

AGENDA
COLUMBIA CHARTER TOWNSHIP
BOARD
REGULAR MEETING
July 21, 2025
7:00 p.m.

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE

3. INVOCATION

4. ROLL CALL / INTRODUCTIONS

5. PUBLIC COMMENTS: (3 Minutes per speaker)

Public comment Guidelines: Everyone will state their name and have 3 minutes to address the Board. You may only address the Board once under this public comment opportunity and may not yield your time to others. Board members will not debate or answer questions at this time.

6. APPROVAL OF AGENDA

7. COMMUNICATIONS

8. CONSENT AGENDA

- | | |
|---|--------|
| a. Minutes June 16,2025 Regular Meeting | pg. 1 |
| b. Treasurer's Report | pg. 3 |
| c. Controller's Report | pg. 6 |
| d. Fire Report | pg. 10 |
| e. Police Report | pg. 17 |
| f. Zoning Report | pg. 22 |
| g. Municipal Services Report | pg. 23 |

9. Accounts Payable Board to approve: \$ 218,438.99 Paid prior: \$ 64,958.59 pg. 24

10. DISCUSSION

11. Action Item

- | | |
|---|--------|
| a. Township Park Grant Request | pg. 33 |
| b. Zoning Map Amendment 000-19-31-151-001-03 | pg. 44 |
| c. Cemetery Ordinance Changes | pg. 80 |
| d. Resolution to set alternative date for Board of Review | pg. 85 |
| e. 2025 Tax rate request | pg. 87 |
| f. Building permit refund request | pg. 88 |
| g. RFP for paving | pg. 89 |

Public Comment (3 Minutes per speaker)

Public comment Guidelines: Everyone will state their name and have 3 minutes to address the Board. You may only address the Board once under this public comment opportunity and may not yield your time to others. Board members will not debate or answer questions at this time.

12. Final Board Comment

13. Adjournment

REGULAR MEETING
COLUMBIA CHARTER TOWNSHIP
BOARD OF TRUSTEES
June 16, 2024
7:00 p.m.

A regular meeting of the Columbia Charter Township Board of Trustees was held on Monday June 16, 2025.

CALL TO ORDER: Supervisor Marsh called the meeting to order at 7:00 p.m. with the pledge to the flag and invocation.

ROLL CALL: Present: Beamish, Tackett, Hulburt, Calhoun, Church, Deland, Marsh.

PUBLIC COMMENTS: There was public comment from Phil Duckham, County Commissioner on County matters. Gary Adams on rezoning a property on Meridian Rd., Karen Gaston on safety concerns at the Hyde Rd. Park.

COMMUNICATIONS:

Building permit report for May.

A motion was made by Supervisor Marsh to amend the agenda by removing action item f. There was support from Treasurer Calhoun. Ayes all. Motion carried. There was a motion by Trustee Deland to approve the agenda as amended. There was support from Trustee Tackett. Ayes all. Motion carried.

A motion was made by Trustee Beamish to approve the consent agenda. There was support from Treasurer Calhoun. Ayes all. Motion carried.

ACCOUNTS PAYABLE: A motion was made by Trustee Beamish to approve the accounts payable in the amount of \$235,822.60. There was support from Trustee Tackett. Ayes all. Motion carried.

DISCUSSION ITEMS: There was a presentation on the 2024 fiscal financial statement by the Township's audit firm. There was discussion on the rezoning of property 000-19-31-151-001-03 on Meridian Rd. to change the zoning from AG to light industrial. There was discussion on proposed changes to the Township's cemetery ordinance.

ACTION ITEMS a-g: a. A motion was made by Trustee Beamish to approve sewer control panel purchases. There was support from Treasurer Calhoun. Ayes all. Motion carried. b. Action item b. did not require any action from the Board. Fire Chief Cota provided the Board with grant information. c. There was a motion from Trustee Deland to approve a new hire for the Fire Department (Gabriel Hammett). There was support from Trustee Beamish, Ayes all. Motion carried. d. A motion was made by Trustee Beamish to approve a site plan review for 000-19-15-376-023-00 for 3035 Ocean Beach Rd. There was support from Trustee Tackett. On a roll call vote: Ayes Deland, Church, Calhoun, Beamish, Tackett, Hulburt, Marsh. Motion carried e. A motion was made by Trustee Deland to approve a request to place a Village of Brooklyn, delinquent water/sewer bill on the summer tax bill from the Township. There was support from Treasurer Calhoun. Ayes all. Motion carried. f. was removed from the agenda. g. A motion was made by Treasurer Calhoun to approve an

installment agreement for a sewer connection fee. There was support from Trustee Beamish. Ayes all. Motion carried.

PUBLIC COMMENTS: There was no public comment .

FINAL BOARD COMMENT: There was final Board comment from Supervisor Marsh asking the Board and audience to acknowledge Heather Peterson's Birthday. And to speak on the concerns of the Hyde Road park.

A motion was made by Trustee Deland to adjourn the meeting. There was support from Treasurer Calhoun. Ayes all. Motion carried.

Supervisor Marsh adjourned the meeting at 7:38 p.m.

COLUMBIA TOWNSHIPTreasurer's Report
Board Meeting

July 21, 2025

Bank Balance
June 30, 2025**General Funds:**

General Fund Checking: 4340	219,719.91
General Fund Designated Salaried Employees HCSP-CD - Bank Mich 5813	92,546.85
General Fund Designated Salaried Employees HCSP	12,977.19
General Fund Designated Police Equipment	2,684.20
General Fund Designated Fire Equipment	17,036.55
General Fund Capital Purchase Fund	8,641.88
General Fund - Cemetery Improvement Designated	60,193.66
General Fund - 2024 Spec Assess-Bond Const Acct	- *
General Fund - 2024 Spec Assess-Debt Retirement Acct	134,064.39
General Fund - 2025 Spec Assess - Bond Const Acct	303,120.00
General Fund - Clark Lake Invasive Species SAD	128,995.63
Total General Funds	\$979,980.26

Enterprise Funds:

CL Sewer Enterprise Checking Fund: 0342	88,468.71
CL SRI Bond Debt Future Payments @ CNB	36,065.70
CL Sewer R & R Account: 6261	191,843.26
CL Sewer O & M Account: 6253	315,047.91
Clark Lake - R&R - CD @ American 1 Credit Union	200,000.00
Clark Lake - R&R - CD @ American 1 Credit Union	81,764.72
Clark Lake - O&M - CD @ Southern Mich Bank & Trust	250,000.00
Vineyard Lake Extension: 5834	12,324.18
Vineyard Lake Common Fund O&M: 5826	9,198.13
Vineyard Lake Common Fund R&R: 6287	155,782.25
Vineyard Lake - R&R - CD @ Old National Bank	111,710.50
Lake Columbia - R&R - CD @ American 1 Credit Union	200,000.00
Lake Columbia - R&R - CD @ American 1 Credit Union	79,276.35
Lake Columbia R&R - CD @ Old National Bank	115,608.23
Lake Columbia- R&R Account- CNB	302,275.02
Total Enterprise Funds	\$2,149,364.96

Fiduciary (Non Dispersable) Funds:

Current Tax Savings/Checking: 6204/6212	4,412.55
Total Fiduciary Funds	\$4,412.55

MBS Investments


Total General Fund Investments: 1492	0.00
Clark Lake Sewer Extension Fund: 1939	0.00
Lake Columbia Sewer Assessment Fund: 3078	199,747.50
Vineyard Lake Special Assessment	0.00
Total Investments	\$199,747.50

Michigan Class Investments

General Fund Investments: 0002 (Designated Fire)	200,601.09
Lake Columbia Funds - 0005 (R&R money)	771,143.87
Clark Lake Enterprise Funds - 0006 (R&R money)	177,833.28
Vineyard Lake Common - 0007 (R&R money)	150,550.29
General Fund - 0016	2,107,734.83
Tax Account-0017	35,454.56
General Fund - Designated Cemetery-0018	30,747.10
General Fund - Police Designated-0019	39,741.36
General Fund - Designated Capital-0020	70,791.46
Total Investments	\$3,584,597.84

*Bayview/Imperial Shores Const. Acct closed as all funds have been spent from bond proceeds.

Respectfully Submitted by:



 John C. Calhoun Treasurer

Columbia Township
 GF CD Investments
 June 30, 2025

GF	Cash Account Balance	Investment	Due	Percentage	Amount	Market Value
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	GF CD Investment Balance				<u>0.00</u>	<u>0.00</u>
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Local Bank CD Investment

CD	General Fund (Columbia Salary HCSP Cont) - 5503- Bank Michigan		8/3/2025	4.50%	92,546.85	
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Total CD Investment at Local Bank 92,546.85

Local Bank Money Market Accounts

Total Investments \$ -

Michigan Class Investments

General Fund Investments: 0002 (Designated Fire)						
General Fund: 0016 - General		200,601.00				
General Fund: 0018- Designated Cemetery		2,107,734.83				
General Fund - 0019-Police Designated		30,747.10				
General Fund - 0020 - Designated Capital		39,741.36				
Total Investments		<u>70,791.46</u>				
		<u>\$2,449,615.75</u>				

Columbia Township
Enterprise Fund CD Investment
June 30, 2025

	Investment	Due	Percentage	Amount	Market Value
LCS	Cash Account Balance				0.00
	Total CLS CD Investment Balance				0.00
LCS	Cash Account Balance				0.00
LCS	Federal Home LN Bks Cons	10/22/2029	4.25%	50,000.00	49,677.00
LCS	JP Morgan Chase Bank	8/15/2025	5.00%	150,000.00	150,070.50
	Total LCS CD Investment Balance			200,000.00	199,747.50
VLS	Cash Account Balance				
	Local Bank CDs				
VLS	Vineyard Lake R&R CD- Old National Bank	9/13/2025	4.19%	111,710.50	
	Local Bank CDs				
CLS	Clark Lake R&R CD - American 1 Credit Union	9/10/2025	4.25%	81,764.72	
	Clark Lake - O&M - CD @ Southern Mich Bank & Trust	4/28/2026	4.20%	250,000.00	
	Clark Lake R&R CD - American 1 Credit Union	9/10/2026	4.00%	200,000.00	
				<u>531,764.72</u>	
	Local Bank CDs				
CLS	Lake Columbia R&R CD - American 1 Credit Union	9/10/2025	4.25%	79,276.35	
	Lake Columbia R&R CD - American 1 Credit Union	9/10/2026	4.00%	200,000.00	
	Lake Columbia - R&R - CD - Old National Bank	3/4/2026	3.80%	115,608.23	
	Michigan Class Investments			394,884.58	
	Lake Columbia Funds - 0005 (R&R money)			771,143.87	
	Clark Lake Enterprise Funds - 0006 (R&R money)			177,833.28	
	Vineyard Lake Common - 0007 (R&R money)			150,550.59	
	Total Investments			\$1,099,527.74	
	Local Bank Money Market Accounts				
	Total Investments			<u>\$</u>	

To: Columbia Charter Township Board of Trustees

From: Heather Schneider, Finance Director

Date: July 21, 2025

RE: Update from the Finance Director

Our financial statements and F-65 for our 2024 fiscal year were filed with the State prior to the end of June. I have also filed our Municipal Qualifying Statement with the State. This statement allows the township to sell bonds for special assessment projects, such as the road paving projects we are currently administering. After our statements & audit report were filed with the state, I received notice from the state that a Corrective Action Plan would need to be filed within 30 days, regarding our Bayview/Imperial Shores project being over budget during the 2024 fiscal year. I have included a copy of that letter from the state with my report.

Our 2025 bond proceeds for the construction of the paving projects mentioned below were deposited to our bank account the morning of June 26th. I have sent payment to the road department for our “down payment” of each project so that work can begin soon. The road paving projects that are included in the 2025 bonds include:

- Royal/Blakely Shores
- Paula Dr.
- Holiday 2
- Grand Pointe Shores
- VLS #1

A preliminary line items budget will be provided to the Board at our meeting on Monday evening for the upcoming 2026 fiscal year. As a reminder, our budget needs to be approved before the end of 2025.

Should you have any questions or concerns, my door is always open.

Respectfully Submitted,



Heather Schneider

Finance Director

Heather Peterson

From: lafd_audits@michigan.gov
Sent: Saturday, June 28, 2025 6:01 AM
To: Heather Peterson
Subject: 2024 Audit Deficiency Corrective Action Plan First Request - 381020

The Michigan Department of Treasury, Local Audit and Finance Division, has received your recently filed audit report. It has been determined that you must file a Corrective Action Plan (CAP). If you would like to contact a member of our team, please email our office at lafd_audits@michigan.gov.

Please read the CAP request letter which is available on our [Document Search](#) website. In the dropdown labeled "Document Type", select "Audit-Request for Improvement to Deficiencies".

Frequently Asked Questions

1. Is filing a CAP required? Yes. According to Public Act 2 of 1968, our office is charged with ensuring compliance with generally accepted accounting principles.
2. What if we had the same deficiencies last year? Should we repeat our corrective actions? No. Repeated remedies to repeated deficiencies are not accepted. Please develop corrective actions that will eliminate the deficiency.
3. Can I mail or email our CAP? No. You can only submit your CAP online. Please follow the directions on the [Document Search](#) website on how to upload your CAP.
4. Is our CAP subject to the [Freedom of Information Act](#)? Yes. Additionally, it is posted to our website on the [Document Search](#) website.
5. We filed our CAP. What is next? Your audit and your CAP is placed in a queue to be reviewed. If we have questions or concerns about your submission, we will email or call you.
6. What is the deadline for submitting my CAP? Please refer to your letters on the [Document Search](#) website.
7. What if my response is late? Should I still submit it? Yes. It must be submitted even if it is late. It gives the local unit an opportunity to reply to reported deficiencies.
8. What if our CAP is not acceptable? We will reach out to you for further clarification. We may require Enhanced Reporting which are reports that show progress on the related deficiencies. For example, Enhanced Reporting may be a copy of current bank reconciliations.
9. The CAP request shows a deficiency labeled "Expenditures have exceeded revenues for the last three years. Please provide an explanation for this trend." To what fund is the question referring? It is referring to the General fund or the local unit's primary fund if it does not have a General fund.
10. The CAP request shows a deficiency labeled "Expenditures have exceeded revenues for the last three years. Please provide an explanation for this trend." Do the expenditures and revenues referenced in the letter include other financing sources and uses such as transfers in and out? No. They do not. The trend is based solely on operating revenues and expenditures excluding other financing sources and uses since these amounts may be adjusted by the local unit more than other types of inflows and outflows.

If you have questions or concerns, please call 517-335-7469 or email lafd_audits@michigan.gov.

To receive Department of Treasury communication, sign up for email alerts and choose "[Treasury Local Government Update](#)".



STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

GRETCHEN WHITMER
GOVERNOR

RACHAEL EUBANKS
STATE TREASURER

June 28, 2025

**Request for Improvement
of Deficiencies -
Corrective Action Plan**
Fiscal Year: 2024
Municipality Code: 381020
Report ID Number: 167824

Sent Via Email

Columbia Charter Township
hpeterson@twp.columbia.mi.us

Dear Governing Body:

The Community Engagement and Finance Division has received the audit report for the fiscal year referenced above. It is the responsibility of this division to administer certain State statutes. Consequently, your audit has been reviewed to determine compliance with budgeting, accounting, auditing, and statutory compliance related activities. This review has identified issues that we believe need your attention.

Please note the following issues corresponding to response(s) on the auditing procedures report:

- Actual expenditures exceeded the amounts authorized in the budget. Please describe actions being taken to prevent budget variances.

The matter(s) described above are either violations of state statute or are deficiencies of the local unit that may impede the local unit's ability to comply with state statute.

Additional deficiencies in your report are usually found in the form of comments and recommendations located toward the end of the report or may be filed separately. The plan should identify each Auditing Procedure Report question listed above, each additional deficiency, the corrective action to be taken, the supporting documentation requested, if any, and the date in which the action is to be implemented.

Therefore, within **30 days** from the date of this letter, please submit to us a detailed Corrective Action Plan to resolve the above-mentioned matter(s), including other deficiencies noted in your audit report. To submit your Corrective Action Plan, visit the department's online filing site at [Michigan.gov/localfinancialreporting](https://www.michigan.gov/localfinancialreporting) and select the File Online Reports tab. You must request local unit user access if one does not already exist. We do not accept hard-copy or emailed responses. Please combine multiple documents as only one document can be uploaded.

Failure to respond within 30 days or an inability to demonstrate that corrective action has been implemented may result in one or more of the following:

- Denial of subsequent year qualified status under Public Act 34 of 2001, the Revised Municipal Finance Act (possibly preventing your municipality the ability to borrow money);
- Subject the local unit to an audit and/or review performed by Department of Treasury auditors at the expense of the local unit.

Please contact the audit review staff at LAFD_Audits@michigan.gov if you have any questions.

Sincerely,



Cary Jay Vaughn, CPA, CGFM
Local Audit and Finance Division

COLUMBIA CHARTER TWP FIRE REPORT

July, 2025

1-Jun

FIRE	1
EMS	57
HAZARDOUS CONDITION	5
SERVICE CALLS	7
GOOD INTENT	15
FALSE ALARMS	2
SPECIAL INCIDENTS	2
TOTAL CALLS	89

RUNS BY DISTRICT

EAST END	29
OUT OF DISTRICT	2
VILLAGE OF BROOKLYN	36
WEST END	22

TOTAL CALLS FOR MONTH 89

CALLS BY MONTH

	2025	2024	2023	2022	2021
JAN	78	83	66	91	84
FEB	83	62	98	84	59
MAR	86	95	77	79	82
APR	79	68	79	75	101
MAY	87	84	102	100	101
JUNE	89	72	92	111	109
JULY		127	141	140	147
AUG		102	128	132	152
SEPT		82	92	82	88
OCT		71	104	83	99
NOV		80	89	103	80
DEC		62	84	78	104
TOTALS	502	988	1152	1158	1206

COLUMBIA CHARTER TWP FIRE REPORT

July, 2025

1-Jun

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JAN	78	83	66	91	84
FEB	83	62	98	84	59
MAR	86	95	77	79	82
APR	79	68	79	75	101
MAY	87	84	102	100	101
JUNE	89	72	92	111	109
JULY		127	141	140	147
AUG		102	128	132	152
SEPT		82	92	82	88
OCT		71	104	83	99
NOV		80	89	103	80
DEC		62	84	78	104
TOTALS	502	988	1152	1158	1206

COLUMBIA CHARTER TWP FIRE REPORT
July, 2025

INSPECTIONS	0
BURN PERMITS	64
\$ FIRE LOSS	\$0

APPARATUS	START	END	MILES DRIVEN
2024 FC-94	4282	4337	55
2002 ENGINE 2	33776	33845	69
2003 ENGINE 3	24424	24424	0
2016 ENGINE 4	5770	5797	27
2004 B-1	13616	13627	11
2015 B-2	13870	13892	22
2006 R-2	107734		0
2022 SQ-1	20061	20644	583

NOTES OF INTEREST

5 yr SCBA hydrotesting completed
8 SCBA bottles with O-ring failure
after testing was completed, awaiting repair
and service from vendor.

Columbia Charter Township Fire Department

Brooklyn, MI

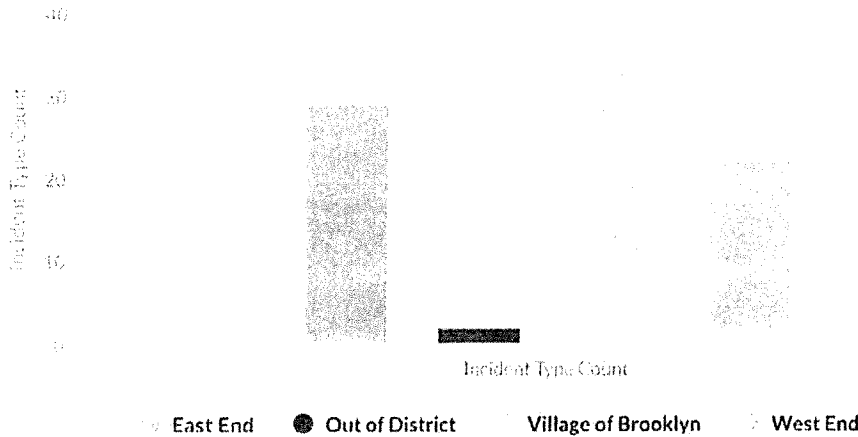


Incident Type Count per District/Station (1404)

Start Date: 6/1/2025 0:00:00 | End Date: 6/30/2025 23:59:59

Record Status: [All] Incident Series: [All] Incident Type: [All] District: [All] Station: [All]

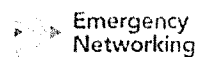
Count by District



Incident Type Count per District

District Name	Incident Type Count	Percentage
East End		
[321] EMS call, excluding vehicle accident with injury	17	19.10%
[324] Motor vehicle accident with no injuries.	1	1.12%
[400] Hazardous condition, other	2	2.25%
[445] Arcing, shorted electrical equipment	1	1.12%
[554] Assist invalid (Lift Assists)	2	2.25%
[611] Dispatched & canceled en route	4	4.49%
[652] Steam, vapor, fog or dust thought to be smoke	1	1.12%
[911] Citizen complaint	1	1.12%
Total (East End)	29	32.58%
Out of District		
[111] Building fire	1	1.12%
[611] Dispatched & canceled en route	1	1.12%
Total (Out of District)	2	2.25%
Village of Brooklyn		

Incident Type Count per District/Station



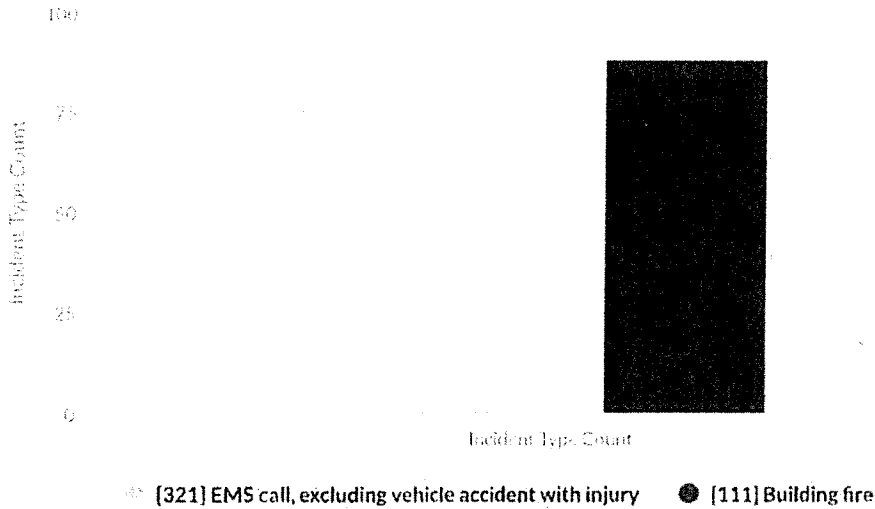
[321] EMS call, excluding vehicle accident with injury	25	28.09%
[551] Assist police or other governmental agency	1	1.12%
[554] Assist invalid (Lift Assists)	3	3.37%
[600] Good intent call, other	1	1.12%
[611] Dispatched & canceled en route	3	3.37%
[733] Smoke detector activation due to malfunction	1	1.12%
[743] Smoke detector activation, no fire - unintentional	1	1.12%
[911] Citizen complaint	1	1.12%
Total (Village of Brooklyn)	36	40.45%

West End

[321] EMS call, excluding vehicle accident with injury	11	12.36%
[322] Motor vehicle accident with injuries	2	2.25%
[324] Motor vehicle accident with no injuries.	1	1.12%
[400] Hazardous condition, other	2	2.25%
[554] Assist invalid (Lift Assists)	1	1.12%
[611] Dispatched & canceled en route	3	3.37%
[622] No incident found on arrival at dispatch address	2	2.25%
Total (West End)	22	24.72%

Grand Total	89	100.00%
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Count by Station




Incident Count per Station

Station	Incident Type Count	Incident Type Count
[321] EMS call, excluding vehicle accident with injury	1	1.12%

Incident Type Count per District/Station

Total (null)		
	1	1.12%
<hr/>		
[] Columbia Charter Township Station 1		
[111] Building fire	1	1.12%
[321] EMS call, excluding vehicle accident with injury	52	58.43%
[322] Motor vehicle accident with injuries	2	2.25%
[324] Motor vehicle accident with no injuries.	2	2.25%
[400] Hazardous condition, other	4	4.49%
[445] Arcing, shorted electrical equipment	1	1.12%
[551] Assist police or other governmental agency	1	1.12%
[554] Assist invalid (Lift Assists)	6	6.74%
[600] Good intent call, other	1	1.12%
[611] Dispatched & canceled en route	11	12.36%
[622] No incident found on arrival at dispatch address	2	2.25%
[652] Steam, vapor, fog or dust thought to be smoke	1	1.12%
[733] Smoke detector activation due to malfunction	1	1.12%
[743] Smoke detector activation, no fire - unintentional	1	1.12%
[911] Citizen complaint	2	2.25%
Total (Columbia Charter Township Station 1)	88	98.88%
<hr/>		
Grand Total	89	100.00%

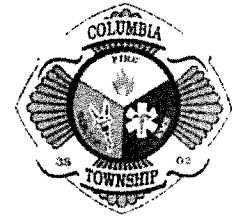
Incident Type Count per District/Station

 Emergency
Networking

Page 3 of 3

Columbia Charter Township Fire Department

Brooklyn, MI



Breakdown by Major Incident Types (553)

Start Date: 6/1/2025 0:00:00 | End Date: 6/30/2025 23:59:59

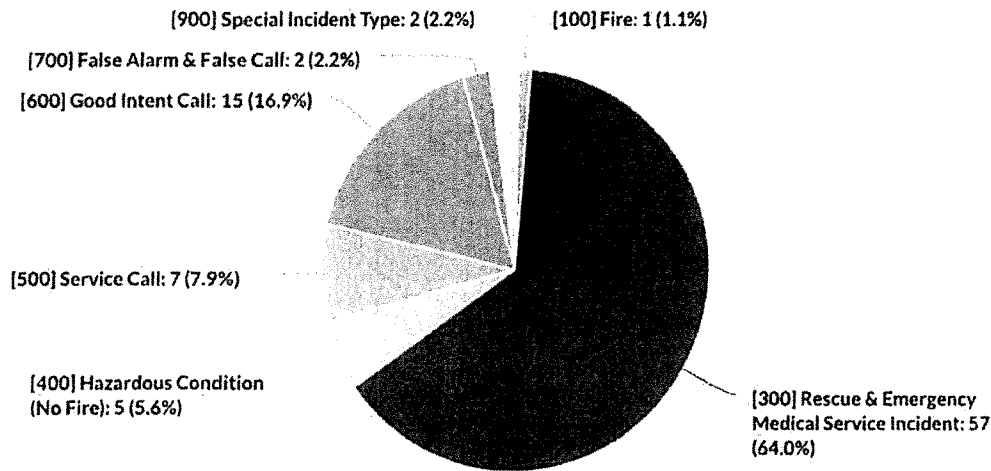
Record Status

Station

(No filters applied)

(No filters applied)

Runs by Incident Series



Incident Series

Incident Series	# of Incidents	% of Incidents
[100] Fire	1	1.12%
[300] Rescue & Emergency Medical Service Incident	57	64.04%
[400] Hazardous Condition (No Fire)	5	5.62%
[500] Service Call	7	7.87%
[600] Good Intent Call	15	16.85%
[700] False Alarm & False Call	2	2.25%
[900] Special Incident Type	2	2.25%
Grand Total	89	100.00%

Incident Type

of Incidents

% of Total

[111] Building fire

1

1.12%

Breakdown by Major Incident Types for Date Range.

Emergency Networking

Page: 1 of 2

[321] EMS call, excluding vehicle accident with injury	53	59.55%
[322] Motor vehicle accident with injuries	2	2.25%
[324] Motor vehicle accident with no injuries.	2	2.25%
[400] Hazardous condition, other	4	4.49%
[445] Arcing, shorted electrical equipment	1	1.12%
[551] Assist police or other governmental agency	1	1.12%
[554] Assist invalid (Lift Assists)	6	6.74%
[600] Good intent call, other	1	1.12%
[611] Dispatched & canceled en route	11	12.36%
[622] No incident found on arrival at dispatch address	2	2.25%
[652] Steam, vapor, fog or dust thought to be smoke	1	1.12%
[733] Smoke detector activation due to malfunction	1	1.12%
[743] Smoke detector activation, no fire - unintentional	1	1.12%
[911] Citizen complaint	2	2.25%
Grand Total	89	100.00%

Breakdown by Major Incident Types for Date Range.



COLUMBIA CHARTER TOWNSHIP POLICE DEPARTMENT

8500 Jefferson Road Brooklyn, Michigan 49230

Main: 517-592-3122 Fax: 517-592-8737

www.twp.columbia.mi.us

Jay Niles, Chief of Police

To: Board of Trustees

From: Chief Jay Niles

Date: July 21st, 2025

Re: July Activity Report

CALLS FOR SERVICE

AREA	<u>2024 YTD</u>	<u>2025 YTD</u>	<u>JUNE 2024</u>	<u>JUNE 2025</u>
Brooklyn	930	819	116 / 27%	135 / 23%
Clarklake	617	717	121 / 28%	181 / 31%
Lake Columbia	316	341	50 / 12%	50 / 9%
Vineyard Lake	56	45	9 / 1%	11 / 2%
Cement City	156	184	20 / 5%	49 / 8%
Assist Other Agency	58	93	16 / 3%	24 / 4%
All Other Areas	<u>633</u>	<u>723</u>	<u>102 / 24%</u>	<u>133 / 23%</u>
Total Calls	2766	2922	434	583

CALL FOR SERVICE BY AGENCY

AGENCY	<u>JUNE 2024</u>	<u>JUNE 2025</u>
Columbia Township	423 / 98%	578 / 99.25%
Michigan State Police	4 / .6%	7 / .35%
Jackson County Sheriff	2 / .4%	1 / .15%
Jackson County Animal Control	5 / 1%	5 / .25%
Columbia Township Average	98%	98%

TRAFFIC ENFORCEMENT

AREA	<u>2024 YTD</u>	<u>2025 YTD</u>	<u>JUNE 2024</u>	<u>JUNE 2025</u>
Brooklyn	58	43	8	8
Cement City	35	25	1	9
Other Areas	64	86	21	38
Persons	148	154	29	55
Charges	166	168	32	60
Warning	514	622	44	132

PATROL MILES

	<u>2024 YTD</u>	<u>2025 YTD</u>	<u>JUNE 2024</u>	<u>JUNE 2025</u>
Total Miles Driven	38,445	37,790	8,201	8,155
CAR 1 (2023 Tahoe)		23,623- In Service		
CAR 2 (2021 Explorer)		95,471- LOF		
CAR 3 (2024 Tahoe)		9,427- In Service		
CAR 4 (2018 Explorer) School Car		144,283- In Service		

TRAINING

	<u>2024 YTD</u>	<u>2025 YTD</u>	<u>JUNE 2024</u>	<u>JUNE 2025</u>
HOURS	198	130	114	48

The month of June 2025 officers participated in the following training:

Vehicle Counter Ambush Tactics
Warrant Execution & Terry Stops
Effective Fitness Combat

RESERVE HOURS

	<u>2024 YTD</u>	<u>2025 YTD</u>	<u>JUNE 2024</u>	<u>JUNE 2025</u>
	70	32	0	0

ARREST

PHYSICAL ARRES

	<u>2024 YTD</u>	<u>2025 YTD</u>	<u>JUNE 2024</u>	<u>JUNE 2025</u>
	36	41	4	16

SUMMONED / CITED

	<u>2024 YTD</u>	<u>2025 YTD</u>	<u>JUNE 2024</u>	<u>JUNE 2025</u>
	31	16	4	12

Incident Breakdown By Month Report

Print Date/Time: 07/03/2025 22:34
 Login ID: jmlles
 Year: 2025

Columbia Township Police Department
 ORI Number: MI3832600
 Incident Type: All

Incident Type	January		February		March		April		May		June		July		August		September		October		November		December		Yearly Totals
	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	
Abandoned	0	0.0	2	22.2	1	11.1	2	22.2	2	22.2	2	22.2	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	9
Accident Other	0	0.0	0	0.0	0	0.0	0	0.0	3	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	3
Accident PDA	18	22.8	16	20.3	14	17.7	8	10.1	8	10.1	15	19.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	79
Accident PI	2	20.0	2	20.0	0	0.0	2	20.0	0	0.0	4	40.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	10
Accident Private	2	18.2	0	0.0	4	36.4	2	18.2	1	9.1	2	18.2	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	11
Alarm	10	12.3	13	16.0	16	19.8	9	11.1	14	17.3	16	19.8	3	3.7	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	81
Animal Complaint	4	14.3	0	0.0	7	25.0	2	7.1	6	21.4	9	32.1	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	28
Assault	2	10.5	4	21.1	0	0.0	3	15.8	7	36.8	3	15.8	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	16
Breaking &	0	0.0	0	0.0	6	85.7	1	14.3	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	7
Child	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1
Civil Dispute	0	0.0	0	0.0	1	25.0	1	25.0	2	50.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	4
Conservation	4	12.5	5	15.6	4	12.5	8	25.0	6	18.8	5	15.6	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	32
Criminal Sexual	0	0.0	0	0.0	1	33.3	1	33.3	0	0.0	1	33.3	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	3
Disorderly	6	7.1	5	5.9	18	21.2	14	16.5	14	16.5	26	30.6	2	2.4	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	85
Divorce & Support	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	2	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	2
Domestic	3	4.2	7	9.7	14	19.4	12	16.7	19	26.4	15	20.8	2	2.8	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	72
Field Contact	2	14.3	1	7.1	2	14.3	1	7.1	3	21.4	5	35.7	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	14
Fire	0	0.0	0	0.0	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1
Found Property	2	12.5	3	18.8	2	12.5	3	18.8	3	18.8	3	18.8	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	16
Fraud	1	5.6	5	27.8	2	11.1	2	11.1	2	11.1	4	22.2	2	11.1	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	18
General Assist	5	18.5	1	3.7	2	7.4	4	14.8	4	14.8	10	37.0	1	3.7	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	27
General Non-	103	17.1	106	17.6	83	13.8	78	13.0	125	20.8	98	16.3	8	1.3	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	601
Hit and Run	1	10.0	3	30.0	2	20.0	1	10.0	2	20.0	1	10.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	10
Homicide	0	0.0	0	0.0	0	0.0	0	0.0	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1
House Watch	18	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	18
Indecent Exposure	0	0.0	0	0.0	0	0.0	0	0.0	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1

Incident Breakdown By Month Report

Print Date/Time: 07/03/2025 22:34
 Login ID: jmlies
 Year: 2025

Columbia Township Police Department
 ORI Number: MI3832600
 Incident Type: All

Incident Type	January		February		March		April		May		June		July		August		September		October		November		December		Yearly Totals
	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	
Inspect Vehicle	2	8.7	1	4.3	3	13.0	3	13.0	4	17.4	9	39.1	1	4.3	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	23
Inspections Other	0	0.0	0	0.0	0	0.0	10	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	10
Larceny	6	24.0	0	0.0	6	24.0	4	16.0	6	24.0	3	12.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	25
Loud Music	3	33.3	0	0.0	2	22.2	0	0.0	3	33.3	1	11.1	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	9
Malicious	2	28.6	1	14.3	0	0.0	1	14.3	1	14.3	2	28.6	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	7
Missing Person	0	0.0	0	0.0	1	16.7	0	0.0	4	66.7	1	16.7	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	6
Motorist Assist	5	38.5	3	23.1	0	0.0	1	7.7	3	23.1	1	7.7	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	13
Natural Death	2	40.0	1	20.0	0	0.0	0	0.0	1	20.0	1	20.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	6
New Call	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	2	66.7	1	33.3	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	3
Obstructing Police	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	2	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	2
Operating While	2	16.7	1	8.3	5	41.7	0	0.0	2	16.7	2	16.7	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	12
Ordinance	0	0.0	0	0.0	0	0.0	0	0.0	1	25.0	3	75.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	4
Overdose	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1
Parking	2	9.1	5	22.7	1	4.5	2	9.1	3	13.6	8	36.4	1	4.5	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	22
Parole	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1
Peace Officer	3	7.7	10	25.6	7	17.9	4	10.3	6	15.4	8	20.5	1	2.6	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	39
Personal Welfare -	30	18.8	13	8.1	22	13.8	33	20.6	31	19.4	29	18.1	2	1.3	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	160
Property Security	82	17.9	70	15.3	81	17.6	73	15.9	78	17.0	69	15.0	6	1.3	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	459
Rescue	0	0.0	0	0.0	0	0.0	3	37.5	2	25.0	3	37.5	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	8
Sex Offense	0	0.0	0	0.0	0	0.0	0	0.0	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1
Shooting	0	0.0	0	0.0	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1
Shots Fired	0	0.0	0	0.0	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1
Suicide	2	28.6	1	14.3	0	0.0	1	14.3	3	42.9	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	7
Suspicious	16	17.6	6	6.6	13	14.3	21	23.1	22	24.2	12	13.2	1	1.1	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	91
Threats -	1	4.8	5	23.8	3	14.3	5	23.8	3	14.3	3	14.3	1	4.8	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	21
Traffic Hazard	0	0.0	0	0.0	4	30.8	1	7.7	2	15.4	3	23.1	3	23.1	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	13

Incident Breakdown By Month Report

Print Date/Time: 07/03/2025 22:34
 Login ID: jnlles
 Year: 2025

Columbia Township Police Department
 ORI Number: MI3832600
 Incident Type: All

Incident Type	January		February		March		April		May		June		July		August		September		October		November		December		Yearly Totals		
	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%			
Traffic Offense	70	9.2	82	10.8	85	11.2	155	20.4	159	20.9	178	23.4	31	4.1	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	760
Transports -	1	14.3	2	28.6	2	28.6	2	28.6	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	7
Trespassing	0	0.0	1	33.3	0	0.0	0	0.0	1	33.3	1	33.3	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	3
Unauthorized	0	0.0	0	0.0	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	1
VCSA	1	33.3	0	0.0	0	0.0	0	0.0	0	0.0	1	33.3	1	33.3	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	3
Warrants	1	4.2	2	8.3	7	29.2	4	16.7	3	12.5	5	20.8	2	8.3	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	24
Total:	415	14.3	377	13.0	425	14.7	477	16.5	562	19.4	570	19.7	69	2.4	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	2895

Monthly Report – July 2025

Building/Planning/Zoning Manager

Zoning Compliance Permits:

January 2025:	3 Permits
February 2025:	7 Permits
March 2025:	6 Permits
April 2025:	9 Permits
May 2025:	12 Permits
June 2025:	6 Permits

June:
1 New Home, 3 Additions, 1 Deck, 1 Sm. Res. Solar.

Planning Commission:

August 7, 2025:

Special Land Use and Final Site Plan Review at 8875 S. Meridian Rd.

Owner/Applicant: BBH Enterprises II LLC (Blair Huff)

Location: 8875 S. Meridian Rd. Clarklake, MI 49234 (000-19-07-351-002-00)

Request: Special Land Use Permit and Site Plan Review applications for the establishment of recreational vehicle storage, watercraft and watercraft trailer storage, sale and rental of new and used cars, boats, and other similar motor vehicles. The parcel is 7 acres and zoned Light Industrial (I-1).

Other Activities in Planning & Zoning:

- Numerous code complaints have been received, although has been difficult to keep up with so bear with our department as we work through the procedures addressing each one.
- Ordinance codification project – Project has in progress with Municode.
Will provide updates on the progress throughout the year.
- Updating applications, forms, processes and procedures, file organization, website updates, etc.


Brittany Stein, Building/Planning/Zoning Manager



www.twp.columbia.mi.us

8500 Jefferson Road
Brooklyn, MI 49230

Phone: (517) 592-2000
Fax: (517) 592-8115

TO: Columbia Township Board
FROM: Mike Trout, Municipal Services Director 
DATE: July 21, 2025
RE: Municipal Services Update

Sewer - We are making progress toward our transition from contract to in-house maintenance. Developed an odor control protocol for all lift stations that is having a positive effect. We had an evaluation of the large odor control unit at the EQ basin done by the manufacturer and ordered parts that we can install ourselves to get the system operating properly again. Addressing inventory and warranty issues on pumps. Jett and Keen have been very responsive to our issues, and we remain committed to this ongoing partnership. Keen has a new float system, and they are swapping out the floats on our newer (in stock) pumps to the modern style at no charge. Ordered spare Keen control panels. We have been able to do a handful of Miss Digs each week, which is great training and saves us money. Andrew is doing an outstanding job.

LRUA - Having ongoing discussions with the LRUA about the new SCMUA. The issue is we would like to have all the various community assets managed and maintained by the Authority. As proposed only the major components would be included (lift stations and piping) but not grinder cans and pumps. This piecemeal approach is not how we envision the "sewer system" would be managed. The Village of Brooklyn is collaborating closely with us to evaluate not only the potential benefits of this but alternatives (City of Jackson) as well.

Park/Beach - In response to issues at the park we have implemented the following: Hours were shortened to 6am-6pm. Installed fencing to reduce the size of the parking area. Moved parking blocks and installed numbered signs designating 12 regular parking spots leaving 2 Handicap spaces and 2 boat parking spaces. The Police Chief is evaluating additional no parking zones in front of the park and various side streets. Daily trash pickup (thank you Andy!) and weekly mowing continue.

Boat Launch - There are no issues besides parking for trailers.

Cemeteries - Weekly mowing and trimming ongoing. Spraying has been highly effective and along with the new mower baffles we are saving considerable time not having to trim and blow as much. Repaired some fencing at Highland and would like to see a new fence at Cary Road.

Vehicles - Old fire truck is being outfitted for sewer maintenance.

Equipment/ Tools - We are steadily acquiring the tools and equipment needed to perform our duties effectively. We will be purchasing truck toolboxes for one of the pickups this month.

Miscellaneous - Our greatest challenge is going to be hiring additional staff for sewer system maintenance, Miss Digs, etc. Andy is interested in a permanent position, and I will be recommending that to the board next month. We will then need to hire another person for the sewer maintenance (making 3 full time) by the end of the year and a seasonal employee next spring for mowing.

Please let me know if you have any questions.

Supervisor, Barry Marsh

Clerk, Cathy Hulburt

Treasurer, John Calhoun

Trustees: Brent Beamish, Rick Deland, Robin Tackett, Rick Church

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101	General Fund						
Dept 101	GOVERNING BODY						
101-101-720.000	Life Insurance	KANSAS CITY LIFE INSU	AUGUST 2025 DENTAL/VISION/STD/LTD/	AUGUST 2025	07/22/25	99.75	
101-101-727.000	PAPER	SMART BUSINESS SOURCE	OFFICE SUPPLIES	WO-259362	07/22/25	99.27	
101-101-801.500	Professional Services	MSA GROUP	SURETY BOND FOR NOTARY FOR 6/25/25	S1982304	07/22/25	50.00	
101-101-801.500	Professional Services	ORCHARD, HILTZ & MCCL	PROF SERVICES THROUGH 6/14/25- GIS	89942	07/22/25	380.50	
101-101-801.500	Professional Services	WILLIS & JURASEK, CPA	PREPARATION OF PAYROLL CHECKS, JUN	77604	07/22/25	275.00	
101-101-801.500	Professional Services	WILLIS & JURASEK, CPA	PREP OF MAY 2025 PAYROLL; TAX RETU	77456	07/22/25	275.00	
101-101-826.000	Prof Services-Attorney	WHITE & HOTCHKISS, PL	GENERAL LEGAL MATTERS FOR JUNE 202	44972	07/22/25	1,110.00	
101-101-900.000	PRINTING	THE EXPONENT	SYNOPSIS OF BOARD MEETING, 6/16/2	35115	07/22/25	80.00	
Total For Dept 101 GOVERNING BODY						2,369.52	
Dept 171	Supervisor						
101-171-719.000	Health Care	BLUE CARE NETWORK OF	AUGUST 2025-HEALTH INS PREMIUM	251900017883	07/22/25	4,574.38	
101-171-719.000	Health Care	KANSAS CITY LIFE INSU	AUGUST 2025 DENTAL/VISION/STD/LTD/	AUGUST 2025	07/22/25	170.38	
101-171-720.000	Life Insurance	KANSAS CITY LIFE INSU	AUGUST 2025 DENTAL/VISION/STD/LTD/	AUGUST 2025	07/22/25	28.50	
Total For Dept 171 Supervisor						4,773.26	
Dept 172	ACCOUNTING DEPARTMENT						
101-172-719.000	Health Care	BLUE CARE NETWORK OF	AUGUST 2025-HEALTH INS PREMIUM	251900017883	07/22/25	639.66	
101-172-719.000	Health Care	KANSAS CITY LIFE INSU	AUGUST 2025 DENTAL/VISION/STD/LTD/	AUGUST 2025	07/22/25	88.37	
101-172-720.000	Life Insurance	KANSAS CITY LIFE INSU	AUGUST 2025 DENTAL/VISION/STD/LTD/	AUGUST 2025	07/22/25	82.50	
101-172-727.000	Office Supplies	HEATHER PETERSON	REIMBURSEMENT FOR TREAS MEETING EX	06262025	07/22/25	16.95	
101-172-870.000	Mileage	HEATHER PETERSON	REIMBURSEMENT FOR TREAS MEETING EX	06262025	07/22/25	22.40	
101-172-961.000	CONFERENCES	HEATHER PETERSON	REIMBURSEMENT FOR TREAS MEETING EX	06262025	07/22/25	15.00	
101-172-961.000	CONFERENCES	HEATHER PETERSON	REIMBURSEMENT FOR GEOA CONF 2025 -	06292025	07/22/25	790.77	
Total For Dept 172 ACCOUNTING DEPARTMENT						1,655.65	
Dept 215	Clerk Office						
101-215-719.000	Health Care	BLUE CARE NETWORK OF	AUGUST 2025-HEALTH INS PREMIUM	251900017883	07/22/25	2,812.08	
101-215-719.000	Health Care	KANSAS CITY LIFE INSU	AUGUST 2025 DENTAL/VISION/STD/LTD/	AUGUST 2025	07/22/25	96.61	
101-215-720.000	Life Insurance	KANSAS CITY LIFE INSU	AUGUST 2025 DENTAL/VISION/STD/LTD/	AUGUST 2025	07/22/25	67.44	
Total For Dept 215 Clerk Office						2,976.13	
Dept 228	INFORMATION TECHNOLOGY						
101-228-727.000	PHONE CORDS	AMAZON CAPITAL SERVIC	OFFICE SUPPLIES	1R9M-MM1X-RCGY	07/22/25	14.99	
101-228-727.000	PRINTER INK	AMAZON CAPITAL SERVIC	OFFICE SUPPLIES	1GK6-WJGY-QMLF	07/22/25	56.98	
101-228-727.200	software and license	MFA BILLING FOR JUNE 2025	VC3 INC	VC3-208674	07/22/25	54.00	
101-228-727.200	software and license	VC3 INC	VC3 INC	INV3562663VC3	07/22/25	150.00	
101-228-727.200	software and license	VC3 INC	VC3 INC	SSL CERT RENEWAL STANDARD - 1 YEAR	07/22/25	557.62	
101-228-727.200	software and license	VC3 INC	MICROSOFT OFFICE 365 FOR JULY 2025	VC3-210570	07/22/25	223.00	
101-228-801.500	Professional Services	PIECE OF MIND SURVEILL	CLOUD PROTECTION & DATA RECOVERY F	VC3-211226	07/22/25	654.64	
101-228-967.200	EQUIPMENT - SOFTWARE	VC3 INC	4/17/25- WORK FOR IT CLOSET TO FD	1222	07/22/25	6,000.00	
Total For Dept 228 INFORMATION TECHNOLOGY						7,711.23	
Dept 253	Treasurer						
101-253-719.000	Health Care	KANSAS CITY LIFE INSU	AUGUST 2025 DENTAL/VISION/STD/LTD/	AUGUST 2025	07/22/25	138.11	
101-253-720.000	Life Insurance	KANSAS CITY LIFE INSU	AUGUST 2025 DENTAL/VISION/STD/LTD/	AUGUST 2025	07/22/25	80.04	
101-253-832.000	TAX ROLL & STMT PREPARAT	KCI	SUMMER 2025 TAX BILL MAILING & REM	348380	07/22/25	1,246.37	
101-253-870.000	Mileage	JOHN CALHOUN	RRWC MILEAGE JUNE 2025	JUNE2025	07/22/25	33.60	
101-253-965.200	INSURANCE - BONDS	ACRISURE GREAT LAKES	25-26 SUMMER TAX BOND	56982	07/22/25	2,373.00	
Total For Dept 253 Treasurer						3,871.12	
Dept 257	Assessor						
101-257-719.000	Health Care	BLUE CARE NETWORK OF	AUGUST 2025-HEALTH INS PREMIUM	251900017883	07/22/25	1,804.56	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
Fund 101 General Fund						
Dept 257 Assessor						
101-257-719.000	Health Care	KANSAS CITY LIFE INSU	AUGUST 2025 DENTAL/VISION/STD/LTD/	AUGUST 2025	07/22/25	91.25
101-257-720.000	Life Insurance	KANSAS CITY LIFE INSU	AUGUST 2025 DENTAL/VISION/STD/LTD/	AUGUST 2025	07/22/25	82.50
101-257-727.000	3 HOLE PUNCHED PAPER	SMART BUSINESS SOURCE	OFFICE SUPPLIES	MO-259362	07/22/25	234.02
101-257-801.500	Professional Services	STEPHANIE JOHNCOX	JULY 2025 - CONTRACT ASSISTANT ASS	06182025	07/22/25	2,750.00
Total For Dept 257 Assessor						
4,962.33						
Dept 265 Hall and Grounds						
101-265-719.000	Health Care	BLUE CARE NETWORK OF	AUGUST 2025-HEALTH INS PREMIUM	251900017883	07/22/25	1,892.16
101-265-719.000	Health Care	KANSAS CITY LIFE INSU	AUGUST 2025 DENTAL/VISION/STD/LTD/	AUGUST 2025	07/22/25	170.38
101-265-720.000	Life Insurance	KANSAS CITY LIFE INSU	AUGUST 2025 DENTAL/VISION/STD/LTD/	AUGUST 2025	07/22/25	158.19
101-265-740.000	Gas and Oil	US BANK VOYAGER	FUEL PURCHASES FOR JUNE 2025	8691711732527	07/22/25	649.85
101-265-801.500	Professional Services	DOORS UNLIMITED LLC	HYDE RD., STATION 2 GARAGE DOOR RE	25-06188	07/22/25	473.00
101-265-801.500	Professional Services	DOORS UNLIMITED LLC	JEFFERSON RD., DOOR REPAIR AT FD	EST25-06283	07/22/25	1,138.25
101-265-853.000	Telephone/Pagers	VISA COMMUNITY CARD	COMCAST -6/23/25 - SRV FROM 7/6 -	COMCAST06232025	07/22/25	149.90
101-265-853.000	Telephone/Pagers	VISA COMMUNITY CARD	LANE STREET, SVCS FROM 7/7/25-8/6/	COMCAST70325	07/22/25	158.85
101-265-920.000	Utilities	CLEARWATER	4 WATER REFILL	772025	07/22/25	17.00
101-265-920.000	Utilities	COLUMBIA TOWNSHIP	3RD QTR SEWER BILLING - 196 HYDE,	07152025	07/22/25	274.41
101-265-920.000	Utilities	CONSUMERS ENERGY	OUTBUILDING AT 8500 JEFFERSON RD.,	204301772467	07/22/25	66.17
101-265-920.000	Utilities	VILLAGE OF BROOKLYN	WATER/SEWER BILLING - 113 LANE STR	063025	07/07/25	82.18
101-265-920.000	Utilities	VILLAGE OF BROOKLYN	8500 JEFFERSON WATER/SEWER JUNE 20	063020251	07/07/25	517.44
101-265-930.000	Utilities	VISA COMMUNITY CARD	COMCAST BILLING FOR 8500 JEFFERSON	COMCAST61425	07/22/25	590.66
101-265-930.000	Repair and Maintenance	BROOKLYN PLUMBING & H	REPAIR OFFICE A/C	MO-22296	07/22/25	102.00
101-265-930.000	Repair and Maintenance	GREAT LAKES ACE	SWIVEL LIGHT	14469/19	07/07/25	32.28
101-265-930.000	Repair and Maintenance	BROOKLYN AUTO CARE	PREPAYMENT FOR SERVICES AT HYDE RD	195HYDE RD 7172	07/22/25	1,036.80
101-265-939.000	Vehicle Maintenance	2021 FORD F250 SUPER DUTY - OIL CH	078319	07/22/25	36.25	36.25
101-265-939.000	Vehicle Maintenance	VISA COMMUNITY CARD	6 NEW PLATES FOR TOWNSHIP VEHICLES	L0168726422	07/22/25	26.54
101-265-946.000	Equipment Lease	AMERICAN OFFICE SOLUT	C27746 IMAGES FOR 6/2/25-7/1/25;	39637174	07/22/25	67.96
101-265-978.100	NEW WEED TRIMMER	NAPOLEON LAWN & LEISU	NEW WEED TRIMMER	01-173261	07/22/25	127.99
Total For Dept 265 Hall and Grounds						
7,768.26						
Dept 301 Police						
101-301-719.000	Health Care	BLUE CARE NETWORK OF	AUGUST 2025-HEALTH INS PREMIUM	251900017883	07/22/25	9,391.53
101-301-719.000	Health Care	KANSAS CITY LIFE INSU	AUGUST 2025 DENTAL/VISION/STD/LTD/	AUGUST 2025	07/22/25	746.93
101-301-720.000	Life Insurance	KANSAS CITY LIFE INSU	AUGUST 2025 DENTAL/VISION/STD/LTD/	AUGUST 2025	07/22/25	576.06
101-301-727.000	FILE FOLDERS	SMART BUSINESS SOURCE	OFFICE SUPPLIES	MO-259362	07/22/25	9.29
101-301-740.000	Gas and Oil	US BANK VOYAGER	FUEL PURCHASES FOR JUNE 2025	8691711732527	07/22/25	2,345.79
101-301-768.000	NAMEPLATE	GALLIS, AN ARAMARK COM	EQUIPMENT	031739390	07/22/25	19.59
101-301-805.000	PROFESSIONAL SERVICES-SO	MICHIGAN STATE POLICE	SOR FEES, ENDING 6/30/25	551-660188	07/22/25	30.00
101-301-826.000	Prof Services-Attorney	WHITE & HOTCHKISS, PL	REPRESENTATION FOR JUNE 2025	44884	07/22/25	750.00
101-301-920.000	Prof Services-Attorney	WHITE & HOTCHKISS, PL	GENERAL LEGAL MATTERS FOR JUNE 202	44972	07/22/25	120.00
101-301-939.000	Utilities	VISA COMMUNITY CARD	COMCAST BILLING FOR 8500 JEFFERSON	COMCAST61425	07/22/25	336.07
101-301-939.000	Vehicle Maintenance	VISA COMMUNITY CARD	6 NEW PLATES FOR TOWNSHIP VEHICLES	L0168726422	07/22/25	53.08
101-301-939.100	VEHICLE #1	BROOKLYN AUTO CARE	2023 CHEVY TAHOE POLICE VEHICLE -	078450	07/22/25	898.76
101-301-978.200	VEHICLE #2	BROOKLYN AUTO CARE	2022 FORD POLICE VEHICLE - OIL CHA	078373	07/22/25	76.25
101-301-978.100	Equipment	JACKSON COUNTY	TOWNSHIP & DEPUTIED ID CARD, C. F	6252025	07/22/25	5.00
101-301-978.100	Equipment	VISA COMMUNITY CARD	BADGE HATS - PATRIOT FORGE WORKS	PATRIOTFOR1160	07/22/25	275.00
Total For Dept 301 Police						
15,633.35						
Dept 336 Fire						
101-336-719.000	Health Care	BLUE CARE NETWORK OF	AUGUST 2025-HEALTH INS PREMIUM	251900017883	07/22/25	4,289.89
101-336-719.000	Health Care	KANSAS CITY LIFE INSU	AUGUST 2025 DENTAL/VISION/STD/LTD/	AUGUST 2025	07/22/25	340.76
101-336-720.000	Life Insurance	KANSAS CITY LIFE INSU	AUGUST 2025 DENTAL/VISION/STD/LTD/	AUGUST 2025	07/22/25	160.59
101-336-776.100	Equip Maint and Supplies	GREAT LAKES ACE	HANDLE	14528/19	07/22/25	13.29

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
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Fund 101 General Fund						
Total For Fund 101 General Fund						102,464.93
Fund 590 Sewer Fund						
Dept 000 Revenue	Maintenance Supplies	MENARDS	KNEE CUSHION, BUG STOP	25828	07/22/25	26.42
590-000-776.100	Equip Maint and Supplies	ETNA SUPPLY CO.	PARTS FOR ALL SEWER SYSTEMS	5106279984.001	07/22/25	888.48
590-000-776.100	Equip Maint and Supplies	JETT PUMP & VALVE, L.	10- CONTRACTOR - 120V COILS	25948	07/22/25	1,137.75
590-000-776.100	Equip Maint and Supplies	JETT PUMP & VALVE, L.	100 FLOATS - ALL SEMERS	25955	07/22/25	1,326.57
590-000-776.100	Equip Maint and Supplies	JETT PUMP & VALVE, L.	5 CUSTOM CONTROL PANELS	25966	07/22/25	7,191.88
590-000-801.500	Professional Services	JOHN ROBERT CALHOUN J	PUMP REBUILDS FOR JUNE 2025 - 3.5	07092025	07/22/25	280.00
590-000-801.500	Professional Services	LESTER BROTHERS EXCAV	6435 RIVERSIDE RD., - PUMP TANK BE	170778	07/22/25	400.00
590-000-801.500	Professional Services	NIGHT OWL ELECTRIC, L	6435 RIVERSIDE. -CONTROL BOX TO CA	63	07/22/25	1,048.67
590-000-801.500	Professional Services	RJT CONSTRUCTION	6435 RIVERSIDE RD. - NEW SEWER IN	3074	07/22/25	4,400.00
590-000-825.100	Treatment Expense-MIS	LEONI TOWNSHIP	MIS TREATMENT CHARGE MAY 2025	071720252	07/22/25	5,676.66
590-000-825.300	Treatment Expense-Columb	LEONI TOWNSHIP	CLARK LAKE/LK COL/COMMERCIAL - TRE	071420253	07/22/25	27,110.75
590-000-853.000	Telephone/Pagers	AMBS MESSAGE CENTER,	SERVICE PERIOD JULY 2025; USAGE PE	250600304	07/22/25	118.21
590-000-853.000	Telephone/Pagers	VERIZON	BILL PERIOD 6/9/25-7/8/25	6118018835	07/22/25	25.73
590-000-853.000	Telephone/Pagers	VISA COMMUNITY CARD	SEWER EMERGENCY NUMBER-BILL DATE 7	FRONTIER070725	07/22/25	19.44
590-000-960.900	MISCELLANEOUS	MIKE TRODT	REIMBURSEMENT FOR 5 PLASTIC BARREL	07172025	07/22/25	75.00
Total For Dept 000 Revenue						49,725.56

Dept 538 Vineyard Lake Extension						
Total For Dept 538 Vineyard Lake Extension						14,033.61
590-538-776.100	Equip Maint and Supplies	GREAT LAKES ACE	SEWER PARTS FOR 93 OAK CT.	14521/19	07/22/25	31.26
590-538-776.100	Equip Maint and Supplies	JETT PUMP & VALVE, L.	100 FLOATS - ALL SEMERS	25955	07/22/25	541.69
590-538-801.500	Professional Services	M&K JETTING AND TELEV	63 OAK CT. - HYDRO EXCAVATING CURB	251718	07/22/25	1,937.50
590-538-801.500	Professional Services	SNVR ELECTRIC	1010TETON TRAIL., WIRE FLOAT & MOTO	6339	07/07/25	251.00
590-538-825.900	Treat Expense - Vineyard	LEONI TOWNSHIP	VINEYARD LAKE TREATMENT CHARGE MAY	071420251	07/22/25	11,205.70
590-538-853.000	Telephone/Pagers	AMBS MESSAGE CENTER,	SERVICE PERIOD JULY 2025; USAGE PE	250600304	07/22/25	48.02
590-538-853.000	Telephone/Pagers	VERIZON	BILL PERIOD 6/9/25-7/8/25	6118018835	07/22/25	10.51
590-538-853.000	Telephone/Pagers	VISA COMMUNITY CARD	SEWER EMERGENCY NUMBER-BILL DATE 7	FRONTIER070725	07/22/25	7.93

Dept 539 Lake Columbia Sewer Extension						
Total For Dept 539 Lake Columbia Sewer Extension						50,964.25
590-539-776.100	Equip Maint and Supplies	JETT PUMP & VALVE, L.	100 FLOATS - ALL SEMERS	25955	07/22/25	2,260.49
590-539-801.500	Professional Services	NIGHT OWL ELECTRIC, L	10668 HEWITT. -CONTROL BOX TO CAN	62	07/22/25	1,554.24
590-539-825.300	Treatment Expense-Columb	LEONI TOWNSHIP	CLARK LAKE/LK COL/COMMERCIAL - TRE	071420253	07/22/25	46,869.35
590-539-853.000	Telephone/Pagers	AMBS MESSAGE CENTER,	SERVICE PERIOD JULY 2025; USAGE PE	250600304	07/22/25	203.17
590-539-853.000	Telephone/Pagers	VERIZON	BILL PERIOD 6/9/25-7/8/25	6118018835	07/22/25	43.84
590-539-853.000	Telephone/Pagers	VISA COMMUNITY CARD	SEWER EMERGENCY NUMBER-BILL DATE 7	FRONTIER070725	07/22/25	33.16

Dept 540 INTERCEPTORS - CL & SRI						
Total For Dept 540 INTERCEPTORS - CL & SRI						1,250.64
590-540-780.000	Consumable Supplies	SHARE CORP	DEGREASER & ODOR CNTRL FOR LIFT ST	307753	07/22/25	1,250.64
Total For Fund 590 Sewer Fund						115,974.06

INVOICE GL DISTRIBUTION REPORT FOR COLUMBIA CHARTER TOWNSHIP

GL Number Inv. Line Desc Vendor Invoice Due Date Amount Check

EXP CHECK RUN DATES 07/22/2025 - 07/22/2025
 BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

PAYABLES TO BE APPROVED BY BOARD 7/21/25

Fund Totals:

Fund 101 General Fund 102,464.93
 Fund 590 Sewer Fund 115,974.06

Total For All Funds: 218,438.99

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101	General Fund						
Dept 101	GOVERNING BODY						
101-101-801.500	Professional Services	ORCHARD, HILTZ & MCCL	PROF SERVICES THROUGH 5/17/25- GIS	88872	06/18/25	6,488.75	25287
101-101-801.500	Professional Services	POINT & PAY	MAY 2025 E CHECK FEES	5494-2025-05-V.	06/26/25	21.50	22040
101-101-801.500	Professional Services	PAYMERANG, LLC	JANUARY, FEBRUARY, MARCH 2025 A/P	INV5573	07/07/25	600.00	25298
101-101-801.500	Professional Services	STERICYCLE INC.	JULY 2025 - STERI SAFE COMPLIANCE	8011107823	07/07/25	304.69	25299
101-101-900.000	PRINTING	THE EXPONENT	SYNOPSIS- MTNG MIN 4/21 & 5/19-ZBA	34782	07/07/25	260.00	22045
		Total For Dept 101 GOVERNING BODY				7,674.94	
Dept 215	Clerk Office						
101-215-946.000	Equipment Lease	AMERICAN OFFICE SOLUT	C10619 OVERAGE PERIOD 6/1-6/30/25	IN414102	07/07/25	37.39	25295
		Total For Dept 215 Clerk Office				37.39	
Dept 228	INFORMATION TECHNOLOGY						
101-228-801.500	Professional Services	VISA COMMUNITY CARD	ZOOM SUB. JUNE 2025	ZOOM0617	07/14/25	69.95	25300
		Total For Dept 228 INFORMATION TECHNOLOGY				69.95	
Dept 253	Treasurer						
101-253-730.000	Postage	KCI	2025 SUMMER TAX BILL MAILING ESTIM	06232025	06/23/25	3,174.08	22035
101-253-961.100	TRAINING	JACKSON COUNTY	STC UPDATES TRAINING FOR J. CALHOUN	06262025	06/26/25	10.00	22037
		Total For Dept 253 Treasurer				3,184.08	
Dept 257	Assessor						
101-257-961.100	TRAINING	JACKSON COUNTY	STC UPDATES TRAINING FOR J. CALHOUN	06262025	06/26/25	10.00	22037
		Total For Dept 257 Assessor				10.00	
Dept 265	Hall and Grounds						
101-265-776.100	SPRAYER WAND/GREASE GUN	NAPOLEON LAWN & LETSU	SPRAYER WAND/GREASE GUN	01-172357	06/26/25	123.03	22039
101-265-780.000	TOILET PAPER	KSS ENTERPRISES	JANITORIAL SUPPLIES	1681053	06/26/25	391.48	22038
101-265-920.000	Utilities	CLEARWATER	1 WATER REFILL	87279	06/26/25	6.50	22036
101-265-920.000	Utilities	CONSUMERS ENERGY	LANE ST LS 5/27/25 - 6/24/25 -4332	206792973130	07/07/25	274.00	25297
101-265-930.000	Utilities	CONSUMERS ENERGY	JEFFERSON LS 5/26/25 - 6/24/25 - 9	206348210548	07/07/25	975.55	25297
101-265-930.000	Repair and Maintenance	BROOKLYN PLUMBING & H	SERVICE CALL FOR AC/ VOLTAGE PROBL	WO-1880	06/18/25	102.00	25279
101-265-930.000	Repair and Maintenance	MIP V ONION PARENT LL	TRASH SRV LANE ST - JULY 2025	MM4324780	07/07/25	177.94	22042
101-265-930.000	Repair and Maintenance	MIP V ONION PARENT LL	TRASH SRV LANE ST - JULY 2025	MM4324781	07/07/25	20.56	22042
101-265-939.000	Vehicle Maintenance	MID MICHIGAN EMERGENC	OUTFIT DPW TRUCK W/ LIGHTS	1713	06/18/25	1,748.59	25284
		Total For Dept 265 Hall and Grounds				3,819.65	
Dept 301	Police						
101-301-776.100	Equip Maint and Supplies	AMERICAN OFFICE SOLUT	C10619 OVERAGE PERIOD 6/1-6/30/25	IN414102	07/07/25	102.37	25295
101-301-853.000	Telephone/Pagers	AT&T	ISSUE DATE 6/28/25	287312197147X07	07/14/25	175.76	22047
101-301-920.000	Utilities	CONSUMERS ENERGY	JEFFERSON LS 5/26/25 - 6/24/25 - 9	206348210548	07/07/25	266.06	25297
101-301-939.100	VEHICLE #1	BELLE TIRE	NEW TIRES FOR POLICE VEHICLE	46164344	07/14/25	608.00	22048
		Total For Dept 301 Police				1,152.19	
Dept 336	Fire						
101-336-780.000	MED SUPPLIES	BOUND TREE MEDICAL, L	MED SUPPLIES	85815721	07/07/25	92.59	25296
101-336-801.500	Professional Services	ROBERT SHEPARD	LABOR TO REPAIR COMPRESSOR LEAKS	1099	07/07/25	425.47	22044
101-336-853.000	Telephone/Pagers	AT&T	ISSUE DATE 6/28/25	287312197147X07	07/14/25	175.76	22047
101-336-900.000	PRINTING	THE EXPONENT	500 FIRE DEPT BASE LOGS 2 PT	35093	07/07/25	159.00	22045
101-336-920.000	Utilities	CONSUMERS ENERGY	JEFFERSON LS 5/26/25 - 6/24/25 - 9	206348210548	07/07/25	532.11	25297
101-336-920.000	Utilities	CONSUMERS ENERGY	HYDE RD STATION 5/29/25 - 6/29/25	205814484318	07/07/25	130.07	25297
		Total For Dept 336 Fire				1,515.00	
Dept 463	Highways and Streets						
101-463-920.100	Street Lighting	CONSUMERS ENERGY	STREETLIGHTS - JUNE 2025 - 9957	204657703118	07/07/25	63.96	25297

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 General Fund	Streets						
Dept 463 Highways and Streets	Street Lighting	CONSUMERS ENERGY	STREETLIGHTS - JUNE 2025 - 0641	204657703119	07/07/25	557.02	25297
101-463-920.100	Street Lighting	CONSUMERS ENERGY	STREETLIGHTS - JUNE 2025 - 8929	205458570299	07/07/25	1,048.39	25297
101-463-920.100	Street Lighting	CONSUMERS ENERGY	STREETLIGHTS - JUNE 2025 - 1724	201988021126	07/07/25	11.53	25297
			Total For Dept 463 Highways and Streets			1,680.90	
Dept 466 BAYVIEW/IMPERIAL SHORES ROAD PAVING SPEC	Professional Services	US BANK	PAYING AGENT FEE FOR 2024 SPECIAL	7798590	07/07/25	500.00	22046
101-466-801.500			Total For Dept 466 BAYVIEW/IMPERIAL SHORES ROAD			500.00	
Dept 467 2025 ROAD PAVING SPECIAL ASSESSMENT DIST	Professional Services	STATE OF MICHIGAN	POST-CLOSING FEE FOR 2025 ROAD PAV	2025BONDS	06/18/25	222.80	22031
101-467-801.500			Total For Dept 467 2025 ROAD PAVING SPECIAL ASSE			222.80	
Dept 537 Sewer	Postage	KCI	2025 SUMMER TAX BILL MAILING ESTIM	06232025	06/23/25	1,000.00	22035
101-537-730.000	MISCELLANEOUS	MIKE TROUT	REIMBURSE FOR SOCKET ADAPTER	GRELAKACE617455	06/18/25	12.70	22025
			Total For Dept 537 Sewer			1,012.70	
Dept 567 CEMETERY AND GROUNDS	PRINTING	THE EXPONENT	SYNOPSIS- MTNG MIN 4/21 & 5/19-ZBA	34782	07/07/25	64.00	22045
101-567-900.000			Total For Dept 567 CEMETERY AND GROUNDS			64.00	
Dept 701 PLANNING	PRINTING	THE EXPONENT	SYNOPSIS- MTNG MIN 4/21 & 5/19-ZBA	34782	07/07/25	80.00	22045
101-701-900.000			Total For Dept 701 PLANNING			80.00	
Dept 702 ZONING	PRINTING	THE EXPONENT	SYNOPSIS- MTNG MIN 4/21 & 5/19-ZBA	34782	07/07/25	212.00	22045
101-702-900.000			Total For Dept 702 ZONING			212.00	
Dept 751 Parks and Recreation	Park Maintenance	PROMAX, INC.	REMOVE 9 PM ON SIGNS AT CLARK LK	2025-2275	07/07/25	105.00	22043
101-751-935.000			Total For Dept 751 Parks and Recreation			105.00	
Fund 590 Sewer Fund			Total For Fund 101 General Fund			21,340.60	
Dept 000 Revenue	Professional Services	LESTER BROTHERS EXCAV	1860 EAGLE POINT RD., PUMP OUT HOL	216374	06/18/25	600.00	4990
590-000-801.500	Professional Services	NIGHT ONI ELECTRIC, L	454 S WOODLAND DR. - PUMP INSTALL	55	06/18/25	465.39	4992
590-000-801.500	Professional Services	JK OF MICHIGAN LLC	MAY 2024 CHARGES FOR O&M AND MISS	25279	06/26/25	3,320.00	4994
590-000-801.700	PROF SERV-MONTHLY OM CHA	JK OF MICHIGAN LLC	MAY 2024 CHARGES FOR O&M AND MISS	25279	06/26/25	6,967.51	4994
590-000-853.000	Telephone/Pagers	VERIZON	BILL PERIOD 5/9/25-6/8/25	6115508537	06/26/25	25.73	4995
590-000-920.000	Utilities	CONSUMERS ENERGY	EAGLE POINT RD LS- 5/27/25 - 6/25/	201899003228	07/07/25	222.01	125
590-000-920.000	Utilities	CONSUMERS ENERGY	N LAKE RD LS - 5/28/25-6/25/25 - 1	201899003229	07/07/25	472.02	125
590-000-920.000	Utilities	CONSUMERS ENERGY	M-50 LS - 5/27/25 - 6/24/25 - 5330	203945787103	07/07/25	30.39	125
			Total For Dept 000 Revenue			12,103.25	
Dept 538 Vineyard Lake Extension	Equip Maint and Supplies	JETT PUMP & VALVE, L.	4-CUSTOM CONTROL PANELS SIMPLEX	25931	07/07/25	1,453.12	126
590-538-776.100	Professional Services	JK OF MICHIGAN LLC	MAY 2024 CHARGES FOR O&M AND MISS	25279	06/26/25	240.00	4994
590-538-801.500	Prof Serv-Brooklyn	JK OF MICHIGAN LLC	MAY 2024 CHARGES FOR O&M AND MISS	25279	06/26/25	2,605.20	4994
590-538-853.000	Telephone/Pagers	VERIZON	BILL PERIOD 5/9/25-6/8/25	6115508537	06/26/25	10.51	4995
590-538-920.000	Utilities	CONSUMERS ENERGY	VENTURA DR LS- 5/27/25 - 06/24/25	206348210546	07/07/25	397.05	125

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
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Fund 590 Sewer Fund	Dept 538 Vineyard Lake Extension					
Total For Dept 538 Vineyard Lake Extension						4,705.88
Dept 539 Lake Columbia Sewer Extension						
590-539-776.100	Equip Maint and Supplies	JETT PUMP & VALVE, I.	4-CUSTOM CONTROL PANELS SIMPLEX	25931	07/07/25	4,359.36
590-539-801.500	Professional Services	JK OF MICHIGAN LLC	MAY 2024 CHARGES FOR O&M AND MISS	25279	06/26/25	3,870.00
590-539-801.700	Prof Serv-Brooklyn	JK OF MICHIGAN LLC	MAY 2024 CHARGES FOR O&M AND MISS	25279	06/26/25	10,896.60
590-539-853.000	Telephone/Pagers	VERIZON	BILL PERIOD 5/9/25-6/8/25	6115508537	06/26/25	43.84
590-539-920.000	Utilities	CONSUMERS ENERGY	HEWITT RD- 05/27-25 - 06/24/25 - 9	206348210547	07/07/25	212.33
590-539-920.000	Utilities	CONSUMERS ENERGY	HAYES RD LS - 5/27/25 - 6/24/25 -	201899001067	07/07/25	184.77
Total For Dept 539 Lake Columbia Sewer Extension						19,566.90

Dept 540 INTERCEPTORS - CL & SRI						
590-540-776.110	EQUIP MAINT & SUPPLIES-S	SUPERIOR INDUSTRIAL S	EQ BASIN - GENERATOR SVC & DOOR RE	530303	06/18/25	709.59
590-540-801.500	Professional Services	JK OF MICHIGAN LLC	MAY 2024 CHARGES FOR O&M AND MISS	25279	06/26/25	80.00
590-540-801.510	PROF SVCS- SOUTH. INT	SUPERIOR INDUSTRIAL S	EQ BASIN - GENERATOR SVC & DOOR RE	530303	06/18/25	468.00
590-540-920.000	PROF SVCS- SOUTH. INT	JK OF MICHIGAN LLC	MAY 2024 CHARGES FOR O&M AND MISS	25279	06/26/25	2,030.00
590-540-920.000	Utilities	CONSUMERS ENERGY	CADY RD LS -5/23/25 -6/23/25 -9078	203945784643	07/07/25	793.87
590-540-920.001	UTILITIES-SOUTH INT.	CONSUMERS ENERGY	JEFFERSON RD LS - 05/28-25-062525	205458562863	07/07/25	539.47
590-540-920.001	UTILITIES-SOUTH INT.	CONSUMERS ENERGY	RIVERSIDE RD LS- 5/27/25 - 6/24/25	201543036086	07/07/25	1,907.89
590-540-920.001	UTILITIES-SOUTH INT.	CONSUMERS ENERGY	THORNE RD LS - 6/2/25 - 6/30/25 -	205547552775	07/07/25	418.67
590-540-920.001	UTILITIES-SOUTH INT.	CONSUMERS ENERGY	VICARY RD. LS, 5/29/25-6/26/25 -05	201899005778	07/07/25	294.47
Total For Dept 540 INTERCEPTORS - CL & SRI						7,241.96
Total For Fund 590 Sewer Fund						43,617.99

INVOICE GL DISTRIBUTION REPORT FOR COLUMBIA CHARTER TOWNSHIP
 EXP CHECK RUN DATES 06/18/2025 - 07/18/2025
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID
 PAID PRIORS TO BE APPROVED BY BOARD 7/21/25

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
Fund Totals:						
		Fund 101 General Fund				21,340.60
		Fund 590 Sewer Fund				43,617.99
Total For All Funds:						<u>64,958.59</u>

PROPOSAL FOR PROFESSIONAL SERVICES

OHM

Columbia Charter Township

June 11, 2025

STATEMENT OF UNDERSTANDING

Baseline Information

Columbia Charter Township (Township) has furnished the following information to OHM Advisors (OHM), upon which our scope of services has been developed.

▫ Project title:	Hyde Road Park Parking Lot Improvements
▫ Description of Improvements:	Conversion of a portion of the existing park space into a paved parking lot containing 10 park spaces.
▫ Planned Project delivery method:	Design-Bid-Build
▫ Expected construction start:	Fall 2025 (current assumption)
▫ Prior studies, reports, plans:	Site Assessment by OHM Advisors, March 2024
▫ Facility Location(s):	East side of Hyde Road, north of Oakwood Ave, Columbia Township, MI
▫ Funding sources:	MDNR Recreation Passport Grant Program (RPGP)

PROFESSIONAL SERVICES SCOPE

OHM's proposed scope performed in service of the Township will be delivered via the following scope. Specific phases, tasks, sequencing, and deliverables are detailed in the subsequent Work Plan of this proposal and are aligned with the approved MDNR RPGP.

Design Services

- Pre-design surveyor (via subconsultant) – existing topographic and property information.
- Civil engineer – parking areas, driving lanes, site grading, stormwater, and walkways.
- Landscape architect / planner – site layout, plantings, greenbelt areas, and turf grass areas.

Specific Project Requirements

This proposal and our effort are based on the following known or assumed project scope items:

1. Paved parking lot (assumed to include a new driveway from Hyde Road)
2. Paved ADA parking spaces
3. Access pathway measure between 5 and 6 feet wide

WORK PLAN – STUDY PHASE

Task 1. Project Initiation

During project initiation, OHM will work closely with the owner to coordinate site needs in support of the proposed improvements and the Township's project requirements.

-
1. Lead a project kickoff meeting with the Township to review project understanding, agree on desired outcomes, and develop a milestone schedule.
 2. Due to budgetary constraints, this meeting will also serve as the final review of the conceptual layout for final engineered drawings and contract documents.
 3. Collect and review available background data.
 4. Review and discuss the following project assumptions:
 - There will be no floodplain or floodway impacts or encroachment
 - There will be no wetland incursion or impact; a wetland delineation study is not required.
 - There are no environmental contaminations which require remedial measures under this project.
 5. Conduct an onsite engineering assessment of existing improvements, adjacent properties, adjacent land use, and observable natural features.

Deliverable:

- Approved site concept

Task 2. Topographic/boundary survey and base map creation

A local surveyor, contracted by OHM, will perform desktop research and execute field data collection to perform a boundary and topographic survey. The data will be utilized to produce a base map, and existing conditions plans.

- Limits of topographic / boundary survey – Exhibit A – Survey Scope Map

Deliverable

- Existing conditions drawing with: boundaries, topographic features, and known utilities (SUE Quality C).

WORK PLAN – DESIGN PHASE

Upon the approval of the site concept, OHM's engineering team will begin the first steps in developing the site design.

Task 3. Preliminary Engineering Design

OHM will perform preliminary design to confirm the scope of the project, reconcile the project elements with the available budget, and secure initial approvals. OHM will complete the following tasks:

1. Identify applicable rules, regulations, standards, and reviews required for construction.
2. Engage the applicable review agencies/organizations and finalize the approval procedures for the project.
3. Present an existing conditions plan for use as a design background map. The existing conditions depicted will be a combination of:
 - Topographic survey by local surveyor - TBD
 - Responses to GIS data requests, converted into AutoCAD format.
 - Supplemental field measurements (as determined by the engineer)
 - Owner-supplied drawings and data

-
4. Assemble preliminary drawings comprised of a portion of the intended final construction drawings, developed to sufficient detail for this phase.
 5. Submit partial drawings to the Township to review and approve the preliminary drawings for the overall scope and project solutions.
 6. Prepare a preliminary budget based on the proposed improvements.

Deliverables

- Preliminary drawing set, for review
- Preliminary opinion of probable construction cost (OPC)

Task 4. Final Engineering Design

Once the preliminary drawings are approved, OHM will complete the following tasks:

1. Develop final design drawings in preparation for bidding and construction.
2. Conduct an internal constructability review of the final design with OHM's construction experts.
3. Assemble a draft construction project manual (contract) "Front End" for Township legal review.
4. Assemble sufficient design details to increase the accuracy confidence of the cost opinion for project funding / final authorization for procurement.
5. Meet with the Township to approve the final drawings.
6. Revise the OPC to reflect the final design.

Deliverables

- One (1) final drawing set
- Draft "front end" specifications / contract conditions

Task 5. Approvals / Permit Assistance

OHM will assist the Township in securing approvals from the following review agencies/authorities by preparing application packages and supplying select drawings and specifications as applicable.

1. Site Plan Approval (Columbia Township; assumed to be administrative)
2. Right-of-way engineering approval (Jackson County Department of Transportation)
3. Soil erosion control plan approval (Part 91, agency: Jackson County Health Department)

OHM will prepare one (1) written response and final submittal package for each agency/authority that responds with comments.

Deliverables

- Meeting notes from interactions with the applicable review agencies/authorities.
- One (1) initial and one (1) final application package for each of the above-listed approvals.

Task 6. Construction Documents

To prepare for bidding and construction, OHM will finalize documents and drawings as follows:

-
1. Make minor revisions to final drawings as requested by the Township and/or review agencies/authorities.
 2. Finalize plan details.
 3. To supplement the drawings, OHM will prepare technical specifications with instructions to the contractor and requirements for construction quality and correctness.
 4. Align drawings, specifications, and contract cross-references to produce final, coordinated bid documents.
 5. Transmit 95% construction documents to the Township for final approval prior to bidding.
 6. Issue 100% bid documents.

Deliverables

- one (1) 95% Construction Documents Owner Review submittal
- one (1) Issued for Bid (100%) Document Package

Task 7. Bidding Assistance

To assist the owner in selecting and securing a contractor to construct the project, OHM will provide the following:

1. Supply compiled bid documents for the Township to post on a public bidding site utilized by other public entities (township's, cities, villages, schools, etc.). Prospective bidders will download and print/plot documents.
2. Coordinate a pre-bid meeting on-site.
3. Issue one (1) bid addendum in response to bidder's questions.
4. Perform a phone interview of references for the two (2) lowest responsible bidders, at the Township's request.
5. Interview the apparent successful bidder with the Township to confirm a responsive bid has been received.
6. Recommend a construction budget contingency or allowance to include in the award.
7. Attend the bid opening and tabulate the received bids.
8. Prepare and submit a letter summarizing the results of the bidding and subsequent interviews.
9. Coordinate the execution of the contract documents and distribute as follows:
 - PDFs will be transmitted to all applicable parties; execution will be by electronic signature.
 - Executed hard copy distribution: Two (2) to the Township, one (1) to the contractor, and one (1) will be retained by the engineer.

Deliverables

- Bid summary letter.
- Final contract documents for execution

Task 8. Construction Engineering

OHM will make one (1) site visit to the project site toward the conclusion of construction to generate a punch list for the Township's use.

Project Management and Meetings

During design, the OHM project manager will provide the following:

- Oversee the preparation of preliminary, draft, and final construction documents.
- Act as, or assign, a licensed Professional Engineer to monitor and approve the design.
- Deliver bi-weekly progress summary reports to the Township.
- Document key decisions and assumptions for project team reference.
- Provide monthly updates to the design schedule and milestone delivery dates.

To maintain efficient collaboration, OHM has included the following project team meetings in our work scope:

- One (1) design review meeting with the Township
- One (1) pre-bid meeting
- One (1) public bid opening
- One (1) virtual pre-construction meeting with the Township and the Contractor.

SCHEDULE

We estimate being able to initiate work within 3-4 weeks of receiving authorization and issuance for bid approximately 12 to 14 weeks from authorization to proceed.

Potential schedule related items out of our control which may impact task durations are as follows:

- Township, stakeholder, and regulatory review times
- Public engagement (if applicable)
- Subconsultant availability, weather delays, and/or global supply / labor issues

COMPENSATION

OHM's fee for our professional services is \$20,000 (twenty thousand), lump sum, to be billed monthly based on percentage completed.

FUNDING

The sources for professional services fees are as follows:

- MDNR: \$20,000 (design)

SCOPE CLARIFICATIONS AND ASSUMPTIONS

Our work plan, compensation, and project schedule for professional services were prepared based on the following assumptions as well as those contained in any attached scope documents. Acceptance of our proposal confirms these assumptions.

General Assumptions

- To streamline communication, OHM will communicate primarily with the Township's designated representative.
- Contractor is assumed to be an earthwork contractor selected by public competitive bid.
- During construction, the Township shall be responsible for the following site preparation work; such that this scope will not be bid to the contractor.
 - Assess the condition of the existing trees and trim and/or remove as deemed necessary
 - Clear the gravel from the old parking lot
 - Relocate some or all of the existing playground equipment to the old parking lot area
 - Seed the old parking area
 - Relocate the existing fence to outside of the new parking area
 - Installation of the informational sign as required by the acceptance of the MDNR grant.

Professional Services by Others

OHM's work plan assumes that the following services, provided by other consultants, vendors, or contractors, will be coordinated with our design deliverables.

- Delegated designs such as custom wayfinding signage, irrigation, deep or wellpoint dewatering, and retaining walls.
- Construction layout / staking and cut sheets. The design surveyor will provide three (3) benchmark / alignment stakes for transfer of control to the contractor's surveyor.

Additional services and costs

The following are not included but may be desired or necessary for the project. If additional services are requested, OHM will negotiate an amendment with the Township. Additional services that may be requested are as follows:

- Additional construction phases services such as contract administration, additional observation, meetings, and/or inspection.
- Graphic site plans for public presentation
- Geotechnical engineering, soil borings, pavement cores, test pits, and infiltration testing
- Three-dimensional project renderings
- Tree identification survey and report
- Wetland delineation and report
- Threatened and endangered species studies and requirements
- Floodplain and/or floodway studies and permit assistance

- Traffic design services: signals and control design, impact study and/or traffic study and analysis.
- Project funding support and coordination, such as government grants or loans.
- Sewer and manhole video inspection, assessment, and/or cleaning
- Buried utility location services (SUE Quality A or B).
- Electrical design work (e.g., site lighting design, photometric analysis, and lighting plans)
- GIS data collection, interpretation, modification, and delivery
- Building, mechanical, structural, electrical, and fire protection design, drawings, and specifications.
- Service by private/franchise utilities: data, electric, fiber, natural gas, phone, internet, etc.
- Environmental borings/sampling/testing and site assessments (Phase I/II).

AUTHORIZATION AND ACCEPTANCE

If this proposal is acceptable to you, your signature added below with a full copy returned to me will serve as your acceptance and our authorization to proceed. This proposal is valid for 30 days from date of submittal and upon expiration, OHM reserves the right to modify the proposal.

Thank you for giving us the opportunity to be of service! We look forward to working with you on this project. If you have any questions or comments, please contact me at Jennifer.Morris@OHM-Advisors.com or 734.395.4826 or Alex Bade at Alex.Bade@OHM-Advisors.com or 734.466.4503.

**Proposal for Professional Services
Hyde Road Park, Parking Lot Improvements, Design, Bid, and Build**

<p>Submitted:</p> <p>OHM ADVISORS (CONSULTANT and ENGINEER)</p> <p>Jennifer Morris <small>Digitally signed by Jennifer Morris DN: cn=J.E. Morris, email=j.morris@ohm-advisors.com, o=OHM Advisors, ou=Municipal, cn=Jennifer Morris Date: 2025.06.18 13:59:37 -0700</small></p> <hr/> <p>(signature)</p> <p>Jennifer L. Morris - Principal</p> <hr/> <p>(Name – title)</p> <p>June 11, 2025</p> <hr/> <p>(date)</p>	<p>Accepted:</p> <p>COLUMBIA CHARTER TOWNSHIP (CLIENT and OWNER)</p> <hr/> <p>(signature)</p> <hr/> <p>(Name – title)</p> <hr/> <p>(date)</p>
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CC: Alex Bade, PE, Sr Project Manager, OHM Advisors

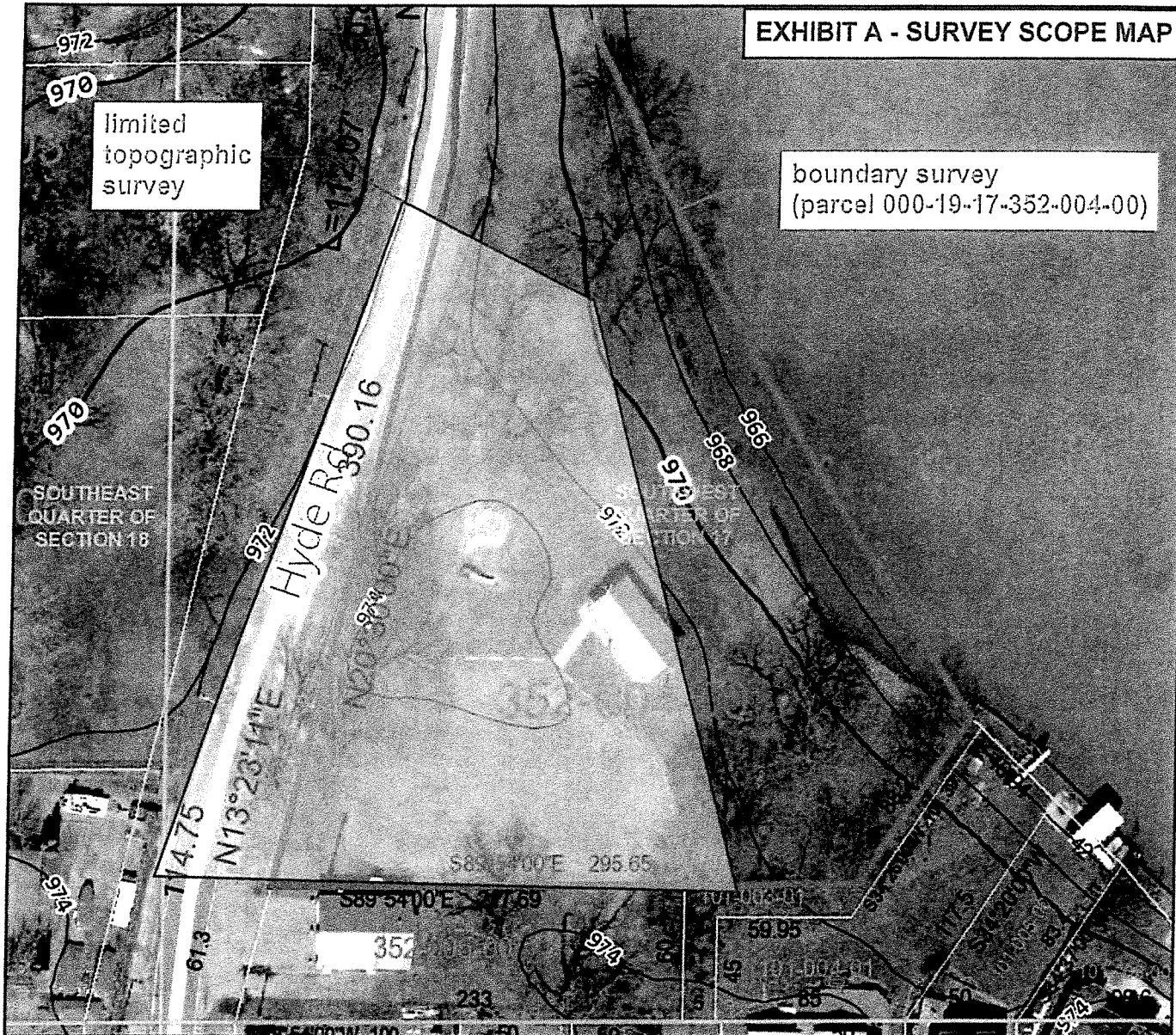
Attachments: Exhibit A – Survey Scope Map (1 page)
OHM Advisors Terms and Conditions (2 pages)



Parcel Report - Parcel ID: 000-19-17-352-004-00

2/4/2025

EXHIBIT A - SURVEY SCOPE MAP



Owner Name TOWNSHIP OF COLUMBIA
Owner Address 8500 JEFFERSON RD
 BROOKLYN, MI 49230
Homestead 0
Parcel Address HYDE RD PARK
 CLARKLAKE, MI 49234
Property Class 202 - COMMERCIAL VACANT
Status Active
Acreage 1.44
Gov't Unit Columbia
Tax Unit Columbia
School District COLUMBIA SCHOOL
Liber/Page

	2022	2023	2024
Taxable Value	\$0.00	\$0.00	\$0.00
Assessed Value	\$0.00	\$0.00	\$0.00

Tax Description:
 BEG AT THE SW COR OF SEC 17 TH N 14DEG E 61.3 FT TH S 89DEG 54'E 295.65 FT TH N 34DEG 26'E 88.7 FT TO THE SHORE LN OF CLARK LAKE FOR PL OF BEG OF THIS DESCN TH S 34DEG 26'W 88.7 FT TH N 89DEG 54'W 295.65 FT TH N 14'E 489.1 FT TH E TO THE SHORE LN OF CLARK LAKE TH SELY ALG SHORE OF SD LAKE TO BEG. SEC 17 TES R1E



WARNING: Displayed boundaries are NOT SURVEY GRADE and may not reflect legal property description. The intent of this map is to allow easy access and visibility of government information and services. Every reasonable effort is made to ensure the accuracy of the map and data; nevertheless, errors may occur.



TERMS & CONDITIONS

OHM

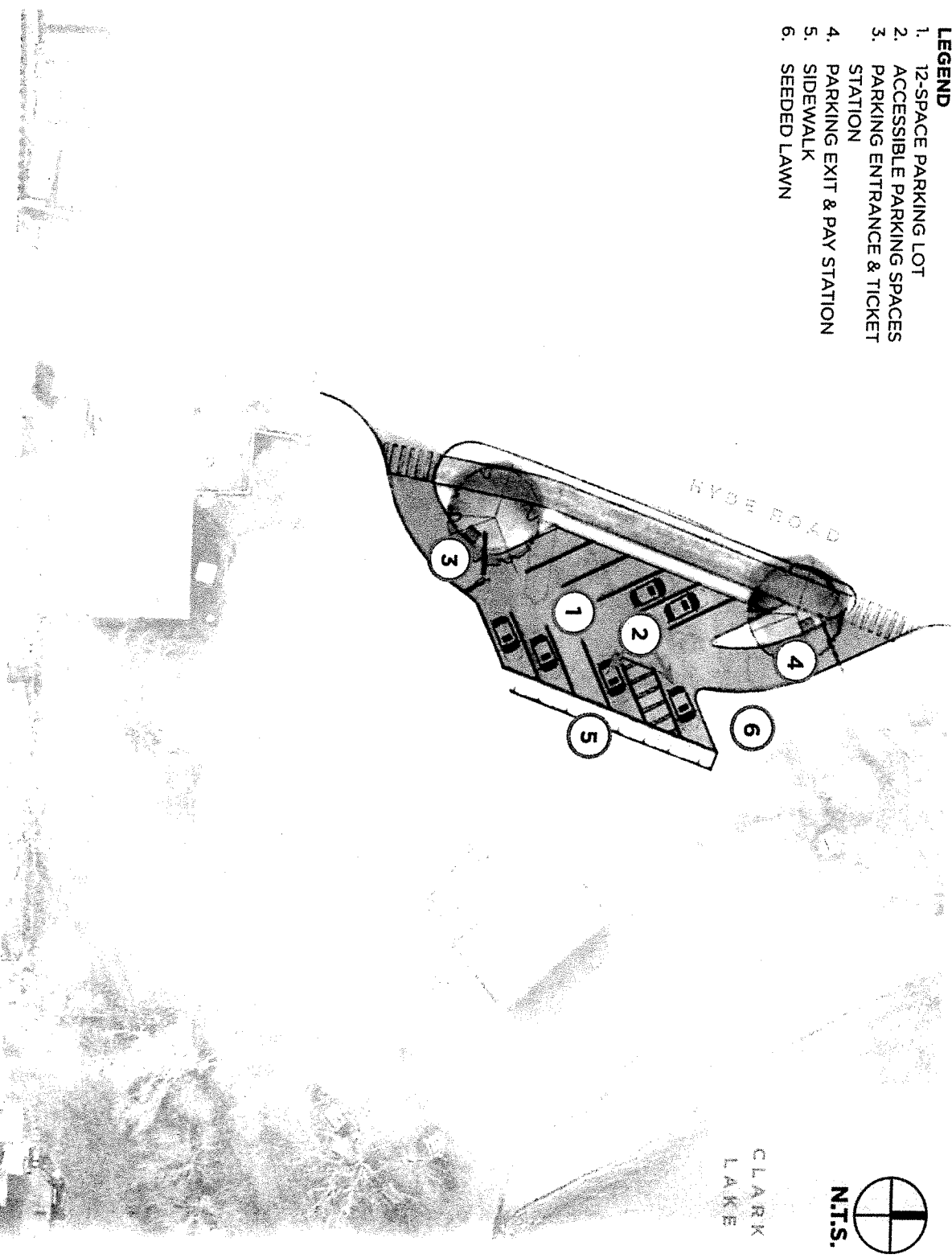
1. THE AGREEMENT. These Terms and Conditions and the attached Proposal or Scope of Services, upon acceptance by CLIENT, shall constitute the entire Agreement between Orchard, Hiltz & McCliment, Inc. (OHM ADVISORS), a registered Michigan Corporation, and CLIENT. OHM ADVISORS and CLIENT may be referred to individually as a Party or collectively as Parties. This Agreement supersedes all prior negotiations or agreements and may be amended only by written agreement signed by both Parties.
2. CLIENT RESPONSIBILITIES. CLIENT, at no cost, shall:
 - a. Provide access to the project site to allow timely performance of the services.
 - b. Provide all information in CLIENT'S possession as required by OHM ADVISORS to perform the services.
 - c. Designate a person to act as CLIENT'S representative who shall transmit instructions, receive information, define CLIENT policies, and have the authority to make decisions related to services under this Agreement.
3. PROJECT INFORMATION. OHM ADVISORS shall be entitled to rely on the accuracy and completeness of services and information furnished by CLIENT, other design professionals, or consultants contracted directly to CLIENT.
4. PERIOD OF SERVICE. The services shall be completed within the time specified in the Proposal or Scope of Services, or if no time is specified, within a reasonable amount of time. OHM ADVISORS shall not be liable to CLIENT for any loss or damage arising out of any failure or delay in rendering services pursuant to this Agreement that arise out of circumstances that are beyond the control of OHM ADVISORS.
5. COMPENSATION. CLIENT shall pay OHM ADVISORS for services performed in accordance with the method of payment, as stated in the Proposal or Scope of Services. CLIENT shall pay OHM ADVISORS for reimbursable expenses for subconsultant services, equipment rental, or other special project related items at a rate of 1.15 times the invoice amount.
6. TERMS OF PAYMENT. Invoices shall be submitted to the CLIENT each month for services performed during the preceding period. CLIENT shall pay the full amount of the invoice within thirty days of the invoice date. If payment is not made within thirty days, the amount due to OHM ADVISORS shall include a service fee at the rate of one (1%) percent per month from said thirtieth day.
7. STANDARD OF CARE. OHM ADVISORS shall perform their services under this Agreement in a manner consistent with the professional skill and care ordinarily provided by similar professionals practicing in the same or similar locality under the same or similar conditions.
8. RESTRICTION OF REMEDIES. OHM ADVISORS is responsible for the work of its employees while they are engaged on OHM ADVISORS' projects. As such, and in order to minimize legal costs and fees related to any dispute, CLIENT agrees to restrict any and all remedies it may have by reason of OHM ADVISORS' breach of this Agreement or negligence in the performance of services under this Agreement, be they in contract, tort, or otherwise, to OHM ADVISORS, and to waive any claims against individual employees.
9. LIMIT OF LIABILITY. To the fullest extent permitted by law, CLIENT agrees that, notwithstanding any other provision in this Agreement, the total liability in the aggregate, of OHM ADVISORS to CLIENT, or anyone claiming under CLIENT, for any claims, losses, damages or costs whatsoever arising out of, resulting from, or in any way related to this Agreement or the services provided by OHM ADVISORS pursuant to this Agreement, be limited to \$25,000 or OHM ADVISORS fee, whichever is greater, and irrespective of whether the claim sounds in breach of contract, tort, or otherwise.
10. ASSIGNMENT. Neither Party to this Agreement shall transfer, sublet, or assign any duties, rights under or interest in this Agreement without the prior written consent of the other Party.
11. NO WAIVER. Failure of either Party to enforce, at anytime, the provisions of this Agreement shall not constitute a waiver of such provisions or the right of either Party at any time to avail themselves of such remedies as either may have for any breach of such provisions.
12. GOVERNING LAW. The laws of the State of Michigan will govern the validity of this Agreement, its interpretation and performance.
13. INSTRUMENTS OF SERVICE. OHM ADVISORS shall retain ownership of all reports, drawings, plans, specifications, electronic data and files, and other documents (Documents) prepared by OHM ADVISORS as Instruments of Service. OHM ADVISORS shall retain all common law, statutory and other reserved rights, including, without limitation, all copyrights thereto. CLIENT, upon payment in full for OHM's services, shall have an irrevocable license to use OHM's Instruments of Service for or in conjunction with repairs, alterations or maintenance to the project involved but for no other purpose. CLIENT shall not reuse or make any modifications to the Documents without prior written authorization by OHM ADVISORS. In accepting and utilizing any Documents or other data on any electronic media provided by OHM ADVISORS, CLIENT agrees they will perform acceptance tests or procedures on the data within 30 days of receipt of the file.
14. CERTIFICATIONS. OHM ADVISORS shall have 14 days to review proposed language prior to the requested dates of execution. OHM ADVISORS shall not be required to execute certificates to which it has a reasonable objection, or that would require knowledge, services, or responsibilities beyond the scope of this Agreement, nor shall any certificates be construed as a warranty or guarantee by OHM ADVISORS.
15. TERMINATION. Either Party may at any time terminate this Agreement upon giving the other Party 7 calendar days prior written notice. CLIENT shall within 45 days of termination pay OHM ADVISORS for all services rendered and all costs incurred up to the date of termination in accordance with compensation provisions in this Agreement.
16. RIGHT TO SUSPEND SERVICES. In the event CLIENT fails to pay OHM ADVISORS the amount shown on any invoice within 45 days of the date of the invoice, OHM ADVISORS may, after giving 7 days' notice to CLIENT, suspend its services until payment in full for all services and expenses is received.

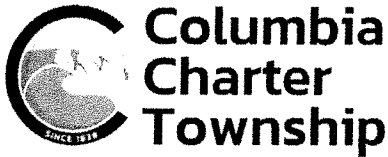
17. OPINIONS OF PROBABLE COST. OHM ADVISORS preparation of Opinions of Probable Cost represents OHM ADVISORS' best judgment as a design professional familiar with the industry. CLIENT recognizes that OHM ADVISORS has no control over costs of labor, equipment, materials, or a contractor's pricing. OHM ADVISORS makes no warranty, expressed or implied, as to the accuracy of such opinions as compared to bid or actual cost.
18. JOB SITE SAFETY. Neither the professional activities of OHM ADVISORS, nor the presence of OHM ADVISORS or our employees and subconsultants at a construction site shall relieve the Contractor or any other entity of their obligations, duties, and responsibilities including, but not limited to, construction means, methods, sequences, techniques or procedures necessary for performing, superintending or coordinating all portions of the work of construction in accordance with the contract documents and the health or safety precautions required by any regulatory agency. OHM ADVISORS has no authority to exercise any control over any construction contractor or any other entity or their employees in connection with their work or any health or safety precautions.
19. CONTRACTOR SUBMITTALS. If included in the services to be provided, OHM ADVISORS shall review the contractor's submittals such as shop drawings, product data, and samples for the limited purpose of checking for conformance with information given and the design concept expressed in the construction documents issued by OHM ADVISORS. Review of such submittals is not for the purpose of determining the accuracy and completeness of other information such as dimensions, quantities, and installation or performance of equipment or systems, which are the contractor's responsibility. OHM ADVISORS review shall not constitute approval of safety precautions or, unless otherwise specifically stated by OHM ADVISORS, of any construction means, methods, techniques, sequences or procedures. OHM ADVISORS approval of a specific item shall not indicate approval of an assembly of which the item is a component.
20. CONSTRUCTION OBSERVATION. If requested, OHM ADVISORS shall visit the project construction site to generally observe the construction work and answer questions that CLIENT may have. OHM ADVISORS shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the construction work, or to determine whether the construction work is being constructed in accordance with the Contract Documents.
21. HAZARDOUS MATERIALS. As used in this Agreement, the term hazardous materials shall mean any substances, including without limitation asbestos, toxic or hazardous waste, PCBs, combustible gases and materials, petroleum or radioactive materials (as each of these is defined in applicable federal statutes) or any other substances under any conditions and in such quantities as would pose a substantial danger to persons or property exposed to such substances at or near the Project site. Both Parties acknowledge that OHM ADVISORS' Scope of Services does not include any services related to the presence of any hazardous or toxic materials. In the event OHM ADVISORS or any other person or entity involved in the project encounters any hazardous or toxic materials, or should it become known to OHM ADVISORS that such materials may be present on or about the jobsite or any adjacent areas that may affect the performance of OHM ADVISORS' services, OHM ADVISORS may, at its sole option and without liability for consequential or any other damages, suspend performance of its services under this Agreement until CLIENT retains appropriate qualified consultants and/or contractors to identify and abate or remove the hazardous or toxic materials and warrants that the jobsite is in full compliance with all applicable laws and regulations. CLIENT agrees, notwithstanding any other provision of this Agreement, to the fullest extent permitted by law, to indemnify and hold harmless OHM ADVISORS, its officers, partners, employees and subconsultants (collectively, OHM ADVISORS) from and against any and all claims, suits, demands, liabilities, losses, damages or costs, including reasonable attorneys' fees and defense costs arising out of or in any way connected with the detection, presence, handling, removal, abatement, or disposal of any asbestos or hazardous or toxic substances, products or materials that exist on, about or adjacent to the Project site, whether liability arises under breach of contract or warranty, tort, including negligence, strict liability or statutory liability, regulatory or any other cause of action, except for the sole negligence or willful misconduct of OHM ADVISORS.
22. WAIVER OF CONSEQUENTIAL DAMAGES. The Parties waive consequential damages for claims, disputes or other matters in question arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either Party's termination of this Agreement.
23. WAIVER OF SUBROGATION. The Parties waive all rights against each other and any of their contractors, subcontractors, consultants, agents, and employees, each of the other, for damages caused by fire or other causes of loss to the extent covered by property insurance obtained pursuant to a written contract or other property insurance applicable to the construction work.
24. THIRD PARTIES. Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either CLIENT or OHM ADVISORS.
25. CODE REVIEW/ACCESSIBILITY. In providing its services under this Agreement, OHM ADVISORS may have to interpret federal and or state laws, codes, ordinances, regulations and/or statutes. CLIENT understands and agrees that these may be subject to different and possibly contradictory interpretations by relevant governmental officials charged with interpreting same and furthermore understands and agrees that OHM ADVISORS does not warrant or guarantee that their interpretation will be consistent with the interpretation of the relevant governmental officials. OHM ADVISORS shall not be liable for unreasonable or unforeseeable interpretation of federal and or state laws, codes, ordinances, regulations and/or statutes by governmental officials charged with interpreting same.
26. DISPUTE RESOLUTION. In an effort to resolve any conflicts that arise during the project or following the completion of the project, the Parties agree that all disputes between them arising out of or relating to this Agreement shall be submitted to nonbinding mediation, unless the Parties mutually agree otherwise, as a prerequisite to further legal proceedings. The Parties agree to share the mediator's fee and any filing fees equally, and the mediation shall be held in the place where the project is located, unless another location is mutually agreed upon.

Site Plan

LEGEND

- 1. 12-SPACE PARKING LOT
- 2. ACCESSIBLE PARKING SPACES
- 3. PARKING ENTRANCE & TICKET STATION
- 4. PARKING EXIT & PAY STATION
- 5. SIDEWALK
- 6. SEEDED LAWN





Columbia Charter Township
Jackson County, Michigan
8500 Jefferson Road
Brooklyn, MI 49230

Phone: (517) 592-2000
Fax: (517) 592-8115
www.twp.columbia.mi.us

MEMORANDUM

TO: Township Board
FROM: Brittany Stein, Planning & Zoning Manager
DATE: July 17, 2025
RE: ZMA 2025-0219.9 – Rezoning 5.54 acres (Parcel 000-19-31-151-001-03)
from AG-Agricultural to I-1 Light Industrial. (Kateel River Group, LLC)

An Ordinance to amend Ordinance No. 2019 – 0218, as amended, commonly referred to as the 2019 Columbia Charter Township Zoning Ordinance, to rezone one parcel comprising approximately 5.54 acres in total, situated in the northwest quarter of Section 31, from the AG Agricultural District to the I-1 Light Industrial District.

History:

June 12, 2025

Planning Commission (public hearing)
Decision: Recommended approval.

May 27, 2025

Notice of Public Hearing published in Exponent and mailed to neighboring property owners within 300' of property boundaries.

June 16, 2025

Township Board – Accepted first reading.

July 10, 2025

Jackson County Planning Commission Meeting – Recommended approval.

Recommendation to the Township Board of Trustees July 21, 2025:

- July 21, 2025: Approval of the proposed zoning map amendment for the parcel 000-19-31-151-001-03 to rezone all of the parcel (5.54 acres) from AG Agricultural to I-1 Light Industrial.
 - If approved, a Notice of Adoption will be published in the Brooklyn Exponent.
 - Then, eight (8) days following the publication of the Notice, the Ordinance shall become effective.

Attachments:

- Ordinance No. 2025-0219.9 (Draft)
- Jackson County (Region 2) Planning Commission: Recommendation letter and Minutes.
- Columbia Charter Township PC Staff Report from Brittany Stein
- Zoning Ordinance Amendment Petition Form
Township application form and supporting documents received from applicant, including survey, legal description, map, and description of the reason for the request.
- Columbia Charter Township Planning Commission Meeting Minutes

ORDINANCE NO. 2025-0219.9
Columbia Charter Township
Jackson County, Michigan

An Ordinance to amend Ordinance No. 2019 – 0218, as amended, commonly referred to as the 2019 Columbia Charter Township Zoning Ordinance, to rezone approximately 5.54 acres of one parcel in the northwest quarter of Section 31, from the AG Agricultural District to the I-1 Light Industrial District.

SECTION 1

The Official Zoning Map of the 2019 Columbia Charter Township Zoning Ordinance is amended by the reclassification of the following described property in the northwest quarter of Section 31, from the AG Agricultural District to the I-1 Light Industrial District:

PARCEL NO. 000-19-31-151-001-03

Land situated in Columbia Township, Jackson County, Michigan, in the West 1/2 of the Southwest Fractional 1/4 of Section 31, Town 4 South, Range 1 East, further described as: Commencing at the West 1/4 corner of Section 31; thence North 00°46'16" West 26.39 feet along the West line of Section 31 to the East 1/4 corner of Section 36, Town 4 South, Range 1 West; Thence North 00°42'28" West 1056.41 feet along the West line of Section 31 for a point of beginning; thence 89°23'42" East 1070.56 feet; thence South 02°26'50" East 225.12 feet; thence South 89°23'42" West 1077.39 feet to the point of beginning.

SECTION 2

The remaining provisions of Ordinance No. 2019 - 0218, and all amendments thereto, are hereby ratified and reaffirmed.

SECTION 3

If any provision of this amending ordinance is held to be unconstitutional or void for any reason by a court of competent jurisdiction, that provision shall be struck from the amendment and severed, and the remaining provisions shall be enforced according to their terms and provisions.

SECTION 4

This amendment ordinance shall be effective on the 8th day after publication, after adoption.

CLERK'S CERTIFICATION

I, Cathy Hulburt, the duly appointed, qualified and acting Clerk of the Charter Township of Columbia, Jackson County, Michigan, hereby certify that the foregoing Columbia Charter Township Ordinance No. 2025-0219.9 (Ordinance to amend the 2019 Columbia Charter Township Zoning Ordinance, Ordinance No. 2019-0218) was adopted at a regular meeting of the Township Board at 8500 Jefferson Rd., Brooklyn, Michigan, on the _____ day of _____, 2025, at which a quorum was present and voted. I further certify that _____ moved for the adoption of the ordinance, seconded by _____, and that the vote on the said proposed ordinance was:

Yeas _____ Nays _____ .

Cathy Hulburt,
Columbia Charter Township Clerk

Date



Jackson County Planning Commission

Staffed by the Region 2 Planning Commission (R2PC)
120 W. Michigan Avenue • Jackson, MI 49201
Phone (517) 788-4426 • Fax (517) 788-4635

June 12, 2025

Cathy Hulburt, Clerk
Columbia Charter Township
8500 Jefferson Road
Brooklyn, Michigan 49230

Transmitted via email to chulburt@twp.columbia.mi.us

Subject: **#25-17 – Proposed zoning text amendment for parcel (000-19-31-151-001-03) totaling 5.54 acres in Columbia Charter Township.**

Dear Mrs. Harris:

The Jackson County Planning Commission (JCPC) reviewed the proposed rezoning for a parcel in Columbia Charter Township. After careful consideration of the request during its July 10th, 2025 meeting, the Commission passed a motion recommending **approval** to the Columbia Charter Township Board.

Please contact me at (517) 416-0405 or kpeck@mijackson.org if you have any questions regarding this matter. If the proposed rezoning is approved by the Township Board, please return the attached Zoning Amendment Form, signed by the Clerk (see the bottom of the form), to our office.

Sincerely,

Kade Peck
Recording Secretary

Attachments:

The Zoning Amendment Form for Case #25-17

The staff report for Case #25-17

The draft minutes of the July 10, 2025, Jackson County Planning Commission meeting



Jackson County Planning Commission

Staffed by the Region 2 Planning Commission (R2PC)

120 W. Michigan Avenue • Jackson, MI 49201

Phone (517) 788-4426

COORDINATED ZONING REPORT | #25-17

To: County Planning Commissioners

From: Kade Peck, R2PC Planner

Date: July 10, 2025

Proposal: Rezoning parcel 000-19-31-151-001-03, of 5.54 acres in to on Meridian Road Jackson County, Columbia Charter Township from Agricultural (AG) to Light Industrial (LI).

Request

The subject property is proposed for rezoning to Light Industrial (LI) from Agricultural (AG).

Purpose

The Rezoning Worksheet Form states that the purpose of the proposed change is to allow for truck repair.

Location and Size of the Property

The parcels proposed for rezoning is located in Section 31 of Columbia Charter Township. The subject parcel is 5.54 acres and is currently zoned Agricultural (AG).

Land Use and Zoning

Current Land Use – The property is currently vacant. The North is vacant. The East, South, and are Agricultural.

Future Land Use Plan – The suggested future land use of the subject parcel, as depicted on the Township’s Land Use Map, is mixed use.

Current Zoning – The property is zoned Agricultural. The North is zoned Light Industrial. The East, South, and West are zoned Agricultural

Public Facilities and Environmental Constraints

Water and Sewer Availability – Municipal sewer is available to the parcel, municipal water is not available to the site.

Public Road/Street Access –Meridian Road provides street access to the parcel.

Environmental Constraints – None.

Analysis and Recommendation

Township Planning Commission Recommendation – The Columbia Charter Township Planning Commission approved the rezoning at their June 2025 meeting.

JCPC Staff Analysis and Advisement – The proposed use is different than the nearby uses, but fits into nearby zoning and the future land use. Based upon this analysis, staff advises the Planning Commission to recommend **APPROVAL** to the Columbia Charter Township Board of the proposed rezoning to 'Light Industrial (LI)'.

Staff Report Attachment(s):

- *Background information provided by Napoleon Township*

Suggested Actions:

- (1) Recommend **APPROVAL**
- (2) Recommend **DISAPPROVAL**
- (3) Recommend **APPROVAL WITH COMMENTS**
- (4) Take **NO ACTION**

ZONING AMENDMENT FORM



**JACKSON COUNTY PLANNING COMMISSION
(COORDINATING ZONING)**

Return to: Jackson County Planning Commission • c/o Region 2 Planning Commission • 120 W. Michigan Avenue • Jackson, Michigan 49201

Please submit the Planning Commission meeting minutes and any reports/exhibits the Commission used to make its recommendation with this form. Use a separate form for each proposed zoning change. Please include a legal description/survey with rezoning requests in addition to the Parcel ID Number.

A copy of this form with the JCPC recommendation will be mailed back to the Clerk, who will return a copy to the JCPC with the Township Board Action.

THE Columbia Charter TOWNSHIP PLANNING COMMISSION submits the following proposed zoning change to the Jackson County Planning Commission for its review, comment, and recommendation:

(ANSWER EITHER A or B)

A. DISTRICT BOUNDARY CHANGE (REZONING):

(Provide the legal and popular property descriptions, the Parcel ID Number(s), the number of acres, and the section(s) in which the property is located. Attach additional sheets if more space is needed. Attach a map showing all changes and additions.)

000-19-31-151-001-03 5.54 acres

1. The above described property has a proposed zoning change FROM Agricultural (AG) ZONE TO Light Industrial (I-1) ZONE.
2. PURPOSE OF PROPOSED CHANGE: Develop property to construct truck repair Facility.

B. ZONING ORDINANCE TEXT AMENDMENT:

The following Article(s) and Section(s) is amended or altered: ARTICLE _____ SECTION _____
The NEW SECTION reads as follows: (Attach additional sheets if more space is needed.) _____

- C. PUBLIC HEARING** on the above amendment was held on: month June day 12 year 2025
- D. NOTICE OF PUBLIC HEARING** was published/mailed on the following date: month May day 27 year 2025
(Notice must be provided at least fifteen days prior to the public hearing.)
- E. THE NEWSPAPER** (having general circulation in Township) carrying the NOTICE: Brooklyn Exponent
The PROPOSED ZONING AMENDMENT described herein was duly considered by the Township Planning Commission and will be forwarded to the Township Board with a recommendation to APPROVE or DISAPPROVE.
Todd Warty Chair or Secretary 6 / 12 / 2025 (enter date)

JACKSON COUNTY PLANNING COMMISSION (JCPC) ACTION:

1. Date of Meeting: month July day 10 year 2025
2. The JCPC herewith certifies receipt of the proposed amendment on the above date and:
 - Recommends APPROVAL of the zoning change
 - Recommends DISAPPROVAL of the zoning change for the reasons stated in the attached letter.
 - Recommends APPROVAL of the zoning change with comments, as stated in the attached letter.
 - Takes NO ACTION.

Kade Peck, Recording Secretary 07 / 15 / 25 (enter date)

TOWNSHIP BOARD ACTION:

1. Date of Meeting: month _____ day _____ year _____
2. The _____ Township Board herewith certifies that a legally constituted meeting held on the above date and that the proposed amendment PASSED, DID NOT PASS, or was REFERRED ANEW to the Township Planning Commission.

Township Clerk

JCPC Case #: _____
(For JCPC Use Only)

REZONING WORKSHEET FORM



JACKSON COUNTY PLANNING COMMISSION (COORDINATING ZONING)

Return to: Jackson County Planning Commission • c/o Region 2 Planning Commission • 120 W. Michigan Avenue • Jackson, Michigan 49201

Please submit with the "Zoning Amendment Form" for a district boundary change (rezoning), not a text amendment.

Township of: Columbia Charter Township Case #: ZMA 2025-0219-9
 Township official we may contact: Brittany Stein Phone #: (517) 592-2000
 Applicant: Gary Adams Phone #: () -
 Rezoning Request: From: Agricultural (AG) To: Light Industrial (I-1)
 Property Location: Section(s): 31 Quarter Section(s): NW NE SW SE
 Legal Description and/or Survey Map/Tax Map (please attach) Yes No (Please do not use only the Parcel ID Number)
 Parcel Size (if more than one parcel, label "A" - "Z"): 5.54

Please attach location map Yes No

What is the existing use of the site? Vacant - uncut wooded/Forest.

What is the proposed use of the site? Truck repair - Industrial/Highway Commercial

What are the surrounding uses (e.g.: agriculture, single-family residential, highway commercial, etc.)?

North: Vacant - AG - wooded + farmland South: Agricultural - Vacant wooded lot
 East: Residential/Vacant AG West: Agricultural - Vacant

What are the surrounding Zoning Districts?

North: Light Industrial (I-1) South: Agricultural (AG)
 East: Agricultural (AG) West: Agricultural (AG)

What is the suggested use of the site on the Township's Land Use Plan map? Mixed use

Is municipal water currently available? Yes No Will it be made available? Yes No If yes, when? _____

Is municipal sewer currently available? Yes No Will it be made available? Yes No If yes, when? _____

Does the site have access to a public street or road? Yes No If yes, name Meridian Rd. (US 127)

Are there any known environmental constraints on the site? Yes No

Wetland(s) Floodplain(s) Brownfield(s) Soil(s)

Other (please specify) _____

Please attach the minutes of the Planning Commission.

Yes, the minutes are attached. No, the minutes are not attached.

Please attach copies of any reports, exhibits or other documented provided to the Planning Commission.

Yes, copies of documentation are attached. No, copies of documentation are not attached.

Please attach any public comments, letters, or petitions. none

Yes, public comments are attached. No, public comments are not attached.

Please include any additional information or comments as an attachment.