an assessment of 9.3793 mills (\$9.3793 per \$1000 of taxable value) upon taxable real property within the special assessment district and has filed the same with the township clerk; and

**WHEREAS**, in accordance with proper statutory notice, a hearing was held on **November 22, 2022, commencing at 4:30 p.m.** at the Royal Oak Charter Township Hall, Room 210, and opportunity was given to all present to comment upon the foregoing special assessment roll; and

**WHEREAS**, the proposed special assessment roll appears reasonable and proper.

**NOW THEREFORE BE IT HEREBY RESOLVED** that the special assessment roll assessing 9.3793 mills (\$9.3793 per \$1000 of taxable value) upon taxable real property within the special assessment district for fire protection be hereby confirmed for the **2023** calendar year of the township thereby raising **\$287,761.00** for fire protection cost and expenses.

**BE IT FURTHER HEREBY RESOLVED** that the Township Treasurer be authorized and directed to collect the aforesaid fire protection special assessment on a separate column on the regular property tax statements mailed in December 2022.

**BE IT FURTHER HEREBY RESOLVED** that in the event of any delinquency in payment after February 14, 2023, said delinquent assessments be returned as delinquent to the Oakland County Treasurer for collection as other Township taxes are assessed, levied, and collected.

All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of the conflict.

The motion was made by Cushingberry, seconded by Brown, to adopt the foregoing resolution.

Upon roll call vote the following voted "aye":  
**Trustees Wanda Allen and Jeff Cushingberry, Treasurer JoeAnn Brown, Clerk Gwendolyn Turner and Supervisor Donna Squalls**

The following voted "nay":

**NONE**

The following were absent:  
**Trustees Karen Ballard and Deja Vasquez**

The Supervisor declared the Motion carried and the Resolution duly adopted.

### CERTIFICATE

The undersigned, **GWENDOLYN TURNER**, the duly appointed and acting Clerk of the Charter Township of Royal Oak, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Township Board on **November 22, 2022**, at which meeting a quorum was present; that said meeting was conducted in accordance with the Open Meetings Act of the State of Michigan and the members of said Board voted upon said Resolution as hereinbefore set forth.

Gwendolyn Turner  
Gwendolyn Turner, Clerk

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2. Discussion and actions/resolutions by the Township Board to approve the amount to defray 2023 cost and expenses for garbage collection and disposal and to approve a special assessment roll for garbage collection and disposal for 2023.

Motioned by Cushingberry supported by Turner that we approve a Resolution to approve the amount to defray 2023 cost and expenses for garbage collection and disposal and to approve a Special Assessment Roll for garbage collection and disposal for 2023.

**YEAS** Turner, Cushingberry, Allen, Brown, Squalls  
**NAYS** NONE  
**ABSENT** Trustees Ballard and Vasquez  
**MOTION CARRIED**

The following resolution was read by Attorney Thall:

**RESOLUTION# 22 - 36 APPROVING SPECIAL ASSESSMENT  
FOR GARBAGE COLLECTION AND DISPOSAL FOR CALENDAR YEAR 2023**

November 22, 2022

**WHEREAS**, the Charter Township of Royal Oak Township Board previously adopted a resolution creating the Garbage Collection and Disposal Special Assessment District to annually defray the cost and expenses of garbage collection and disposal services provided to all residentially improved lots and parcels located within the Township, by special assessment against such properties; and

**WHEREAS**, the estimated cost to defray the cost and expenses for garbage collection and disposal for 2023 is estimated to be ~~\$120,684.60~~; and

**WHEREAS**, the Township Supervisor has caused to be prepared a special assessment roll showing the amount of ~~\$223.49~~ to be levied upon each residentially improved parcel within the district to defray the cost of garbage collection and disposal by special assessment for use in 2023; and

**WHEREAS**, in accordance with proper notice, a hearing was held on November 22, 2022, commencing at 4:30 p.m. at the Charter Township of Royal Oak Township Hall, Room 210, and the opportunity given to all present to comment on the foregoing proposed costs and expenses and special assessment roll; and

**WHEREAS**, the proposed cost and expenses and special assessment roll appear reasonable and proper.

**NOW THEREFORE BE IT HEREBY RESOLVED** that the aforesaid cost and expenses for garbage collection and disposal within the Township Garbage Collection and Disposal Special Assessment District be hereby confirmed for the 2023 calendar year in the amount of ~~\$120,684.60~~.

**BE IT FURTHER HEREBY RESOLVED** that the Township Board does hereby confirm the special assessment roll spreading an assessment of ~~\$223.49~~ per residentially improved lot or parcel located within the Garbage Collection and Disposal Special Assessment District to defray the cost and expenses for such garbage collection and disposal services in 2023.

**BE IT FURTHER HEREBY RESOLVED** that the Township Treasurer is hereby directed to collect the foregoing special assessment on the next regular tax statement to be mailed to Township taxpayers in December of 2022. The due date is the same as for Township taxes on the December tax statement.

**BE IT FURTHER HERBY RESOLVED** on the first day of September 2023, following the special assessment due date, the Township Treasurer shall submit to the Township Board a sworn statement setting forth the names of the persons delinquent, if known, a description of the parcels of land

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upon which there are delinquent special assessments, and the amount of such delinquency, including a 6% penalty on the total amount. Thereafter, the amount will be reassessed pursuant to statute.

All resolutions or parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded to the extent of the conflict. All prior actions taken to prepare and confirm the special assessment roll are hereby ratified.

Motion was made by Cushingberry, seconded by Turner, to adopt the foregoing resolution.

Upon roll call vote the following voted "aye":  
**Clerk Gwendolyn Turner, Trustees Jeff Cushingberry and Wanda Allen, Treasurer JoeAnne Brown, Supervisor Donna Squalls**

The following voted "nay":

**NONE**

The following were absent:  
**Trustees, Karen Ballard, and Deja Vasquez**

The Supervisor declared the Motion carried and the Resolution duly adopted.

## CERTIFICATE

The undersigned, **GWENDOLYN TURNER**, the duly appointed and acting Clerk of the Charter Township of Royal Oak, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Township Board on **November 22, 2022**, at which meeting a quorum was present; that said meeting was conducted in accordance with the Open Meetings Act of the State of Michigan and the members of said Board voted upon said Resolution as hereinbefore set forth.

Gwendolyn Turner  
Gwendolyn Turner, Clerk

3. Approve/Disapprove to cancel/disconnect Zoom order #Q1474352 effective immediately  
Motioned by Cushingberry supported by Brown that we approve to cancel/disconnect Zoom order #Q1474352 effective immediately.

**YEAS ALL**  
**NAYS NONE**  
**ABSENT Trustees Ballard and Vasquez**  
**MOTION CARRIED**

4. Approve/Disapprove to cancel services with Amazon  
Motioned by Cushingberry supported by Turner that we cancel services with amazon.

**YEAS ALL**  
**NAYS NONE**  
**ABSENT Trustees Ballard and Vasquez**  
**MOTION CARRIES**

5. Public Comment

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Beverly Callier – requested print out of accounts with breakdown of financial office budget

Dwight Carter – In lieu of special assessment, can we get state/federal help so that it is not on our backs as much. Has this been explored?

Beverly Callier- 5 Million in infrastructure would this include roads. On Ithaca can no parking signs moved to the other side of the street.

Carla Hunt – Speed bumps are needed down Cloverdale. It is not safe for kids to play. Mendota & Meyers. Corner fence divides parts on Wyoming and house on Ithaca, no privacy. Fence against the fence. She also stated her relative said he came to us, Mr. Hunt, regarding development

Olivia Anderson – Township Manager/Supervisor and administrative official. What is the difference?

Irene Willis – Commented the Seniors program is doing fine. She spoke about the old sewer in the back of her house.

Herbert Welch – State police on Cloverdale and people are double parked and the only way tickets are issued is that the administration has to request this. Two more years to go and he is optimistic and hopeful with the board. Asked about old carver school building

Ms. McCollough commented that we do not need speed bumps for Cloverdale that is a main thorough fare for police and fire. We need police and there motorcycles. Parks and Recreation put roof on they need an office. What is going on now for the kids? There is no area in the Township kids can utilize. We have not seen any development not nothing.

The supervisor asked for anymore comments.

**6. Adjournment**

Motioned by Turner supported by Allen that the meeting be adjourned at 6:20 p.m.

**YEAS ALL**

**NAYS NONE**

**ABSENT** Trustees Ballard, Vasquez and Cushingberry (who left the meeting)

**MOTION CARRIED**

**MEETING ADJOURNED**

**CERTIFICATE**

The undersigned, **GWENDOLYN TURNER**, the duly appointed and acting Clerk of the Charter Township of Royal Oak, hereby certifies that the foregoing of a Special Meeting is a true and complete copy of Minutes of the Township Board on **November 22, 2022**, at which meeting a quorum was present; that said meeting was conducted in accordance with the Open Meetings Act of the State of Michigan and located at 21131 Gardenlane, Room 210, Ferndale, MI 49220 and posted accordingly.

\_\_\_\_\_  
Gwendolyn Turner, Clerk

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CHARTER TOWNSHIP OF ROYAL OAK  
BOARD OF TRUSTEES – **REGULAR BOARD MEETING**  
21131 GARDENLANE – GYMNASIUM  
FERNDAL, MI 48220

## MINUTES

THURSDAY, DECEMBER 8, 2022 @ 6:30 P.M.

1. **MEETING CALLED TO ORDER** by supervisor at 6:37 p.m.
2. **INVOCATION** Silent Prayer and meditation for family of Laura Jones
3. **ROLL CALL** Trustee Wanda Allen, Treasurer JoAnne Brown, Clerk Gwendolyn Turner, and Supervisor Donna Squalls

**Absent:** Trustees' Karen Ballard, Deja Vasquez, and Jeff Cushingberry

**Others Present:** Attorneys, Mike Bosnic, AND Matt Zewlinksy  
Township Manager, Ann Capela

4. **AUTHORIZATION TO EXCUSE MEMBERS FROM THE MEETING:** Quorum Present
5. **AGENDA**

- a. **Approve/Disapprove/Deletions/Additions**  
**Additions**

- i. To move to enter close session to discuss financial effect on lawsuit with Attorney Za linksy
- j. To approve/disapprove a Resolution directing the Township Attorney's Office to take any legal actions required to challenge the validity of the Marijuana ballot proposal that passed in November 2022
- k. To approve/Disapprove Holiday Closing for December 22, 2022, through January 2, 2023.

Motioned by Turner supported by Allen that we approve the agenda with all the additions.

YEAS ALL  
NAYS NONE  
ABSENT Ballard, Vasquez, Cushingberry  
MOTION CARRIED

6. **MINUTES**

- a. Approve/Disapprove Special Meeting Minutes of September 20, 2022
- b. Approve/Disapprove Regular Meeting Minutes of October 13, 2022
- c. Approve/Disapprove Public Hearing Minutes of October 26, 2022 @ 4:30 p.m.
- d. Approve/Disapprove Budget Public Hearing Minutes of October 26, 2022 @ 5:15 p.m. for 2023 Budget Hearing
- e. Approve/Disapprove Special Meeting Minutes of October 26, 2022 @ 6:00 p.m.
- f. Approve/Disapprove Special Meeting Minutes of November 11, 2022 @ 4:00 p.m.
- g. Approve/Disapprove Public Hearing Minutes of 11/22/2022 at 4:30 for Fire Assessment/Garbage Assessment
- h. Approve/Disapprove Special Meeting Minutes of 11/22/2022  
After a brief discussion acknowledging a quorum was not available to vote on some minutes, it was motioned by Turner supported by Allen that the minute items a-h are tabled until the next regular meeting to approve and or disapprove.

YEAS ALL  
NAYS NONE  
ABSENT Ballard, Vasquez, Cushingberry  
MOTION CARRIED

7. **SUPERVISOR**

- A. 2021 Exit Audit presented by James Cook of Morgan and Associates  
James Cook, CPA of Morgan & Associates out of Grand Rapids reviewed the Township Audit – Exit Audit with year ending December 31, 2021. Mr. Brown presented the financial

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statements which are provided to give us (users of the GASB (Government Accounting Standards Board) and the State of Michigan confidence that the financial information is complete and correct and comparable from year-to-year and for similar townships.

Revenues compared to the prior year were reviewed, functional expenses, and fund balance Comparisons.

In conclusion, he stated there responsibility and that of the Township. Yearend closing and workpaper preparation have improved vastly over the prior year and after discussions with the financial manager and supervisor, he feels that 2022 will have no issues. Inserting an internal audit process quarterly would help to ensure internal controls are being followed according to the accounting manual as it relates to separations of duties. There were a few journal entries made that were missing the required approval and believe these were approved via email but would like to see backup signature.

Any non-compliance with laws and regulations that is noticed is reported, none to note. Budget amendment deficit is most likely a result of data changing after budget amendments were made but not a concern of what he observed. Property taxes were not distributed according to state statute. This was a result of the treasurer changing hands, has been resolved. Bill Cunningham was a major help in reconciling this issue and helping to get it resolved. An unmodified opinion was given on the financials which means based on his testing, we have evidence that the financial statements are materially correct. As the project develops for the federally funded lead pipe removal, if \$750,000 or more are expended in federal funds a single audit will be required. The Township will be responsible for ensuring that OMB compliance is followed, even if there is a third party handling the funds. Following up using CFDA number assigned to grant to make sure township compliances with all relevant compliance requirements.

The Clerk asked on a scale of A-E how did we rate? He stated a B+ and an A.

- B. Approve/Disapprove the 2021 Audit as presented  
Motioned by Wanda supported by Turner that we accept the audit by Mr. James Cook as presented.

YEAS Turner, Allen, Brown, Squalls  
NAYS NONE  
ABSENT Ballard, Vasquez, Cushingberry  
MOTION CARRIED

- C. Approve/Disapprove the Budget Amendment for funds, in the amount of \$5,138  
After review of Budget Amendment #3, it was motioned by Turner supported by Allen that we approve Budget Amendment#3 in the amount of \$5,138 negative impact on the general fund.

YEAS Brown, Allen, Squalls  
NAYS NONE  
ABSENT Ballard, Vasquez, Cushingberry  
MOTION CARRIED

- D. Approve/Disapprove the Interlocal Agreement and Resolution for Oakland County to approve the designated assessor, Michael R. Lohmeier, as the assessor for the period of January 1, 2023, through December 31, 2027.  
Motioned by Turner supported by Brown that we approve the Interlocal Agreement and Resolution for Oakland County to approve the designated assessor, Michael R. Lohmeier, as the assessor for the period of January 1, 2023, through December 31, 2027.

YEAS Brown, Turner, Allen, Squalls  
NAYS NONE  
ABSENT Ballard, Vasquez, Cushingberry  
MOTION CARRIED

- E. Approve/Disapprove the pay of the appointed Deputy Treasurer, Paula Washington-Donald at 20.00 per hour for a total of no more than 30 hours per week  
Motioned by Allen supported by Turner that we approve the pay of the appointed Deputy, Paula Washington-Donald at \$20.00 per hour for a total of no more than 30 hours a week.

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**YEAS** ALL  
**NAYS** NONE  
**ABSENT** Ballard, Vasquez, Cushingberry  
**MOTION CARRIED**

- F. Approve/Disapprove the pay increase of 1.00 more per hour for all non-union employees.  
Motioned by Allen supported by Brown that we approve the pay increase of \$1.00 more per hour of all non-union employees.

**YEAS** Brown, Allen, Squalls  
**NAYS** Turner  
**ABSENT** Ballard, Vasquez, Cushingberry  
**MOTION CARRIED**

- G. Approve/Disapprove the appointment of Ilene Thomas, Shelly Harville, and Patricia Puckett to the Board of Review for a two-year term beginning January 1, 2023  
Motioned by Turner supported Allen that we approve Ilene Thomas, Shelley Harville and Patricia Puckett to the Board of Review for a two-year term beginning January 1, 2023.

**YEAS** ALL  
**NAYS** NONE  
**ABSENT** Ballard, Vasquez, Cushingberry  
**MOTION CARRIED**

- H. Approve/Disapprove Accounts Payable dated December 2, 2022, in the amount of \$95,166.46.  
Motioned by Turner supported by Allen that we approve the accounts payable dated December 2, 2022, in the amount of \$5,166.46.

**YEAS** ALL  
**NAYS** NONE  
**ABSENT** Ballard, Vasquez, Cushingberry  
**MOTION CARRIED**

- I. Move to enter close session to discuss pursuant to MCL 15.268, to discuss settlement strategy in International Outdoor vs Charter Township of Royal Oak, to open discuss of which would have a financial effect on Township's settlement position.  
Motioned by Turner supported by Allen that we approve a close session to discuss settlement strategy in International Outdoor vs Charter Township of Royal Oak, to open discuss of which would have a financial effect on Township's settlement position.

**YEAS** Allen, Turner, Brown, Squalls  
**NAYS** NONE  
**ABSENT** Ballard, Vasquez, Cushingberry  
**MOTION CARRIED**

- J. To approve/disapprove a Resolution directing the Township Attorney's Office to take any legal actions required to challenge the validity of the Marijuana ballot proposal that passed in November 2022.

Motioned by Turner supported by Brown that we approve a Resolution directing the Township Attorney's Office to take any legal actions required to challenge the validity of the Marijuana ballot Proposal passed in November 2022.

**YEAS** Allen, Turner, Brown, Squalls  
**NAYS** NONE  
**ABSENT** Ballard, Vasquez, Cushingberry  
**MOTION CARRIED**

- K. To approve/Disapprove Holiday Closing for December 22, 2022, through January 2, 2023.

Motioned by Turner supported by Brown that we approve the Holiday Closing for December 22, 2022, through January 2 and that this information is published accordingly.

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YEAS ALL  
NAYS NONE  
ABSENT Ballard, Vasquez, Cushingberry  
MOTION CARRIED

- L. Approve/Disapprove consent judgement language presented by Attorney Zewlinsky and authorize supervisor to sign the consent judgement.  
Motioned by Turner supported by Allen that we suspend the rules and add letter L to authorize supervisor to sign the consent judgement language.

YEAS Turner, Brown, Allen, Squalls  
NAYS NONE  
ABSENT Ballard, Vasquez, Cushingberry  
MOTIONED CARRIED

**8. CLERK**

- a. Approve/disapprove Regularly Scheduled Board Meetings for the 2023 Year, 21131 Gardenlane, Ferndale, MI Gymnasium  
Motioned by Turner supported by Brown that we approve the Regularly scheduled board meetings for the 2023 year and that they will be published and posted accordingly.

YEAS ALL  
NAYS NONE  
ABSENT Ballard, Vasquez, Cushingberry  
MOTION CARRIED

**b. Up-dates**

Clerk will begin the Ordinance up-date project  
Clerk would like to look at the balances of the ARRP Fund balance and spread sheets with the balance of all grants.  
Clerk informed supervisor the Township Manager need to have access to being the administrator also, in case of supervisor absence.  
The clerk stated a resident, Amber Dawkins, indicated we should add citizen comment at the top part of the agenda. We tried it before, but it did not work but we can try it again.  
The clerk is looking forward to being a part of different projects. Clerk will be working with Code Enforcer with Landlord Licensing.  
RFP for website should be followed up on. We have a resume from a resident

**9. TREASURER**

- a. Bank Balances  
The treasurer provided bank balances to receive and file.

**10. TRUSTEE - None**

**11. ATTORNEY – NONE**

**12. NEW BUSINESS- NONE**

**13. UNFINISHED BUSINESS –**

**14. CITIZENS COMMENTS (3 minutes)**

Amber Dawkins commented that the Treasurer office will need to be open at this one day for residents to pay taxes during the closing of the offices or is there a designated bank. She was informed the bank is Flagstar. We have a contract with them.

Herbert Welch asked the total amount to be received from back taxes, are they split. The State Police will not write tickets unless the board directs them to do so. Ordinances need to be changed to make the neighborhood look better and businesses.

Ms. Odom asked will the tax bill be in the mail and the refund soon?

Since there were no other comments, it was moved by Turner and supported by Allen that we

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enter close session at **7:45 p.m.** to discuss pursuant to MCL 15.268, settlement strategy in International Outdoor vs Charter Township of Royal Oak, to open discuss of which would have a financial effect on the Township's settlement position.

**YEAS** Turner, Allen, Brown, Squalls  
**NAYS** NONE  
**ABSENT** Ballard, Vasquez, Cushingberry  
**MOTION CARRIED**

Motioned by Turner supported by Allen that we exit the close session at **8:18 p.m.**

**YEAS** Brown, Allen, Turner, Squalls  
**NAYS** NONE  
**ABSENT** Ballard, Vasquez, Cushingberry  
**MOTION CARRIED**

**15. ADJOURNMENT**

Motioned by Turner supported by Brown that we adjourn the meeting at 8:21 p.m.

**YEAS** ALL  
**NAYS** NONE  
**ABSENT** Ballard, Vasquez, Cushingberry  
**MOTION CARRIED**  
**MEETING ADJOURNED**

## **CERTIFICATION**

I, Gwendolyn Turner, a duly elected Clerk of the Charter Township of Royal Oak do affirm the forgoing to be true and correct and represents the proceedings of a Regular Board Meeting held on Thursday, December 8, 2022, at 6:30 p.m. located at 21131 Gardenlane, Gymnasium, Ferndale, MI 48220 where a quorum was present.

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**CLERK, GWENDOLYN TURNER**

(26)

CHARTER TOWNSHIP OF ROYAL OAK  
BOARD OF TRUSTEES - **SPECIAL MEETING**  
21131 GARDENLANE -- ROOM 210  
FERNDALE, MI 48220

## **MINUTES**

### **DECEMBER 20, 2022 @ 4:30 P.M.**

1. **MEETING CALLED TO ORDER** by Supervisor Squalls at 4:38 p.m.
2. **INVOCATION** Silent prayer of bereavement for the Laura Jones and meditation
3. **ROLL CALL** Trustee Jeff Cushingberry, Treasurer JoAnne Brown, Clerk Gwendolyn Turner, and Supervisor Donna Squalls

**ABSENT:** Trustees Karen Ballard and Wanda Allen

**OTHERS PRESENT:** Ann Capela, Township Manager

4. **APPROVE/DISAPPROVE AGENDA**

Motioned by Turner supported by Cushingberry that we approve the agenda as is.

**YEAS** ALL

**NAYS** NONE

**ABSENT** Ballard, Allen

**MOTION CARRIED**

**PURPOSE OF MEETING:**

1. Approve/Disapprove Accounts Payable dated 12/19/2022 in the amount of \$101,032.10  
Motioned by Turner supported by Cushingberry that we approve the accounts payables dated 12/19/2022 in the amount of \$101,032.10.

**YEAS** Cushingberry, Brown, Turner, Squalls

**NAYS** NONE

**ABSENT** Ballard, Allen

**MOTION CARRIED**

2. Approve/Disapprove a Resolution Regarding Moratorium on Processing of Marihuana Facility Applications  
Motioned by Turner supported by Cushingberry that we approve a Resolution regarding Moratorium on Processing of Marihuana Facility Applications. Clerk Turner read the Resolution as follows:

**CHARTER TOWNSHIP OF ROYAL OAK BOARD OF TRUSTEES RESOLUTION REGARDING MORATORIUM  
ON PROCESSING OF MARIHUANA FACILITY APPLICATIONS**

AT A **SPECIAL** meeting of the Township Board of the Charter Township of Royal Oak, Michigan, held on December 20, 2022, the following resolution was offered by Turner and supported by Cushingberry.

**WHEREAS**, on November 8, 2022, the electorate of the Charter Township of Royal Oak passed a ballot initiative ("Initiative") to purportedly create an Ordinance to allow certain Marihuana Facilities; and

**WHEREAS**, the Township, through the previous Township Attorney, litigated the validity of that initiative in the matter of Oakland Cares Coalition v Gwendolyn Turner and Clerk of Royal Oak Township, Oakland County Circuit Court Case Number 2021-189358-AW; and

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**WHEREAS**, at their Regular Board meeting, held on December 8, 2022, the Board of Trustees directed the current Township Attorney to take any legal action required to challenge the validity of said marijuana ballot proposal; and

**WHEREAS** such legal action will soon be filed in Oakland County Circuit Court; and

**WHEREAS** the Board or Trustees believes that implementation of the Initiative during litigation is not in the best interest of the Township or its residents.

**NOW THEREFORE, BE IT RESOLVED** as follows:

1. That effective upon adoption of this Resolution and continuing until the Final Order is issued by a Court holding that the Initiative is valid and lawful, a moratorium is hereby established on the development of, acceptance of, review, processing, grant, or denial by the Township Clerk or any other Township employee of application for any marihuana facilities.

**PASSED AND APPROVED BY THE BOARD OF TRUSTEES FOR THE CHARTER TOWNSHIP OF ROYAL OAK, Michigan**, this 20<sup>th</sup> day of December 2022.

**AYES:** Clerk Turner, Treasurer Brown, Trustee Cushingberry, Supervisor Squalls

**NAYS:** NONE

**ABSENT:** Ballard, Allen

#### **CERTIFICATION**

I, Gwendolyn Turner, Clerk of the Charter Township of Royal Oak, hereby certify that the above Resolution is a true and accurate copy of the Resolution passed by the Board of Trustees for the Charter Township of Royal Oak on December 20, 2022.

3. Approve/Disapprove the appointment of Chloe Ramey to the Planning Commission for a term of 3-years.  
Motioned by Turner supported by Brown that we approve the appointment of Chloe Ramey to the Planning Commission for a term of 3-years.

**YEAS** Turner, Brown, Squalls

**NAYS** NONE

**ABSTAINED** Cushingberry (Family Member)

**ABSENT** Ballard, Allen

**MOTION CARRIED**

4. Approve/Disapprove to accept the resignation of Deja Vasquez effective immediately.  
Motioned by Turner supported by Cushingberry that we accept the resignation of Deja Vasquez effective immediately.

**YEAS** ALL

**NAYS** NONE

**ABSENT** Ballard, Allen

**MOTION CARRIED**

5. CITIZEN COMMENT  
NONE

6. ADJOURNMENT  
Motioned by Turner supported by Browns that the meeting be adjourned at 4:50 p.m.

**YEAS** ALL

**NAYS** NONE

**ABSENT** Ballard, Allen

**MOTION CARRIED**

**MEETING ADJOURNED**

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## CERTIFICATION

I, Gwendolyn Turner, a duly elected Clerk of the Charter Township of Royal Oak do affirm the forgoing to be true and correct and represents the proceedings of a Special Meeting held on Tuesday, December 20, 2022, at 4:30 p.m. located at 21131 Gardenlane, Room 210, Ferndale, MI 48220 where a quorum was present.

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CLERK, GWENDOLYN TURNER

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**ITEM A**



January 9, 2023

**To: Honorable Charter Township of Royal Oak Board**

**Re: Request for 24-Month Option to Acquire 38 Single Family lots**

Dear Sirs and Mesdames:

**Background:** Southwest Housing Solutions Corporation would like to make a presentation regarding the request for a 24-month option to acquire 38 single family lots located on Exhibit A for the sum of one dollar (\$1.00) for the development of attainable single-family rental housing.

Southwest Housing Solutions Corporation in partnership with the Charter Township of Royal Oak will form a new corporation titled Royal Oak Township I Limited Dividend Housing Association LLC and Royal Oak Township II Limited Dividend Housing Association LLC which will prepare and submit to the Michigan State Housing Development Authority applications for Low Income Housing Tax Credits.

As part of the tax credit package application process the following future actions will be required by this Township Board:

- Adoption of a standard MSHDA payment in lieu of taxes (PILOT) ordinance for each phase which would only apply in the event the tax credits are allocated to the projects;
- Approval of a development agreement for each phase. The Charter Township of Royal Oak would receive 25% of the developer fee plus 25% of annual cash flow for each completed phase.

**Recommendation:** It is requested that a motion be approved authorizing the Township Board President and Township Clerk authority to sign a 24-month option purchase agreement on behalf of the Royal Oak Charter Township with Royal Oak Township I Limited Dividend Housing Association LLC and Royal Oak Township II Limited Dividend Housing Association LLC to acquire 38 lots for the amount of \$1 upon award of Low Income Housing Tax Credits from the Michigan State Housing Development Authority subject to the agreement being approved in final form by the Township Attorney.

Respectfully submitted,

Supervisor Donna Squalls

**Exhibit A**

	Parcel Number	Class	Address
1	S -25-33-301-004	402/res vacant	21418 WYOMING AVE
2	S -25-33-301-017	402/res vacant	21305 WOODSIDE AVE
3	S -25-33-301-018	402/res vacant	21305 WOODSIDE AVE
4	S -25-33-302-015	402/res vacant	21350 WOODSIDE AVE

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5	S -25-33-302-016	402/res vacant	21340 WOODSIDE AVE
6	S -25-33-302-017	402/res vacant	Address not listed
7	S -25-33-302-018	402/res vacant	21322 WOODSIDE AVE
8	S -25-33-302-023	402/res vacant	21405 GLEN LODGE RD
9	S -25-33-302-024	402/res vacant	21395 GLEN LODGE RD
10	S -25-33-302-030	402/res vacant	21341 GLEN LODGE RD
11	S -25-33-302-037	402/res vacant	Address not listed
12	S -25-33-303-013	402/res vacant	21366 GLEN LODGE RD
13	S -25-33-303-027	402/res vacant	21373 GARDEN LN
14	S -25-33-304-011	402/res vacant	21368 GARDEN LN
15	S -25-33-304-026	402/res vacant	21387 PARKSIDE BLVD
16	S -25-33-304-027	402/res vacant	Address not listed
17	S -25-33-304-028	402/res vacant	21367 PARKSIDE BLVD
18	S -25-33-304-029	402/res vacant	Address not listed
19	S -25-33-304-032	402/res vacant	Address not listed
20	S -25-33-304-034	402/res vacant	Address not listed
21	S -25-33-304-035	402/res vacant	21305 PARKSIDE BLVD
22	S -25-33-304-041	402/res vacant	Address not listed
23	S -25-33-304-045	402/res vacant	Address not listed
24	S -25-33-305-003	402/res vacant	8521 NORTHEM AVE
25	S -25-33-305-012	402/res vacant	21386 PARKSIDE BLVD
26	S -25-33-305-013	402/res vacant	21384 PARKSIDE BLVD
27	S -25-33-305-017	402/res vacant	Address not listed
28	S -25-33-305-019	402/res vacant	21324 PARKSIDE BLVD
29	S -25-33-305-020	402/res vacant	21314 PARKSIDE BLVD
30	S -25-33-305-025	402/res vacant	21403 WESTVIEW AVE
31	S -25-33-305-031	402/res vacant	21326 WESTVIEW AVE
32	S -25-33-305-033	402/res vacant	21331 WESTVIEW AVE
33	S -25-33-305-035	402/res vacant	Address not listed
34	S -25-33-305-036	402/res vacant	21305 WESTVIEW AVE
35	S -25-33-327-004	402/res vacant	Address not listed
36	S -25-33-327-011	402/res vacant	Address not listed
37	S -25-33-327-012	402/res vacant	21332 WESTVIEW AVE
38	S -25-33-327-013	402/res vacant	21326 WESTVIEW AVE



# Single-Family Rental Housing

Prepared by: Southwest Housing Solutions Corporation

January 9 2023



## Who We Are?

- Southwest Housing Solutions (SWHS) is one of three non-profit organizations operating under the umbrella of its parent company, Southwest Solutions, which is one of Michigan's most impactful nonprofits, serving more than 10,000 people every year through Southwest Counseling (SWCS), Southwest Economic Solutions (SWES), and SWHS.
- SWHS is a distinguished and proven developer of affordable and real-estate owned housing properties. The company has completed over 1200 real-estate owned homes as well as over 730 rental units.
- SWHS is a long-term, committed owner and operator who continually reinvests in its properties and the communities we serve in.
- Recently, the company converted 48 rental homes into homeownership opportunities located west of the Clark Park Industrial Park in Southwest Detroit. Homeowners were provided downpayment assistance as well as first-time homebuyer counseling.



# Our Mission: Empowering People & Improving Community

- Our Broad Range of Programs Include:
  - Mental health counseling & children and youth services
  - Affordable and supportive housing & homeownership services
  - Real estate & commercial development
  - Veteran services
  - Financial coaching, job training and adult literacy and more.
- Southwest Solutions integrates its services in a holistic approach to address the multiple needs of those we assist so they have the best chance to improve their lives and futures.
- We serve more than 13,500 people a year.



# Real Estate Development



- Over the past five years, the following projects have been completed and are in progress:
- In 2021, Southwest Housing completed Coolidge Place, a 64 townhome community located in Oak Park.
- Savannah and Wilshire — two historic apartment buildings to be completely renovated to preserve 40 apartments.
- Cole, Harrington and Harwill — three historic apartment buildings and renovations to begin April of 2023 to preserve 60 apartments.
- Breaking ground on a mixed-use four-story building at 5800 Michigan Avenue in Detroit.
- Renovations to our 45,000 square-foot integrated health care center located at 5716 Michigan Avenue.
- Our properties have an average occupancy rate of 95%.

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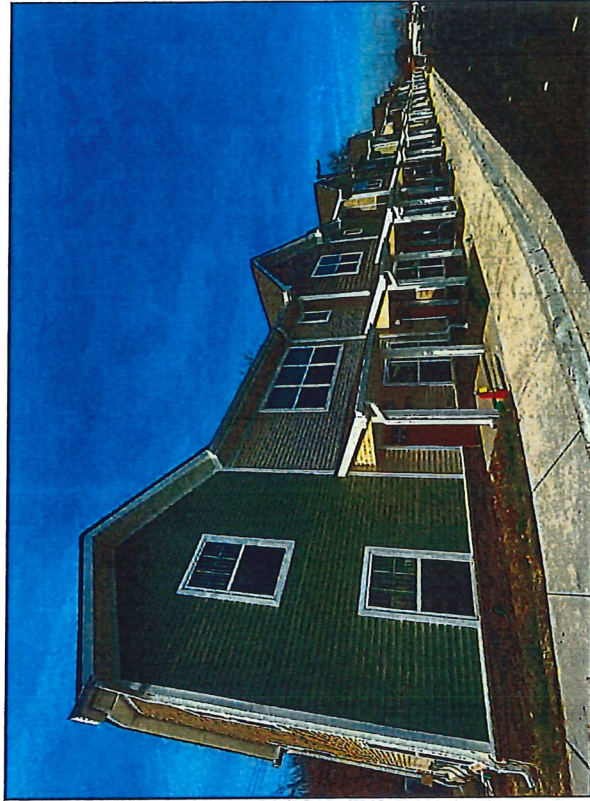
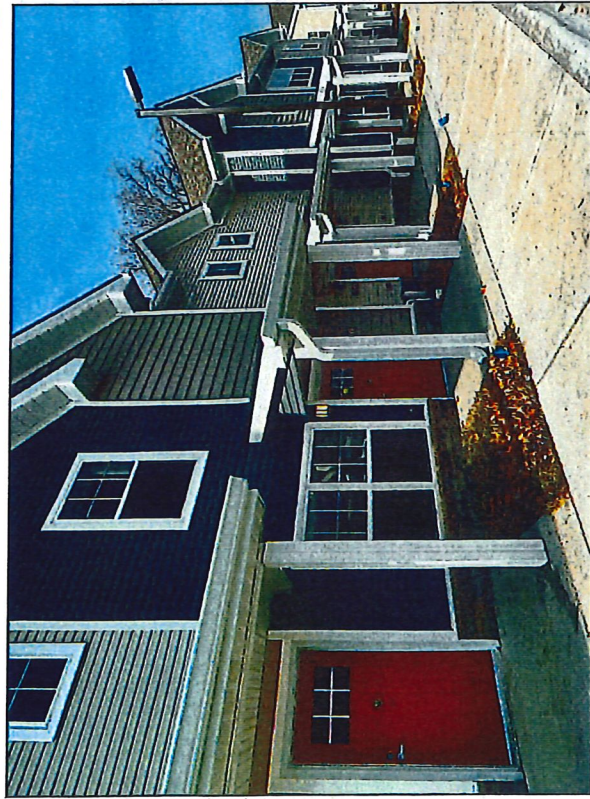


# Property Management

- Southwest Housing's property management division consists of a director who oversees housing compliance specialists, regional property managers, a maintenance director and maintenance personnel. Our management company consists of staff with certifications and long-term staff.
- Management has a long history of successfully managing and operating multifamily and commercial properties. Our experienced team members are dedicated to resident satisfaction and quality of life.
- A demonstrated understanding of program requirements, leasing duties, facilities management, and resident retention practices contribute to the successful operation of multifamily assets in our portfolio.



# Coolidge Place - Oak Park





# Southwest Housing Solutions Corporation Oakland County Development Achievements

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## City of Oak Park - Coolidge Place

- The night before moving into her new townhome, Caché Daniel could not sleep. The anticipation was overwhelming. In the morning, Caché and her 4-year-old son walked through the unit for the first time before signing the lease. She felt a warm blend well within of happiness, hope and gratitude.
- *"This begins a new journey for us," said Caché, 26. "I absolutely love this place!*
- Caché is one of the first tenants to move into Coolidge Place, located on Coolidge just north of 8 Mile in Oak Park. Caché works as a security guard at an elementary school about a mile away from her new place.

## Southwest Housing Solutions Corporation Oakland County Development Achievements

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### City of Oak Park - Coolidge Place

- Robin Richardson moved into her new unit the same morning as Caché. Robin works for a commercial cleaning company. She had been renting an apartment in Warren. "This townhome is the best place I've ever lived in," said Robin, 33. "Everything is brand new. I can hardly believe this is our new home."
- Coolidge Place is part of an effort to begin to address the critical need for affordable housing in Oakland County. At least 20,000 low-income households are rent-burdened in the county, which means that they are paying more than 30% of their income on rent, leaving little to address their other needs.



# Single-Family Rental Housing



- In the Newberry neighborhood in southwest Detroit, Southwest Solutions acquired 60 single-family rental properties to transition them to affordable homeownership for low-to-moderate income families. Current renters have priority in taking advantage of this opportunity.
- Southwest Housing proposes 4 to 5 phases of single-family rental homes in Royal Oak Township to be funded with 9% low-income housing tax credits (LIHTCs). Upon the expiration of the LIHTCs, which is 15 years from the completion of the homes, Southwest Housing will convert the homes into homeownership opportunities.



# Single-Family Rental Housing

- Homeownership is the bedrock of stable neighborhoods. We know that homeownership is also a primary way for families to build generational wealth. That is well known, too.
- If we are to revitalize neighborhoods and help lower-income families climb the economic ladder, we must facilitate access to affordable homeownership opportunities.
- The Michigan State Housing Development Authority (MSHDA) provides down payment assistance (DPA) up to \$10,000 to eligible LMI homebuyers.
- <https://www.swsol.org/studies-show-barriers-to-affordable-homeownership-in-detroit/>

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# Single-Family Rental Housing

- After renting her house for nearly 20 years, Yolanda Dates recently closed on her Newberry home.
  - *"When I came home after the closing and walked through the front door, I felt like a whole new person with a brand new sense of freedom," said Yolanda, who is 56.*
- Yolanda's family are the only residents that the house has ever known. She moved in with her four children just after the house was completed. The house is one of 60 single-family rental properties in Newberry that Southwest Solutions is transitioning to affordable homeownership. Newberry is an 8-block area in the Chadsey-Condon neighborhood in southwest Detroit.
- Current renters have priority in buying the homes. They must complete a Homebuyer Education class with Southwest Solutions as part of becoming mortgage eligible. The mortgages are for 15 years.
- <https://www.swsol.org/newberry-homeowners-23-and-24-yolanda-and-laquetta/>

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# Housing Demand

- Per Royal Oak Township's Master Plan (dated September 30, 2019), "In 2015, there were 1,370 jobs in Royal Oak Township, which represented 0.15% of the jobs in Oakland County. There is a very slight increase in projected employment in Royal Oak Township for both 2020 and 2025. However, the job outlook appears excellent for Royal Oak Township residents.
- In 2015, the largest number of jobs was in Healthcare, followed by Informational & Financial Activities.
- SEMCOG has forecasted jobs by industry sector in Royal Oak Township for 2035. They project that Healthcare will continue to be the largest sector, followed by Professional & Technical Services, and Leisure & Hospitality."

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# Oakland County Incomes

- The proposed rental home would be made available to households that earn 60% or less of the county area median income. These maximum incomes are noted below per the number of persons per household.

1 Person	2 Person	3 Person	4 Person	5 Person	6 Person
\$37,620	\$42,960	\$48,360	\$53,700	\$58,020	\$62,340

- Note: The maximum county incomes are effective as of April 1 2022. Per the Township's 2019 Master Plan, the median household income was \$26,950.

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# Project Financing

- Southwest Housing Solutions will pursue 9% low income housing tax credit (LIHTC) financing from the Michigan State Housing Development Authority (MSHDA) for the development of rental single-family homes. The next funding round is April 3, 2023. 9% LIHTCs are competitively awarded twice a year by MSHDA.
- Key LIHTC application items needed for optimal scoring include: a) execution of a purchase and sale agreement; b) final site plan approval; c) final rezoning approval; and d) Payment in Lieu of Taxes.
- MSHDA will announce 9% LIHTC tax credit reservations in June of 2023. If awarded credits, the closing of project financing is estimated to occur by October of 2023 followed by construction commencement.
- Southwest Housing estimates a 12-month construction timeline to complete the first phase of single family homes.





# Neighborhood Redevelopment

- An open public workshop was held on August 1, 2018 at the Royal Oak Township Offices. Two dozen people attended the meeting to learn more about the project, and to voice their concerns and ideas regarding appropriate residential infill, civic, open space, and recreational opportunities.
- At the meeting, participants expressed the need for:
  - The development of single-family homes, apartments, duplexes and triplexes for diverse ages.
  - A central civic park, with surrounding multi-family homes, between the recreation center and Wyoming Avenue was the preferred option.



## 9% LIHTC Application

- The obtainment of 9% LIHTC applications are extremely competitive. The formation of collaborative partnerships with local municipalities is key.
- Applying for additional funding sources to reduce the amount of requested 9% LIHTCs is essential to earning additional application points. Oakland County has a Notice for Funding Availability (NOFA) due each February. This NOFA is very competitive. Municipalities that donate properties to developers or reduce the value of each property allows for this NOFA to be scored higher as well as municipalities offering to complete infrastructure improvements such as sidewalks, new roads, water/sewer leads, etc.

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# 9% LIHTC Application

- A Payment in Lieu of Taxes (PILOT) will need to approved each LIHTC project. The Township may elect to approve a PILOT for each vacant property that it owns.
- Please see a link to MSHDA's website for a PILOT template.
- <https://www.michigan.gov/mshda/developers/lihtc/spotlight/mshdas-combined-application-for-rental-housing-programs>

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# Purchase Offer

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**Purchase Price & Deposit:**

- The purchase price is \$1.

**Due Diligence Period:**

- Southwest Housing Solutions will complete its due diligence in 365 days. Due diligence includes final site plan approval, obtainment of a payment in lieu of taxes ordinance, obtainment of additional funding and receipt of a tax credit reservation from the Michigan State Housing Development Authority (MSHDA). Southwest Housing would like an option for 24 months to re-submit the housing application if needed.

**Closing:**

- Southwest Housing Solutions anticipates closing on the property by October of 2023. This is subject to submission of a tax credit funding application to MSHDA by April 3 2023.

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# Proposed Single-Family Homes



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# Proposed Single-Family Homes



# Proposed Single-Family Homes



# Southwest Housing Solutions Corporation

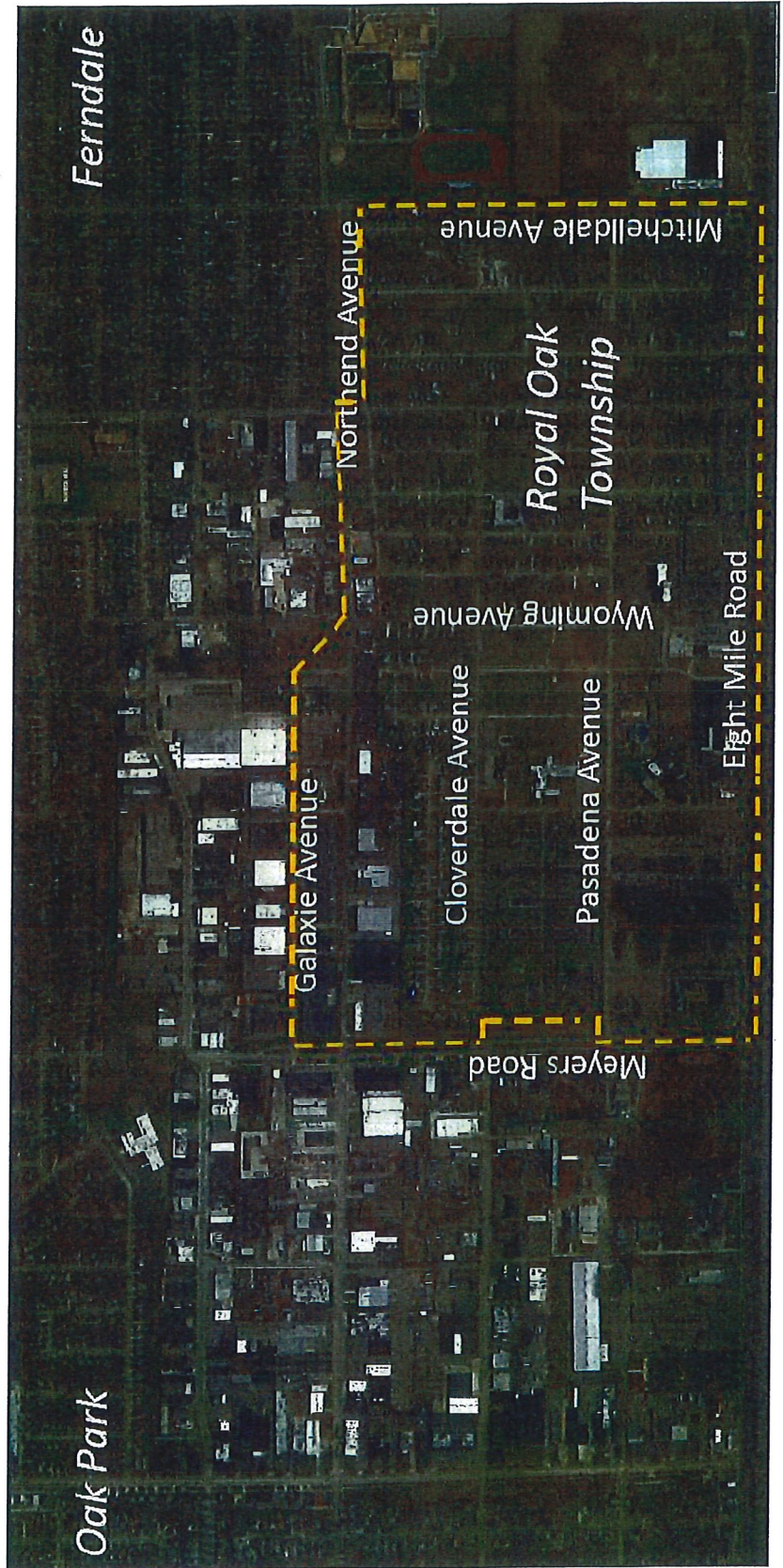
Timothy Thorland, Executive Director

Janay Eisenmenger, Director of Real Estate Development

Address: 1920 25th Street, Suite A, Detroit, MI 48216



# Community Snapshot



Aerial Depicting Royal Oak Township in Relation to Adjoining Communities

**TO:** Municipal Officials, All Sponsors and Their Attorneys  
**FROM:** Legal Affairs Division, Michigan State Housing Development Authority  
**RE:** Model Tax Abatement Ordinance - Development Specific, Federally-Aided Mortgage with LIHTC

The model tax abatement ordinance which follows is intended as a guide format to be used by those municipalities adopting tax abatement for a specific housing that receives an allocation of Low Income Housing Tax Credits by the Michigan State Housing Development and is financed by a federally-aided mortgage, as defined in the State Housing Development Authority Act of 1966 (1966 PA 346). Further information on tax abatement under Section 15a of the Act (see MCL 125.1415a) may be obtained by calling the Legal Affairs Division at (517) 373-8295 during business hours.

*[insert name of municipality]*

ORDINANCE NO. \_\_\_\_\_

### TAX EXEMPTION ORDINANCE

ADOPTED: *[insert date of adoption]*

An Ordinance to provide for a service charge in lieu of taxes for a housing project for low income persons and families to be financed with a federally-aided Mortgage Loan pursuant to the provisions of the State Housing Development Authority Act of 1966 (1966 PA 346, as amended; MCL 125.1401, *et seq*) (the "Act"). *[this section is required]*

THE CITY/TOWNSHIP OF *[insert name of municipality and delete inapplicable reference]*  
ORDAINS:

**SECTION 1.** This Ordinance shall be known and cited as the "*[insert name of municipality]* Tax Exemption Ordinance-*[insert name of housing project]*."

**SECTION 2. Preamble.**

It is acknowledged that it is a proper public purpose of the State of Michigan and its political subdivisions to provide housing for its low income persons and families and to encourage the development of such housing by providing for a service charge in lieu of property taxes in accordance with the Act. The City/Township *[delete inapplicable reference]* is authorized by this Act to establish or change the service charge to be paid in lieu of taxes by any or all classes of housing exempt from taxation under this Act at any amount it chooses, not to exceed the taxes that

would be paid but for this Act. It is further acknowledged that such housing for low income persons and families is a public necessity, and as the City/Township *[delete inapplicable reference]* will be benefited and improved by such housing, the encouragement of the same by providing real estate tax exemption for such housing is a valid public purpose. It is further acknowledged that the continuance of the provisions of this Ordinance for tax exemption and the service charge in lieu of all *ad valorem* taxes during the period contemplated in this Ordinance are essential to the determination of economic feasibility of the housing projects that is constructed or rehabilitated with financing extended in reliance on such tax exemption. *[this section is required]*

The City/Township *[delete inapplicable reference]* acknowledges that the Sponsor (as defined below) has offered, subject to receipt of an allocation under the LIHTC Program by the Michigan State Housing Development Authority, to construct/acquire and rehabilitate *[delete inapplicable reference]*, own and operate a housing project identified as *[insert name of housing project]* on certain property located at *[insert brief description of real property]* in the City/Township *[delete inapplicable reference]* to serve low income persons and families, and that the Sponsor has offered to pay the City/Township on account of this housing project an annual service charge for public services in lieu of all *ad valorem* property taxes. *[this section is required]*

**SECTION 3. Definitions.** *[this section may be modified]*

- A. Authority means the Michigan State Housing Development Authority.
- B. Annual Shelter Rent means the total collections during an agreed annual period from or paid on behalf of all occupants of a housing project representing rent or occupancy charges, exclusive of Utilities. *[Delete this definition if the project receives project-based Section 8 rental subsidy]*
- C. Contract Rents means the total Contract Rents (as defined by the U.S. Department of Housing and Urban Development in regulations promulgated pursuant to Section 8 of the U.S. Housing Act of 1937, as amended) received in connection with the operation of a housing project during an agreed annual period, exclusive of Utilities. *[Delete this definition if the project does NOT receive project-based Section 8 rental subsidy]*
- D. LIHTC Program means the Low Income Housing Tax Credit program administered by the Authority under Section 42 of the Internal Revenue Code of 1986, as amended.
- E. Low Income Persons and Families means persons and families eligible to move into a housing project.
- F. Mortgage Loan means a loan that is Federally-Aided (as defined in Section 11 of the Act) or a loan or grant made or to be made by the Authority to the Sponsor for the construction, rehabilitation, acquisition and/or permanent financing of a housing project, and secured by a mortgage on the housing project.
- G. Sponsor means *[insert name of developer or proposed owner, if known]* and any entity that receives or assumes a Mortgage Loan.

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H. Utilities means charges for gas, electric, water, sanitary sewer and other utilities furnished to the occupants that are paid by the housing project.

**SECTION 4. Class of Housing Projects.**

It is determined that the class of housing projects to which the tax exemption shall apply and for which a service charge shall be paid in lieu of such taxes shall be housing projects for Low Income Persons and Families that are financed with a Mortgage Loan. It is further determined that [insert name of housing project] is of this class. *[this section may be modified to define the class of housing projects that are exempt]*

**SECTION 5. Establishment of Annual Service Charge.**

The housing project identified as [insert name of project] and the property on which it is/or will be located *[delete inapplicable reference]* shall be exempt from all *ad valorem* property taxes from and after the commencement of construction or rehabilitation. The City/Township *[delete inapplicable reference]* acknowledges that the Sponsor and the Authority have established the economic feasibility of the housing project in reliance upon the enactment and continuing effect of this Ordinance, and the qualification of the housing project for exemption from all *ad valorem* property taxes and a payment in lieu of taxes as established in this Ordinance. Therefore, in consideration of the Sponsor's offer to construct/rehabilitate *[delete inapplicable reference]* and operate the housing project, the City/Township agrees to accept payment of an annual service charge for public services in lieu of all *ad valorem* property taxes. Subject to receipt of a Mortgage Loan, the annual service charge shall be equal to \_\_\_\_\_% of the Annual Shelter Rents/Contract Rents *[delete inapplicable reference]* actually collected by the housing project during each operating year. *[this section may be modified to change the amount of the annual service charge]*

**SECTION 6. Contractual Effect of Ordinance.**

Notwithstanding the provisions of section 15(a)(5) of the Act to the contrary, a contract between the City/Township *[delete inapplicable reference]* and the Sponsor with the Authority as third party beneficiary under the contract, to provide tax exemption and accept payments in lieu of taxes, as previously described, is effectuated by enactment of this Ordinance. *[this section is required]*

**SECTION 7. Limitation on the Payment of Annual Service Charge.**

Notwithstanding Section 5, the service charge to be paid each year in lieu of taxes for the part of the housing project that is tax exempt but which is occupied by other than low income persons or families shall be equal to the full amount of the taxes which would be paid on that portion of the housing project if the housing project were not tax exempt. *[this section is required]*

**SECTION 8. Payment of Service Charge.**

The annual service charge in lieu of taxes as determined under this Ordinance shall be payable in the same manner as general property taxes are payable to the City/Township and distributed to the several units levying the general property tax in the same proportion as prevailed with the general property tax in the previous calendar year. The annual payment for each operating year shall be paid on or before [insert date service charge is payable ] of the following year. Collection procedures shall be in accordance with the provisions of the General Property Tax Act (1893 PA 206, as amended; MCL 211.1, et seq). *[this section may be modified to specify the date on which payments are due and how payments are to be made or collected]*

**SECTION 9. Duration.**

This Ordinance shall remain in effect and shall not terminate so long as a Mortgage Loan remains outstanding and unpaid and the housing project remains subject to income and rent restrictions under the LIHTC Program. *[this section may be modified to change the duration]*

**SECTION 10. Severability.**

The various sections and provisions of this Ordinance shall be deemed to be severable, and should any section or provision of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid the same shall not affect the validity of this Ordinance as a whole or any section or provision of this Ordinance, other than the section or provision so declared to be unconstitutional or invalid. *[this section is required]*

**SECTION 11. Inconsistent Ordinances.**

All ordinances or parts of ordinances inconsistent or in conflict with the provisions of this Ordinance are repealed to the extent of such inconsistency or conflict. *[this section is required]*

**Section 12. Effective Date.**

This Ordinance shall become effective on [insert effective date], as provided in the City/Township *[delete inapplicable reference]* Charter.

TOWNSHIP/CITY CLERK  
*[delete inapplicable reference]*

Parcel Number	Class	Address	dimensions	length	width	notes	
1	S-25-33-301-004	402/res vacant	21418 WYOMING AVE	5,515 sq ft	102	53	
2	S-25-33-301-017	402/res vacant	21305 WOODSIDE AVE	4590 sq ft	102	45	Address is ROT Public housing
3	S-25-33-301-018	402/res vacant	21305 WOODSIDE AVE	4590 sq ft	102	45	Address is ROT Public housing
4	S-25-33-302-015	402/res vacant	21350 WOODSIDE AVE	4590 sq ft	102	45	
5	S-25-33-302-016	402/res vacant	21340 WOODSIDE AVE	4590 sq ft	102	45	
6	S-25-33-302-017	402/res vacant	Address not listed	4590 sq ft	102	45	
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8	S-25-33-302-023	402/res vacant	21405 GLEN LODGE RD	4590 sq ft	102	45	
9	S-25-33-302-024	402/res vacant	21395 GLEN LODGE RD	4590 sq ft	102	45	
10	S-25-33-302-030	402/res vacant	21341 GLEN LODGE RD	4590 sq ft	102	45	
11	S-25-33-302-037	402/res vacant	Address not listed	4590 sq ft	102	45	
12	S-25-33-303-013	402/res vacant	21366 GLEN LODGE RD	4590 sq ft	102	45	
13	S-25-33-303-027	402/res vacant	21373 GARDEN LN	4590 sq ft	102	45	
14	S-25-33-304-011	402/res vacant	21368 GARDEN LN	4590 sq ft	102	45	
15	S-25-33-304-026	402/res vacant	21387 PARKSIDE BLVD	4590 sq ft	102	45	
16	S-25-33-304-027	402/res vacant	Address not listed	4591 sq ft	102	45	
17	S-25-33-304-028	402/res vacant	21367 PARKSIDE BLVD	4592 sq ft	102	45	
18	S-25-33-304-029	402/res vacant	Address not listed	4592 sq ft	102	45	
19	S-25-33-304-032	402/res vacant	Address not listed	4592 sq ft	102	45	
20	S-25-33-304-034	402/res vacant	Address not listed	4592 sq ft	102	45	
21	S-25-33-304-035	402/res vacant	21305 PARKSIDE BLVD	4592 sq ft	102	45	
22	S-25-33-304-041	402/res vacant	Address not listed	6,250 sq ft	125	50	
23	S-25-33-304-045	402/res vacant	Address not listed	11,500 sq ft	125	92	
24	S-25-33-305-003	402/res vacant	8521 NORTHEM AVE	5,000 sq ft	125	40	
25	S-25-33-305-012	402/res vacant	21386 PARKSIDE BLVD	4592 sq ft	102	45	
26	S-25-33-305-013	402/res vacant	21384 PARKSIDE BLVD	4592 sq ft	102	45	
27	S-25-33-305-017	402/res vacant	Address not listed	4593 sq ft	102	45	
28	S-25-33-305-019	402/res vacant	21324 PARKSIDE BLVD	4594 sq ft	102	45	
29	S-25-33-305-020	402/res vacant	21314 PARKSIDE BLVD	4595 sq ft	102	45	
30	S-25-33-305-025	402/res vacant	21403 WESTVIEW AVE	4,860 sq ft	108	45	
31	S-25-33-305-031	402/res vacant	21326 WESTVIEW AVE	4,973 sq ft	110	45	
32	S-25-33-305-033	402/res vacant	21331 WESTVIEW AVE	4,995 sq ft	111	45	
33	S-25-33-305-035	402/res vacant	Address not listed	5,40 sq ft	112	45	
34	S-25-33-305-036	402/res vacant	21305 WESTVIEW AVE	5,069 sq ft	112	45	
35	S-25-33-327-004	402/res vacant	Address not listed	5,145 sq ft	129	40	
36	S-25-33-327-011	402/res vacant	Address not listed	5,048	126	40	
37	S-25-33-327-012	402/res vacant	21332 WESTVIEW AVE	5,035 sq ft	126	40	
38	S-25-33-327-013	402/res vacant	21326 WESTVIEW AVE	5,023 sq ft	125.5	40	

# ITEM B

January 9, 2023

**To: Honorable Charter Township of Royal Oak Board**

**Re: Establishment of a Payment in Lieu of Taxes (PILOT) Ordinance for Royal Oak Township I Limited Dividend Housing Association LLC and Royal Oak Township II Limited Dividend Housing Association LLC**

Dear Sirs and Mesdames:

**Background:** State law and the Title \_\_\_\_, Chapter \_\_\_\_, of the Township Code generally exempt housing projects owned by a nonprofit housing corporation, limited dividend housing corporation, or other qualified entity, where the project is financed with a federally-aided or MSHDA- aided mortgage and low-income housing tax credits, from all ad valorem property taxes imposed by the State or by any political subdivision, public body, or taxing district in which the project is located.

Enclosed is a proposed amendment to Chapter \_\_\_\_\_, which will provide for the exemption of Royal Oak Township I Limited Dividend Housing Association LLC and Royal Oak Township II Limited Dividend Housing Association LLC from ad valorem taxation during the period a federally-aided or MSHDA-aided refinancing mortgage remains a lien against the property. The proposed amendment will further impose an annual service fee or PILOT payment in the amount of four (4) percent of the annual shelter rents obtained from the single-family rental homes, in lieu of the imposition of ad valorem taxes.

**Recommendation:** The ordinance is being introduced to the Honorable Royal Oak Charter Township Board for approval. A copy of the above specified ordinance for each phase is attached for your review and consideration. If council votes to approval the ordinance it will be placed on the \_\_\_\_\_ regular meeting for enactment.

It is respectfully recommended that the Honorable Royal Oak Charter Township Board approve the proposed PILOT ordinance with respect to the Royal Oak Township I Limited Dividend Housing Association LLC and Royal Oak Township II Limited Dividend Housing Association LLC.

Respectfully submitted,

Supervisor Donna Squalls

Exhibit A

PILOT Agreements

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# ITEM C

CHARTER TOWNSHIP OF ROYAL OAK  
 ACCOUNTS PAYABLE REVIEW BOARD  
 DATE: \_\_\_\_\_

Inv Num	Vendor	Inv Date	Inv Amt	SUP / MGR APPROVAL	BOARD MEMBER APPROVAL	BOARD MEMBER APPROVAL	Explanation
63455654	12100 B P FLEET MANAGER II-PW	12/12/2022	805.90	DA	WA		
	FUEL 11/12/22-12/11/2022 TRANSPORTATION 288-596-862.000 GASOLINE		805.90				
01042023-2526	12101 COMCAST	12/17/2022	274.80	DA	WA		
	INTERNET 12/21/22-1/20/23 GARDEN LANE LIBRARY 271-790-852.000 TELEPHONE & INTERNET		274.80				
201008070820	12102 CONSUMER ENERGY	12/20/2022	109.87	DA	WA		
	NATURAL GAS 11/18/22- 12/20/22 MENDOTA 208-751-924.000 HEATING		109.87				
206346927261	12103 CONSUMER ENERGY	12/20/2022	544.61	DA	WA		
	NATURAL GAS 11/22/2022- 12/20/22 NORTHEND 101-441-924.000 HEATING		544.61				
01042023-2518	12104 COMCAST	12/13/2022	434.54	DA	WA		
	INTERNET 12/17/22- 01/16/23 MENDOTA		434.54				

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208-751-852.000				434.54	
TELEPHONE & INTERNET					
231931					
ADVANCED MARKETING					
12105 PARTNERS				159.50	
ORIGINAL TAX STMT					
101-261-826.000					
OPERATING EXPENSES				159.50	
01042023-3044					
12106 COMCAST				349.89	
INTERNET 12/20/22-					
1/19/2023					
101-261-852.000					
TELEPHONE & INTERNET				262.42	
288-596-852.000					
TELEPHONE & INTERNET				87.47	
473086.22					
TITAN PRUDENTIAL					
12107 SECURITY LLC				445.64	
12/10/22-12/16/22					
SECURITY SERVICES					
101-261-801.500					
CONTRACTUAL SERVICES-					
SECURITY				401.08	
271-790-801.500					
CONTRACTUAL SERVICES-					
SECURITY				44.56	
473359.22					
TITAN PRUDENTIAL					
12108 SECURITY LLC				428.50	
12/17/22-12/23/22					
SECURITY SERVICES					
101-261-801.500					
CONTRACTUAL SERVICES-					
SECURITY				385.65	
271-790-801.500					
CONTRACTUAL SERVICES-					
SECURITY				42.85	
12052022					
12109 JOSEPH G FERRARI				1,500.00	
TREASURER ASSISTANCE					
WITH TAX BILLING PROCESS					

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101-261-826.000					1,500.00
OPERATING EXPENSES					
12212022					
ABSOLUTE REPAIR & MAINTENANCE LLC	WA				
12/21/2022				2,700.00	
CLEANING PARKS, REMOVE BRANCHES, BOARDING WINDOW REMOVE ROOF DEBRIS	DP				
208-751-871.000					
PROGRAMS				2,700.00	
4101154					
12111 GOVHR USA LLC	WA				
12/29/2022				5,796.00	
ANN CAPELA 8810 CLERICAL 101-172-801.000	DP				
CONTRACTUAL SERVICES				5,796.00	
282749658001					
ODP BUSINESS SOLUTIONS, 12112 LLC	WA				
12/15/2022				66.19	
LAPTOP CASE FOR FINANCE OFFICE	DP				
101-191-826.000					
OPERATING EXPENSES				66.19	
282749659001					
ODP BUSINESS SOLUTIONS, 12113 LLC	WA				
12/14/2022				59.34	
HIGHLIGHTER OFFICE SUPPLIES	DP				
101-261-826.000					
OPERATING EXPENSES				59.34	
282749660001					
ODP BUSINESS SOLUTIONS, 12114 LLC	WA				
12/13/2022				12.89	
FOLDERS FILE LTR	DP				
101-261-826.000					
OPERATING EXPENSES				12.89	
282742645001					
ODP BUSINESS SOLUTIONS, 12115 LLC	WA				
12/13/2022				519.42	
OFFICE SUPPLIES	DP				
101-261-826.000					
OPERATING EXPENSES				519.42	

20462218-00

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12116 WEINGARTZ	09/01/2022	24.33	WA	
DIFFERENT SIZE CHAIN SAW			OB-	
CHAIN DPW				
101-441-826.000				
OPERATING EXPENSES		24.33		
12152022				
12118 THE STANDARD	12/15/2022	96.82	WA	
JANUARY PREMIUM			OB-	
101-101-724.000				
OTHER FRINGE BENEFITS		7.43		Please Remove
101-171-724.000				Tonya Raheem
OTHER FRINGE BENEFITS		4.72		+ Deja Vasquez
101-215-724.000				+ Cleavean Joshua
OTHER FRINGE BENEFITS		6.25		OB
101-253-724.000				
OTHER FRINGE BENEFITS		7.08		
101-371-724.000				
OTHER FRINGE BENEFITS		4.72		
101-441-724.000				
OTHER FRINGE BENEFITS		59.54		
288-596-724.000				
OTHER FRINGE BENEFITS		7.08		
21149-38				

12119 MCKENNA ASSOCIATES INC	12/16/2022	7,443.50	WA	
BUILDING, INSPECTIONS, AND CODE ENFORCEMENT			OB-	
101-371-801.000				
CONTRACTUAL SERVICES		2,643.50		
101-372-801.000				
CONTRACTUAL SERVICES		4,800.00		
89039-21				
12120 MCKENNA ASSOCIATES INC	12/16/2022	4,321.25	WA	
PLANNING & ZONING SERVICES FOR NOVEMBER 2022			OB-	
101-701-801.000				
CONTRACTUAL SERVICES		4,321.25		
2106839				
12121 APPLIED INNOVATION	12/16/2022	210.50	WA	
PRINTING 12/15/22-1/14/23			OB-	

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101-261-900.000	PRINTING & PUBLISHING			210.50	
11222022					
12122	DONOVAN JACKSON	11/22/2022		756.88	WA
	REIMBURSEMENT OF				
	SUPPLIES BROUGHT FOR				DB
	REC PROGRAMS				
	208-751-871.000			756.88	
	PROGRAMS				
07042022					
12123	DONOVAN JACKSON	11/09/2022		1,650.00	WA
	REIMBURSEMENT OF				
	SUPPLIES FOR REC				DB
	PROGRAM				
	208-751-871.000			1,650.00	
	PROGRAMS				
58810240					
12124	GFL ENVIRONMENTAL USA	01/01/2023		9,203.29	WA
	TRASH & YARD WASTE JAN-				
	23 DISPOSAL				DB
	226-528-801.000			9,203.29	
	CONTRACTUAL SERVICES				
22-351					
12125	GOGOV	01/30/2023		2,400.00	WA
	NOTIFICATION & ALERTS				
	FOR CITIZEN ENGAGEMENT				DB
	101-261-826.000			2,400.00	
	OPERATING EXPENSES				
414104583					
12126	CINTAS CORPORATION	12/21/2023		55.00	WA
	MAINTENANCE UNIFORM				
	INVOICE DATE 12/21/22				DB
	101-441-845.000			55.00	
	UNIFORMS				
279779					
12127	GREENMANS PRINTING AND	12/16/2022		91.08	WA
	IMAGING				
	LETTERHEAD PAPER FOR				DB
	TWP & SUPERVISOR				
	101-171-826.000			91.08	
	OPERATING EXPENSES				
279776					

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12128	GREENMANS PRINTING AND IMAGING	12/15/2022	34.02		
	BUSINESS CARDS FOR DEPUTY TREASURER P. WASHINGTON-DONALD			WA	DS
4141654092	OPERATING EXPENSES		34.02		
12129	CINTAS CORPORATION MAINTENANCE UNIFORM INVOICE DATE 12/28/22	12/28/2022	55.00	WA	DS
80099052-1	101-441-845.000 UNIFORMS		55.00		
12131	MOBILE COMMUNICATIONS AMERICA, INC	12/29/2022	80.00	WA	DS
	DECEMBER RENTAL CHARGES AND AIRTIME				
4142357931	288-596-852.100 COMM/MAINT		80.00		
12132	CINTAS CORPORATION MAINTENANCE UNIFORM INVOICE DATE 1/4/23	01/04/2023	55.00	WA	DS
0123	101-441-845.000 UNIFORMS		55.00		
12133	BILLY R CUNNINGHAM ACCOUNTING AND CONSULTING SERVICES	01/01/2023	8,228.33	WA	DS
	101-191-801.800 ACCOUNTING SERVICES		6,253.54		
	206-336-801.800 ACCOUNTING SERVICES		329.13		
	208-751-801.800 ACCOUNTING SERVICES		329.13		
	226-528-801.800 ACCOUNTING SERVICES		329.13		
	271-790-801.800 ACCOUNTING SERVICES		329.13		
	288-596-801.800 ACCOUNTING SERVICES		658.27		
# of Invoices: 32 # Due: 32			Totals:		
			48,912.09		

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# of Credit Memos: 0 # Due: 0 Totals: 0.00  
Net of Invoices and Credit Memos: 48,912.09

APPROVED BY: Donna D'Amico 1-9-23  
DATE

APPROVED BY: Wanda Allen 11/9/23/  
DATE

APPROVED BY: \_\_\_\_\_  
DATE

APPROVED BY: \_\_\_\_\_  
DATE

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**CLERK**

CHARTER TOWNSHIP OF ROYAL OAK  
ORDINANCE NO: Chapter 6, Article V

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES FOR THE CHARTER TOWNSHIP OF ROYAL OAK BY THE ADOPTION OF ARTICLE V "INSPECTION AT POINT OF SALE" OF CHAPTER 6 "BUILDINGS AND BUILDING REGULATIONS" TO PERMIT MORE REGULAR INSPECTIONS IN ORDER TO PROTECT, PRESERVE AND PROMOTE PUBLIC HEALTH, SAFETY AND WELFARES, AND TO PRESERVE AND PROTECT PROPERTY VALUE.

THE CHARTER TOWNSHIP OF ROYAL OAK ORDAINS:

That the Charter Township of Royal Oak Code of Ordinance be revised to adopt Chapter 6, Article V, Inspection at Point of Sale, which shall hereafter read as follows:

---

**Sec. 6-87. - Residential Property Inspection**

a) *Purpose.*

- 1) The Building Official shall inspect all residential properties at the point of sale to any person, individual, partnership, joint-tenants, tenants-in-common or corporation, except a public agency. The inspection procedures are established in the public interest and to secure the health and safety of the occupants of dwellings and of the general public.
- 2) The Township shall make available the findings to the buyer of the building(s). The seller of the properties shall be responsible for correcting all identified violations.

**Sec. 6-88. - Certificate of Compliance**

- a) No dwellings shall be occupied until a certificate of compliance has been issued. The certificate shall be issued only after the Building Official inspects the premises, except as provided. The certificate shall be issued within fifteen (15) days after written application if the dwelling, at the time of the application, meets all requirements.
- b) An ordinance violation shall not prevent the issuance of a certificate, but the Building Official shall not issue a certificate when the existing condition is a hazard to the health or safety of those who may occupy the premises.
- c) Inspections of new construction shall be made before the first occupancy. Structures inspected before the first occupancy shall be first reinspected within six (6) years and afterwards at two (2)-year intervals. Where first occupancy of a dwelling has occurred before the effective date, the first inspection shall be made within four (4) years of the passage of this ordinance. After that inspections shall be at two (2)-year intervals.
- d) Upon a finding that there is no condition that is a hazard to the health and safety of the occupants and that the premises are otherwise fit for occupancy, the certificate shall be issued. If the finding is of a condition that is a hazard to health or safety, no certificate shall be issued, and an order to comply with this chapter shall be issued immediately and served upon the owner. On reinspection and proof of compliance, the order shall be rescinded and a certificate issued.

**Sec. 6-89. - Application for Certificate**

- a) When a certificate is withheld pending compliance, premises that have been vacant or are not occupied as a dwelling shall not be occupied, and those premises that are occupied as a dwelling may be ordered vacated until re-inspection and proof of compliance.
- b) A certificate of compliance shall be issued if the premises remain in a safe, healthful and fit condition for occupancy. If a reinspection reveals health or safety hazards exist, the certificate shall be immediately revoked, and the premises may be vacated, as provided.

**Sec. 6-90. - Fees**

- a) The Township shall charge a nonrefundable fee for inspection and/or application, as established by Township Board resolution. The fees shall be paid at the time of application and before inspection.

**Sec. 6-91. - Violation, Correction and Inspection**

- a) If, upon inspection, the premises or any part of it violates any of this article, the Building Division shall record the violation. The owner and the occupants, shall be notified, in writing, of the existence of a violation and shall be ordered to correct the violation, as provided. The Building Division shall reinspect after a reasonable time to determine if the violations have been corrected. If any certificate is revoked because of any dwelling unit condition, the registered owner or agent may appeal to the Construction Board of Appeals. This section shall not limit or eliminate any rights of action at common law or any enforcement of statutes regulating the subject matter of this chapter.

**Repeal of Conflicting Provisions.**

All resolutions or ordinance provisions in conflict with the provisions of this Ordinance are, to the extent of such conflict, hereby repealed.

The undersigned hereby certifies that the foregoing is a true and accurate copy of the ordinance adopted by the Board of Trustees of the Charter Township of Royal Oak at a regular Board meeting held on January 12, 2023, at 6:30 p.m. at the Township Hall, 21131 Gardenlane, Room 210 Ferndale, MI 48220 and summary published in the Daily Tribune inclusive of approval and effective date.

\_\_\_\_\_  
Gwendolyn W. Turner, Township Clerk

\_\_\_\_\_  
Donna J. Squalls, Supervisor

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SUMMARY OF ORDINANCE TO PUBLISH

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES FOR THE CHARTER TOWNSHIP OF ROYAL OAK BY THE ADOPTION OF ARTICLE V "INSPECTION AT POINT OF SALE" OF CHAPTER 6 "BUILDINGS AND BUILDING REGULATIONS" TO PERMIT MORE REGULAR INSPECTIONS IN ORDER TO PROTECT, PRESERVE AND PROMOTE PUBLIC HEALTH, SAFETY AND WELFARES, AND TO PRESERVE AND PROTECT PROPERTY VALUE.

This ordinance was introduced and adopted by the Board of Trustees of the Charter Township of Royal Oak on Thursday, January 12, 2023 Regular Board Meeting at 21131 Gardenlane, Gymnasium, Ferndale, MI 48220 and will become effective January 18, 2023.

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**TREASURER**

# CURRENT DAY BALANCES

Use this page to review balances.

## BALANCES & TRANSACTIONS

### DEPOSIT

Account ID ▲ Nickname	Update Datetime ▲	Current Balance	Current Available
General Fund Checking	01/10/2023 16:49	\$ 170,898.13	\$ 170,898.13
Current Tax Collection Checking	01/10/2023 16:49	\$ 28,844.96	\$ 28,844.96
Payroll	01/10/2023 16:49	\$ 24,331.06	\$ 24,331.06
Property Taxes	01/10/2023 16:49	\$ 171,583.15	\$ 171,583.15
Restricted Funds	01/10/2023 16:49	\$ 645,067.01	\$ 645,067.01
Transportation	01/10/2023 16:49	\$ 19,031.24	\$ 19,031.24
Totals	USD	\$ 3,477,048.42	\$ 3,477,048.42

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Account ID ▲ Nickname	Update Datetime ▲	Current Balance	Current Available
Cable	01/10/2023 16:49	\$ 91,729.42	\$ 91,729.42
Fire	01/10/2023 16:49	\$ 828.05	\$ 828.05
Police	01/10/2023 16:49	\$ 1,647.62	\$ 1,647.62
Parks	01/10/2023 16:49	\$ 79,686.11	\$ 79,686.11
Street Lighting	01/10/2023 16:49	\$ 4,361.12	\$ 4,361.12
Disposal	01/10/2023 16:49	\$ 2,737.00	\$ 2,737.00
Community Development Block Gran	01/10/2023 16:49	\$ 84,726.52	\$ 84,726.52
Library	01/10/2023 16:49	\$ 121,071.57	\$ 121,071.57
Capital Improvement	01/10/2023 16:49	\$ 53,230.64	\$ 53,230.64
Totals	USD	\$ 3,477,048.42	\$ 3,477,048.42

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